

Postsecondary Technical Education Authority

AGENDA

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

10:00 AM - THURSDAY, February 25, 2016

Conference Call

I. CALL TO ORDER

- A. Approval Previous Minutes
January 20, 2016

Chair Frederick

II. REPORTS

- A. Introductions
B. Chair's Report
C. Member Liaison Reports
D. Vice President for Workforce Development Report

Chair Frederick
Chair Frederick
TEA Members
Vice President Johnson

III. CONSIDERATION OF DISCUSSION AGENDA

- A. **Technical Program and Curriculum Committee**
New Program

Member Howell
Associate Director Henry

- Hutchinson Community College
Cosmetology (12.0401) - Associate of Applied Science degree/64 credit hours,
Technical Certificate/45 credit hours

- B. **Budget and Finance Committee**

Member Glassman

- State Innovative Technology Grant Awards
- State Technology Internship Grant Award

Director Beene
Director Beene

IV. OTHER MATTERS

V. ADJOURNMENT

Conference Call Information

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

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

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

The January 20, 2016 meeting of the Kansas Postsecondary Technical Education Authority (TEA) was held at the Capitol Plaza Hotel, Pioneer Room, 1717 SW Topeka Blvd, Topeka, Kansas.

Members Present

Ray Frederick Jr., Chair
Steve Kearney
Thomas Burke
Michael Copeland
Lana Gordon

Bruce Akin, Vice Chair
Eddie Estes
Debbie Gann
Linda Fund

Members Absent

Joseph Glassman
Kathy Howell
Randy Watson

Others Represented

Director and Officers of SkillsUSA
Flint Hills Technical College
Hutchinson Community College
Kansas City Kansas Community College
Wichita Area Technical College

Washburn Institute of Technology
Seward County Community College/ATS
Johnson County Community College
Northwest Kansas Technical College
Barton Community College

Kansas Board of Regents Staff Present

Rita Johnson
April Henry
Eric Tincher
Pam Greene

Zoe Gruber
Charmine Chambers
Susan Henry

CALL TO ORDER

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

Approval of Minutes

Motion: Member Copeland moved to approve the minutes of December 10, 2015. Following a second by Member Gann, the motion carried.

INTRODUCTIONS

Chair Frederick thanked Member Estes for his work on the Kansas Workforce Summit. Chair Frederick recognized Becky Warren the State Director for SkillsUSA Kansas who then introduced the members of the organization's Postsecondary State Officers team. Each of the state officers shared their beneficial experience with the SkillsUSA program.

REPORTS

Chair Report

Chair Frederick informed the members of the TEA that in January he attended a meeting and workshop at Wichita Area Technical College on Work Ethics that was relevant and inspiring. The speaker, Josh

Davies, is also a speaker at the Workforce Summit this week and Chair Frederick encouraged attending his session. He also attended a legislative luncheon in Wichita, focusing on aviation, technical education and the need for skilled workforce. Last week, Chair Frederick participated in a Workforce AID video.

Member Liaison Report

None.

Vice President for Workforce Development Report

Vice President Johnson extended sympathies to Jackie Vietti, and her family, whose husband Ray passed away December 24, 2015. They have established a Vietti Student Success Scholarship fund at Butler Community College in his memory.

Vice President Johnson reminded members that at the last TEA meeting, the TEA recommended that both the preferred and alternate tiered funding options be presented to the Board at the December KBOR meeting. During that meeting, Dr. Inbody representing community colleges, Eric Burks representing Technical Colleges and TEA Chair Frederick were asked to share comments from their perspectives. Board Chair Bangerter then asked that the options be reviewed by the Fiscal Affairs and Audit committee and all comments that were submitted to the Board will be shared with the Committee. The funding item will be on the Board's Agenda this afternoon.

Vice President Johnson noted that each TEA member should have received an email from Vice President Frisbie regarding the Governor's budget recommendations. Overall, higher education and technical education fared pretty well. Highlights include the incentive payments to school districts for SB 155 were reduced \$700,000, leaving \$50,000 in the fund for credentials. The actual credentials testing fees were reviewed and it is estimated that \$50,000 would be sufficient for the credentials, as school districts are required to pay half of the cost of those examinations. The tuition for technical education, both SB 155 funds and A-OK, remains at the \$20.75 million that was appropriated. No additional funds were added this year. There was a transfer of funds from the performance based GED Accelerator Initiative for 2016 and the funding was removed for 2017. This program has been operating with an excess from 2015 and so the program is still currently viable. The state aid for community and technical colleges has been maintained and was not cut. Likewise, funding for capital outlay, innovative technology grants and community college competitive grants all remained at the originally appropriated levels.

Last month, while reviewing the outcome metrics report, some members expressed concerns over the number of credentials reported for practical nursing programs. Staff reviewed the data and the criteria for reporting; some adjustments were made and results recalculated. The system-wide results for that program has improved to 56% of the graduates exiting with a credential. Of special note, North Central Kansas Technical College and Neosho County Community College practical nursing programs now meet all three metrics and their programs are eligible for the \$7,500 bonus.

Director Beene, Associate Director Mercer and Vice President Johnson, along with members of the State Board of Education, attended the Annual Citizenship Day luncheon last week at the Capitol Plaza Hotel in Topeka. The luncheon was a culmination of activities for the secondary state officers of the eight CTE student organizations.

CONSIDERATION OF DISCUSSION AGENDA

In the absence of Committee Chair Howell, Chair Frederick noted that the Program/Curriculum Committee met January 7, 2016 and recommend approval of the following programs by the Technical Education Authority:

- **Northwest Kansas Technical College** Precision Agriculture Technology (01.0308) - Associate of Applied Science degree/68 credit hours, Technical Certificate/35 credit hours, Technical Certificate/17 credit hours
- **Seward County Community College/Area Technical School** Health Information Technology (51.0707) - Associate of Applied Science degree/65 credit hours, Technical Certificate/38 credit hours
- **Washburn Institute of Technology** Dispatch Technology (43.9999) - Technical Certificate/19 credit hours
- **Wichita Area Technical College** Carpentry (46.0201) - Associate of Applied Science degree/62 credit hours, Technical Certificate/36 credit hours

Motion: Member Copeland moved to recommend approval. Following a second by Member Kearney, the motion carried.

OTHER MATTERS

Chair Frederick recognized Associate Director Chambers to present the proposed first distributions for the Tuition for Technical Education (SB 155 & AO-K Proviso) and the Postsecondary Education Performance-Based Incentives (GED Accelerator) appropriations for FY2016.

The state appropriation for Excel in CTE initiative is \$21,500,000 for FY 2016. Of this amount, \$750,000 was originally appropriated for the incentives to school districts (for industry-recognized credentials earned by graduates), \$20.75 million is for tuition for high school students enrolled in postsecondary tiered technical courses, and at least \$500,000 is designated for adults without a high school diploma or GED enrolled in tiered technical courses in designated Accelerating Opportunity-Kansas (AO-K) approved pathways. Funding for tuition is distributed twice a year based on actual student enrollments submitted and certified to the Kansas Higher Education Data System by the colleges. The proposed distribution amounts presented were calculated based on current FY 2016 enrollments (summer and fall enrollments, as of November 6, 2015), as well as an adjustment for reconciliation for AY2015.

Associate Director Chambers provided an overview of the spreadsheets for the proposed FY 2016 first distribution amounts provided to the TEA for approval, explaining that, if approved, the first distributions will be made in January 2016.

Motion: Member Copeland moved to approve the first distribution amounts for FY 2016 in the amounts of \$11,076,379 Tuition for Technical Education and \$52,290 for GED Accelerator, totaling \$11,128,669. Following a second by Member Kearney, the motion carried.

Workforce AID Update

Chair Frederick recognized Director Gruber to present an update of the Workforce Aligned with Industry Demand (Workforce AID) initiative.

Director Gruber reported the second cohort of an existing project with Caterpillar and Washburn Institute of Technology, began yesterday with nine recruits; six students previously started in training last month, for a total of 15 students training for jobs with Caterpillar. The Caterpillar team is impressed with the students in the training. The project at Cowley Community College for Rubbermaid in Winfield is

currently recruiting students. Rubbermaid trainers will provide some of the plastics curriculum. There is a new project with Security Benefit to provide Information Technology Infrastructure Library (ITIL) training for existing employees. Classes will be one day a week held at SBC and proposals from colleges interested in delivering this training are currently being accepted. Last Friday, Director Gruber, Member Gann and Chair Frederick, along with partners from Caterpillar traveled to Wichita to create a Workforce AID video, in partnership with the U.S. Chamber of Commerce. The video will be unveiled at the U.S. Chamber of Commerce national conference in March in Washington D.C. Filming took place in a hangar and welding lab at Wichita Area Technical College and on location at Spirit AeroSystems. Former students who had participated in the Workforce AID program shared their positive experiences.

OPEN COMMENT PERIOD

Dean Hollenbeck, President of Flint Hills Technical College, expressed appreciation for the student organizations such as SkillsUSA for being an integral part of instruction. Chair Frederick added comments regarding his positive personal family experience with SkillsUSA. Member Copeland added appreciation for SkillsUSA from the Kansas Department of Commerce perspective, helping businesses prosper.

ADJOURNMENT

The meeting was adjourned at 9:56AM.

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 a request from Hutchinson Community College to offer an Associate of Applied Science and technical certificate in Cosmetology. The program submitted addressed all criteria requested and was subject to the 14 day comment period required by policy. The program was reviewed by staff and is presented for review and discussion by the Technical Education Authority.

02/25/2016

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:

Hutchinson Community College requests approval for the following program:

- Cosmetology (12.0401) - Associate of Applied Science degree/64 credit hours, Technical Certificate C/45 credit hours

The proposed Cosmetology program is a result of a merger between a local business, Sidney's Hairdressing College (Sidney's), and Hutchinson Community College. The merger was initiated by Bill Wyer, owner of Sidney's, after making the decision to retire. Instead of closing the existing for-profit school and salon, Wyer turned to Hutchinson Community College with whom the business had a standing articulation agreement. Sidney's has served as the only cosmetology college in Reno County since opening in 1960. Along with providing a successful educational program, Sidney's operates as a full service salon where community members may receive services at a reduced cost.

Student demand from the college's analysis of interest shows 540 responses were collected with 57.9% showing some interest in a cosmetology program. Completion rates, retention rates, pass rates, and job placement rates from Sidney's have been included:

Year	2008	2009	2010	2011	2012	2013	2014
Number of Student Completers	46	62	62	35	30	28	17
*Completion Rate	76%	76%	73%	60.34%	60%	59.5%	56.6%
State Board Pass Rate	91%	93%	91%	97%	95.6%	95.4%	100%
**Job Placement Rate	100%	89%	94%	81.8%	83.3%	78.5%	88.2%

*The completion rates are calculated as students that are graduating on time and meeting the 85% attendance requirement for the entire certificate program.

**Students are not eligible for placement if they have not yet taken their State Boards.

Hutchinson Community College acknowledges completer and retention rates of students has decreased since 2008 and has set forth a plan to increase the program success. The college plans to be more consistent with course offerings, to market the program through various outlets including social media, and to offer a more competitive tuition rate than for-profit programs. Cosmetology students will now have access to all student services offerings such as tutoring, counseling, housing, and health services.

According to the U.S. Bureau of Labor Statistics, the Occupational Outlook Handbook indicates a national growth rate for jobs in Barbers, Hairdressers, and Cosmetologists of 10% from 2012-2022 with the median annual wage of \$23,200 (\$11.15 per hour). The Kansas Department of Labor, Long-term Occupational Projections (2012-2022) indicates a state-wide growth rate of 6.25%, which equates to roughly 349 jobs, with a median annual wage of \$21,480 (\$10.33 per hour).

Currently, nine state-funded institutions offer cosmetology programs utilizing CIP code 12.0401. Below are the colleges, programs, total number of declared majors, total number of graduates, and average wage of graduates exited and employed information from the 2014 K-TIP report.

College	Program Name	2014 K-TIP Data		
		Total # Declared Majors	Total # Graduates Exiting & Employed	Average Wage: Graduates Exited & Employed
Cowley Community College	Cosmetology	49	14	\$10,949
Dodge City Community College	Cosmetology	33	*	*
Fort Scott Community College	Cosmetology	67	8	\$9,170
Garden City Community College	Cosmetology Cosmetologist General	61	16	\$11,247
Independence Community College	Cosmetology	34	6	\$18,761
Johnson County Community College	Cosmetology	61	16	\$25,194
Kansas City Kansas Community College	Cosmetology	57	8	\$12,802
Northwest Kansas Technical College	Cosmetology	27	13	\$14,615
Seward County Community College/Area Technical School	Cosmetology	64	14	\$21,949
Total		453	95-99	

Note: According to the Kansas Board of Cosmetology, there are 36 Cosmetology programs state-wide.

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:

- Maisie Friend, Salon Manager for JC Penny Salon – participation in local advisory board.
- Kathy McGillivray, The Edge Salon & Day Spa – participation in local advisory board.
- Thomas Windows, Manager for Smartstyle Salon – participation in local advisory board.
- Letters of general support were included from Bill Wyer, owner of Sidney’s, and Vicki Hildebrand, co-owner of Creative Hairlines Salon.

Hutchinson Community College is not seeking collaboration possibilities with other state institutions based on geographical proximity to each other. The Kansas Board of Cosmetology does show seven cosmetology programs in and around the Wichita area, however, no collaboration information with these institutions was provided.

Hutchinson Community College plans to begin the Cosmetology program during the summer of 2016. The college estimates the initial cost to deliver the proposed program is approximately \$421,613 (\$126,268 salaries and consultant fees; \$2,500 equipment, \$177,120 tools and/or supplies, \$14,200 instructional supplies, \$86,325 facilities/upgrades, \$4,200 for technology, \$5,000 marketing and recruiting, \$6,000 professional development). Two full time faculty members from Sidney's will be hired by the college. Hutchinson Community College will assume the fully equipped salon at 200 E 3rd Avenue. All expenses for the Cosmetology program will be funded out of the institutions general fund, student tuition and revenue from the full service salon.

The proposed program was subject to the 14-day comment period from January 19, 2016 to February 5, 2016 during which Kansas City Kansas Community College stated they had no objection to this program.

Recommendation to Approve 2016 State Innovative Technology Grant Award Round 2

FY 2016 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.

Criteria for Technology Grant Awards – Grants awarded shall meet the following conditions:

1. Private business must provide financial or in-kind support, or any combination thereof, to the career technical education institution equaling 100% of the amount of the grant (this match must come from a business other than the one who may sell technology equipment and/or services to the institution.)
2. The technical course or program must be new to Kansas, or if an equivalent course or program is already in existence in Kansas, the new course or program is not offered at a site within 100 miles of a site at which the existing, equivalent course or program is offered, and
3. The technical course or program must relate to a business or industry located in the service area of the career technical institution.
4. The technical course or program must relate to emerging technologies, manufacturing or documented areas of skill shortages.
5. Upon completion of the project, institutions receiving a grant award must submit all required reports and forms within the required timeframe.

The following is a summary of the proposals submitted and award amounts requested for consideration:

- **\$11,856 Washburn Institute of Technology**
Project: Washburn Tech is requesting grant funds to enhance their Diesel Technology program as a result of input from employers and the program Advisory Board. Grant funds will be used to purchase engine stands to provide students the ability to fully access engines for complete disassembly. These stands are very similar to those used in the workplace.
Business/Industry Match: The required business/industry match for this project totals \$12,200 which includes additional enhancements to the program in the form of a donation of 2 diesel ambulances by American Medical Response and 4 engine cores donated by Victor L. Phillips Company.

- **\$15,331 North Central Kansas Technical College**
Project: Requested grant funds will be used to purchase a Caterpillar Hydraulic Excavator Certified Demonstration Simulator System. This simulator is the latest technological training device and will allow students to train virtually on modern equipment with modern control systems, and in a variety of real-world situations. This equipment will also rate students by skills and income benchmarks so that they can see, as they are working, whether they are making or losing money, without jeopardizing the students' safety or the equipment.
Business/Industry Match: The business/industry match consists of cash donations from a variety of businesses and construction companies, all documented by letters of support. (Grant funds will support 50% of the equipment cost; cash donations will support remaining 50%)

Recommendation:

KBOR staff have reviewed these proposals and recommend approval by the Technical Education Authority.

Recommendation to Approve 2016 State Internship Grant Awards Round 2

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 Johnson County Community College Dan Eberle**
Project: Requested grant funds will be used to increase instructor skill and further knowledge in SunPower PV modules, which have the highest efficiency rating in the industry. Instructor will gain experience in the new types of systems that the college lab environment is not able to provide. This internship will help the Electrical Program maintain the status as an innovating institution which provides real-world experience to the electrical students.
Business/Industry Match: The required business/industry match for this project will be met by a donation of time in the form of customer education, equipment specification, utility net metering documentation and field experience working with and directing an installation crew, valued at \$3000. Internship will be completed at SolSource in Neosho, Missouri.

Recommendation:

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