

**KANSAS POSTSECONDARY
TECHNICAL EDUCATION AUTHORITY
MEETING
APPROVED MINUTES**

A virtual meeting of the Kansas Postsecondary Technical Education Authority (TEA) was held via ZOOM on August 25, 2022.

Members Present

Ray Frederick	Rita Johnson
Keith Humphrey	Tiffany Anderson
Debra Mikulka	Mark Hess
Mike Johnson	Mike Beene
Eddie Estes	

Others Present

Hutchinson Community College
Kansas Association of Community College Trustees
Manhattan Area Technical College

Kansas Board of Regents Staff Present

Scott Smathers	Kelly Oliver
April Henry	Elaine Frisbie
Sue Grosdidier	Laura Leite
Vera Brown	Tobias Wood
Eric Tincher	Tim Peterson
Charmine Chambers	Cindy Farrier
Hector Martinez	Matt Casey
Susanna Lee	Susan Henry
Lisa Beck	

CALL TO ORDER

The meeting was called to order by Chair Frederick at 10:01A.M. Chair Frederick provided members with virtual meeting guidelines.

Approval of Minutes

Chair Frederick called for a motion to approve the minutes from the May 26, 2022 meeting.

Motion: Member Hess moved to approve the minutes of the May 26, 2022 meeting. Following a second by Member M. Johnson, the motion carried.

REPORTS

Introductions

Vice President Smathers introduced new Workforce Development Board staff, Associate Director Laura Leite.

Chair's Report

Chair Frederick thanked the technical college presidents for invitations to Vice President Smathers and TEA members to attend their retreat on July 14th and thanked Salina Area Technical College for hosting the event.

Member Liaison Reports

Chair Frederick asked if any TEA members had reports on their activities to share.

Member Beene expressed appreciation to all the community and technical college presidents and administrators for helping the Kansas economy grow, supporting recruitment and retention projects, demonstrating the value of our education system and their willingness to partner and adapt to business needs. He added that Kansas is unique in that we include our education partners in our recruitment processes, and it has proven to work very effectively and efficiently.

Chair Frederick commended the Kansas Department of Commerce for their collaboration with the institutions.

Member M. Johnson reported that Barton and Pratt Community Colleges have established a nursing partnership, and the Barton Campus has received a grant to open a facility for heavy duty equipment training for Case/New Holland employees as well as private individuals.

Member Anderson reported that a Highland Park High School student was selected and is working at KSDE in the first high school paid student apprentice program. She informed members that she hopes to start her institution visits next month and added that she will be attending a meeting at Washburn Institute of Technology this week regarding meeting student accommodations. She informed members that she will gather information, making note of the opportunities and challenges to be resolved, and will report back to the TEA about that meeting. Member Anderson commended Stormont-Vail Regional Medical Center for their business partnership with USD501, providing nurses to teach CNA students at no cost, supplying their materials and clothing, provided they intend to stay and work in Kansas.

Member Estes shared that he visited Seward County Community College (SCCC) and met with President Bennett. He said he was very impressed with the campus, and explained that many years ago, the Southwest Kansas Area Vocational Technical School in Dodge City worked with SCCC on truck driving and auto body programs, so it has been pleasing to see those programs grow at SCCC. He informed members that Garden City Community College is expanding their John Deere program, as well as working on fundraising for their rodeo program expansion. He informed members that Dodge City Community College has three programs offered in a building purchased by the city of Dodge City at the industrial park and he had an opportunity to visit with instructors there. He commended Hutchinson Community College on their televised advertisement regarding the Promise Act Scholarship.

Vice President for Workforce Development Report

Chair Frederick called on Vice President Smathers to provide members with a Workforce Development report. Vice President Smathers reported that it is a busy time for Board staff. He reminded members that a special TEA meeting has been scheduled on September 14th, due to the Excel in CTE proviso that requires payment within 60 days of classes starting, and the proposed distributions will be provided for TEA review and recommendation to the Board at their September meeting. He informed members that there are three new Board of Regents appointees: Dianna Mendoza of Dodge City Public School District; Blake Benson, President of the Pittsburgh Chamber of Commerce, and John Dicus of Capital Federal Savings in Topeka. The appointees will be going in front of the Senate confirmation committee for their first round of approval in September. He informed members that there is no word yet on the new TEA appointee replacing Jason Cox. In addition, he informed members that Stacy Smith has left KSDE and is no longer a TEA member. KSDE is in the process of hiring his replacement and reappointing a new member for the TEA. He informed members that KBOR General Counsel Julene Miller has announced her retirement but will continue working part-time with KBOR. He informed members that John Geary was hired as the new KBOR General Counsel. He reminded members that they are still welcome to sign

up for the Workforce Innovation Conference, which is scheduled for October 3rd and 4th in Lawrence, and like the Mid America Workforce Summit that is held in January, the TEA will cover member expenses to attend.

Report from the Community Colleges

Chair Frederick called upon Hutchinson Community College President File to provide members with a report from the community colleges.

Report from the Technical Colleges

Chair Frederick called upon Manhattan Area Technical College President Genandt to provide members with a report from the technical colleges.

CONSENT AGENDA

Program and Curriculum Committee

Program Alignment

- Associate Degree Nursing (51.3801)

New Program

- Garden City Community College: Medical Assistant (51.0801)
- Kansas City Kansas Community College: Legal Administrative Assistant (22.0301)
- Kansas City Kansas Community College: Welding Technology (48.0508)

Promise Act

- Garden City Community College: Medical Assistant (51.0801)
- Kansas City Kansas Community College: Welding Technology (48.0508)

Excel in CTE Fees

- Kansas City Kansas Community College: Welding Technology (48.0508)

Chair Frederick called for a motion to approve the Consent Agenda items from the Technical Program and Curriculum Committee.

Motion: Member Estes moved to approve the Consent Agenda items. Following a second by Member Beene, the motion carried unanimously by roll call vote.

DISCUSSION AGENDA

Program and Curriculum Committee

AY2023 Actual Excel in CTE Fees – Welding

Chair Frederick called on Technical Program and Curriculum Committee Chair R. Johnson to lead discussion regarding the AY2023 actual Excel in CTE Fees for the Welding program. Chair Johnson called on Associate Director Chambers to present fees information to members. Associate Director Chambers explained that the data in the packet is presented as requested in response to the January 6, 2022 review by the Technical Program and Curriculum Committee of Excel and CTE fees by program. She provided members with a spreadsheet grouping the program exit points for the Welding program and explained that the data was provided by each institution in response to the questionnaire about the actual costs that are charged to high school welding students. She explained the far-right column reflects the comparison to the fees that were originally submitted by institutions last fall to for TEA and KBOR approval, and that were reviewed by the TEA in December of 2021. Also included at the bottom of the sheet are additional notations to help explain some of the differences noted when additional information or data was provided via the questionnaire. Committee Chair Johnson added that there is disparity in the amount of fees charged by institutions and expressed appreciation to Board staff for their efforts to compile the information for TEA review. She encouraged the institutions to continue to find ways to help

lessen the costs that are charged to high school students by working with high schools, business and industry, and utilizing Carl D. Perkins funding.

OTHER MATTERS

Legislative Update

Chair Frederick called on Director Casey to provide members with a legislative update. Director Casey gave a brief report to members on the recent activities of the Legislature. He informed members that the legislative session is still over four months away with the first day on January 9, 2023. He informed members that the general election is November 8th with all 125 Kansas House members up for election, as well as members of leadership expected to retire. There will be some changes in the House chamber with new leadership, new committee rules, new chairs, and new vice chairs. The Senate seats are not up for reelection. The statewide election offices are also on the ballot this election cycle with the incumbent, Democrat Laura Kelly facing the Republican challenger, Derek Schmidt. He informed members that the legislative task force on community and technical colleges, led by Susan Humphries of Wichita, will be reviewing the state funding model for the two-year sector, discussing residency requirements as well as the Excel in CTE program on August 30th. He informed members that due to more funding being appropriated to the two-year cost model as well as Excel in CTE programs last year, the legislature wanted an overview on how money was distributed and to discuss the formula. He added that the meeting will be live-streamed, like all legislative committee meetings.

TEA Committees 2022 – 2023

Chair Frederick thanked the current Committee chairs for their willingness to continue to serve. Member Estes will continue to chair the Advocacy and Marketing Committee, Member M. Johnson will continue to chair the Budget and Finance Committee, and Member R. Johnson will continue to chair the Technical Program and Curriculum Committee. Chair Frederick informed members that he asked Member Hess to move from the Budget and Finance Committee to the Technical Program and Curriculum Committee to fill the empty seat on that committee. He expressed his appreciation for member ongoing efforts and participation on these committees.

Proposed TEA Member Institution Assignments

Chair Frederick called on Member Estes to present the TEA member institution assignments. Member institution assignments were provided to members in the meeting documents. Member Estes stressed the importance of TEA members visiting the institutions, taking advantage of opportunities to meet with the presidents and gaining a deeper appreciation of campus activities.

KBOR Retreat Summary

Chair Frederick called on Vice President Smathers to provide members with a summary of the recent Board retreat. Vice President Smathers informed members that the Board of Regents held their retreat in Wichita in July, attended by Regents, representatives from both the community colleges and technical colleges, and Board staff. Items of discussion included Kansas demographics, with focus on looking at the flow of graduating high school students, preliminary Board goals, legislative requests, co-requisite courses versus remedial courses, program articulations and many additional items which were university specific. Budgets were discussed and the two-year sector provided the Regents with an update of how they create their budgets. They discussed the possibility of creating workforce development committees, dealing with education, teaching and health care. They discussed the possibility of submitting a bill that simplifies the process for colleges to affiliate as well as ideas on how additional concurrent courses could be offered at no cost to students. They also toured WSU facilities.

Promise Act Update

Chair Frederick called on Vice President Smathers to provide members with a Promise Act Update. Vice President Smathers reported that this summer, Board staff finished identifying the high wage, high demand

critical need and transfer programs that qualify for the Promise Act. He reminded members that last May, the TEA approved all the college's additional fields of study. He informed members that this year, the TEA is still being asked to review new program requests to make sure they qualify for the Promise Act, and that will be a continuous process. In addition, this year, the TEA will also be asked to review all the existing fields of study that were in the initial first version of the Promise Act. He reminded members of the four primary fields of study that have been established by the Act and explained that the revised version of the Promise Bill now limits the approved programs to high wage, high demand critical need, or qualified as a transfer program. This process is going to start at the beginning of next year, with final recommendations to be made to the Board by the March meeting. Vice President Smathers informed members that last year's data is still being collected for the required report to the Legislature in January, and the legislative report will be provided to the TEA prior to that submission. He added that preliminary numbers show that there were approximately \$5 million in Promise Act scholarships last year, which reflects intense interest as the Act wasn't passed until May, becoming operational in July. He explained that there were some technological glitches causing some delays in processing, but the goal is to achieve a three-day process, from application, approval, and information to the institutions. He expressed appreciation to the institutions for their patience.

Out of Service Area Policy Consideration

Chair Frederick called on Vice President Smathers to present the Out of Service Area Policy consideration. Vice President Smathers explained that no action is required by the TEA on this policy as it is a Board policy. He explained that the Board's Associate General Counsel has suggested three minor policy modifications to submit to the Board for consideration. One of the modifications addresses the form regarding the agreement period, to clarify that the agreement does not require approval every six months or yearly if the requesting and home institutions both agree to the time frame. Institutions can specify a longer-term agreement for allowing another institution to offer courses outside of their service area. One modification recommends listing the statute within the policy for reference, and one modification recommends adding that the Board office requests one month's notice before out of service area classes begin to be sure it is input into the Board system to address funding.

TEA Goals for AY 2023

Chair Frederick requested that Vice President Smathers lead discussion regarding the TEA goals for AY 2023. Vice President Smathers reminded members that the next face-to-face meeting, is September 29th and the TEA Goals for AY 2023 will be on the agenda. He provided members with the TEA goals from AY 2022, which will be discussed at the September 29th meeting, and encouraged members to inform Board Staff of other goals they would like to achieve for AY 2023, which will be compiled for member discussion. Member M. Johnson requested that Vice President Smathers provide a brief synopsis of Goals item six, "Review and clear up program ownership and control questions", which he explained addresses state funding requirements that an institution must control the curriculum, control the course and be the entity that offers the course. Vice President Smathers further explained that this item was added to the TEA goals at the request of the Program and Curriculum Committee.

MOA Update

Chair Frederick called on Associate Director Wood to provide members with an MOA update. Associate Director Wood provided members with a PowerPoint presentation, providing background and a summary of the Methods of Administration (MOA) process. He explained that he has been the MOA Coordinator for the state since 2016, and recently with the assistance of Associate Director Chambers. This position is required by the Office of Civil Rights (OCR), which issued a memorandum of procedures by which states develop and maintain methods of administration and related procedures as states carry out civil rights obligations under vocational career and technical guidelines. He further explained that there is a set of federal laws which must be followed by institutions receiving federal assistance. States are monitored by

the OCR, which is a division of the Department of Education. The goals of these guidelines are compliance with federal civil rights laws, administrative accessibility of career technical education, and key and physical accessibility on the campus. The Kansas MOA plan was submitted in 2022 to the Office of Civil Rights. This plan outlines the related procedures for Kansas, which includes both secondary and post-secondary CTE recipients. The plan describes how staff identify areas of possible discrimination, which could include recruiting practices, admissions procedures, and financial aid awards. The post-secondary review process begins in the fall. Kansas institutions are split into geographical regions, and one region is selected on an annual rotation for a desk audit. Board staff conducts interviews, conducts surveys, and performs onsite accessibility reviews. Based on these reviews, recommendations are made, best practices are recognized, and findings are identified. Board staff also assists the institutions to create a plan to address these findings.

CTE Outreach Campaign

Chair Frederick called on Senior Project Director Peterson to provide members with an update on the CTE Outreach Campaign. Senior Project Director Peterson reminded members of the previous statewide advertising campaigns through Cox Media. The ads were run on cable television across the state as well as a variety of streaming networks, online display ads and Google search ads. It was an extensive campaign that generated over a million viewing impressions and increased traffic by 52% to the Board web pages. The cost was approximately \$30,000 which utilized Carl D. Perkins funding. He explained that building on that success, a new limited campaign working with Cox was completed, updating the 15 second video in both English and Spanish. The landing page was updated with a new link to the [Promise Act Scholarship](#) page on the Board website. He added that this limited campaign will feature online display ads and streaming video ads and is running this month and will run again in November and December to target spring semester enrollment. Senior Project Director Peterson shared the new video with members and explained that the early results to this campaign are positive.

Excel in CTE Online Course Listing

Chair Frederick called on Associate Director Chambers to present the Excel in CTE Online Course Listing. Associate Director Chambers explained that in response to multiple requests, Board Staff has started a new project in which the online courses that are available for Excel in CTE are posted online for students, parents, and counselors to directly access. At the end of July, the institutions were invited to share their listing if they would like to have it posted on the KBOR website. Listings received to date are posted on the Board of Regents website on the Workforce Development page, under the subsection [Excel in CTE Courses by Institution](#). She further explained that contact information for the institutions is included, as well as notation if a course requires a face-to-face component along with the online course. She encouraged institutions to share their listings for the website and explained there is no deadline for posting.

NEXT MEETING REMINDER

Chair Frederick reminded members that there is a special TEA meeting scheduled via conference call on September 14, 2022 at 8:00 A.M. to consider Excel in CTE Distributions, and the next regularly scheduled TEA meeting will be in-person at the KBOR offices on September 29, 2022 at 10:00 A.M.

ADJOURNMENT

With no further business, Chair Frederick adjourned the meeting at 11:49 A.M.

Respectfully submitted by:
Susan Henry, Executive Assistant