

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

The September 25, 2014 meeting of the Kansas Postsecondary Technical Education Authority (TEA) was held via conference call at the Kansas Board of Regents, 1000 SW Jackson, Suite 520, Topeka, Kansas.

Members Present

Bruce Akin, Chair	Keith Meyers for Pat George
Thomas Burke	Joe Glassman
Eddie Estes	Steve Kearney
Ray Frederick Jr.	Jackie Vietti

Members Absent

Kathy Howell, Vice Chair	Lana Gordon
David Coleal	Brad Neuenswander

Others Represented

Barton County Community College	Pratt Community College
Flint Hills Technical College	Salina Area Technical College
Hutchinson Community College	Seward County Community College
Johnson County Community College	Wichita Area Technical College
North Central Kansas Technical College	Linda Fund

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

APPROVAL OF MINUTES

Motion: Member Kearney moved to approve the minutes of August 21, 2014. Following a second by Member Estes, the motion carried.

REPORTS**Member Liaison Report**

Member Frederick reported attending the launching of a Workforce Aligned with Industry Demand (Workforce AID) training project with Spirit AeroSystems and the Workforce Alliance of South Central Kansas in partnership with the Kansas Department of Commerce (Commerce) and the Kansas Board of Regents on September 15, 2014. The project provides safety and sheet metal assembly certification training for potential Spirit AeroSystems employees. The training is delivered by Wichita Area Technical College at the National Center for Aviation Training.

Member Vietti reported the Business Education Alliance, a group of business representatives and educators from the Wichita metro area, visited the NexStep Alliance GED Program at their meeting on September 23, 2014. The program assists adults with GED completion while they are receiving technical training and is a collaboration of Goodwill Industries, Wichita Area Technical College and the Workforce Alliance of South Central Kansas.

Member Estes reported attending the Kansas Advisory Committee for Career and Technical Education (KACCTE) meeting in Wichita on September 23, 2014. The committee discussed career readiness and credentialing for all career pathways as well as coordinating efforts with the TEA.

Member Meyers reported Commerce was not successful in the bid for the US Department of Labor Workforce Innovation Fund Grant which would have provided funds for Accelerating Opportunity: Kansas (AO-K) participants including funds to support case management through the Department of Children and Families.

Commerce also submitted a proposal for the Ready to Work Partnership Grant and award recipient information is expected to be released soon.

Chair Akin reported the Westar Energy “Electrify Your Future” program is expanding to include USD 259/ Wichita Public Schools. The program introduces students to technical career opportunities in the electric utility industry.

Vice President for Workforce Development Report

Vice President Flanders reported October 3, 2014 has been designated as Manufacturing Day. Many of the two-year institutions in the state plan to host events in partnership with business and industry throughout the month of October. The event highlights manufacturing career opportunities in Kansas and technical education programs to prepare for employment in the manufacturing industry.

Vice President Flanders reported meeting with Senator Abrams and college representatives earlier in the month to identify certificates and credentials that support the agriculture industry. Feedback is currently being collected from agriculture associations that were in attendance.

DISCUSSION AGENDA

Technical Program and Curriculum Committee

Program Alignment

Member Vietti recognized Senior Director Johnson to present the program alignment proposal.

- Computer Support Specialist (11.1006)

Senior Director Johnson explained the alignment project began in response to two factors: 1) the Computer Support Specialist occupation classification consistently appears on the Kansas Department of Labor’s high-demand occupation listing for SB 155 qualifying credentials and 2) no current approved programs are listed under the CIP code identified as the closest Computer Support Specialist occupation match although there are programs with varying titles/CIP codes in the system that could prepare students for this occupation.

Institutions with approved programs containing Computer Support in the program titles or with closely associated CIP codes were invited to participate in the alignment project. In October 2013 participating institutions (Allen Community College, Butler Community College, Coffeyville Community College, Colby Community College, Hutchinson Community College, Independence Community College, Johnson County Community College, Kansas City Kansas Community College, and Neosho County Community College) surveyed existing program advisory members and local employers to determine workforce needs and interest in serving as members for the statewide Business and Industry Committee. Eight business representatives from the following companies agreed to serve on the committee: Cybertron International, Cerner Corporation, CVR Energy, Strutt Insurance, First National Bank of Hutchinson, Credit Union of Hutchinson and Integrated Solutions Group, Inc.

The Business and Industry Committee met February 6, 2014 and identified the qualities and skills desired in employees and discussed potential advantages and disadvantages of several applicable industry credentials. As a starting point for individuals wanting to work in the field, the committee reached consensus on the CompTIA A+ credential for the Certificate A level. Due to the natural split for skills and program focus that includes networking, servers, and security, members recommended the next exit point as a Certificate B, after which graduates should be prepared to attain two of the following credentials: CompTIA Network+, CompTIA Server+ or CompTIA Security+ credentials. Members agreed a final program exit point should be an AAS with a maximum of 64 credit hours. Individual programs could also have the option of adding vendor specific credentials.

Fourteen program faculty from nine institutions, two representatives from the Business and Industry Committee and KBOR staff met on March 26, 2014 to begin the process of aligning the curriculum among the currently approved programs. As a result of the discussion, the group agreed on the following valid exit points: Certificate A (16 to 29 credit hours), B (30 to 44 credit hours) and AAS (maximum of 64 credit

hours). Industry-recognized credentials would include CompTIA A+ and completion of two of the following: CompTIA Network+, CompTIA Server+ and CompTIA Security+. The group also agreed on common and support course titles and credit hours as well as instructional and competency areas, credit hours and example course titles for the agreed upon Computer Support Specialist courses as noted on the alignment map.

The meeting minutes and proposed alignment map were sent to the participating faculty for a review and comment period from April 24, 2014 through May 13, 2014. A note of concern was received from Hutchinson Community College. Staff responded to these comments and the information was shared with all faculty participants. No other comments were received following this response. On August 11, 2014, prior to the start of the 14-day presidential comment period, staff resent the alignment information to the faculty committee members as a review of the discussions from the spring and requested any responses be submitted by August 18, 2014. No comments were received during this comment period.

The original alignment map was sent to all institutions starting the 14-day presidential comment period which ran from August 18, 2014 to September 5, 2014. On August 26, 2014 staff received an email from Neosho County Community College noting a concern. On August 28, 2014 staff responded with a conference call to representatives from Neosho County Community College reassuring them that students would not be required to pass the third party certification examinations in order to receive an academic award. Staff then received notice from the college that their issue had been resolved and they were now in agreement with the alignment.

On September 5, 2014 staff received an email from Hutchinson Community College noting a concern with the degree of emphasis being placed on the third party credential. On September 10, 2014 the college was contacted and staff provided clarification regarding additional process steps and discussed the issues raised. At the conclusion of the call, the college indicated that while Hutchinson Community College's preference regarding the credentialing statement was that "graduates would be encouraged to" take the credentialing exams, the college would not oppose adoption of the compromise wording.

Presidential comments were received from six other colleges supporting the original alignment map distributed at the beginning of the presidential comment period. A copy of all presidential comments received was provided in the TEA meeting documents.

After the original program alignment map was distributed to the college presidents for the presidential comment period, several participating instructors then offered significant comment activity among the participating faculty regarding the level of emphasis/importance placed on the credentialing exams. As a result of these discussions, staff polled both the Business and Industry Committee and Faculty Curriculum Committee members to see if consensus could be reached.

The statement in question regarding the emphasis/importance being placed on the third party credentialing exams, suggested modification and resulting compromise wording is listed below.

- Original wording proposed by the Business and Industry Committee:
Graduates will take and are expected to pass the following Computing Technology Industry Association (CompTIA) exams
- Modification to the statement suggested by members of the Faculty Curriculum Committee:
Graduates will be encouraged to take the following Computing Technology Industry Association (CompTIA) exams
- Compromise wording for the statement, as noted on the alignment map, and agreed to by all of the Business and Industry Committee members:
Graduates will be expected to take the following Computing Technology Industry Association (CompTIA) exams

The aligned program proposal was presented to the TEA Technical Program and Curriculum Committee for consideration on September 11, 2014. Committee members discussed the third party credential exams and the original, modified and compromise language including the perspective of business and industry and concerns of the institutions. Following consideration of all input that was provided, the TEA Technical

Program and Curriculum Committee recommended approval of the proposed Computer Support Specialist program alignment and map as presented and to forward to the TEA for approval consideration.

Motion: Member Estes moved to approve the Computer Support Specialist (11.1006) alignment and map as presented and forward to KBOR for final approval. Following a second by Member Kearney, the motion passed unanimously.

Status Report on Tier/Non-Tier Course Review

Senior Director Johnson reminded TEA members that a proposed process chart based on existing framework for reviewing, validating and updating tiered course designations was presented for consideration at the August 21, 2014 TEA meeting. A proposed plan of action and timeline for consideration of this process was approved by the TEA including an official comment period for institutions to provide additional input which ended on September 15, 2014. The comments received during the comment period were provided in the meeting documents and presented to the TEA for review.

Senior Director Johnson also reviewed the statutory (K.S.A. 71-1802) definitions of a “tiered technical course”, “non-tiered course” and “technical program” that were a result of SB 143 enacted in 2011. The bill 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). The state funding approach for state line items, the KBOR cost model, calculates costs at a course level and recognizes the cost differential in delivering technical courses. The framework used to categorize each program course as “tier” or “non-tier” is a series of questions or descriptors related to content, design and intent or purpose of each course based on the statutory definitions. Senior Director Johnson noted that the middle blue section of the proposed review process chart was designed to reflect the “non-tiered course” and “tiered technical course” statutory definitions.

Senior Director Johnson referred to the process chart and explained the words “Gen Ed” were changed to bold font in the “Transfers as a Gen. Ed. to university” box as suggested at the August 21, 2014 meeting.

In the process of reviewing responses received from the institutions and attempting to respond to some of the comments, Senior Director Johnson explained staff would like to recommend the following modifications to the review process chart: bold the words “all college students” in the “Knowledge/Skill applicable for all college students” box and add the phrase “in Gen. Ed. courses” to emphasize the knowledge and skills noted are applicable for both technical and non-technical programs, and add an asterisk (*) with a footnote at the bottom of the page indicating that any changes to Perkins program eligibility status as a result of this review process would be reviewed regarding continued eligibility.

Senior Director Johnson reviewed the following suggested next steps.

- Run a pro forma funding report showing the current system and institutional gap amounts with all courses maintaining current course status.
- Apply the established course designation framework using the proposed process for a trial run focused primarily on the courses with one-third or less technical major student enrollment.
- Generate a funding pro forma that excludes the courses with one-third or less technical major student enrollment to determine the impact on the gaps for each institution and for the system.
- Send both pro forma funding reports to the institutions for an official comment period.
- Present the comments from the field for additional discussion at the TEA meeting on October 30, 2014.

Following the report, representatives from some of the institutions shared their comments and concerns. Member Vietti noted the TEA would take the comments under advisement. Staff recommended focusing on a trial run only for the courses with less than one-third student enrollment in technical majors as these courses would have the most agreement. Member Kearney noted, as explained in the documentation provided, that TEA members in May 2014 approved continuation of the tier/non-tier course status review of all tiered course designations based on the existing framework and to move tiered courses to non-tiered status where there was

consensus and/or the course clearly aligns with the non-tiered criteria and any course lacking consensus or clear alignment with criteria would be presented to the TEA for consideration.

Motion: After further discussion, Member Kearney moved to proceed with the following next steps as recommended: run a pro forma after the status of courses with less than one-third student enrollment in technical majors are changed to non-tier status and, for comparison, run a report of the existing courses with the current categorization; provide the report information to TEA members and to the institutions for an official comment period and present the comments to the TEA at the October 30, 2014 meeting for further consideration. Following a second by Member Meyers, the motion passed unanimously.

Budget and Finance Committee Report

State Innovative Technology and Internship Grant

Director Beene reported an allocation of \$179,284 was received for the Kansas Technology Innovation and Internship program for FY 2015. This program was established to provide funds to career technical institutions for internships and start-up support for innovative technical courses or programs in emerging technologies, manufacturing or areas of skill shortages. The following grant fund proposal was reviewed by KBOR staff and submitted to the TEA for approval consideration.

- A request for \$70,000 in grant funds was received from Washburn Institute of Technology to support an innovative project which includes a partnership with Johnson County Community College and their existing relationship with Burlington Northern Santa Fe Railway (BNSF) and National Academy of Railroad Services (NARS) franchise. Washburn Institute of Technology will partner with BNSF to build out a technical training facility for a high-tech workforce in Locomotive Mechanical Technology. The grant funds will support the salary of an instructor and professional development for four Locomotive Mechanical Technology instructors. The required business/industry match is met by a donation of equipment from BNSF valued at \$145,000 for a total project investment of over \$284,000.

Motion: Member Frederick moved to approve the Kansas Technology Innovation and Internship grant award of \$70,000 to Washburn Institute of Technology. Following a second by Member Vietti, the motion passed unanimously.

Director Beene explained that a second round request for proposal (RFP) will be released to institutions in October 2014. The application documents are available on the Kansas Regents website.

KBOR Budget Update

Vice President Frisbie reported the Kansas Board of Regents budget priorities were submitted to the Division of the Budget on September 25, 2014. For closing the gap in the tiered technical education funding formula, the Board requested an additional \$8 million state general fund (SGF) for FY 2016 and \$16 million SGF for FY 2017. The priorities also include a note to completely fund the Tuition for Technical Education Fund (Excel in Career Technical Education initiative - SB 155).

Vice President Frisbie explained the Division of the Budget will formulate their budget recommendations in November after which there is a ten-day window to appeal these recommendations with adjustments to the Board's unified budget request. The Governor will then submit his budget recommendations in January and the Legislature will begin their budget process.

Marketing Committee Report

Marketing for AO-K Proviso

Member Kearney reported the TEA Marketing Committee met on September 24, 2014. The committee is developing a marketing campaign to support enrollment of adults in programs funded through HB 2506, the AO-K Proviso and GED Accelerator. Caleb Asher, President and CEO of Sprout Communications, LLC, has been engaged as a consultant for this project. A summary of the proposed "Unstuck" Campaign was provided to TEA members. A full report of the campaign will be presented to the TEA on October 30, 2014.

OPEN MATTERS**2014-2015 Strategic Priorities**

Vice President Flanders presented the draft Strategic Priorities document for 2014-2015. He referred to the discussion at the TEA meeting on August 21, 2014 regarding the “rural” and/or “urban” wording in the list of industry clusters for additional emphasis under “Aligning Education with Business and Industry. Vice President Flanders explained the industry clusters adopted in the strategic priorities for the TEA are based on the priority sectors as determined by the Governor’s Council of Economic Advisors, Commerce and the Department of Labor. As the industries are the focus of RFPs for programs funded with discretionary dollars throughout the year, the use of geographical terms was discussed with the TEA Technical Program and Curriculum Committee on September 11, 2014. With the committee’s agreement, Vice President Flanders recommended removing the geographical terminology from the listing of industry clusters so no limitations are created for any of the institutions and the varied service areas across the state. The draft 2014-2015 Strategic Priorities document provided reflected this recommended change.

Motion: Member Burke moved to adopt the 2014-2015 Strategic Priorities as presented. Following a second by Member Vietti, the motion passed.

The adopted 2014-2015 TEA Strategic Priorities are filed with the original minutes.

ADJOURNMENT

Chair Akin called for adjournment. The next TEA meeting will be held at the KBOR offices on Thursday, October 30, 2014, at 10:00 AM.

Respectfully submitted by:
Deej Cowling, Executive Assistant