

# New Program Request Form

## CA1

### General Information

|  |  |
|--|--|
| Institution submitting proposal  | Garden City Community College  |
| Name, title, phone, and email of person submitting the application<br><i>(contact person for the approval process)</i> | Marc Malone, Vice President for Instruction<br>620-276-9597, <a href="mailto:marc.malone@gcccks.edu">marc.malone@gcccks.edu</a>  |
| Identify the person responsible for oversight of the proposed program  | Chuck Pfeifer<br>Dean of Technical Education and Workforce Development   |
| Title of proposed program  | Carpentry  |
| Proposed suggested Classification of Instructional Program (CIP) Code  | 46.0201  |
| CIP code description   | A program that prepares individuals to apply technical knowledge and skills to lay out, cut, fabricate, erect, install, and repair wood structures and fixtures, using hand and power tools. Includes instruction in technical mathematics, framing, construction materials, and selection, job estimating, blueprint reading, foundations and roughing-in, finish carpentry techniques, and applicable codes and standards. |
| Standard Occupation Code (SOC) associated to the proposed program  | 47-2031  |
| SOC description  | Construct, erect, install, or repair structures and fixtures made of wood, plywood, and wallboard, using carpenter's hand tools and power tools.   |
| Number of credits for the degree <u>and</u> all certificates requested   | 18   |
| Proposed Date of Initiation  | Fall 2020  |
| Specialty program accrediting agency   | None   |
| Industry certification   | NCCER Carpentry Level 1  |

Signature of College Official  Date 1/23/2020

Signature of KBOR Official \_\_\_\_\_ Date \_\_\_\_\_

## Narrative

Completely address each one of the following items for new program requests. Provide any pertinent supporting documents in the form of appendices, (i.e., minutes of meetings, industry support letters, CA1-1a form).

*\*\*Institutions requesting subordinate credentials need only submit the items in blue. For example, an institution with an approved AAS degree has determined a need for a Certificate C in the same CIP code using the same courses used in the AAS degree program.*

## Program Description

- Provide a complete catalog description (including program objectives) for the proposed program.

### Catalog Description

Students in the Carpentry program participate in a variety of projects throughout the year. Along the way, they gain the knowledge and skills necessary to safely perform a wide range of construction-related tasks. Coursework includes safety, blueprint reading, tools and materials, framing, interior and exterior finishing, roofing, and more. Students are prepared for the National Center for Construction Education and Research (NCCER) Carpentry Level 1 certification.

### Program Outcomes

1. Demonstrate knowledge of safety involved with the building construction industry.
2. Demonstrate knowledge of building materials and tools.
3. Demonstrate knowledge of building plans and elevations.
4. Communicate effectively in written, oral, and visual modes.
5. Perform tasks of entry level building construction employment (floors, framing, windows, doors, and stairs).
6. Demonstrate mathematical reasoning skills.
7. Complete a resume and cover letter.

- List and describe the admission and graduation requirements for the proposed program.

### Admission Requirements

There are no specific admission requirements for this program. Institutional requirements are described below:

**New students:** New students must obtain, complete, and submit the following:

- 1.) An application for Admission.
- 2.) An official high school/home-school transcript, including final grades, grade point average, class ranking (if available), and graduation date, or an official copy of GED Scores.
- 3.) An official transcript from each university/college attended.
  - All first-time students are required to take a Placement Assessment through the Mary Jo Williams Assessment Center located in the SCSC.
  - Applicants are strongly advised to take the ACT Assessment for scholarship, advising, and counseling purposes (GCCC's ACT code is 1414).
  - Official transcripts must be mailed by the issuing institution or transmitted electronically directly to the GCCC Admissions Office. Hand-carried, faxed, or emailed copies are not acceptable.

- A complete medical form is required for all students in the nursing, cosmetology programs, and for residential hall residents and athletic program participants. Students in these areas will be advised according to departmental policy and the appropriate forms will be provided.

4.) Student Health Requirements—Tuberculosis (TB)

In accordance and compliance with the TB Risk Assessment Law (Kansas Statute K.S.A. 65-129e), all Garden City Community College students who have traveled, resided in for more than three months, or were born in any country where Tuberculosis (TB) is endemic as identified by the Centers for Disease Control and Prevention must provide TB test results prior to attending class/completing enrollment. Any student who is not in compliance with the applicable State of Kansas Statute is not eligible to attend classes or enroll for classes, or obtain an official academic transcript or records until the student is compliant with the requirements. All students must complete the TUBERCULOSIS SCREENING QUESTIONNAIRE and if required, obtain a completed/approved Certificate of Health Form from the Finney County Health Department or other approved Health Care Provider.

**High School Students:**

High school sophomore, junior, and senior students, including home-study program students, may enroll concurrently in college courses with written permission of their high school principal and parent or legal guardian. A yearly cooperative agreement with the unified school district or the home-study school and the college must be on file in the Registrar's Office for college credit to be granted. Individual student permission forms must be submitted each semester.

**Graduation Requirements**

Students who successfully complete the certificate will complete 18 credit hours with a grade of "D" or higher in the following courses: Safety Orientation (OSHA 10) (1 cr.), Introductory Craft Skills (3 cr.), Carpentry Basics (4 cr.), Floors, Walls, and Ceiling Framing (4 cr.), Room Framing (3 cr.), and Windows, Doors, and Stairs (3 cr.)

**Demand for the Program**

- Using the Kansas Department of Labor's Long Term Occupational Outlook, (<https://klic.dol.ks.gov>) identify employment trends and projections: occupational growth, occupational replacement rates, estimated annual median wages, and typical education level needed for entry.

**Employment Trends and Projections**

The Kansas Department of Labor's long-term occupational projections for Carpenters (SOC 47-2031) indicates total job growth of 272 between the years 2016 and 2026. This equates to a total growth of 3.3% or .3% per year. The DOL estimates 289 annual exits, 467 annual transfers, and 783 total job openings each year. Estimated annual wages range from \$28,215 to \$48,311 with a median of \$39,139. Typical education required for entry is a high school diploma or equivalent.

GCCC also uses JobsEQ, an analytics platform breaks down state and federal data into defined regions. In GCCC's seven-county service area\* the estimated annual occupational growth is .5%. Wages for Carpenters in the service area range from \$28,500 to \$50,800 with a median of \$41,000. 37.8% of the population has a high school diploma or its equivalent, and an additional 19.5% have some college credit but no degree.

\*Includes Finney, Greely, Hamilton, Kearny, Lane, Scott, and Wichita counties

- Show demand from the local community. Provide letters of support from at least three potential employers, which state the specific type of support they will provide to the proposed program.

**Community Support**

Appended to this application are letters of support from:

- 1) Solomon's Plumbing, Garden City, KS
- 2) Finney County Economic Development Corporation
- 3) TJ's Construction
- 4) Coldwell Banker Commercial
- 5) Lance Rupp Construction
- 6) Stucky Builders, LLC
- 7) USD 363
- 8) Casco Homes
- 9) Germann Custom Homes

- Describe/explain any business/industry partnerships specific to the proposed program.

*If a formal partnership agreement exists, agreement explaining the relationship between partners and to document support to be provided for the proposed program must be submitted to the Board office independently of the CAI materials for review purposes. The agreement will not be published or posted during the comment period.*

At this time there are no specific or formalized business/industry partnerships.

**Duplication of Existing Programs**

- Identify similar programs in the state based on CIP code, title, and/or content. For each similar program provide the most recent K-TIP data: name of institution, program title, number of declared majors, number of program graduates, number of graduates exiting the system and employed, and annual median wage for graduates exiting the system and employed.

Kansas Public Institutions Offering Construction/Carpentry Programs: CIP 46.0201\*\*

*In order of closest to furthest distance from Garden City Community College*

| Institution   | Distance from Garden City CC | Program Title       | # Declared Majors | # Program Graduates | # Graduates Exiting and Employed | Annual Median Wage*** |
|---|------------------------------|---------------------|-------------------|---------------------|----------------------------------|-----------------------|
| Barton Community College  | 128 miles                    | Carpentry/Carpenter | 71                | 5                   | -*                               | -*                    |
| Hutchinson Community College  | 176 miles                    | Carpentry/Carpenter | 33                | 8                   | 5                                | \$21,381              |
| Salina Area Technical College   | 200 miles                    | Carpentry/Carpenter | 15                | 5                   | -*                               | -*                    |
| North Central Kansas Technical College  | 221 miles                    | Carpentry/Carpenter | 20                | 17                  | 11                               | \$34,155              |
| Wichita State University-Technical  | 221 miles                    | Carpentry/Carpenter | 43                | 9                   | -*                               | -*                    |
| Manhattan Area Technical College  | 266 miles                    | Carpentry/Carpenter | 17                | 12                  | 5                                | -*                    |
| Neosho County CC  | 310 miles                    | Carpentry/Carpenter | 41                | 25                  | 8                                | \$12,224              |
| Coffeyville Community College   | 341 miles                    | Carpentry/Carpenter | 61                | 8                   | -*                               | -*                    |
| Fort Scott Community College  | 360 miles                    | Carpentry/Carpenter | 61                | 8                   | -*                               | -*                    |
| Kansas City Kansas CC   | 366 miles                    | Carpentry/Carpenter | 65                | 31                  | 17                               | \$23,147              |
| Highland Community College  | 379 miles                    | Carpentry/Carpenter | 30                | 14                  | -*                               | -*                    |
| Dodge City Community College offers a “Building Construction Technology” program, CIP 46.0415, which follows the Board of Regents program alignment but goes beyond the scope of GCCC’s proposal. |                              |                     |                   |                     |                                  |                       |

\*Information not available in the K-TIP Report

\*\*According to the AY 2018 K-TIP Report

\*\*\*Annual median wage for graduates exited and employed

- Was collaboration with similar programs pursued:
  - Please explain the collaboration attempt or rationale for why collaboration was not a viable option.

Collaboration has not been pursued at this time. The vast majority of the schools offering the basic Carpentry/Construction program are geographically too distant to make collaboration feasible. In the case of Dodge City Community College, collaboration has not been pursued as a matter of practicality. GCCC's proposal is a partnership involving shared resources with local K-12 school districts with which we have established working relationships (see support letter from USD 363). Reaching beyond GCCC's service area in this instance would present logistical burdens that make such a collaboration not viable.

## Program Information

- List by prefix, number, title, and description all courses (including prerequisites) to be required or elective in the proposed program.

The certificate is designed to be completed in one semester with the following courses:

### Semester 1:

CNTR 100: Safety and Orientation 1 cr.

This construction industry course covers various safety tips and procedures a person should follow while in the workplace. Upon successful completion of all the modules the student can earn the OSHA 10-hour Construction Industry Certificate.

CNTR 110: Introductory Craft Skills 3 cr.

This course will introduce the student to the basic safety, math, and tools used in the construction trade. This course will also expose the student to some of the technical, communication and employability skills required for a successful career in the trade

CNTR 120: Carpentry Basics 4 cr.

This course will introduce the student to the fundamentals of window, door and stair construction, installation and layout for all carpenters.

CNTR 130: Floors, Walls, and Ceiling Framing 4 cr.

This course will introduce the student to the construction building fundamentals for framing wood and metal floor systems, walls, and ceilings.

CNTR 140: Roof and Framing 3 cr.

This course will introduce the student to the fundamentals of roof framing including gable and hip roof systems. This course will cover materials, methods for calculating rafter length and angles, proper use of framing.

CNTR 150: Windows, Doors, and Stairs 3 cr.

This course will introduce the student to the fundamentals of window, door and stair construction, installation and layout for all carpenters.

- List any pertinent program accreditation available:

This certificate aligns with the National Center for Construction Education and Research (NCCER) industry certifications for Carpentry Level 1. It does not seek further industry certification.

- Provide a rationale for seeking or not seek said accreditation

- If seeking accreditation, also describe the plan to achieve it

## Faculty

- Describe faculty qualifications and/or certifications required to teach in the proposed program. Faculty hired to teach in this program will meet minimum credential guidelines established by Garden City Community College's "Faculty Qualifications" policy ([https://www.gcccks.edu/about\\_gccc/policies.aspx](https://www.gcccks.edu/about_gccc/policies.aspx)), which aligns with the Higher Learning Commission policy CRRT.B.10.020(B)(2)(a). Faculty hired for technical programs such as Carpentry must hold a minimum of an Associate's Degree and/or meet the minimum "tested experience" standards for the equivalent of 4,000 work hours in the field.

## Cost and Funding for Proposed Program

- Provide a detailed budget narrative that describes all costs associated with the proposed program (physical facilities, equipment, faculty, instructional materials, accreditation, etc.).

We estimate the initial cost to deliver the program at approximately \$66,250. The majority of this startup cost for comes from hiring a full-time faculty member, estimated at \$55,000. Additional startup costs include \$5,000 for minor updates to existing equipment (power tools, hand tools, etc.), \$2,250 of tools/supplies, and \$4,000 of instruction supplies (supplemental course materials, classroom handouts, posters, subscriptions, etc.). There are no facilities-related startup costs as the college has a large wood shop space in the vocational building, which was used previously for carpentry-related courses.

The college anticipates the majority of these estimated startup expenses would be funded in the next fiscal year and would be part of our planned budgeting process (described below). However, for any startup costs which would be incurred during this current fiscal year, the college is re-allocating up to \$25,000 from the President's "Consulting/Contract Services" budget line.

Each year, beginning in January, the college undertakes its annual budget planning process according to the Budget Planning Policy. College policies are located here: [https://www.gcccks.edu/about\\_gccc/policies.aspx](https://www.gcccks.edu/about_gccc/policies.aspx), and the Budget Planning Policy is located alphabetically under "Operational." The policy instructs each department to generate budget requests based on the college strategic plan. These requests are filtered through division leaders and then to the Budget Planning Committee, which aggregates and prioritizes institution-wide needs.

Because this proposed Carpentry program aligns with the college's strategic planning pillars of Student Success (access to additional program opportunities), Institutional Partnerships (meeting industry-identified needs), and Fiscal Solvency (future financial growth for sustainability), budgeting for this program will be prioritized throughout the budgeting process.

- Provide detail on **CA-1a form**.
- Describe any grants or outside funding sources that will be used for the initial start up of the new program and to sustain the proposed program.  
None at this time.

## **Program Review and Assessment**

- Describe the institution's program review cycle.

Garden City Community College's Comprehensive Program Review is aligned with the Strategic Planning process placing programs on a five-year rotation schedule. Programs review the five previous years of disaggregated outcomes and departmental data for an in-depth evaluation of where the program has been and where it stands at the point of review. A five-year plan for the future is then created based upon the evidence from the evaluation. This future plan feeds into the annual assessment process for the program. Results from program reviews directly impact the budgetary and curricular goals of the programs, departments, and institution ensuring data driven priorities are funneled into the annual planning process and report for future expenditures, hires, reductions, plans, etc. Programs also align changes to curricula and planning as a result of this rigorous comprehensive process.

GCCC's assessment processes and methodologies were adapted from the Assessment 101 model, which has been used successfully for over a decade at many schools. Although GCCC faculty chose to modify processes and templates to fit institutional culture, they retained the core practices represented in this model: (1) develop quality outcomes; (2) identify multiple measures (direct and indirect) to measure student learning on those outcomes; (3) establish pre-determined targets for overall student performance on the measures; (4) devise appropriate strategies for data collection that are reasonably representative of the student population (and include program majors only for program assessment); (5) ensure that all intended data are collected; (6) analyze and interpret data to identify factors that led to results that were observed; (7) identify and implement action plans aimed at improving student learning and track results across cycles; and (8) integrate assessment results and resource needs from related action plans into budget and planning processes at the program, department, and institutional levels. Additionally, faculty ensure that assessment occurs in a consistent manner across instructional locations and modalities, including distance learning and dual enrollment high school courses.

## **Program Approval at the Institution Level**

- Provide copies of the minutes at which the new program was approved from the following groups:
  - Program Advisory Committee  
*(including a list of the business and industry members)*
  - Curriculum Committee
  - Governing Board  
*(including a list of all Board members and indicate those in attendance at the approval meeting)*

Submit the completed application and supporting documents to the following:

Director of Workforce Development  
Kansas Board of Regents  
1000 SW Jackson St., Suite 520  
Topeka, Kansas 66612-1368



# KBOR Fiscal Summary for Proposed Academic Programs

CA-1a Form (2018)

Institution: Garden City Community College

Proposed Program: Construction Trades

## IMPLEMENTATION COSTS

| Part I. Anticipated Enrollment   |     | Implementation Year |                       |
|--|-----|---------------------|-----------------------|
| Please state how many students/credit hours are expected during the initial year of the program? |     |                     |                       |
|  |     | Full-Time           | Part-Time             |
| A. Headcount:  |     | <10                 | 10--50                |
| Part II. Initial Budget  |     | Implementation Year |                       |
| A. Faculty   |     | Existing:           | New: Funding Source:  |
| Full-time  | # 1 | \$                  | \$55,000 General fund |
| Part-time/Adjunct  | #   | \$                  | \$                    |
|  |     | Amount              | Funding Source        |
| B. Equipment required for program  |     | \$ 5,000            | General fund          |
| C. Tools and/or supplies required for the program  |     | \$2,250             | General fund          |
| D. Instructional Supplies and Materials  |     | \$4,000             | General fund          |
| E. Facility requirements, including facility modifications and/or classroom renovations          |     | \$0                 |                       |
| F. Technology and/or Software  |     | \$0                 |                       |
| G. Other <i>(Please identify; add lines as required)</i>   |     |                     |                       |
| <b>Total For Implementation Year</b>   |     | \$66,250            |                       |

## PROGRAM SUSTAINABILITY COSTS (Second and Third Years)

| Part I. Program Enrollment  |    | Second and Third Years |                      |
|---|----|------------------------|----------------------|
| Please state how many students/credit hours are expected during the first two years of the program? |    |                        |                      |
|   |    | Full-Time              | Part-Time            |
| A. Headcount:   |    | <10                    | 10--50               |
| Part II. Ongoing Program Costs  |    | First Two Years        |                      |
| A. Faculty  |    | Existing:              | New: Funding Source: |
| Full-time   | #1 | \$55,000               | \$                   |
| Part-time   | #  | \$                     | \$                   |
|   |    | Amount                 | Funding Source       |
| B. Equipment required for program   |    | \$ 5,000               | General fund         |
| C. Tools and/or supplies required for the program   |    | \$ 6,000               | Student fees         |
| D. Instructional Supplies and Materials   |    | \$4,000                | General fund         |
| E. Facility requirements, including facility modifications and/or classroom renovations             |    | \$0                    |                      |
| F. Technology and/or Software   |    | \$0                    |                      |
| G. Other <i>(Please identify; add lines as required)</i>  |    |                        |                      |
| <b>Total For Program Sustainability</b>   |    | \$70,000               |                      |

## KBOR Fiscal Summary for Proposed Academic Programs

CA-1a Form (2018)

Please indicate any additional support and/or funding for the proposed program:

The college has had verbal conversations with local USD partners including Garden City High School, USD 457, and Holcomb High School, USD 363 regarding cost sharing the cost of an instructor, but no formal agreement has been established at this point. Should no formal agreement arise, the startup and sustainability costs of the program are within budget parameters for the college.

Submit the completed application and supporting documents to the following:

Director of Workforce Development  
Kansas Board of Regents  
1000 SW Jackson St., Suite 520  
Topeka, Kansas 66612-1368



**SOLOMON'S PLUMBING**  
**PO BOX 665**  
**GARDEN CITY, KS 67846**  
**620-805-1610**  
**[solomonsplumbing@yahoo.com](mailto:solomonsplumbing@yahoo.com)**

Dear President Ruda,

I am happy to write this letter of support for the Construction Trades Program at Garden City Community College.

I have been plumbing in Garden City for ten years and it is obvious to me that we are in need of more skilled labor in the construction industry. I feel that my business as well as many others would benefit from students who have been formally taught the needed skills and responsibilities of the construction trades. I am very excited that GCCC is considering a trades program. I would personally like to offer my full support for this program. I would be happy to participate on any advisory boards or talk to students about the construction industry.

There is no question that Garden City is experiencing growth at a rapid pace and I believe it benefits our local economy to train and keep as much of our workforce local as possible.

I am currently the president of the Southwest Kansas Builders Association and speaking on their behalf, I would like to offer our full support as an organization. If there is anything the Builders Association or I can do to help, please let me know.

Sincerely,

Solomon Crist

# **Finney County Economic Development Corporation**



January 15, 2020

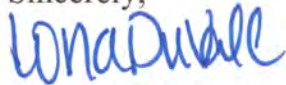
Dr. Ryan Ruda  
Garden City Community College  
Garden City, KS 67846

Dr. Ruda,

Finney County Economic Development Corporation is pleased to endorse the creation of a Construction Trades Program at GCCC. We work closely with the Southwest Kansas Builders Association and have worked diligently to assist them in creating solutions for their ongoing workforce demands. As our community continues to grow at a high rate, the needs for skilled construction workers will only continue to grow as well.

We at FCEDC stand ready to assist in any way we can as this program comes to fruition. Thank you for your continued efforts to meet the needs of our high-demand workforce needs. We value your partnership.

Sincerely,



Lona DuVall  
President/CEO

*Finney County Economic Development Corporation  
114 W. Pine Street  
Garden City, KS 67846  
Office 620-271-0388  
Mobile 620-290-2244  
lona@ficoedc.com*

# TJ's Construction

January 16, 2020

Tom Chappel  
TJ's Construction

President Ruda,

Thank you for the time and effort you and your staff have dedicated to designing a Construction Trades Program at GCCC. As a longtime builder in Garden City, I believe this program will greatly assist the building industry as we introduce more young people and returning students to careers in the construction trades.

I am happy to offer this letter of support and I will certainly be willing to provide tools, materials, and my time as available and as needed to support this program. Thank you again for GCCC's commitment to providing the technical training opportunities we so desperately need in Garden City.

Sincerely,



Tom Chappel  
TJ's Construction

MARTIN G. NUSSER, CCIM  
Broker Associate / Owner



**COLDWELL BANKER COMMERCIAL  
THE REAL ESTATE SHOPPE, INC.**

312 N. 8TH STREET  
GARDEN CITY, KS 67846  
OFFICE (620) 275-7421 x 207  
FAX (620) 275-6396  
TOLL FREE (800) 686-9748  
CELL (620) 272-7226  
mnusser@gcnet.com  
www.nusserinc.com

January 16, 2020

Dr. Ryan Ruda  
Garden City Community College  
Garden City, KS 67846

Re: Construction Trades Program at GCCC

Dr. Ruda,

As a longtime Realtor in Garden City and the surrounding area, it has become increasingly apparent that we have a shortage of workforce availability to meet the housing needs of our growing region. I am happy to offer this letter of support for the creation of the Construction Trades Program at GCCC.

I will be happy to assist as I may as this program comes to fruition. Thank you for your continued efforts to meet the needs of our high-demand workforce needs.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Martin Nusser', written over a light blue horizontal line.

Martin Nusser

Marc Malone

As a lifelong resident of Finney County KS, a former student of GCCC, and a contractor I offer my support for the Construction Trades Program.

This is a needed program in the Garden City KS area. I'm looking forward to the success of this program and excited about how it will change lives.

Lance Rupp

Owner – Lance Rupp Construction

# Stucky Builders, LLC

January 16, 2020

Steve Stucky  
Stucky Builders, LLC

President Ruda,

It is my pleasure to offer my support for the Construction Trades Program at Garden City Community College on behalf of Stucky Builders, LLC. As a member of the Southwest Kansas Builders Association, we have been working closely with GCCC for some time to create just such a program.

Please know that I will provide tools, materials, and my time as available and as needed to support this program. I am confident more students will be drawn to the construction industry once they have the opportunity to explore the many careers available through this training program. Thank you for GCCC's commitment to providing the technical training opportunities we so desperately need in Garden City.

Sincerely,



Steve Stucky  
President  
Stucky Builders, LLC

*Stucky Builders, LLC  
Garden City, KS 67846  
Office 620-275-4014*



**UNIFIED SCHOOL DISTRICT NO. 363  
P.O. BOX 8, 305 WILEY  
HOLCOMB, KS 67851**

Dr. Scott Myers, Superintendent  
Phone: 620-277-2629  
Fax: 620-277-2010

Holcomb USD No. 363 is to provide an opportunity for all students to acquire skills to become productive and successful citizens.

An Equal Employment/Educational Opportunity Agency

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To Whomever It May Concern,

It is a real pleasure for me to write this letter of support for the efforts Garden City Community College (GCCC) is taking to meet the needs of our population out here in western Kansas. Specifically, I appreciate their efforts in launching a Construction and Design Pathway in their Career Technical Education division. We here in Holcomb are excited to work with GCCC in this program to advantage our students as they work their way toward fulfilling careers that will provide them with opportunities to live a satisfying life right here in Finney County.

For some time now, the educational entities here in Finney County have worked closely together to provide ample opportunities to our citizenry. This particular effort focusing on the creation of the Construction and Design Pathway is special, though, as we are looking to tear down barriers of time, space and fiscal considerations by joining forces and pocket books for the betterment of all. Toward that end, plans are being developed to share the investment needed to bring on an instructor worthy of taking the reins of this program. Yes, we each could probably move into this realm individually, but by working in concert our efforts will be that much more meaningful and impactful as we pull on the collective to ensure success of the program.

As time passes, I am excited to see what all develops as the rich relationship being forged between the Holcomb School District, the Garden City School District and Garden City Community College is set in place. I KNOW our clientele and greater communities will benefit from our efforts.

With Respect,



Dr. Scott P. Myers

Superintendent of Holcomb Public Schools



*Casco Homes, Inc.*

*John R. Chappel, President*  
240 Foltz Lane  
Garden City, KS 67846  
Cell (620) 272-1816 Fax (620) 275-5515

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November 16, 2019

Dear President Ruda,

It is my pleasure to write this letter of support for the Construction Trades Program at Garden City Community College on behalf of Garden City Homes, LLC.

In my forty plus years of building homes in the Garden City area, I have realized the need for qualified individuals to work within the field of construction and the importance of having a highly-skilled workforce to assist our local contractors. Like many other contractors, my business could greatly benefit from students who have been formally taught the needed skills and responsibilities of the construction trade. We have been proud supporters of GCCC over the years and we hope to continue the relationship.

In conclusion, I fully support the efforts of Garden City Community College as they seek to solidify approval to offer this program in SW Kansas. With an increasing population in the Garden City area, our business (and many others) will continue to experience shortages in skilled workforce. This proposed program will help to alleviate this shortage and provide skilled workers. Please let us know how we can help and support the program.

Sincerely,



John R. Chappel, President  
Casco Homes, Inc.

# Germann Custom Homes

January 16, 2020

David Germann  
Germann Custom Homes

President Ruda,

Let me first thank you for the time and effort you and your staff have dedicated to designing a Construction Trades Program at GCCC. As a longtime builder in Garden City, I believe this program will greatly assist the building industry as we introduce more young people and returning students to careers in the construction trades.

Please accept this letter of support and know that I will provide tools, materials, and my time as available and as needed to support this program. Thank you again for GCCC's commitment to providing the technical training opportunities we so desperately need in Garden City.

Sincerely,

A handwritten signature in blue ink, appearing to be 'D. Germann', followed by a long horizontal line extending to the right.

David Germann  
President  
Germann Custom Homes

*Germann Custom Homes  
Garden City, KS 67846  
Office 620-275-0181*

## SWKBA Board Meeting Minutes

Members present: Lance Rupp, Justin Donecker, Diana Guajardo, Mike Cook, Vicki Germann, Dave Germann, Adrianna Beauleau, John Chappel and Art Contreras

Others present: Lona DuVall, Nicole Hahn, and Chuck Pfeifer

December 10, 2019

Prior to the meeting we heard a presentation by Chuck Pfeifer for our consideration.

1. Approval of the December Minutes, motion was made by Vicki and 2<sup>nd</sup> by Dave after a motion was made to strike #4 of the November minutes.
2. Approval of Treasurers Report, Vicki made motion and Steve 2<sup>nd</sup>. We also discussed paying Roger Unruh the whole 500.00 we took in. Lance made that motion and Vicki 2<sup>nd</sup>. Both motions carried. And we had a check returned.
3. January Lunch Sponsor is Fi Co Eco Dev and Speaker is Chuck Pfeifer.
4. We are encouraging members to write a letter of support for the program at the college and to also be thinking of Officers and Board members.
5. Justin is still working on the Touch system.
6. Discussion was had regarding a cash box and possibly sending out a survey with regards to the annual training.
7. Next meeting is January 14, 2020 at Builders First Source
8. Adjourn Dave 1<sup>st</sup>, 2<sup>nd</sup> by Lance



## Curriculum & Instruction

### Meeting Minutes

December 13, 2019

Time Started: 12:09 PM

Time Ended: 2:05 PM

**Present:** Larry Pander (C), Devin Wackera (VC), Nick Salazar (S), Jean Ferguson (M), Nancy Unruh (M), Mike Knutson (M); Karen Adams (M); Marc Malone, VPI; Brenda Barrett, IR; Chuck Pfeiffer, Dean of Technical Education; Courtney Morris, EDUC department; H. Chandler, EDUC department; Stacy Carr, COMM department; Samantha Sanger, Assessment Coordinator

**Absent:**

**Next meeting:** January 10, 2020; 12:00PM, President's Conference Room

### Announcements

- I. Confirm quorum
- II. Approval of today's agenda
  - a. Samantha Sanger will be added to old business to discuss SLO's.
  - b. Motion D. Wackerla-; Second-N. Unruh; Vote- 5 Yay, 0 Nay. **Motion Carried.**
- III. Approval of the consent agenda
  - a. Minutes from the meeting held 11-15-19
  - b. Reports from Sub-Committees
    - i. Developmental Education
    - ii. Online Education
    - iii. Core Curriculum
  - c. Motion- M. Knutson; Second-J. Ferguson; Vote- 5 Yay, 0 Nay. **Motion Carried.**
- IV. Old Business:
  - a. Samantha Sanger (*added 12/13*)- host a workshop to update syllabi with SLO changes.  
Meeting



V. New Business:

- a. Motion to change ECHD 105: Early Childhood Education from inactive to active status.
  - i. Motion-; Second- Vote- Yay, 0 Nay. **Motion Carried.**
- b. Motion to change ECHD 105: Early Childhood Education from 4 to 3 credit hours.
  - i. Motion-; Second- Vote- Yay, 0 Nay. **Motion Carried.**
- c. Motion to change ECHD 101: Child Development I from inactive to active status.
  - i. Motion-; Second- Vote- Yay, 0 Nay. **Motion Carried.**
- d. Motion to change ECHD 150: Health, Nutrition, and Safety from inactive to active status.
  - i. Motion-; Second- Vote- Yay, 0 Nay. **Motion Carried.**
- e. Motion to change ECHD 109: Child Guidance & Management from inactive to active status.
  - i. Motion-; Second- Vote- Yay, 0 Nay. **Motion Carried.**
- f. Motion to change the name of ECHD 109: Child Guidance & Management to ECHD 109: Interaction Techniques.
  - i. Motion-; Second- Vote- Yay, 0 Nay. **Motion Carried.**
- g. Motion to change ECHD 122: Childhood Abuse and Neglect: RRR from inactive to active status.
  - i. Motion-; Second- Vote- Yay, 0 Nay. **Motion Carried.**
- h. Motion to change the name of ECHD 122: Childhood Abuse and Neglect: RRR to ECHD 122: Abuse, Neglect, and Trauma.
  - i. Motion-; Second- Vote- Yay, 0 Nay. **Motion Carried.**
- i. Motion to approve the creation of three 1-credit hour breakout classes for ECHD 150: Health, Nutrition, and Safety entitled: ECHD 150A: Early Childhood Health and Record Keeping, ECHD 150B: Early Childhood Nutrition and Record Keeping, ECHD 150C: Early Childhood Safety and Record Keeping.
  - i. Motion-; Second- Vote- Yay, 0 Nay. **Motion Carried.**
- j. Motion to approve the creation of three 1-credit hour breakout classes for ECHD 109: Interaction Techniques entitled: ECHD 109A: Understanding Children's Temperament, ECHD 109B: Child Guidance and Management, ECHD 109C: Caring for Children with Special Needs.
  - i. Motion-; Second- Vote- Yay, 0 Nay. **Motion Carried.**
- k. Motion to approve the creation of three 1-credit hour breakout classes for ECHD 122: Abuse, Neglect, and Trauma entitled: ECHD 122A: Recognizing, Responding, and Reporting Child Abuse and Neglect, ECHD 122B: Child Abuse and Neglect and Child Development, ECHD 122C: Working with Children with Traumatic Experiences.
  - i. Motion-; Second- Vote- Yay, 0 Nay. **Motion Carried.**
- l. Motion to approve the creation of a new program entitled Construction Trades Cert A.
  - i. Motion-N. Salazar; Second- K. Adams; Vote-5 Yay, 0 Nay. **Motion Carried.**
- m. Review of potential course numbering changes for Communication/Journalism Program.

VI. Motion to adjourn until January 10, 2019 at 9:00AM.

- a. Motion-N. Salazar; Second- K. Adams; Vote- 5 Yay, 0 Nay. ***Motion Carried.***

**MEETING OF TRUSTEES  
GARDEN CITY COMMUNITY COLLEGE  
January 14, 2020**

Trustees Present: Leonard Hitz, Dr. Blake Wasinger, Dr. Marilyn Douglass, Beth Tedrow, Shanda Smith, David Rupp

Trustees Absent:

Others Present: Dr. Ryan Ruda, President  
Amy McVey, Deputy Clerk  
Karla Armstrong, Vice President for Administrative Services/CFO  
Marc Malone, Vice President for Instructional Services  
Shajia Donecker, PR & Marketing Coordinator  
Nicole Dick, Math Instructor, Faculty Senate  
Toni Douglass, Community Member  
Aaron Kucharik, Community Member  
Nicole Dick  
Maxine Atkinson, Community Member  
Eugene Atkinson, Community Member  
Derek Ramos, Dean of Physical Planning  
Deb Nicholson, Comptroller  
Rodney Dozier, Campus Police Chief  
Theresa Dasenbrock, Lewis, Hooper & Dick, LLC  
Kristin Sekavec, Lewis, Hooper & Dick, LLC

**CALL TO ORDER:**

Chair Wasinger called the regular board meeting to order at 6:00 p.m.

**COMMENTS FROM THE CHAIR:**

Chair Wasinger took a few minutes to welcome new board members Beth Tedrow, Shanda Smith and David Rupp to the GCCC Board of Trustees meeting. Dr. Wasinger also extended his condolences for Dr. Carol Ballantyne, former President of GCCC. She passed away shortly before the Holidays.

**INTRODUCTION OF NEW EMPLOYEES:**

Vice President for Instructional Services, Marc Malone, introduced new employees Kimberlyn Basinger, Penka Building Secretary, and Amy Waters, Nursing Instructor.

**Audit Report from Lewis, Hooper & Dick, LLC**

Representatives from Lewis, Hooper & Dick, LLC reviewed Garden City Community College's 2018-2019 audit. They found "no questioned costs on federal funds and programs," and "no material weaknesses or significant deficiencies". Ms. Dasenbrock also reported that the annual audit revealed no disagreements with management or other significant findings or issues.



**EXECUTIVE SESSION:**

**Motion:** *Douglass moved, seconded by Rupp to go into executive session for thirty (30) minutes, for the purpose of consultation with the body's attorney to discuss litigation and potential litigation, allowing five (5) minutes to clear the room. The open meeting will resume in the Endowment Room of the Beth Tedrow Student Center in thirty minutes (30) (7:07 p.m.). Included in the executive session will be Trustees; Attorney for Garden City Community College Board of Trustees, Randall Grisell; Vice President for Administrative Services/CFO, Karla Armstrong; and President, Ryan Ruda.*

**Ayes:** *Douglass, Rupp, Smith, Wasinger, Tedrow*

**Nays:** *None*

**Absent:** *Hitz*

**Motion carried:** *5-0*

Board recessed into executive session at 6:37 p.m.

**Included in Executive Session:**

GCCC Board of Trustees

Randall Grisell, Attorney for Garden City Community College Board of Trustees

Karla Armstrong, Vice President for Administrative Services/CFO

Ryan Ruda, President

Board reconvened into open session at 7:07 p.m.

**No action was taken.**

**CONSENT AGENDA:**

Chair Wasinger asked if Trustees wished to remove any items from the consent agenda.

Trustee Hitz asked for III B-2 to be removed and for III C-2 to be removed for separate discussion.

Chair Wasinger then asked for a motion approving consent agenda items III A, III B-1, III C-1, C-3, C-4 and C-5. Holding III B-2 and III C-2 for separate discussion.

**Motion:**

**Douglas moved, seconded by Hitz to approve consent agenda items III A, III B-1, III C-1, C-3, C-4 and C-5. Holding III B-2 and III C-2 for separate discussion.**

**Ayes:** *Wasinger, Hitz, Douglass, Smith, Tedrow, Rupp*

**Nays:** *None*

**Motion carried:** *6-0*

**Approved actions follow:**

**(A) Approval of minutes of previous meetings (December 10, 2019)**

(Supporting documents filed with official minutes.)

**(B) Approval of personnel actions-Human Resources**

B-1 Human Resources Report

(Supporting documents filed with official minutes.)

**(C) Financial Information**

C-1 Monthly Summary Published Funds Operating Revenues and Expenses

C-3 Revenues

C-4 Expenses

C-5 Cash in Bank

(Supporting documents filed with official minutes.)

**III B-2, Adjunct/Outreach Contracts**

Trustee Hitz inquired if the contracts were signed contracts and if we had physical copies of them on campus. Dr. Ruda stated that yes, they are signed contracts and are filed on campus.

**III C-2, Checks Processed in excess of \$50,000**

Trustee Hitz' question was about the purchase cards. Are these similar to a Mastercard/Visa? Karla Armstrong explained that they were indeed Visa cards secured by Commerce Bank.

**Motion:**

*Tedrow moved, seconded by Douglass to approve consent agenda item III B-2, Adjunct/Outreach Contracts and III C-2, Checks Processed in excess of \$50,000 .*

**Ayes:**        *Wasinger, Hitz, Douglass, Smith, Tedrow, Rupp*

**Nays:**        *None*

**Motion carried: 6-0**

(Supporting documents filed with official minutes.)

**ORGANIZATION OF OFFICERS – BOARD OF TRUSTEES 2020**

**Chair**

**Motion:**

*Douglass moved, seconded by Tedrow to cease nominations for Chair of the Board for the 2020-2021 year.*

**Ayes:**        *Douglass, Wasinger, Smith, Tedrow, Rupp*

**Nays:**        *Hitz*

**Motion carried: 5-1**

(Supporting documents filed with official minutes)

**Motion:**

*Douglass moved, seconded by Tedrow Dr. Blake Wasinger be elected as Chair of the Board for the 2020-2021 year.*

**Ayes:**        *Douglass, Rupp, Tedrow, Smith*

**Nays:**        *Hitz*

**Abstain:**    *Wasinger*

**Motion carried: 4-1**

(Supporting documents filed with official minutes)

**Vice-Chair**

***Motion:***

***Rupp moved, seconded by Wasinger to cease nominations for Vice-Chair of the Board for the 2020-2021 year.***

***Ayes: Douglass, Wasinger, Smith, Tedrow, Rupp***

***Nays: Hitz***

***Motion carried: 5-1***

(Supporting documents filed with official minutes)

***Motion:***

***Wasinger moved, seconded by Tedrow Dr. Marilyn Douglass be elected as Vice-Chair of the Board for the 2020-2021 year.***

***Ayes: Wasinger, Rupp, Tedrow, Smith***

***Nays: Hitz***

***Abstain: Douglass***

***Motion carried: 4-1***

(Supporting documents filed with official minutes)

**KACCT Representative**

***Motion:***

***Douglass moved, seconded by Smith Beth Tedrow be elected as KACCT Representative of the Board for the 2020-2021 year.***

***Ayes: Wasinger, Rupp, Douglass, Smith, Hitz***

***Nays:***

***Abstain: Tedrow***

***Motion carried: 5-0***

(Supporting documents filed with official minutes)

**KACCT Representative (alternate)**

***Motion:***

***Douglass moved, seconded by Rupp Dr. Blake Wasinger be elected as KACCT Representative (alternate) for the 2020-2021 year.***

***Ayes: Wasinger, Rupp, Douglass, Smith, Hitz***

***Nays:***

***Abstain: Tedrow***

***Motion carried: 5-0***

(Supporting documents filed with official minutes)

**FCEDC Representative**

***Motion:***

***Wasinger moved, seconded by Douglass to cease nominations for FCEDC Representative of the Board for the 2020-2021 year.***

***Ayes: Douglass, Wasinger, Smith, Tedrow, Rupp***

***Nays: Hitz***

***Motion carried: 5-1***

(Supporting documents filed with official minutes)

***Motion:***

***Tedrow moved, seconded by Wasinger David Rupp be elected as FCEDC Representative of the Board for the 2020-2021 year.***

***Ayes: Wasinger, Douglass, Smith, Tedrow***

***Nays: Hitz***

***Abstain: Rupp***

***Motion carried: 4-1***

(Supporting documents filed with official minutes)

**Appointments**

|   |                 |
|---|-----------------|
| A. Secretary to the Board.....                | Dr. Ryan Ruda   |
| B. Deputy Clerk.....                          | Amy McVey       |
| C. College Treasurer.....                     | Karla Armstrong |
| D. Designated Agent for KPERS.....            | Pam Harms       |
| E. Alternate Designated Agents for KPERS..... | Karla Armstrong |
| F. Designated Endowment Representative.....   | Shanda Smith    |
| G. Designated BAA Representative.....         | David Rupp      |

***Motion:***

***Douglass moved, seconded by Wasinger to accept Appointments as presented for the 2020-2021 year.***

***Ayes: Wasinger, Douglass, Smith, Tedrow, Hitz, Rupp***

***Nays:***

***Motion carried: 6-0***

(Supporting documents filed with official minutes)

**Trustee Hitz exited the meeting at 7:43 p.m.**

**Depositor Designations**

A. Primary Depository for 2020

Commerce Bank

B. Other Depositories for 2020

Western State Bank

Valley State Bank

First National Bank of Garden City

Landmark National Bank

American State Bank

Garden City State Bank

State of Kansas Municipal Investment Fund

C. Authorized Signatures:

Dr. Ryan Ruda

Garden City Community College, President

Karla Armstrong

Garden City Community College, VP for Administrative Services/CFO

Amy McVey

Garden City Community College, Executive Assistant to the President

Debra S. Nicholson

Garden City Community College, Comptroller

D. Professional Service Providers:

College Attorney

Randy Grisell

College Architect

Gibson Mancini Carmichael & Nelson P.A.

***Motion:***

***Douglass moved, seconded by Wasinger to accept Depositor Designations as presented for the 2020-2021 year.***

***Ayes: Wasinger, Douglass, Smith, Tedrow, Rupp***

***Nays:***

***Absent: Hitz***

***Motion carried: 5-0***

(Supporting documents filed with official minutes)

**MONITORING REPORTS and ENDS REPORT**

Trustees indicated they had received and reviewed the following monitoring reports:

- |  |                           |
|--|---------------------------|
| A. Monitoring Reports and ENDS .....                                       | <b>Consensus Approval</b> |
| A-1 Bi-Annual, Executive Limitations, General Executive Constraints, #7    |                           |
| A-2 Annual, Executive Limitations, Information and Advice, #2, #3, #5      |                           |
| A-3 Annual, Executive Limitations Asset Protection, #1, #2, #3, #4, #6, #7 |                           |
| B. Review Monitoring Report  |                           |
| B-1 Essential Skills #4 and #5   |                           |

Trustees indicated that they accept the monitoring report as presented.

**REVIEW MONITORING REPORTS:**

Essential Skills #4 and #5 tabled for the February meeting.

**PUBLIC COMMENTS:**

No signatures for public comments this month.

**PRESIDENT'S REPORT:**

This portion of the meeting is related to student accomplishments, activities, campus visitors, and special events that have taken place in the GCCC campus community since the last Board of Trustee meeting.

**Empirical Processing Plant**

USD 363 (Holcomb), USD 457 (Garden City), and GCCC have worked diligently with Empirical to create a customized workforce education program in the newly formed Advanced Food Manufacturing pathway.

- Empirical announced plans in December 2019 to employ around 300 people and construction is expected to take 2-3 years.
- Plans are underway now to recruit a full-time instructor for the Industrial Maintenance Program, which is a critical component of the Advanced Food Manufacturing Pathway.

**Continuing Education**

New personal enrichment and workforce training opportunities are planned for the 2020 calendar year, thanks to partnership between GCCC and Finney County Economic Development Corporation.

- First class scheduled is “Brewhouse Flight School” on Jan. 31, 2020. Registration is now open.

**Upcoming Events**

SGA has invited LaTosha Brown, an activist and accomplished jazz singer, to speak to the student body on Monday, Jan. 20, 2020, for Martin Luther King Jr. Day. The program begins at 10:30 a.m. in Conestoga arena, and the public is invited to attend.

The GCCC Endowment Association is hosting a book signing on Friday, Jan. 17, for Bob Hopkins, a 1961 graduate of Garden City High School. Hopkins is a professor of business communications and has recently written a book called “Philanthropy Misunderstood.” He will be sharing some of the proceeds of his book for a new scholarship – the Nolte Scholarship – named after a former teacher of his. The scholarship will benefit GCHS students attending GCCC.

**2018-2019 Annual Report**

The 18-19 Annual Report is now available to the public online at [www.gcccks.edu/report.html](http://www.gcccks.edu/report.html). The report highlights both financial and academic accomplishments from the past academic year. The report will be distributed to the public through a Saturday edition of the *The Garden City Telegram* in February.

- “18-19 Report Card” also available now. These report cards can be easily distributed throughout campus and the community, and offer a quick glance at our facts/stats from this past academic year.

**REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION (FCEDC):**

No report from FCEDC this month.

**REPORT FROM KACCT:**

No report from KACCT this month.

*Meeting of Trustees  
January 14, 2020*

**REPORT FROM SGA:**

No report from SGA this month.

**REPORT FROM FACULTY SENATE:**

Nicole Dick, Math Instructor /Faculty Senate, shared that faculty have been wrapping up end of the semester and have been working on Student Learning Assessment.

**OWNERSHIP LINKAGE:**

No comments.

**EXECUTIVE SESSION:**

No executive session was held.

**CALENDAR DATES:**

Chair Wasinger reviewed calendar dates with Trustees.

Next Board meeting will be February 11, 2020

Meeting adjourned at 8:16 p.m. by Chair Wasinger.

**UPCOMING CALENDAR EVENTS:**

January 6-31 GC High School Visual Arts Awards Exhibition, Mercer Gallery  
January 10-11 Buster Meat's Team, Southwest Invitational, Lubbock, TX  
January 11 Buster Women's Basketball vs. Butler CC, 2:00 p.m.  
January 11 Buster Men's Basketball vs. Butler CC, 4:00 p.m.  
January 15 Buster Women's Basketball vs. Hutchinson CC, 6:00 p.m.  
January 15 Buster Men's Basketball vs. Hutchinson CC, 8:00 p.m.  
January 19 Buster Meat's Team, National Western, Greeley, CO  
January 25 Buster Women's Basketball vs. Dodge CC, 2:00 p.m.  
January 25 Buster Men's Basketball vs. Dodge City CC, 4:00 p.m.

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Amy R McVey  
Deputy Clerk

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Dr. Ryan Ruda  
President

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Dr. Blake Wasinger  
Chairman of the Board



801 Campus Drive  
Garden City, Kansas 67846  
(620) 276-7611  
www.gcccks.edu

January 14, 2020

Board of Trustees  
Garden City Community College  
801 Campus Drive  
Garden City, KS 67846

Dear Trustees:

The Board of Trustees will meet in regular session on **Tuesday, January 14, 2020**. The meeting will be held in the **Endowment Room of the Beth Tedrow Student Center**, Garden City Community College Campus.

5:00 PM Dinner in the **Bronbuster Room** next to the Endowment Room, Beth Tedrow Student Center.

### **AGENDA**

#### **I. CALL TO ORDER:**

- A. Comments from the Chair
- B. Introduction of new employees

#### **II. EXECUTIVE SESSION**

#### **III. CONSENT AGENDA ..... Action**

- A. Approval of minutes of previous meetings (December 10, 2019).....pg. 4
- B. Approval of personnel actions-Human Resources.....pg. 9
  - B-1 Human Resources Report.....pg. 10
  - B-2 Adjunct/Outreach Contracts.....pg. 11
- C. Financial Information.....pg. 13
  - C-1 Monthly Summary Published Funds Operating Revenues and Expenses....pg. 14
  - C-2 Checks Processed in excess of \$50,000.....pg. 15
  - C-3 Revenues.....pg. 16
  - C-4 Expenses.....pg. 18
  - C-5 Cash in Bank.....pg. 24
- D. Digital Scoreboard Approval.....pg. 25
- E. Construction Trades Program Approval.....pg. 26
- F. Audit 2018-19 Approval.....pg. 27

#### **IV. OTHER ACTION**

### **ORGANIZATION OF OFFICERS - BOARD OF TRUSTEES – 2019**

#### **Election of Officers**

#### **Incumbent**

- |   |                    |
|---|--------------------|
| A. Chairman.....                                      | Dr. Blake Wasinger |
| B. Vice Chairman .....                                | Teri Worf          |
| C. Clerk  |                    |
| D. KACCT Representative.....                          | Jeff Crist         |
| E. Economic Development Corporation Representative... | Steve Martinez     |



Agenda No: III-E

January 14, 2020

**Topic:** Approval of the Construction Trades Cert A Program

**Presenter:** Dr. Ryan Ruda

**Background Information:**

For the past several months, with the help of Finney County Economic Development, the college has been in conversation with the Southwest Kansas Builder's Association about the need for formalized training in construction trades. This formalized training will help local industry keep up with unprecedented rates of construction in the local area. The college has also been in conversation with local school districts 457 and 363 about opportunities for cost sharing and additional Excel in CTE course options for high school students.

The result of these conversations is the proposed 18-credit hour Certificate A option in Construction Trades. This proposed credential aligns with the National Center for Construction Education and Research (NCCER) Carpentry Level I credential. This nationwide credential ensures that the program content is relevant to industry needs. The college has also received specific feedback on the proposed curriculum from the Southwest Kansas Builders Association, who will serve as the college's ongoing advisory committee for the program.

The 18-credit option aligns with the Kansas Board of Regents Postsecondary Technical Education Authority alignment requirements, ensuring the courses will be eligible for state tiered funding reimbursement, Excel in CTE reimbursement, and Perkins funding. The curriculum could be expanded in future to include additional certificates or an A.A.S. degree.

The option is proposed to be available to students starting August 2020.

The College's Curriculum and Instruction Committee approved the Construction Trades Cert A option at their December 13, 2019 meeting. Board approval will result in the College submitting a formal application for program approval to the Kansas Board of Regents.

**Recommended Board Action:**

Approve the Construction Trades Cert A program option.

**Board Action Taken:** \_\_\_\_\_Approved \_\_\_\_\_Disapproved

\_\_\_\_\_Ayes \_\_\_\_\_Nays \_\_\_\_\_No Action

**Board Member Notes:**

*Board of Trustees Agenda January 14, 2020*