

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

The October 30, 2014 meeting of the Kansas Postsecondary Technical Education Authority (TEA) was held at the Kansas Board of Regents, 1000 SW Jackson, Suite 520, Topeka, Kansas.

Members Present

Bruce Akin, Chair	Joe Glassman
Kathy Howell, Vice Chair	Lana Gordon
Thomas Burke	Steve Kearney
Eddie Estes	Jay Scott for Brad Neuenswander
Ray Frederick Jr.	Jackie Vietti
Keith Meyers for Pat George	

Members Absent

David Coleal

Others Represented

Butler Community College	Neosho County Community College
Cloud County Community College	North Central Kansas Technical College
Coffeyville Community College	Northwest Kansas Technical College
Flint Hills Technical College	Pratt Community College
Hutchinson Community College	Washburn Institute of Technology
Johnson County Community College	Wichita Area Technical College
Kansas City Kansas Community College	Caleb Asher
Manhattan Area Technical College	Linda Fund

The meeting was called to order by Chair Akin at 10:00 AM.

APPROVAL OF MINUTES

Motion: Member Vietti moved to approve the minutes of September 25, 2014. Following a second by Member Burke, the motion carried.

REPORTS**Introduction**

Vice President Flanders introduced Elaine Frisbie, Vice President for Finance and Administration. Vice President Frisbie served with the Kansas Division of Budget for over 22 years and held the position of Deputy Director before coming to the Kansas Board of Regents.

Member Liaison Report

Member Glassman reported working with President Eric Burks on the development of a high level Heating Ventilation Air Conditioning (HVAC) program at North Central Kansas Technical College.

Member Meyers reported, as part of the Second Chance Act Grant administered by the Department of Commerce (Commerce) and the Kansas Department of Corrections, 32 female inmates from the Topeka Correctional Facility are receiving certified production training (CPT) through a partnership with Washburn Institute of Technology. The grant allows inmates to earn industry-credentials and increases employment opportunities as they transition into society upon release.

Member Estes reported the **KANSASWORKS** State Board (KWSB) met October 29, 2014 and discussed the implementation process of the Workforce Innovation and Opportunity Act (WIOA).

Jay Scott reported the Kansas Advisory Council for Career Technical Education (KACCTE) approved a new energy pathway with the support of business and industry and efforts of secondary and postsecondary partners at their meeting on September 23, 2014. Several pilot sites have been established for implementation of the pathway.

Vice President for Workforce Development Report

Vice President Flanders reported attending the Coffeyville Community College Distinguished Alumni Luncheon on October 24, 2014. At the luncheon the College announced receiving a \$1 million unrestricted gift. The college also has a new Industry Training Center which will provide safety and re-certification training to meet the needs of business and industry in the area as well as customized training as needed.

Director Beene attended the grand opening of the newly renovated Goppert Eastern Kansas Rural Technology Center in Garnett on October 28, 2014. The welding and HVAC programs delivered by Neosho County Community College are located at the technology center. These programs are also open to area high school students.

Vice President Flanders explained the early implementation of WIOA will begin October 1, 2015. He noted seventy percent of the WIOA youth funding will be allocated to out-of-school youth which includes up to age 24. Vice President Flanders encouraged communication with local workforce boards and adult education centers to access these funds for the Accelerating Opportunity Proviso and GED Accelerator programs.

Vice President Flanders announced Dr. Roy Swift, executive director of Workcred, Inc. and an expert on industry credentials, will conduct an informational session at the KBOR offices on Monday, November 3, 2014 regarding standards used by the American National Standards Institute to accredit organizations certifying individuals. A second session with Dr. Swift will be held on Tuesday, November 4, 2014 to assist staff in developing a process and framework for evaluating and endorsing quality industry certifications aligned with KBOR approved programs.

Vice President Flanders reported the special data collection for SB 155 closes the week of November 3, 2014 for the fall semester.

DISCUSSION AGENDA

Technical Program and Curriculum Committee

Tier/Non-Tier Course Review Process

Member Vietti recognized Senior Director Johnson to present the update on the tier/non-tier course review process.

Senior Director Johnson provided an overview of state funding prior to SB 143, which was considered the new approach to technical education funding. She explained the funding has been described as “patch worked” and “dysfunctional” and noted the piecing together of statutes over a 40-year period of time often at the request of individual institutions rather than a comprehensive system for all institutions. The legislative directive to the TEA in 2007 was to develop and recommend a credit hour funding distribution formula and formula rates for postsecondary technical education training programs recognizing and supporting cost differentials, consider industries critical to the Kansas economy and respond to program growth. The principles guiding development of the new funding approach included identical technical education course funding for all institutions delivering the course, varied rates for technical programs recognizing cost differentials and costs based on data for technical courses in technical programs. In 2011 SB 143 was enacted and established a new postsecondary technical education formula to be used for technical education (tiered technical education state aid) as well as for “transfer” or “general education” credit hours (non-tiered course credit hour grant).

Senior Director Johnson reviewed the statutory (K.S.A. 71-1802) definition of a “technical program”, “non-tiered course” and “tiered technical course” as well as the types of degree programs and certificates approved by policy for community and technical colleges. Technical programs consist of and are delivered through a series of courses. Each course that is part of a technical program is designated as “tier” or “non-tier”. A tiered course is a technical course unique to an approved technical program and all other courses are designated as non-tiered. As the cost model was developed, a framework was used to categorize each program course as “tier” or “non-tier” through a series of questions or descriptors related to content, design and intent or purpose of each course based on the statutory definitions. The series of courses for an approved technical program may not be the same for all institutions as aligned programs allow for institutional and regional flexibility to offer other courses within their particular program in addition to the common courses.

To account for the varied course delivery costs, the KBOR cost model identifies four cost elements and the total of the cost elements comprises a system course composite rate: **TOTAL CALCULATED COURSE RATE = Instructor Cost + Extraordinary Cost + Instructional Support Cost + Institutional Cost**. To determine the total calculated course cost for an institution, the course rate is multiplied by the total number of eligible student credit hours. The KBOR cost model is also used as the funding approach for SB 155 enacted in 2012 providing free college tuition for high school students in postsecondary tiered technical education courses and incentives to school districts for students earning industry-recognized credentials in high demand occupations.

In May 2014 TEA members approved continuation of the process to review, validate and update all tiered course designations based on the existing framework and move tiered courses to non-tiered status where there is consensus and/or the course clearly aligns with the non-tiered criteria and that any courses lacking consensus or clear alignment with criteria to be presented to the TEA for consideration. Also approved by the TEA in May 2014 was a total calculated course cost financing assumption of one-third total cost student contribution through tuition and fees, one-third local taxing authority contribution for community college students living in the taxing district and one-third state contribution for community college students living in the taxing district. The state contribution for technical college students and community college students living outside the taxing district is two-thirds of the total cost. These funding assumptions were approved by the Regents in June 2014. A proposed process chart for applying the course designation framework and timeline was presented for consideration at the August 21, 2014 TEA meeting. The timeline included an opportunity for institutions to submit comments during an official comment period, which ended on September 15, 2014. The comments were provided to the TEA and discussed during the September 25, 2014 conference call meeting. Following considerable discussion, TEA members requested staff run two pro forma funding reports, one pro forma showing the gap amounts for each institution and system for all courses with the current course status and a second pro forma to assist in determining the potential impact on the system and institutional gap amounts if tiered courses with one-third or fewer technical majors were moved to non-tiered status. The TEA also asked that the two pro forma reports be sent to the institutions for a comment period which ended on October 22, 2014. Prior to the end of this comment period, staff received requests from the institutions for clarification of the actual courses for which the tier/non-tier status was changed for the Pro Forma 2 calculations. In preparation for the October TEA meeting, members of the TEA Technical Program and Curriculum Committee reviewed the pro forma reports and request for course clarification and directed staff to send the Pro Forma 2 list of courses to the institutions. The list of courses with a change in tier/non-tier status for Pro Forma 2 was provided in the meeting documents.

Senior Director Johnson presented the two pro forma reports which were included in the meeting documents and reviewed the reports for the TEA. Pro forma 1 calculates the gap amounts for each institution and the system with all courses maintaining the current tiered/non-tiered status based on AY 2013 student data and rates and the approved FY 2015 appropriations for the Postsecondary Tiered Technical Education State Aid and Non-Tiered Course Credit Hour Grant. The Pro Forma 1 total system gap amount is \$31,705,117 for tiered technical state aid and \$31,956,107 with no institutional funding loss. The non-tiered course credit hour grant total system gap amount is \$616,723 and, with no institutional funding loss, \$5,663,520. Pro forma 2 shows the change in institutional and system gap amounts using the same student data, rates and appropriations amounts with the status change from tiered to non-tiered for those courses having one-third

or less technical majors. In Pro forma 2 the tiered technical state aid total system gap amount is \$6,773,288 and \$9,769,404 with no institutional funding loss. The non-tiered course credit hour grant total system gap for Pro Forma 2 is \$26,683,205 and, with no institutional funding losses, \$27,498,111. Senior Director Johnson emphasized that Pro Forma 2 is a test report for discussion purposes and that there has been no change in the status designation of courses.

Considerable discussion followed the review and pro forma presentation. Following is a summary of comments made during the discussion.

- The Pro Forma 2 course list is a first cut of the tier/non-tier process review based on the declared majors of students taking these courses.
- Some courses clearly align with criteria and the TEA will make a decision regarding the courses that lack clear alignment.
- The TEA Technical Program and Curriculum Committee was in consensus to take this first step in considering courses with one-third or less technical majors and then next best steps will be determined.
- Some courses of a technical nature may not qualify as tiered due to undeclared majors. However, students receive the benefit of technical education but the institution will not receive technical (tiered) course funding.
- The original criteria for tier/non-tier course designation included questions/descriptors one of which was that tiered course enrollment consisted of “predominantly technical majors”.
- The one-third threshold is an initial screening effort to operationalize the statutory definition to determine if the course is serving technical major students. The low threshold allows a manageable amount of courses for consideration. In 2013, there were over 30,000 courses across the system of which 47 percent were tiered.
- In addition to technical courses and general education courses, there are also career program enhancement courses that verge on technical education.
- When the gap on the tiered side (technical courses) is lessened, the gap on the non-tiered side (general education courses) increases.
- While the non-tiered funding is not directly under the advocacy role of the TEA, the TEA does have an obligation to ensure that the appropriate groups do understand non-tiered courses need to be adequately funded.

Motion: Following discussion, Member Vietti moved to form a subcommittee comprised of members from the TEA Technical Program and Curriculum Committee and representation of community and technical college presidents to review the original criteria for tier/non-tier course designation and the Pro Forma 2 course list and then present a recommendation to the TEA at the December 11, 2014 meeting. The motion was seconded by Member Burke.

In further discussion, Member Glassman suggested the subcommittee include representation from the TEA Budget and Finance Committee due to the funding component.

Amended Motion: Member Vietti moved to amend the motion to include representation from the TEA Budget and Finance Committee on the subcommittee in addition to members from the TEA Technical Program and Curriculum Committee and representation of community and technical college presidents to review the original criteria for tier/non-tier course designation and the Pro Forma 2 course list and then present a recommendation to the TEA at the December 11, 2014 meeting. The amended motion was seconded by Member Burke.

In further discussion of the amended motion, Member Kearney asked that the TEA Marketing Committee also be represented on the subcommittee. Member Vietti called for a vote on the original motion and the motion did not pass.

Motion: Member Vietti moved to form a subcommittee comprised of representatives from the TEA Technical Program and Curriculum Committee, TEA Budget and Finance Committee and TEA Marketing Committee and representatives from the community college and technical college presidents to review the

original criteria for tier/non-tier course designation and the Pro Forma 2 course list and then present a recommendation to the TEA at the December 11, 2014 meeting. After a second by Member Burke the motion passed.

Member Burke suggested that the December 11, 2014 TEA conference call meeting be changed to a face-to-face meeting noting the important matters that will be on the agenda and need for an in-person discussion. TEA members were in consensus to change the December 11, 2014 meeting to a face-to-face meeting at the Regent offices.

Eric Burks, president of North Central Kansas Technical College, asked for clarification regarding the selection process of representatives from the community and technical college presidents to serve on the approved subcommittee.

Motion: Following discussion, Member Kearney moved the subcommittee addressing the tier/non-tier course designation criteria and Pro Forma 2 course list be comprised of the chairs of the TEA Technical Program and Curriculum Committee, TEA Budget and Finance Committee and the TEA Marketing Committee and two representatives from the community college presidents as selected by the Kansas Association of Community College Trustees and two representatives from the technical college presidents as selected by the Kansas Association of Technical Colleges. Following a second by Member Estes, the motion passed unanimously.

Included among the documents shared with the TEA members were written comments submitted from the institutions during a formal comment period in response to the two funding pro forma and the course listing. Member Vietti recognized the colleges represented at the meeting and invited them to share comments regarding the tier/non-tier course review process. The following college presidents provided comments: Dr. Carl Heilman, president of Barton Community College; Dr. Tony Kinkel, president of Wichita Area Technical College; Dr. Clark Coco, dean of Washburn Institute of Technology; Dr. Kimberly Krull, president of Butler Community College; and Eric Burks, president of North Central Kansas Technical College.

Marketing Committee Report

Marketing for HB 2506

Member Kearney recognized Caleb Asher, President and CEO of Sprout Communications, LLC, to provide an update on the marketing campaign to support the enrollment of adults in programs funded through HB 2506, the AO-K (Accelerating Opportunity) Proviso and GED Accelerator. HB 2506 became effective July 1, 2014. Caleb has been engaged as a consultant for the HB 2506 marketing project, the “Get Unstuck” Campaign.

Caleb explained the campaign objective is to promote the benefits of the AO-K Proviso and GED Accelerator to the nearly 230,000 Kansas adults who do not have a high school diploma or GED as well as other adults ages 25-49 who may be “stuck” in their career path. The AO-K Proviso and GED Accelerator programs provide opportunity to receive a high school equivalency diploma and an industry-recognized credential to assist in obtaining employment.

The campaign messaging will use light humor to represent “sticky” situations with a solution to get “unstuck” by earning a GED and technical credentials with the goal to connect with a job or career pathway. A call to action to visit the website, www.kansasregents.org/unstuck, will also be included. The message will be delivered through video shorts, social media/digital marketing and print media such as posters and rack cards. A news conference event will be planned to kick-off the campaign in early December 2014. The campaign will be financed through funds set aside for marketing purposes in the AO-K budget.

OPEN MATTERS

Open Comment Period

Member Estes expressed appreciation for the input from the institutions provided at the meeting as it will assist in looking at the complete picture and how the institutions are impacted.

KCWE Fall Conference

Chair Akin recognized Steve Porter, Vice President of Workforce Development and Outreach at Hutchinson Community College and current President of the Kansas Council for Workforce Education (KCWE).

KCWE was formed about ten years ago through a leadership grant with the primary goal to promote professional development for Kansas postsecondary career technical education faculty and administrators. The KCWE Board of Directors is comprised of volunteer faculty and administrators from community and technical colleges. Membership is open to institutions with unlimited employee representatives as well as partner organizations wishing to support the work of KCWE.

KCWE provides drive-in workshops, to share best practices and assist with RFPs, and new instructor seminars held in the summer and early fall to help faculty who are technicians coming from the field with no prior teaching background with planning and effective instructional methods. The seminars are conducted by facilitators from Kansas institutions and guest presenters.

KCWE also conducts a fall conference traditionally held on one of the two-year college campuses. The 2014 Fall Conference is scheduled for November 7, 2014 at AGCO Corporation in Hesston and will provide a unique opportunity for technical educators. AGCO is a leader in the manufacturing and distribution of agricultural machinery with a broad array of technical career areas. The conference keynote speaker is Robert Ciecko, Vice President of Manufacturing Operations at AGCO. The conference will include two tours of AGCO by technical area (welding, machining, industrial automation and paint line or CAD drafting, engineering, machining and welding), business meeting and awards luncheon to honor faculty and administrators with service awards and college/business partnership roundtables.

2013 KTIP Highlights

Associate Director Chambers explained the Kansas Training and Information Program (KTIP) report provides information regarding career technical program majors and graduates including employment and wages from data submitted by the two-year institutions and supplemental data as available from the Kansas Department of Labor (DOL). The data is sorted by discipline and by institution. TEA members received a copy of the KTIP report for the 2013 academic year as well as a supplemental report with highlights from 2013 KTIP report.

To demonstrate how the KTIP information could be used to evaluate program performance, Associate Director Chambers presented system-wide performance highlights from the 2013 KTIP report utilizing targets similar to those established for Outcome Metrics. For students completing an approved exit point and exiting postsecondary education, 80 percent must be employed by the end of the second quarter following the end of the academic year. An average salary of \$28,441 was used as a benchmark in this report, which is equal to 70 percent of the entire state average wage of \$40,630 for 2013 and is the same criteria used in determining the occupations and associated credentials for the approved Excel in CTE initiative (SB 155).

Thirteen of the eighteen disciplines met the 80 percent employment target for graduates exiting. The percentage of graduates employed increased from 50.85 percent in 2012 to 82.30 percent in 2013. Eight disciplines met the average salary benchmark of \$28,441.

The performance by institution report includes data from all programs and award levels. Of the 26 two-year institutions, 16 met the 80 percent target of graduates exiting and becoming employed and 11 met the targeted average wage of \$28,441. Six institutions met both of these targets.

Associate Director Chambers explained the KTIP report for the 2014 academic year is in progress and noted the ability to sort programs by student type, such as SB 155 students or AO-K participants, is being investigated with the Data, Reporting and Planning (DRP) team.

IT Proviso Update

Director Beene reported HB 2231 as approved in the last legislative session includes \$500,000 in state general funds to provide information technology education opportunities to high school students. The information

technology certification will be secured through a public-private partnership and as a result of a vendor RFP released in July 2014, Journeyed.com was selected by the Procurement Negotiating Committee.

Selected high schools across the state will be designated as IT Academy sites and will incorporate the Microsoft curriculum. Certification testing will be available to students at no charge. IT Academy schools will receive copies of Microsoft software based on the capability of the school's computer hardware. The IT Academy sites will be selected through an RFP released to the high schools. The Kansas Board of Regents and Kansas Department of Education will identify the IT Academy sites based on criteria related to size, demographics and geographic location. A project manager will also be identified to coordinate the efforts of secondary and postsecondary partners.

Statewide professional development for business and IT teachers will begin in December 2014 and continue throughout the remainder of the school year. Student testing will begin in the spring of 2014. Outreach efforts will be made to inform all students, parents and teachers of the opportunity for Microsoft training and certification testing. The vendor will provide data on a quarterly basis regarding student enrollments, number of students taking and passing the assessments and receiving certifications.

ADJOURNMENT

Chair Akin called for adjournment. The next TEA meeting will be held at the KBOR offices on Thursday, December 11, 2014, at 10:00 AM.

Respectfully submitted by:
Deej Cowling, Executive Assistant