

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

The April 24, 2014 meeting of the Kansas Postsecondary Technical Education Authority (TEA) was held at the Kansas Board of Regents, 1000 SW Jackson, Suite 520, Topeka, Kansas.

Members Present

Kathy Howell, Chair
Eddie Estes, Vice Chair
Bruce Akin
Thomas Burke
Keith Meyers for Pat George

Joe Glassman
Connie Hubbell
Steve Kearney
Jackie Vietti

Members Absent

David Coleal
Diane DeBacker
Lana Gordon

Others Represented

Coffeyville Community College
Flint Hills Technical College
Hutchinson Community College
Johnson County Community College
Kansas City Kansas Community College

Manhattan Area Technical College
Neosho County Community College
North Central Kansas Technical College
Salina Area Technical College
Cary Catchpole

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

APPROVAL OF MINUTES

Motion: Member Kearney moved to approve the minutes of March 27, 2014. Following a second by Member Akin, the motion carried.

REPORTS**Chair Report**

Chair Howell reported Ray Frederick has officially been appointed to the TEA by the Kansas Board of Regents and his term will begin July 1, 2014. Chair Howell congratulated Member Hubbell on her upcoming retirement and thanked her for her service to the TEA.

Member Liaison Report

Member Meyers reported the Kansas Department of Commerce (Commerce) is in the development stage of a statewide application for the Ready to Work Partnership Grant opportunity which provides funds for local workforce partnerships to train and serve the long-term unemployed. Commerce is currently looking at tuition assistance to help individuals complete credentials and degrees with a focus on H-1B occupational pathways in the areas of engineering, information technology and health. Partnerships with postsecondary institutions will be considered as the application process moves forward.

Member Glassman reported meeting with Dr. Heilman, president of Barton County Community College, and Linda Fund, executive director of the Kansas Association of Community College Trustees, to discuss funding issues. Member Glassman also noted Chevron has announced a \$30 million grant program to support initiatives advancing science, technology, engineering and math education.

Vice President for Workforce Development Report

Vice President Flanders reported the employer engagement initiative currently has about 55 participating employers and he encouraged the institutions to continue engaging with employers and honoring them for their involvement. The Manufacturing Institute recognizes community colleges and technical colleges that offer the opportunity to earn National Association of Manufacturers (NAM) endorsed manufacturing skills certifications through a listing on their website called the M-List. Wichita Area Technical College is currently included on the M-List. Vice President Flanders encouraged the institutions to apply for this recognition.

Vice President Flanders informed TEA members that the Governor has signed the education budget bill, Senate substitute for HB 2506; however, he noted that the Legislature returns April 30, 2014 and modifications are possible. The education budget bill for FY 2015 includes \$1.9 million state general fund (SGF) for a GED Accelerator program and a proviso to appropriate \$500,000 for Accelerating Opportunity: Kansas. Staff is currently developing initial operating guidelines for the legislation to be shared with all institutions via a webinar scheduled for May 9, 2014. The institutions and TEA members were encouraged to provide feedback to KBOR staff in this process.

Vice President Flanders explained it can be difficult to find qualified, experienced faculty for technical education courses, especially for trades courses, and as such the exploration of a technician-to-teacher initiative is in the beginning stages. TRANE and the National Coalition of Certification Centers (NC3) is partnering with this initiative to begin identifying technicians who may be nearing retirement and interested in transitioning, following some short-term teacher training, to postsecondary technical education as instructors.

CONSENT AGENDA**Technical Program and Curriculum Committee**

After discussion and a thorough review of the application materials, the Technical Program and Curriculum Committee recommended TEA approval of the AAS degree in Biotechnology Laboratory Technician (41.0101) submitted by Manhattan Area Technical College and forwarding this program to KBOR for final approval.

- **Manhattan Area Technical College**
Biotechnology Laboratory Technician (41.0101) - AAS/65 credit hours

Member Glassman requested that the AAS degree in Biotechnology Laboratory Technician (41.0101) submitted by Manhattan Area Technical College be moved from the Consent Agenda to the Discussion Agenda.

DISCUSSION AGENDA**Technical Program and Curriculum Committee****New Program Proposal**

- **Manhattan Area Technical College**
Biotechnology Laboratory Technician (41.0101) - AAS/65 credit hours

Member Glassman expressed hesitancy in approving new programs until a new matrix for new program approval is established. He also explained that as new programs are brought forward for approval there is a need for a check and balance system, evidence of program sustainability, program collaboration among institutions and assessment of currently approved programs for quality, cost, access and return on investment.

Vice President Flanders explained the current new program approval process analyzes program proposals based on a set of criteria; however, the process does not currently include information on the performance of similar existing programs. He noted a report will be presented at the May 29, 2014 meeting showing all existing programs and the number of program graduates and certificates earned, number employed and wages of program completers. Vice President Flanders also explained that the second piece of the process is an evaluation of the existing program inventory to determine which programs to support with state funding versus programs individual institutions choose to provide and fund without state support.

TEA members engaged in discussion regarding program approval process, program funding parameters and the development of a new program matrix. Following discussion, Vice President Flanders summarized that KBOR staff will work closely with the PMC for program approval process improvement. He also noted that the process will take time and TEA members will continue to be engaged and informed.

Motion: Member Kearney moved to recommend approval of the AAS degree in Biotechnology Laboratory Technician (41.0101) submitted by Manhattan Area Technical College and the program be forwarded to KBOR for final approval. Following a second by Member Vietti, the motion passed.

Program Alignment

Vice Chair Estes recognized Senior Director Johnson to present the program alignment proposal.

- **Industrial Machine Mechanic (47.0303)**
- **Automation Engineer Technology (15.0406)**

Senior Director Johnson reported four institutions currently have an Industrial Machine Mechanic program: Johnson County Community College, Hutchinson County Community College, Washburn Institute of Technology and Wichita Area Technical College.

In Phase I of the alignment project the statewide business and industry committee met on November 8, 2013 and discussed current and future employment needs, hiring challenges and skill requirements. Members agreed that 30 percent or more employees at the technician and supervisor levels will need to be replaced within the next five years due to retirements. The group stressed that as new employees lack skills acquired through experience and time on the job, apprenticeships and hands-on training are essential aspects of the program due to the broad spectrum of skills required by the occupation. The committee identified an extensive list of skills needed by entry-level workers in the field. After considerable discussion, the business and industry committee recommended, as the preferred credential, the Certified Maintenance and Reliability Technician (CMRT) credential through the Society of Maintenance and Reliability Professionals. The silver level Kansas **WorkREADY** certificate was also a recommendation of the group though not a requirement.

Faculty from the four institutions, business and industry committee representatives and KBOR staff met on January 27, 2014 to begin Phase II of the process to align programs at community and technical colleges. Following considerable discussion, the group determined that the curriculum delivered in the current program fell into two separate program areas as listed below based on specific areas of emphasis and should be aligned accordingly.

Industrial Machine Mechanic (CIP 47.0303) is a program that prepares individuals to apply technical knowledge and skills to repair and maintain industrial machinery and equipment such as cranes, pumps, engines and motors, pneumatic tools, conveyor systems, production machinery, marine deck machinery, and steam propulsion, refinery, and pipeline-distribution systems.

Automation Engineer Technology (CIP 14.0406) is a program that prepares individuals to apply basic engineering principles and technical skills in support of engineers and other professionals engaged in developing, installing, calibrating, modifying and maintaining automated systems. The program includes instruction in computer systems; electronics and instrumentation; programmable logic controllers (PLCs); electric, hydraulic and pneumatic control systems; actuator and sensor systems; process control; robotics; applications to specific industrial tasks; and report preparation.

The programs at Washburn Institute of Technology and Wichita Area Technical College focus on the Industrial Machine Mechanic area and the programs at Johnson County Community College and Hutchinson Community College focus on the Automation Engineer Technology area. As such, faculty and business representatives split into two alignment groups for further discussion.

For the Industrial Machine Mechanic (47.0303) program, the faculty and business representatives reviewed the skill areas necessary to prepare students for the Society of Maintenance and Reliability Professionals Certified Maintenance and Reliability Technician (CMRT) industry credential and created the alignment map with two agreed upon exit points—Certificate C (with a maximum of 57 credit hours) and the AAS (with a maximum of 68 credit hours). The aligned curriculum includes 13 credit hours of common courses and competencies and 14-19 credit hours of support courses, as noted on the program alignment map provided.

For the Automation Engineer Technology (15.0406) program, the faculty and business representatives reviewed the skill areas necessary to prepare students for the Society of Automation Control System Technician (CST) associate industry credential and created the alignment map with two agreed upon exit points—Certificate C (with a maximum of 57 credit hours) and the AAS (with 68 credit hours). The aligned curriculum included 16 credit hours of common courses and competencies and a 1-3 credit hour support course, as noted on the program alignment map provided.

The business and industry committee reviewed the work completed by the state curriculum committee and agreed with allowing institutions the option to choose one of the credentials, CMRT or CST, based on the skill areas emphasized in the individual programs.

The proposed alignment maps, reflecting final recommendations from faculty and business representatives on the curriculum committee, were issued for presidential comment from March 10, 2014 to March 27, 2014 and no comments were received.

The proposed Industrial Machine Mechanic and Automation Engineer Technology program alignments were reviewed by the TEA Technical Program and Curriculum Committee on April 18, 2014. The committee recommended adoption of the proposed Industrial Machine Mechanic and Automation Engineer Technology program alignments and maps and that for state funding purposes all Industrial Machine Mechanic and Automation Engineer Technology programs be delivered within the established credit hour maximums and include the common/agreed upon and support courses as designated on the program alignment maps.

Motion: Member Hubbell moved to adopt the Industrial Machine Mechanic and Automation Engineer Technology alignments and map and forward to KBOR for final approval. Following a second by Member Glassman, the motion passed.

Budget and Finance Committee Report

Innovative Technology Internship Grant Approval

Director Beene presented three recommendations for the Kansas Technology Innovation and Internship grant award. The faculty internship grant awards enable faculty of career technical education institutions to work in an industrial setting or industrial employees to work in an educational setting at career technical education institutions. The proposals were reviewed by KBOR staff and submitted to the TEA for approval consideration. A fund balance of \$36,056.44 remains as of April 1, 2014 for the Kansas Technology Innovation and Internship grant program.

- A request for \$3,000 in grant funds was received for Jerry Berry from Wichita Area Technical College to understand and develop course curriculum materials to enhance a training program that meets specific energy industry needs. The internship will broaden understanding of all electromechanical systems and provide a correlation of materials presented in the classroom to real world application. The required business and industry match for this project is a donation of training time and materials valued at \$4,300.

Motion: Member Kearney moved to approve the Kansas Technology Innovation and Internship grant award of \$3,000 to Wichita Area Technical College for Jerry Berry. Following a second by Member Vietti, the motion passed with Member Akin abstaining.

- A request for \$3,000 in grant funds was received for Lakshmy Sivaratnam from Kansas City Kansas Community College. The proposed internship, located at State Street Bank in Kansas City, Missouri, will provide a better understanding of investment funds and current accounting practices to communicate industry practices to students. The required business/industry match for this project will be met by a donation of training time valued at \$3,000.

Motion: Member Vietti moved to approve the Kansas Technology Innovation and Internship grant award of \$3,000 to Kansas City Kansas Community College for Lakshmy Sivaratnam. Following a second by Member Akin, the motion passed with Member Burke abstaining.

- A request for \$3,000 in grant funds was received for David Budke from Flint Hills Technical College (FHTC). The proposed internship will be located at Stanion Wholesale, Simmons Pet Foods and Modern Air Conditioning Company to gain additional information about industrial mechanics, climate control and automation specifics. The required business/industry match for this project will be met by an equipment donation, curriculum consulting, training time on the job and automation classes for FHTC students valued at \$4,400.

Motion: Member Burke moved to approve the Kansas Technology Innovation and Internship grant award of \$3,000 to Flint Hills Technical College for David Budke. Following a second by Member Hubbell, the motion passed unanimously.

Legislative Budget Update

Vice President Duffy provided a chart for the FY 2014 and FY 2015 state budget for higher education summarizing the state general funds (SGF) for FY 2014 and FY 2015 approved by the 2013 Legislature, KBOR's requests for appropriation changes submitted in September 2013, the Governor's recommended appropriation changes released in January 2014 and legislative adjustments to the Governor's recommendations as of April 11, 2014. Vice President Duffy reported the higher education budget bill, Senate substitute for HB 2506, was signed by the Governor on April 21, 2014. The Legislature resumes for the veto session on April 30, 2014.

For FY 2014, the bill includes SGF supplemental funding of \$9.25 million for the Governor's CTE initiative for secondary student tuition and industry-recognized credential incentives for a total of \$19.5 million to fully fund the initiative for the current year. For FY 2015, the bill includes SGF supplemental funding of \$12 million for the Governor's CTE initiative for a total of \$22.25 million to fully fund the current FY 2015 estimate. Legislators have indicated they will revise the funding in the next session based on actual enrollment numbers. Also for FY 2015, the bill restores the 1.5 percent cut to the community and technical colleges which is about \$900,000 for tiered technical education state aid. The budget bill for FY 2015 also includes \$1.9 million SGF for a GED Accelerator incentive program focused on students earning a GED and technical credential and a proviso to appropriate \$500,000 for the Accelerating Opportunity: Kansas (AO-K) initiative.

Approve Proposed FY 2014 Tuition for Technical Education (SB 155) Second Distribution

Vice President Duffy provided a chart of the proposed second distribution of the FY 2014 SB 155 tuition for technical education for each institution. She reminded TEA members that this is the second year for SB 155 that provides state funding to the colleges for the calculated cost of delivering postsecondary technical education courses to secondary students. Appropriated funds are disbursed to the colleges in two distributions. The first distribution for FY 2014 was made in January 2014 based on the submission of secondary credit hours earned for the summer 2013 term and fall 2014 semester as of October 31, 2013. A reconciliation adjustment for the FY 2013 distribution as noted on the chart was included in the January 2014 distribution. Additional data submissions were made by the institutions by March 31, 2014 updating the FY 2014 student enrollment and credit hour information for the second distribution to the colleges. The amount for each college is determined by multiplying secondary student credit hours by the calculated course rate for each course using the KBOR cost model. The updated data has been reviewed and vetted by the college presidents. The proposed second distribution for FY 2014 is \$8,590,043 for a total FY 2014

distribution of \$16,969,784. Vice President Duffy noted this is about a 40 percent increase over the first year of the initiative.

Motion: Member Hubbell moved to approve the distribution of \$8,590,043 in June 2014 as noted on the FY 2014 Tuition for Technical Education (SB 155) Proposed State Appropriation Distribution Report and forward to KBOR for final approval and distribution of funds. Following a second by Member Vietti, the motion passed unanimously.

Vice President Duffy informed the TEA that the certification incentive funding for credentials earned by secondary students will be awarded to the school districts in June 2014 following verification by the Kansas State Department of Education.

Approve Proposed FY 2015 Tiered Technical Education (SB 143) Funding

The TEA is required, in accordance with current law, to make a recommendation to KBOR regarding distribution of the tiered technical education state aid appropriation to eligible community colleges, technical colleges and Washburn Institute of Technology. Vice President Duffy provided a chart of the FY 2014 postsecondary tiered technical education state aid appropriation to eligible institutions and the proposed FY 2015 distribution including the restored funding cut which results in the same distribution for FY 2015 as FY 2014. A chart of the non-tiered course credit hour grant was also provided which results in the same distribution amounts for FY 2015 as FY 2014.

Motion: Member Burke moved to recommend approval of the FY 2015 appropriated postsecondary tiered technical education state aid distribution for eligible community colleges, technical colleges and Washburn Institute of Technology to KBOR. Following a second by Chair Howell, the motion passed unanimously.

Discuss Policy Considerations for Development of FY 2016 and FY 2017 Budget Request

Vice President Duffy explained that budget requests will again be made for a two-year budget, FY 2016 and FY 2017, according to verbal guidance received from the Division of the Budget. Development of the KBOR unified state appropriation request begins with budget requests from across the system received in June, followed by a budget work session and further discussions over the summer, and official approval of the budget package to forward to the Governor at the KBOR meeting in September. As requested at the March 27, 2014 TEA meeting, Vice President Duffy provided a presentation with a review of state funding prior to SB 143 in 2011, a recap of the credit hour funding cost formula for postsecondary technical education training programs and funding assumptions developed as a result of the legislative directive to the TEA in 2007. The presentation also reviewed current state funding (SB 143) with the new funding formula, SB 155 for high school students and policy considerations for the future. Vice President Duffy noted that a PMC sponsored work group is reviewing the extraordinary cost component and a group of PMC members is reviewing the tiered and non-tiered course lists for alignment with course criteria. Recommendations from both workgroups will be forthcoming.

TEA members discussed the information presented and, as a result of this discussion, the following will be provided for further consideration at the meeting on May 29, 2014:

- student eligibility and residency requirements,
- model of financial assumptions including actual current student share percentage and the resulting impact and gap for institutions and
- talking points regarding tiered funding for TEA members and Regents.

Vice President Duffy reminded the TEA that action regarding a budget request to KBOR for the FY 2016 and FY 2017 unified budget proposal will be on the agenda for the meeting on May 29, 2014.

OPEN COMMENT

Chair Howell recognized President Carl Heilman, Barton Community College, to address the TEA regarding funding considerations and also to provide a presidential perspective. Dr. Heilman's comments included the need for funding uniformity and equality for the institutions and development of the cost model, identification of funding assumptions and resulting funding and gap implications, re-centering, review of gap models, revision of

tiered rates based on enrollment and development of a new program approval matrix and current program funding assessment.

OTHER MATTERS

Accelerating Opportunity: Kansas

Director Thompson reported the Accelerating Opportunity: Kansas (AO-K) initiative, now in its third year, is a partnership between KBOR and Commerce. Funding to continue the initiative for another year from October 2014 to September 2015 has been secured through Jobs for the Future. Director Thompson presented a PowerPoint update on AO-K. AO-K is about jobs and prosperity for individuals and economic growth for Kansas. AO-K is transforming the delivery system for adult education using career pathways to deliver career and technical education along with adult basic skill instruction. To increase the quality of the workforce and economic growth for Kansas, the state is committed to increase the number of Kansans with a certificate, associate or bachelor's degree to 60 percent by 2020 which is one of the Foresight 2020 goals.

Director Thompson reported 230,000 adults in Kansas are without a high school diploma or GED and 60,000 have limited English speaking proficiency. The highest percentage of adults in Kansas is the 25-49 age group with most residing in the northeast region of the state. Over ten percent of the Kansas population is Hispanic with the highest percent residing in the southwest region.

Traditional adult education produces multiple loss points leading to low rates of program completion and credential attainment. AO-K provides connected pathways through accelerated, integrated instruction of basic skills and career technical skills aligned with labor market needs with educational and social supports and stackable credentials. This delivery system leads to higher levels of program completion with adults earning a GED and industrial credentials leading to jobs providing family-sustaining wages. Fourteen community and technical colleges currently participate in the AO-K initiative with over 30 career pathways.

Kansas is recognized as a national leader in the Accelerating Opportunity initiative. From January 2012 to March 2014, 2,386 students have enrolled, 920 have earned college credentials, 3,110 industry-recognized credentials have been earned, 989 have completed a 12-credit hour pathway and 834 have secured employment. The leading areas of industry-recognized credentials and corresponding enrollments are healthcare at 1,837, followed by welding at 435, aerostructures at 361 and manufacturing/machining at 262.

The Kansas Department of Children and Families (DCF) is a partner in the AO-K initiative and supports Temporary Assistance for Needy Families (TANF) eligible students who enroll in AO-K programs with tuition scholarships and student fee dollars through a \$1.7 million MOU. Thirty-one TANF-eligible students have enrolled to date. A team has been put in place to work with case workers and provide assistance to identify and enroll eligible students.

The education budget bill, Senate substitute for HB 2506, which has been signed by the Governor, contains a proviso to appropriate \$500,000 to support adults enrolled in AO-K career pathway programs. The bill also contains the GED Accelerator, \$1.9 million, which provides incentive funds to the institutions (except Johnson County Community College) for GED credentials and technical education credentials received as well as funds to cover the costs of GED testing. Guidelines for implementation (July 1, 2014) of this legislation will be developed with the institutions and a webinar to begin this process has been scheduled for May 9, 2014.

Workforce AID

Director Thompson explained Workforce Aligned with Industry Demand (Workforce AID) is a pilot project initiative with Commerce and KBOR to align workforce training and education with industry opportunities and provide a skilled, credentialed workforce for Kansas companies. The initiative is a system approach to address the skills gap connecting education to jobs, supply and demand, with a single point of contact, the Director of Workforce Training and Education. Companies identify their training needs and the community and technical colleges develop innovative training plans based on industry demand and then bid for the opportunity to deliver the training to produce skilled, certified employees. Commerce provides resources to support training delivery for the colleges that successfully bid to deliver the training. **KANSASWORKS** partners assist the Workforce

AID initiative by recruiting and assessing candidates for training as well as marketing the initiative. Participants successfully completing the training are typically guaranteed an interview with employers.

Six pilot projects are currently in progress. In Topeka, the first pilot began in February 2014 with Washburn Institute of Technology providing certified production technician (CPT) training for area food manufacturers. A request for proposal (RFP) for a second pilot in Topeka for general production manufacturing will be released by the end of April 2014 with training anticipated to begin in June 2014. Coffeyville Community College will begin training in May 2014 for the machining pilot in southeast Kansas. The RFP for a second pilot for welding companies also in southeast Kansas is scheduled to be released soon. Meat packing plants in southwest Kansas are participating in the pilot and are sending internal candidates for industrial maintenance mechanic training provided by Dodge City Community College; a few external candidates are participating as well. The pilot in northwest Kansas is privately funded by CoBank and Midwest Energy, Inc. for manufacturing/machining. Training will begin June 2014 and will be provided by North Central Kansas Technical College in partnership with Hutchinson Community College.

Director Thompson explained the key to the success of the Workforce AID initiative is the involvement and communication of all partners - companies, colleges and **KANSASWORKS** - at multiple levels. Marketing and recruiting are a couple of the challenges the initiative encounters. Director Thompson noted radio promotion has provided good results for the initiative. As the one-time funding for the initiative is expended, continuation of the program will require a shift in the financial burden to industry with possibly a 20 percent state/80 percent private funding model.

Election of Chair and Vice Chair for 2014-2015

Chair Howell explained a nominating committee of past TEA chairs met to select chair and vice chair candidates for 2014-2015 and recognized Member Glassman to present the nominees to the TEA. Member Glassman recommended Member Akin for Chair of the TEA for 2014-2015.

Motion: Member Burke moved the TEA elect Member Akin to serve as the 2014-2015 Chair of the TEA. Following a second by Member Vietti, the TEA unanimously elected Member Akin as Chair of the TEA for 2014-2015.

Member Glassman recommended Chair Howell for Vice Chair of the TEA for 2014-2015.

Motion: Member Burke moved the TEA elect Chair Howell to serve as the 2014-2015 Vice Chair of the TEA. Following a second by Member Vietti, the TEA unanimously elected Chair Howell as Vice Chair of the TEA for 2014-2015.

Chair Howell and Member Glassman thanked Vice Chair Estes for his service over the last two years.

ADJOURNMENT

Chair Howell called for adjournment. The next TEA meeting is scheduled for Thursday, May 29, 2014, at 10:00 AM.

Respectfully submitted by:
Deej Cowling, Executive Assistant