

Postsecondary Technical Education Authority

AGENDA

Kansas Board of Regents
1000 SW Jackson, Suite 520
Topeka, KS

10:00 AM - THURSDAY, April 28, 2016

Conference Call

- I. CALL TO ORDER**
- A. Approval Previous Minutes Chair Frederick
March 31, 2016
- II. REPORTS**
- A. Introductions Chair Frederick
 - B. Chair's Report Chair Frederick
 - C. Member Liaison Reports TEA Members
 - D. Vice President for Workforce Development Report Vice President Johnson
- III. CONSENT AGENDA**
- A. **Technical Program and Curriculum Committee** Member Howell
New Program Associate Director Henry
 - Wichita Area Technical College
Massage Therapy (51.3501) – Associate of Applied Science degree/63 credit hours,
Technical Certificate A/25 credit hours
- IV. CONSIDERATION OF DISCUSSION AGENDA**
- A. **Budget and Finance Committee** Member Glassman
 - State Technology Internship Grant Award Director Beene
 - Legislative/Budget Update Vice President Frisbie
- V. OTHER MATTERS**
- VI. ADJOURNMENT**

Conference Call Information

Dial In Number: **866-620-7326**

Conference Code: **854-799-8672**

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

The March 31, 2016 meeting of the Kansas Postsecondary Technical Education Authority (TEA) was held at the Kansas Board of Regents, 1000 SW Jackson Street, Suite 520, Topeka, Kansas.

Members Present

Ray Frederick Jr., Chair
Eddie Estes
Thomas Burke
Linda Fund

Kathy Howell
Lana Gordon
Debbie Gann

Members Absent

Randy Watson
Steve Kearney
Bruce Akin
Antonio Suave
Joseph Glassman

Others Represented

Coffeyville Community College
Dodge City Community College
Fort Scott Community College
Kansas City Kansas Community College
North Central Kansas Technical College
Wichita Area Technical College

Cowley Community College
Flint Hills Technical College
Johnson County Community College
Neosho County Community College
Northwest Kansas Technical College

Kansas Board of Regents Staff Present

Rita Johnson
Charmine Chambers
Elaine Frisbee
Pam Greene

Zoe Gruber
Connie Beene
Laura Leite
Susan Henry

CALL TO ORDER

The meeting was called to order by Chair Frederick at 10:08 AM.

Approval of Minutes

Motion: Member Burke moved to approve the minutes of February 25, 2016. Following a second by Member Fund, the motion carried.

INTRODUCTIONS

Chair Frederick recognized Associate Director Eric Tincher for his service in the Kansas Air National Guard, and for his upcoming deployment to the Middle East. Chair Frederick then introduced Mr. Greg Sims, who is the Capital City Area Chair of the Kansas Employer Support of the Guard and Reserves (ESGR). Mr. Sims presented Director Connie Beene with the Patriot Award, in response to Associate Director Tincher's nomination, in recognition for her support.

Chair Frederick recognized Chris Cannon, Department Chair of Health & Human Services at Cowley Community College, to introduce Chief Tim Hay, Wellington Fire/EMS, Captain Chad Mayberry,

Winfield Fire/EMS and Chief Alan Stoll, Winfield Fire/EMS as industry partners for the proposed Fire Science Certificate Program on the TEA Consent Agenda for today's meeting.

REPORTS

Chair Report

Chair Frederick informed the members of the TEA that last week he participated in the Talent Pipeline Management National Conference in Washington D.C.; a great event highlighting Kansas and the good work that Workforce AID is doing in the State. Chair Frederick met recently with representatives from Cowley Community College in Wichita to discuss training for meeting the needs of business and industry. Chair Frederick also met by conference call with representatives from Hutchinson Community College to discuss how the community colleges and technical colleges can continue to meet the needs of businesses and industry not only through curriculum but with targeted training as well.

Member Liaison Report

Chair Frederick recognized Member Estes, who shared that October 13, 2016 is the date for the 3i Show, and it will include an Agribusiness Career Day for high schools students statewide. Member Estes also shared that in mid-March, the National Association of Workforce Boards met in Washington D.C. There was increased interest in career education and a number of community colleges and technical schools were in attendance.

Member Burke informed members of the passing of long-time Kansas City Kansas Community College Trustee Mary Ann Flunder, with funeral services April 1, 2016. Member Burke added that she was with Kansas City Community College for 25 years and she will be missed.

Vice President for Workforce Development Report

Vice President Johnson reported that the Midwest Governor's Association (MGA) has convened a multi-state work group comprised of state level staff and industry representatives to address the shortage of truck drivers in our region. March 17, 2016 was the first of a series of conference calls, to gain a better understanding of the industry need, review the research by the American Transportation Research Institute and to discuss issues and challenges of the industry. Follow-up calls have been scheduled through May 10th, after which the MGA will host a day-long meeting to share best practices and to discuss potential solutions to the problems of recruiting and retaining truck drivers in our region.

Vice President Johnson shared with members that Director Gruber has been working with the Kansas Insurance Commissioner, Washburn University and several university partners to develop the Kansas Insurance Certificate Program. This is a collaborative effort among the universities, with a focus on providing students with a career path in the insurance industry. Students will be offered a variety of courses leading to a 12 credit hour certificate. This is in direct response to business demand and the group has been working with several different companies in support of this initiative including Security Benefit and Farmers Insurance.

CONSIDERATION OF DISCUSSION AGENDA

Technical Program & Curriculum Committee

Chair Frederick recognized Committee Chair Howell, who informed members that the Technical Program and Curriculum Committee met on March 17, 2016 and unanimously recommended approval of the following:

Cowley Community College

- Fire Science (43.0302)—Technical Certificate A/25 credit hours

- Milling (01.0401)—Technical Certificate B/35 credit hours

Motion: Member Estes moved to recommend approval of the Fire Science Technical Certificate A/25 credit hour and the Milling Technical Certificate B/35 credit hour programs as recommended by the Technical Program and Curriculum Committee. Following a second by Member Gann, the motion carried.

Budget & Finance Committee

Legislative/Budget Update

Chair Frederick recognized Vice President for Finance and Administration, Elaine Frisbie, to present an update on the legislative session and the State budget.

Vice President Frisbie began with the budget issues confronting the Legislature. The State's economists and revenue staffers will meet on April 20, 2016 to revise the consensus revenue estimates for the State budget. Expectations are that they will be lower. The House Appropriations Committee will be back in session on April 21, 2016 and will develop plans to balance the budget for FY 16 and FY 17 in line with those new revenues. Typically, the Governor will also offer a proposal. For the year to date, the Governor and the Legislature have reduced our state universities by \$25 million, in the current year, from the State General Fund dollars, K-State has also contributed \$1 million and the Kansas Board of Regents Office has contributed over \$1.5 million.

Regarding the budget for K-12 schools, the Legislature passed a bill at the end of the last session, which essentially reorganizes the funding among the school districts, but doesn't add any significant amount of money. The Legislature considers it as a possible solution to the recent court ruling, addressing equity. The court has yet to rule on the issue of funding adequacy. The Legislature authorized the Governor to delay the quarterly payment to the KPERS trust fund, which would reduce spending in the current year by about a \$95 million, to be paid with an 8% penalty in FY 17. Last year, the Legislature authorized a \$1 billion dollar pension obligation bond for KPERS, so starting in the next year, the State will be making a large debt service payment on the bonds. The Legislature returns April 27, 2016.

Vice President Frisbie then provided members with an update on the status of a number of bills Board staff is currently monitoring.

Member Howell asked for clarification on the budget cuts and how they affect community colleges and technical colleges. Vice President Frisbie responded that the cuts thus far have only impacted State universities and that funding for community and technical colleges has remained the same. She also noted that as it stands now there is an appropriation in place for FY 2017 that mirrors FY 2016.

Member Estes added that there are a number of bills being considered with content that the panel should review, including SB451, which is now more than a merger bill. Vice President Frisbie added that there are a number of bills coming from the Legislature's Efficiency Commission, including one of the larger savings items that would bring all of the K-12 employees into the State Health Plan, which would be more expensive for most of those employees.

OTHER MATTERS

Military Articulation Initiative

Chair Frederick recognized Director Beene for an update on the Military Articulation Initiative. Director Beene explained that the mission of the Multi-State Collaborative on Military Credit (MCMC) is to facilitate an interstate partnership of 13 states to translate competencies acquired by veterans through military training and experiences toward college credentials. States will exchange information and share best practices in the areas of articulation of credit, certification

and licensure, communication, and data and technology. The Midwestern Higher Education Compact (MHEC) provides operational and administrative support for the MCMC.

Director Beene also shared there are currently four State workgroups that mirror the national workgroups:

- Articulation of Academic Credit –Translate military learning to college credit and encourage course to course articulation and credit for prior learning options.
- Licensure & Certification –Identify curricular gaps in programs and military training, and formulate bridge programs to decrease time to license or certification.
- Communications and Outreach –Identify effective communication methods to inform service members about how military training and skills can apply to educational attainment or industry credentials.
- Data, Technology & Systems –Focus on a systematic process to gather data on service members and veterans to better serve their educational needs.

Director Beene explained that the initial articulation meeting was held December, 2015, bringing together faculty from all culinary/food science/food safety programs to examine course outcomes and competencies and how those relate to the Military Occupational Specialty 92G Food Service Specialist. With the assistance of experts from the U.S. Army and Kansas National Guard, great strides were made in recognizing skills learned in the Army and how those competencies relate to CTE programs. A similar meeting was held in January with the diesel and automotive technology faculty with similar results. The next meeting, scheduled in April, will bring together community and technology college faculty, as well as university faculty in the criminology/criminal justice/police science programs to examine MOS 31B Military Police competencies.

Director Beene presented a power-point that included the organizational flow-chart of Army University, and to show how the training they provide could articulate to course credit in our colleges. One of the main goals is to have a universal transcript from Army University that can be deciphered by college registrars.

Update on the Wichita Area Technical College/Wichita State University Merger

Chair Frederick recognized Sheree Utash, President of Wichita Area Technical College, to give an update on the Wichita Area Technical College /Wichita State University merger. President Utash shared that ongoing discussions between Wichita Area Technical College (WATC) and Wichita State University (WSU) regarding development of a more enhanced partnership have occurred over the past several years.

A Strategic Partnership Council was formed in July 2015, involving leadership from WATC and WSU, three members of the WATC board and Andy Tompkins, retired Kansas Board of Regents President. The primary focus of the Council has been to prepare a processes and procedure document required by the Kansas Board of Regents for the merger to continue. She noted that the merger document was approved by the Regents with great support.

The intent of the WATC/WSU merger is to create a new model for higher education, to create a better trained workforce, and to create more opportunities for students. The merger plan is to transition Wichita Area Technical College into a new school of technology and applied sciences within WSU; creating an open access school within the university and giving WSU a technical arm from which to build additional degrees. The mission, agreed upon by all parties, will focus on workforce development, open admissions and affordability for the programs that are offered. President Utash noted that for the merger plan to remain viable, the current funding streams in place for Wichita Area Technical College must remain in place. Those funding streams would be applicable for the 2-year associate of applied science degrees only.

Legislative support of this merger is the next step in the process. During the current legislative session, SB 451 was presented for approval language required to support this merger. However, during the committee discussion on the bill, additional language was introduced and as a result WATC/WSU asked to have the bill rescinded. The plan is now to bring forward a similar bill, focusing only on the merger, during the next legislative session. The final piece to the merger will be seeking approval of the Higher Learning Commission (HLC). WATC will prepare a self-study and the accompanying application for submittal to HLC by December 1, 2016. Following a review of the application, the HLC conduct an on-site visit in the spring of 2017. If all HLC requirements are met, approval of the merger could be approved by June 2017. The implementation date of the merger could begin July 1, 2017, with a follow up visit by HLC in January 2018.

Member Burke inquired why new legislation is required, as he believes that legislation is already in place to allow institutional merger or affiliation. President Utash responded that the legislation addressed maintaining access to existing funding streams. Vice President Johnson added that in a number of statutes pertaining to funding institutions are specifically named. The new legislation was designed to be more general to allow for any potential future mergers and/or affiliations.

Chair Frederick and Members Howell and Gann applauded the efforts of WATC and WSU in their work toward the merger. Member Estes asked for conversation regarding the decision to rescind SB 451. President Utash responded that WATC and WSU felt that as a result of the additional language inserted into the bill during the legislative process the original intent of the bill was becoming unclear and the institutions chose to rescind the bill at this time.

Chair Frederick stated that he is disappointed that there were additional issues added to SB451 that caused the bill to be rescinded WATC and WSU. When asked if the delay in getting the bill passed has damaged the timeline of the merger, President Utash responded that now many things will have to happen in the spring of next year, and the bottom line is that without the funding stream, the merger will not happen. Member Fund responded that SB451, as originally presented, had the potential for great impact on many colleges and the funding streams and that she hoped in the future all would be involved in a discussion that might impact their colleges. Chair Frederick responded that he agrees that open communication is very important, but that those institutions with concerns did not reach out to any members of the TEA for discussion prior to the amendments that were added to the bill.

Update on Workforce AID Activity

Chair Frederick recognized Director Gruber to present a Workforce AID update. Director Gruber recognized and thanked college representatives present who have participated in Workforce AID, which has successfully completed 23 projects across the state.

Director Gruber noted that Chair Frederick who, along with Samantha Meeds from Spirit AeroSystems, Danny Phillipe from Caterpillar, Clark Coco from Washburn Institute of Technology and Tim Welsh from Wichita Area Technology College, attended the Talent Pipeline Management National Conference in Washington D.C. last week. Kansas is one of 7 states selected to participate in this initiative.

Director Gruber shared a power-point presentation giving a brief overview of the Workforce AID project. She also noted that a new project in Garden City is currently in the recruiting phase; projects with Rubbermaid and Cowley College and with Caterpillar and Washburn Institute of Technology were just completed; and one of the first projects in the IT sector, with Manhattan Area Technical College and Security Benefit in Topeka is underway.

Director Gruber shared a video that was produced by the U.S. Chamber of Commerce Foundation as part of their gift back to each of the 7 selected states for the Talent Pipeline Management initiative. The Kansas video was filmed in Wichita with groups from Caterpillar and Spirit AeroSystems.

Chair Frederick congratulated Director Gruber for her work on Workforce Aid and thanked Stan Ahlerich with Kansas Department of Commerce for his leadership in the project.

Approval of 2016-2017 SB155 Qualifying Credentials

Chair Frederick recognized Associate Director Chambers to present the 2016-2017 SB155 Qualifying Credential Incentive List for approval. Associate Director Chambers reminded members that the occupations and credentials identified on the qualifying credentials list do not limit the eligibility of any of our postsecondary programs for SB 155 tuition reimbursement. She then reviewed process used for developing the qualifying credentials list.

Credential List Development

The list of credentials qualifying for the incentive program is developed by the Kansas Department of Labor (KDOL) in consultation with KBOR and the Kansas State Department of Education (KSDE) based on the following criteria:

- Occupations must have an industry credential (certification or license).
- Courses leading to that credential are available to high school students.
- The credential is attainable by a high school student within six months of high school graduation or before.
- Wages for the occupation must be at least 70 percent (\$29,414) of the average annual wage in Kansas (\$42,020) or, if the occupation does not meet the wage criteria, the credential for the occupation must be a stackable credential and required for the next occupation level.
- The education level for the occupation requires at least a high school diploma as designated by KDOL.
- Occupations must appear on the high demand/high wage occupations list and have an overall demand score between 10 and 30 using the metric developed by KDOL based on job vacancy, short-term job projections, long-term job projections, and wage data.

Associate Director Chambers noted that Dental Assistant and Emergency Medical Technicians and Paramedics have been added to the list for the 2016-2017 school year. She also pointed out that Assemblers and Fabricators, under the SOC code of 51-2099, remains on the 2016 Phase-Out Occupation list.

Associate Director Chambers also explained that in FY 2015 the appropriation for the incentive funding was reduced from \$1.5 million to \$750,000 requiring a pro rata distribution of these funds among the qualifying school districts. The incentive dollars for current year, and for FY 2017, have again been reduced to \$50,000 per year. Although the incentive funding portion of SB 155 has been significantly reduced, it is estimated the remaining appropriated amount should cover the one/half of the credentialing assessment costs that districts are required to pay.

Motion: Member Burke moved to approve Approval of 2016-2017 SB155 Qualifying Credentials. Following a second by Member Howell, the motion carried.

ADJOURNMENT

The meeting was adjourned at 11:49AM.

Respectfully submitted by:
Susan Henry, Executive Assistant

Recommend Approval of Requests for Degree and Certificate Programs Submitted from Community Colleges and Technical Colleges

Summary and Staff Recommendation

Each month community colleges and technical colleges submit requests for the approval of new certificate and degree programs. The Board office received requests from Wichita Area Technical College to offer an Associate of Applied Science and technical certificate in Massage Therapy. The program submitted addressed all criteria requested and was subject to the 14 day comment period required by policy. The program was reviewed by Program/Curriculum Committee and is recommended for approval by the Technical Education Authority.

04/28/2016

Background

Community colleges and technical colleges submit requests for new certificate and degree programs each month utilizing forms approved by staff. Criteria addressed during the application process include, but are not limited to, the following:

- Student and employer demand for the program
- Current and projected job openings and anticipated wages
- Level of program duplication across institutions, based on Classification of Instructional Program (CIP) code, and any efforts to collaborate to provide the needed program
- Rationale for why collaboration is not a viable option and/or need for a duplicative program
- Program description and designation of required and elective courses
- Measurable program outcomes and course competencies
- Process and frequency for review of program content, level of program success, and process for addressing any areas of concern
- Any specialized accreditation required and/or available for the proposed program
- Faculty qualifications and proposed student to faculty ratio
- Description of facilities and equipment needed and available
- Projected program costs and designation of adequate resources
- Membership of a steering/advisory committee for the program
- Approval by institutional academic committee and local governing board

Description of Proposed Program:

Wichita Area Technical College requests approval for the following program:

- Massage Therapy (51.3501) — Associate of Applied Science degree/63 credit hours, Technical Certificate B/44 credit hours

The proposed Massage Therapy program prepares students to assume an entry-level position in areas of, including but not limited to, bodywork therapist, certified massage therapist, clinical massage therapist, integrated deep tissue massage therapist, licensed massage therapist, massage therapist, and registered massage therapist. The program utilizes the Commission on Massage Therapy curriculum competencies to prepare students to sit for either the National Certifications for Therapeutic Massage and Bodywork (NCBTMB) or Massage and Bodywork Licensing Exam (MBLEx) credentials.

Wichita Area Technical College conducted surveys to determine potential student interest and employer needs regarding the proposed Massage Therapy program. Students enrolled in WATC science courses, taking health classes at local high schools and individuals attending WATC Open Houses were asked to complete a one-page survey indicating programs that matched their interest. Of the 136 students who completed the survey, 15 adults and 10 high school students identified Massage Therapy as a program of interest. An electronic survey was sent to various potential employers to gauge their interest in the proposed program. Thirteen employers responded to the survey, six indicated current positions available in the local area and four indicated potential openings.

According to the U.S. Bureau of Labor Statistics, the Occupational Outlook Handbook indicates a national growth rate for Massage Therapists of 22% from 2012-2022 with a median wage of \$37,180 (\$17.88 per hour). The Kansas Department of Labor, Labor Information Center (2010-2020 projections) indicate a state-wide growth rate of 1.6% with a median wage of \$25,730 (\$12.37 per hour).

Currently, two institutions in the state offer a program utilizing CIP Code 51.3501. Below are the colleges, programs, award levels, enrollment numbers, and completion numbers per 2015 Basic Counts data regarding the numbers of Massage Therapy professionals being trained and completed educational programs.

College	Program Name	2014 K-TIP Data		
		Total # Declared Majors	Total # Graduates Exiting & Employed	Average Wage: Graduates Exited & Employed
Butler Community College	Massage Therapy Therapeutic Massage	39	6	\$14,433
Colby Community College	Massage Therapy Therapeutic Massage	28	15	\$25,261
Total		67	21	

NR = No values were reported.

** = Small cell suppression used to protect student privacy in accordance with FERPA and HEOA guidelines.*

Letters of support for this program were received from the following sources:

- Sharon Miklos – mentoring, student volunteer opportunity at National sporting events, preference in hiring WATC program completers, practical hands-on experience, assisting with finding massage scholarships for students, and help developing a continuing education program for massage therapy professionals.
- David & Christine Heinsohn – serving on the program advisory board and serve as substitute instructors.
- Balance Harmony – mentoring students enrolled in WATC’s program, donation of materials and equipment.
- Lara Pollock – willing to serve as an adjunct instructor, offer mentoring services to students and pledge to hire only WATC Massage Therapy graduates.
- Wheatland Acupuncture & Massage – serve on the program advisory board.

Wichita Area Technical College plans to begin the program in August 2016. The college estimates the cost to deliver the proposed Massage Therapy program is approximately \$56,695 (\$42,402 salaries, \$8,654.18 equipment, \$2,638.45 instructor supplies/materials and \$3,000 technology and/or software). Two full-time instructors will be hired. If demand for the program increases, additional faculty members will be hired. Existing space at the Southside Center (4501 East 47th Street South, Wichita, KS 67210) campus location will be utilized. Instructor salaries, equipment, instructor supplies/materials and technology and/or software will be acquired through the institution’s New Program Development Fund.

The proposed program was subject to the 14-day comment period from December 9, 2015 to January 4, 2016 during which Kansas City Kansas Community stating they had no objection to this program.

January 7, 2016 TEA Technical Program and Curriculum Committee discussion:

TEA Technical Program and Curriculum Committee members had concerns regarding the low wages and projected growth rate for the career field in Kansas, as well as the rationale behind Butler Community College placing their program on hold. The committee asked WATC and KBOR staff to provide additional information prior to moving forward.

March 31, 2016 TEA Technical Program and Curriculum Committee discussion:

Wichita Area Technical College presented additional wage and labor data from Economic Modeling Specialists International (EMSI) and local advisory board. KBOR staff presented a rational Butler Community College provided regarding the closure of their Massage Therapy program. TEA Technical Program and Curriculum Committee members requested clarification on TEA/KBOR's authority to approve programs that would not be eligible for state funding and what, if any, impact this decision would have on federal financial aid. Members also offered WATC an opportunity to provide any additional information regarding the program for consideration.

April 14, 2016 TEA Technical Program and Curriculum Committee discussion:

Wichita Area Technical College presented a proposed ordinance to the Code of the City of Wichita, KS that would require permits for all Massage Therapist. KBOR staff presented legal counsel's interpretation of state statute referencing the Board's authority to approve courses and/or programs, reading them as a whole indicates approval is primarily, if not completely, for state funding purposes. Initial conversations with the Compliance Office of the United States Department of Education indicate state approval is not required for federal financial aid. Staff is waiting for a final determination on this matter from the United States Department of Education.

Recommendation

The new program request submitted by Wichita Area Technical College for an Associate of Applied Science degree/63 credit hours, Technical Certificate B/44 credit hours program was reviewed by the Technical Education Program/ Curriculum Committee and is recommended for approval.

Recommendation to Approve 2016 State Internship Grant Awards Round 3

FY16 Appropriation: \$179,284

Grant Timeframe: July 1, 2015 – June 30, 2016

Purpose: K.S.A. 72-4467 established the Kansas Technology Innovation and Internship program to provide funds to career technical institutions for start-up support for innovative technical courses or programs in emerging technologies, manufacturing or areas of skill shortages. These funds are appropriated on an annual basis and awarded to institutions through a competitive grant process.

Eligible Institutions: Public postsecondary career technical institutions delivering approved technical education programs in Kansas.

Purpose for Grant Awards –

Provide internships to enable faculty of the career technical education institutions to work in an industrial setting or to enable industrial employees to work in an educational setting at such career technical education institutions.

The following is a summary of the proposal submitted and award amount requested for consideration:

- **\$3,000 Kansas City Kansas Community College Michael Florence**
Project: Requested grant funds will be used to increase instructor skill and further knowledge in commercial appliance service and repair. Instructor will gain experience that will be incorporated into the classroom in the area of diagnosing and repairing commercial appliances, thus providing students with experiences in the commercial work environment.
Business/Industry Match: The required business/industry match for this project will be met by a donation of training time and tools, valued at \$3,930. Internship will be completed at Food Equipment Repair in Kansas City, MO.

Recommendation: KBOR staff has reviewed and recommend this proposal and hereby submit to the TEA for discussion and approval.