

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

The August 22, 2013 meeting of the Kansas Postsecondary Technical Education Authority (TEA) was held at the Kansas Board of Regents, 1000 SW Jackson, Suite 520, Topeka, Kansas.

**Members Present:**

Kathy Howell, Chair	Sheila Frahm
Eddie Estes, Vice Chair	Keith Meyers
Bruce Akin	Joe Glassman
Thomas Burke	Connie Hubbell
Jay Scott	Steve Kearney

**Members Absent:**

David Coleal  
Diane DeBacker  
Lana Gordon

**Others Represented**

Barton County Community College	Neosho County Community College
Butler County Community College	North Central Kansas Technical College
Flint Hills Technical College	Northwest Kansas Technical College
Johnson County Community College	Caleb Asher
Kansas City Kansas Community College	Linda Fund
Manhattan Area Technical College	

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

**APPROVAL OF MINUTES**

**Motion:** Member Frahm moved to approve the minutes of May 29, 2013. Following a second by Member Estes, the motion carried.

**REPORTS**

**Chair's Report**

Chair Howell asked TEA members to review the updated committee charges and rosters as well as the 2013-2014 meeting dates located in the meeting booklet and to contact Vice President Flanders or herself with any questions or scheduling concerns.

Chair Howell congratulated Member Burke and Kansas City Kansas Community College on the opening of the Dr. Thomas R. Burke Technical Education Center on August 12, 2013.

**Member Liaison Report**

Member Meyers reported the Kansas Department of Commerce (Commerce) is working with the Kansas Board of Regents (KBOR) on a National Governors Association grant proposal for \$50,000 to support a five-member Kansas team over a period of 16 months to address the barriers of the accelerated credentialing process implementation for military veterans. The grant proposal is due September 9, 2013.

**Vice President for Workforce Development Report**

Vice President Flanders congratulated Salina Area Technical College on the welding facility expansion which increased the number of welding stations from 23 to 46. Fifty-one students have enrolled for the fall semester

and more students are on a waiting list. The addition of an evening class is being considered to accommodate more students. The expansion was driven by the need of area business and was made possible through cooperative efforts of Commerce, Salina Chamber of Commerce and donations from area companies.

Vice President Flanders reported tracking the federal Workforce Investment Act (WIA) legislation. He explained there are two reauthorization versions and the process is moving slowly. The Senate proposal includes an option to fund a portion of the WIA infrastructure with Carl D. Perkins funds. Vice President Flanders noted this is an area of concern and could negatively impact the availability of Perkins administrative funds which colleges use for professional development and to purchase new equipment.

The following three new members were appointed to KBOR by Governor Brownback in June 2013: Shane Bangerter from Dodge City, Ann Brandau-Murguia from Kansas City and Helen Van Etten from Topeka.

Vice President Flanders reported visiting school boards in the Kansas City area during the month of August along with Regent Murguia. Information on Senate Bill 155 (SB 155) was presented including opportunities available to high school students and school districts.

A National Coalition of Certification Centers (NC3) boot camp for middle school and high school educators was held at the new Midwest Training Center at Washburn Institute of Technology in June 2013. Trane and Snap-on Tools, business partners associated with NC3, provided contextualized learning opportunities and suggestions to incorporate technology and an industry credential emphasis in secondary curriculum.

## **CONSENT AGENDA**

### **Technical Program and Curriculum Committee**

After discussion and a thorough review of the application materials, the Technical Program and Curriculum Committee recommended the TEA approve the AAS degree and technical certificate in Facility Maintenance Technology submitted by Manhattan Area Technical College (MATC) as listed below and forward to KBOR for final approval.

- **Manhattan Area Technical College**  
Facility Maintenance Technology (46.0401) - AAS degree/65 credit hours; Technical Certificate/38 credit hours

**Motion:** Member Glassman moved to recommend the approval of the Facility Maintenance Technology (46.0401) AAS degree at 65 credit hours and technical certificate at 38 credit hours submitted by Manhattan Area Technical College (MATC) and forward to KBOR for final approval. Following a second by Member Kearney, the motion passed unanimously.

## **CONSIDERATION OF DISCUSSION AGENDA**

### **Budget and Finance Committee Report**

Committee Chair Glassman recognized Vice President Duffy and explained the Budget and Finance Committee decided at the committee conference call meeting on Thursday, August 8, 2013 to place several items on the TEA discussion agenda to provide opportunity for input from all members.

#### **KBOR Approved Distributions**

Vice President Duffy reported the FY 2013 secondary tuition distribution to the colleges for technical education was approved by KBOR in May 2013 and totaled \$12,018,418. A report of the amount distributed to each institution was provided. A report of the certification incentive funding distributed to school districts for the 2012-2013 school year was also provided with a total of 711 credentials earned.

Vice President Duffy reviewed the KBOR document, Allocations/Distributions of Certain FY 2014 State Appropriations Among Two-Year Institutions, which is the document used by KBOR to approve distributions to the two-year institutions for four state appropriations. The Vocational Education Capital

Outlay Aid Distribution (Table 1) according to statute is distributed to institutions based on need and the condition of existing facilities and equipment. The Technology Grant Distribution (Table 2) for community colleges and Washburn University is for the purchase of instructional technology equipment. The Tiered Technical Education State Aid Distribution (Table 3) is based on the KBOR cost model that calculates costs at a course level and recognizes the cost differential in delivering technical education courses. For FY 2013, an increase of \$8 million was approved with a total appropriation of \$54.9 million and a proviso included that no college would receive less than it received the previous year. For FY 2014, an \$8 million increase was recommended by KBOR but the Governor did not recommend the increase and the final appropriation bill total is the same as FY 2013 with each institution receiving the amount received in FY 2013 in accordance with the proviso. Vice President Duffy explained staff and the TEA will work with the Process Management Committee (PMC) to present a distribution recommendation for FY 2015. Each community and technical college is eligible for a State General Fund (SGF) distribution from the Non-Tiered Credit Hour Grant (Table 4) in an amount determined by KBOR through dialogue with the institution presidents.

A discussion regarding the integration of the capital outlay aid distribution and technology grant distribution followed. Vice President Duffy, Member Frahm and Member Burke provided a background of the two funds which pre-dated the new approach to technical education funding.

#### KBOR Budget Update

Vice President Duffy provided the Status Report on State Appropriations dated June 3, 2013 with the most recent updates as an informational report for TEA members. A summary of the SGF budget and tax changes adopted by the 2013 Legislature and legislative SGF reductions to higher education was also included and reviewed. Vice President Duffy noted the non-tiered grant and tiered technical education funding was held flat for FY 2014. For FY 2015 the non-tiered grant will be reduced by 1.6 percent and tiered technical education funding will be reduced by 1.5 percent.

Vice President Duffy addressed the FY 2015 budget request recommendations. Vice President Duffy provided letters from the Kansas Association of Technical Colleges and Kansas Association of Community College Trustees and outlined the following budget recommendations for FY 2015: restoration of the proposed cuts for tiered and non-tiered funding, complete funding for the Governor's CTE initiative (SB 155) and an additional \$8 million for tiered technical education. Vice President Duffy reported KBOR identified the addition of \$8 million for tiered technical education as a top priority and will be on the September 2013 meeting agenda. She also suggested beginning the conversation concerning the development of the FY 2016 and FY 2017 two-year budget request.

#### Funding Advocacy

Vice President Duffy explained the primary appropriations, tiered technical education state aid and non-tiered grant, for the community and technical colleges and Washburn Institute of Technology were held flat for FY 14 and were reduced for FY 2015. The TEA requested the community colleges and technical colleges explain how flat funding and a reduction in funding would impact their budget planning. Member Glassman recognized Linda Fund, Kansas Association of Community College Trustees, and Eric Burk, president of North Central Kansas Technical College, representing the technical colleges.

President Burk expressed gratitude that funding was not cut for FY 2014. However, he emphasized that flat funding does not hold the institutions harmless as they incur elevated expenses with the increase in health insurance costs, facility maintenance costs and the continual need to attract quality instructors to replace retirees. President Burk reported Kansas institutions celebrate their reputation of providing quality education. Three Kansas institutions were recently recognized in the 50 Best Community Colleges in the nation by The Best Schools.org: North Central Kansas Technical College ranked sixth, Garden City Community College ranked 31st and Independence Community Colleges ranked 32nd. President Burk explained when costs are increasing a cut of 1.5 percent significantly impacts the ability of the institutions to sustain quality personnel and programs to train and educate the state's workforce.

Linda Fund also expressed appreciation for flat funding for FY 2014 and agreed a cut of 1.5 percent for FY 2015 is serious. She explained the 19 community colleges are diverse as follows: some serve urban areas and some rural, home county populations range from 8,000 to 560,000, assessed valuations run from \$79 million to \$7.5 billion, mill levies vary from 8.79 to 39.77, and student credit hour enrollments range from 28,000 to 376,000. The community colleges are funded through three sources at the following average rates: local taxes fund 33.1 percent of operations, state grants fund 19 percent, and student sources fund 23.6 percent. Linda noted that no additional funding has been received for academic courses since 2006, yet 70 percent of students who attend community colleges do so with the intent to transfer and work toward a bachelor's degree and further. The formula based on the Kansas study for CTE funding was a step forward and funded about \$60 million. An additional \$8 million was provided in FY 2013; however, some colleges did not receive any of the \$8 million. Colleges have to rely on local taxes and students to fund the gap in the cost to provide technical programs. Linda indicated it is a challenge to get additional funding approved for existing CTE programs and academic non-tiered programs. When new programs are aligned or approved no additional money is received. The community and tech colleges do not receive the same funding per credit hour or per technical program except for SB 155 CTE courses which are reimbursed at the same amount. Linda explained the colleges have significant need, some more than others, and we can't afford to lose sight of that fact.

Dr. Carl Heilman, president of Barton County Community College, explained, due to the impact of flat state funding, institutions will have to absorb additional costs which could result in a reduction of service and personnel or the elimination of programs. Institutions also have the option to grow enrollments and establish partnerships to overcome the impact of flat funding. He noted the silver lining is that the legislature realizes the value of community colleges and student success factors. Dr. Heilman expressed that legislative expectations will have to be met in new ways to result in additional funding and concepts to create new funding need to come from the positive aspects of community colleges.

Following is a summary of the discussion regarding funding advocacy.

- Creative forms of funding to develop additional revenues were suggested by members including: community/regional scholarships funded by local business and industry with an incentive from the colleges for the businesses that participate, local commitment to funding with a state matching component, local counties providing support to universities to provide a stronger funding package and variable rate tuition for successful programs based on salary of program graduates and the cost to deliver the program.
- Flat funding actually means a financial cut for institutions when costs are increasing so managing expenses is necessary. A system scale of fixed costs and overhead should be considered.
- The discussion regarding a centralized system of program delivery across the state for specific disciplines may need to be re-visited.
- Partnerships between community/technical colleges and four-year institutions that have close affiliation can serve students effectively and efficiently with common intake and capped expenses.
- New programs create additional costs for the institutions and it may be time to ask colleges to explain the plan to support new programs as part of the process of approving new programs due to the costs involved.
- Appoint an in-house workgroup with a serious two-year commitment to study reorganization and a structural delivery system.
- Select a business leader from the community to be a spokesperson/liaison representative for the college when advocating for funding with legislators and others.

The 2012 edition of the Kansas Association of Community Colleges Business Officers Enrollment and Financial Statistics Report as well as the Kansas Public Institutions Integrated Postsecondary Education Data System (IPEDS) Finance Survey Categories-Revenues for 2006-2011 was provided for TEA members to highlight trend data. Vice President Duffy explained the public higher education system in Kansas is about \$3.2 billion. Tuition has increased about 24 percent in the last five years with a reduction of 2.7 percent in the general fund over the same period. As a system, tuition is about \$723 million and state funds

are about \$743 million. Local appropriations have increased about four percent at about \$228 million. Vice President Duffy noted a public conversation will be important as well as the involvement of the TEA when considering a public agenda and state budget requests for FY 2016 and FY 2017 including the expectations of business and industry, communities and parents and students. KBOR is looking at Foresight 2020 goals and particularly the educational costs aligned with the economic need for more people in postsecondary education for a qualified Kansas workforce.

While emphasizing that a responsibility of the TEA is to be forward thinking and visionary, Committee Chair Glassman asked participants to give some thought regarding how the business model for technical education delivery might be changed/shifted in order to maintain and enhance the quality of technical programs and reduce the burden of overhead and other costs associated with the delivery of technical education. Committee Chair Glassman requested staff give some thought and direction regarding how any potential change could be driven from the technical education side.

#### Outcome Metrics

Senior Director Johnson reminded members that three outcome metrics--student attainment of industry-recognized credentials, employment of students after exiting postsecondary education and the wages earned by students after exiting postsecondary education--were identified by Kansas business and industry, adopted by the TEA in August 2012 and formally approved by KBOR in September 2012. Implementation steps identified for the first academic year, 2012-2013, included establishment of initial performance baselines, development of operational guidelines and measurement approaches and procedures for addressing programs under review. Potential challenges identified through meetings with the institutions included timelines for implementation and program performance improvement plans; credentialing requirements or lack of in some occupations; regional variations in occupation demand and wages; and an institution's ability to positively affect performance indicators prior to funding being negatively impacted. In addition, staff experienced difficulties identifying consistent and accurate data sources available through the KBOR data system and the Kansas Department of Labor sufficient to establish baselines and develop benchmarks. Reporting gaps were also identified in some program areas for certificate and degree-level programs in comparison to short-term stand alone training programs.

Senior Director Johnson reported staff recommends modification of the original implementation timeline for outcome metrics to include a pilot incentive program designed to reward program performance based on the three approved metrics. Perkins Reserve Fund dollars are proposed to fund the program. The various design elements of the proposed pilot project were explained to the members. The pilot incentive program will allow institutions to positively impact programs and allow the TEA and staff to define the measures, refine the data process and ensure accuracy of the performance indicators.

The TEA was in consensus to move forward with the outcome metrics pilot incentive program. The incentive program will be discussed further at the Process Management Committee meeting on Friday, August 23, 2013.

#### Marketing Committee Report

Committee Chair Kearney recognized Director Thompson who provided a Marketing Campaign PowerPoint update. The second year of the Marketing Campaign kicked off at the K-ACTE 2013 Career and Technical Education (CTE) Summer Conference, July 28-31, 2013, at the Hyatt Regency Hotel in Wichita with a presentation by Vice President Flanders and Jay Scott, Kansas State Department of Education (KSDE). Director Thompson reminded members the committee is charged with producing two manufacturing videos, one general manufacturing and one aviation, during the 2013-2014 year. She explained the committee decided not to proceed with the rough draft manufacturing video presented at the May 29, 2013 TEA meeting as it did not depict high tech manufacturing in a way that would create interest to prospective students. Director Thompson reported the Marketing Committee enlisted the help of Caleb Asher in July 2013 for assistance in production of the manufacturing videos.

Caleb Asher explained the campaign concepts for the videos will build on the previous year campaign that emphasized a specific pathway and move forward with an emphasis on people/students who are interested in manufacturing and career technical education. Garmin in Olathe has been secured as the general manufacturing video shooting location. An emotional connection with viewers will be created in the manufacturing video through a crafted personal story of success told by a polished yet edgy ethnic female talent, or hero. The first sequence will feature script content with the hero looking directly into the camera. In the manufacturing sequence, with the hero on the manufacturing floor, various high end manufacturing components will be displayed and end with a recognizable product. The hero will communicate her sense of accomplishment and pride in the final scene and call to action by asking "What did you do today?". The "Put Your Passion to Work" tagline along with the statement to visit your high school counselor and the **KANSASWORKS**/Career Zoom website will be featured on the final screen. Similar treatment will be used in the aviation video.

Caleb Asher reported the manufacturing video will be ready to present at the October 31, 2013 TEA meeting. The video will also be placed in theaters during the November - December holiday timeframe and a statewide TV commercial campaign will also be pursued. Posters will be printed and distributed to schools and will include a Spanish translation poster as well.

### **Technical Program and Curriculum Committee Report**

Committee Chair Estes recognized Senior Director Johnson to present the Technical Program and Curriculum Committee requests and reports.

#### **Request for Exception/Waiver on Program Length**

Senior Director Johnson reviewed the exception/waiver process and reported three institutions submitted requests for AAS programs more than 68 hours in length. The TEA was reminded, based on a recommendation of the Process Management Committee (PMC) and TEA, a maximum limit of 68 credit hours for AAS degree programs was approved by KBOR in May 2013. Granting of exception/waivers due to programmatic accrediting agency requirements or certifications standards for which a common but higher credit hour limit could be allowed was also approved.

A summary of the requests, including the rationale, and the comparison review of like programs in the state were provided for each of the following programs requesting exception/waivers.

- **Labette Community College**  
Radiography - AAS/83 credit hours
- **Manhattan Area Technical College**  
Dental Hygiene - AAS/72 credit hours\*
- **Manhattan Area Technical College**  
Clinical Medical Laboratory Technician - AAS/70 credit hours

**Motion:** Member Kearney moved to approve the program length exception/waiver requests from Labette Community College for the Radiography AAS degree with 83 credit hours, Manhattan Area Technical College for the Dental Hygiene AAS degree with 72 credit hours and the Clinical Medical Laboratory Technician AAS degree with 70 credit hours until program faculty have had the opportunity to review academic and technical program standards and reach consensus on a higher but common credit hour limit aligning all similar programs in the state. Following a second by Chair Howell, the motion carried.

#### **Adopt Amended Program Alignment.**

- **Surgical Technologist (51.0909)**

Senior Director Johnson reported staff was alerted by faculty that a revised core curriculum for surgical technologists was adopted by the Association of Surgical Technologists (AST) and the previously approved

aligned program was no longer in line with AST standards. As a result, the faculty group was reassembled in May 2013 to begin a review, Phase 5, of the previously aligned program from March 23, 2010, to determine the changes needed to be in compliance with the AST core curriculum.

The course competencies changes were submitted for faculty comment on two occasions in order to reach consensus. The map was then submitted for the 14-day presidential comment period in which the only comment received was a clarification of the support course hours.

A revised alignment map of the surgical technologist program was provided. The revised map includes the following changes.

- Common courses increased from 19 credits to 22 credits with a one hour credit increase each for Surgical Procedures I and II and the addition of ST Certification Review.
- Under the Support Courses list, the ST Clinical course credits which read (up to) 11 now reads (up to) 13.
- Certificate C credit hours increased from 47 to 53 with the addition of the surgical technologist certification review common course and to be in line with AST competencies.
- As a result of the certificate C credit hour increase, the AAS credit hours increased from 65 to the maximum of 68 for state funding.

**Motion:** Member Glassman moved to approve the amendments to the Surgical Technologist (51.0909) program alignment map. Following a second by Member Hubbell, the motion carried.

#### Program Alignment Update

Senior Director Johnson reported 16 programs have been aligned to date. A chart (dated August 2, 2013) of the programs to be addressed in 2013-2014 and a proposed timeline for each program was provided and reviewed for the committee members.

Six programs are in the alignment process as follows.

- Phase I - Industrial Machine Mechanic and Computer Support Specialist
- Phase II - Electrical Technology and Diesel Technology
- Phase V - Surgical Technology and Practical Nursing

With the TEA approval of the amended Surgical Technology program alignment map, the program will move toward full implementation by colleges in Fall 2014.

The following two currently aligned programs will undergo re-alignment due to National Automotive Technicians Education Foundation (NATEF) curriculum revisions: Automotive Technology and Automotive Collision and Repair.

With the current TEA approval, the following three programs with program length exception/waiver issues will be addressed by faculty to determine revised common credit hour limits: Dental Hygiene, Radiography/Radiologic Technology, and Medical Lab Technician.

## **OTHER MATTERS**

### **KanVet Initiative**

Associate Director Larrick provided a PowerPoint presentation with an update on the KanVet Initiative. A Military Taskforce (Adjutant General Tafarielli, Executive Director of the Commission on Veterans Affairs, Secretary of Commerce and Vice President Flanders) was developed by Governor Brownback in 2012 to better serve the needs of veterans in Kansas and veterans coming into the state as they separate from the military. The taskforce also aligns with the TEA strategic plan to address the needs of veterans and their families.

A website ([www.kanvet.ks.gov](http://www.kanvet.ks.gov)) was launched by Governor Brownback and Major General Lee Tafarielli, Kansas adjutant general, at a press conference on July 1, 2013, to provide veterans a single website for

simplified access to all benefits and services. Development of the website was an interdepartmental endeavor of KBOR, Kansas Department of Labor, Kansas Department of Commerce and Kansas Department for Children and Families to integrate all information into a "one stop" easy-to-remember site. Over the next year an estimated 5,300 active military will separate through their last assignment at a Kansas location. Their skills and leadership abilities are assets to Kansas communities. The KanVet website provides veterans a central connection to higher education and job searching tools that will help them remain in the state. The website links to **KANSASWORKS** and the KanSERVE program as well as other employment services. The education tool allows veterans access to all KBOR universities and community and technical colleges. Healthcare and other quality of life services will be added to the website over the next year.

### **Business Engagement Initiative**

Director Beene reminded TEA members of their question posed at the April 24, 2013 meeting on how and when employers were becoming engaged with students and CTE programs. The colleges were surveyed and the results were presented at the TEA meeting on May 29, 2013. Director Beene reviewed the survey responses as follows.

- What types of activities are occurring to connect potential employers with technical program students and/or graduates?  
*Employers connect with students through instructors, internships and partnerships.*
- How are potential employers identified?  
*Employers are identified at the faculty level.*
- How frequently and at what point in the technical program is the interaction between potential employers and students and/or graduates occurring?  
*The frequency and point of interaction varies by program and demographic area.*
- How can this be enhanced or broadened?  
*Marketing efforts in various forms would help broaden employer engagement with CTE students.*

Director Beene reported staff developed a system of recognition for employer participation at three levels with a list of suggested opportunities for engagement. The draft Workforce Employer Engagement Initiative document was provided. A meeting was held in Wichita in July 2013 with a pilot panel of community and technical colleges, employers and workforce development personnel. The panel feedback was incorporated into the draft employer engagement document. Director Beene explained next steps include the development of employer benefits for engagement at the three levels by a Commerce subgroup and reconvening the pilot panel for colleges to discuss how to recruit employers, diversify advisory groups and reward employers for engagement.

### **2013 - 2014 TEA Strategic Priorities**

Chair Howell explained the TEA Strategic Priorities document with suggested revisions for 2013 - 2014 was provided in the meeting booklet. TEA members were encouraged to review the document and provide feedback to Chair Howell and/or Vice President Flanders prior to the next meeting in September 2013.

### **Open Comment Period**

President Burk thanked the TEA for their support and for advocating for technical education. He noted as the time to submit funding requests approaches, new and innovative ways to secure funding will be needed as well as continuing to request dollars from state resources.

### **ADJOURNMENT**

Chair Howell called for adjournment. The next TEA meeting is a conference call scheduled for September 26, 2013 at 10:00 AM.

Respectfully submitted by:  
Deej Cowling, Executive Assistant