

Postsecondary Technical Education Authority

AGENDA

Kansas Board of Regents

1000 SW Jackson, Suite 520, Topeka, KS

10:00 AM – January 25, 2024

- I. CALL TO ORDER**
Approve Previous Minutes (December 21, 2023) Chair Humphrey
- II. REPORTS**
- A. Introductions Chair Humphrey
 - SkillsUSA State Officers Presentation Becky Warren
 - B. Chair’s Report Chair Humphrey
 - C. Member Liaison Reports TEA Members
 - D. Vice President for Workforce Development Report Interim Vice President Johnson
 - E. Report from the Community Colleges President Ruda
 - F. Report from the Technical Colleges President Genandt
- III. DISCUSSION AGENDA**
Excel in CTE Fees Review Associate Director Chambers
- IV. OTHER MATTERS**
- A. Commerce Report Mike Beene, Kansas Department of Commerce
 - B. Kansas Department of Labor Presentation Angela White, Kansas Department of Labor
 - C. Instructional Cost Model Calculations
 Governor’s Recommended Budget Vice President Frisbie
 - D. Legislative Update Senior Director Oliver
- V. NEXT MEETING REMINDER** (February 29, 2024)
- VI. ADJOURNMENT**

**KANSAS POSTSECONDARY
TECHNICAL EDUCATION AUTHORITY
MINUTES
December 21, 2023**

The Kansas Postsecondary Technical Education Authority (TEA) met virtually on December 21, 2023 via Zoom. The meeting was called to order by Chair Keith Humphrey at 10:00 A.M. Proper notice was given according to law.

MEMBERS PRESENT:

Keith Humphrey, Chair
Ray Frederick, Vice Chair
Tiffany Anderson
Mark Hess
Cindy Hoover
Debra Mikulka
David Reist
Curtis Sneden
Todd Zimmer
Mike Beene
Natalie Clark
Angela White

APPROVAL OF MINUTES

Member Sneden moved to approve the minutes of the November 16, 2023, meeting and following a second by Member Hoover, the motion carried.

INTRODUCTIONS

Chair Humphrey introduced and welcomed new KBOR Interim Vice President for Workforce Development, Rita Johnson.

REPORTS

REPORT FROM THE CHAIR

None.

MEMBER LIASON REPORTS

None.

REPORT FROM THE VICE PRESIDENT FOR WORKFORCE DEVELOPMENT

Interim Vice President Johnson reported on the Workforce Development team's activities. She reported that the Excel in CTE fee collections process was reopened for institutions to provide fee updates which should be available for TEA review at the January meeting. In addition, the Institutional Calculated State Share report, (formerly known as the GAP Report) will also be presented at the January meeting. She reported that staff sent out surveys and has received some responses from business and industry representatives for two program alignment projects; are currently reviewing program eligibility for Promise Act funding for each institution as required by statute; have completed two on-site Methods of Administration (MOA) monitoring visits and have scheduled two additional visits for the spring semester; and issued a reminder that the Follow Up collection will open on January 2, 2024 for institutions to begin providing employment/placement and industry-recognized credential information on 2023 students for K-TIP and other reporting requests. She also reported that all federal reports for Adult Education have been submitted ahead of schedule and staff continues meeting with core partners in developing a new four-year Workforce Innovation and Opportunity Act (WIOA) State Plan; as well as partnering with KC Digital

Drive to assist learners in Adult Education programs in determining eligibility and signing up for Affordable Connectivity program funding. Staff will also be attending the Advance Integrated Education Training and Digital Resilience in the American Workforce (DRAW) federal training in Washington, DC in mid-January.

REPORT FROM THE COMMUNITY COLLEGES

Garden City Community College President Ruda provided members with a report on the activities of the community colleges.

REPORT FROM THE TECHNICAL COLLEGES

Salina Area Technical College President Nichols provided members with a report on the activities of the technical colleges.

OTHER MATTERS

LEGISLATIVE UPDATE

Members received a Legislative update from Director of Government Relations, Adam York. His report included a brief outlook of items for discussion in the upcoming fiscal year. He reported that the interim legislative session has concluded with numerous special committees surfacing to make recommendations on topics for the next legislative session beginning January 8th, and that the Governor will give the State of the State address on January 10th, followed by the transmission of the Governor's budget to the Legislature on January 11th. He provided a brief summary of a list of non-budgetary items approved by the Board of Regents that Board staff will pursue for support in the upcoming session.

MICRO-INTERNSHIPS

Members received an overview of the Kansas Micro-Internships Program from Senior Project Director Peterson. He gave a brief history of the program and provided a PowerPoint presentation highlighting partnerships, funding, and student successes.

DISTRIBUTIONS FOR FY2024 STATE SAFETY FUNDS

Associate Director Chambers presented members with the FY 2024 State Safety Fund distributions. She explained that these distributions have already been paid by KBOR, due to distribution responsibility per statute, and information in the meeting packet is for member information.

K-TIP HIGHLIGHTS

Members received a report on K-TIP Highlights from Associate Director Chambers. She provided members with a brief historical overview of the report and reminded members that there is a portal on the Kansas Board of Regents website where this data is accessible. She explained how to interpret the highlights relative to Kansas Department of Labor data, including high demand occupations, high wage occupations, competitive wages, and occupational projections, as well as correlation to local and statewide needs assessments, and practical uses for this data, inviting input from members regarding the type of data provided and the format of the report.

NEXT MEETING REMINDER

Chair Humphrey reminded members that the next regularly scheduled TEA meeting will be held at the KBOR offices on January 25, 2024 at 10:00 A.M.

ADJOURNMENT

Chair Humphrey adjourned the meeting at 11:42 A.M.

Respectfully submitted by:
Susan Henry, Executive Assistant

III. Act on Submitted AY 2025 Excel in Career Technical Education (CTE) Fees

**Charmine Chambers,
Associate Director for
Workforce Development**

➤ *Talent Pipeline – Special Initiatives*

Summary

To enhance the talent pipeline for Kansas business and industry, the Legislature enacted the Excel in CTE initiative to provide state-financed colleges tuition for high school students in postsecondary technical education courses. Per statute (K.S.A. 72-3810), the Kansas Board of Regents shall establish general guidelines for tuition and fee schedules in career technical education courses and programs. The Excel in CTE tuition and fee schedule of every technical education program shall be subject to annual approval.

Background

K.S.A 72-3810 states:

“All tuition and fees charged for career technical education by any board shall be in such amounts as are authorized by rules and regulations adopted by the state board which shall establish general guidelines for tuition and fee schedules in career technical education courses and programs. The tuition and fee schedule of every career technical education program shall be subject to annual approval of the state board. A current complete schedule of tuition and fees for each career technical education course and program of each board as approved by the state board shall be maintained on file in the office of the state board and shall be open for public inspection at any reasonable time.”

“Fees means those charges assessed against a student by a community college, technical college or the institute of technology for student services, such as health clinics, athletic activities and technology services, or for books, supplies or other materials necessary for a particular course or program, the expense of which is not covered by tuition.”

“Tuition means those charges assessed against a student by a community college, technical college or the institute of technology on a per credit hour, per course or per term basis, and that are charged to cover the general expense of providing instructional services.”

Non-tiered courses - per statute (K.S.A. 71-1802) a technical program is defined as a “program of study comprised of a sequence of tiered technical courses and non-tiered courses, which is identified by the state board as a technical program for funding purposes.” For this reason, students enrolled in technical programs may take non-tiered courses and are responsible for all associated tuition and fees.

As per the request of the Postsecondary Technical Education Authority (TEA), on Thursday, December 19, 2019, representatives from community colleges, technical colleges, and Board staff met to set guidelines for fees associated with Excel in CTE courses and programs. As a result of this meeting, agreed-upon allowable fees include items/services students take with them and industry-specific fees required for entrance/acceptance into the program.

Allowable fees include:

- Uniforms
- Personal protective equipment
- Background checks
- Fingerprints
- Drug tests
- E-subscriptions/E-books
- Textbooks
- Certification tests
- Membership fees for certifying bodies
- Liability insurance (example: student malpractice)
- Graduation fees (if applicable)
- Transcript fees (if applicable)
- Student Software Licenses
- Professional Equipment/Kits/Tools students purchase

Unallowable fees include:

- Student fees (general)
- Technology fees
- Health fees
- Consumable project materials
- Program or Institution Application fees
- Lab Fees
- Equipment / tool maintenance, usage, replacement
- Rental (such as tools, books, or uniform/gear)
- Student kits
- Accuplacer or other placement tests
- Student ID
- Student organization memberships (such as Skills USA)
- Any other fee not on the allowable list

The Academic Year 2025 annual review of Excel in CTE Fees will cover all changes in fees charged and all additional fees for each institution. To expedite the TEA review, the first spreadsheet presents only the changes submitted by each institution for AY2025 Excel in CTE Fees. The second spreadsheet includes an institution-level comparison of AY2024 approved fees to the AY2025 changes (which includes any reduction in fees charged, or removal of fees) by program. AY2025 fees that decreased from AY2024 are highlighted using green font, and AY2025 fees increasing 25% or more over AY2024 are highlighted using red font.

Additionally, KBOR staff have identified several fees which we'd like to request the TEA verify fit under the allowable criteria:

Course / Program Title	Fee Type	Institution Fee Description	Fee Amount
BUILDING CONSTRUCTION TECHNOLOGY/ TECHNICIAN	E-subscriptions / E-books	COURSE MATERIALS FEE - PROVIDES ALL STUDENTS EQUITABLE ACCESS TO COURSE TEXTS/MATERIALS THROUGH CAMPUS LMS (EBOOKS, PHYSICAL BOOKS, OR COMBINATION OF THE TWO). RATE IS \$20 PER CREDIT HOUR.	\$680
HOME HEALTH AIDE	Textbooks	STATE CURRICULUM MATERIALS PRINTING COSTS - HHA	\$36
HEAT PUMPS	Textbooks	BASIC APPLIED WIRING LAB PROGRAM WORKBOOK AND INSTRUCTOR LAB MANUALS - PRINTING COST	\$30
PC HARDWARE FUNDAMENTALS	Textbooks	COURSE WORKBOOK (NO ISBN - INSTRUCTOR CREATED PRINTED MATERIALS)	\$15

KBOR staff requests guidance regarding the variance identified within some certification fees and OSHA certification costs are an example below:

Course ID	Course / Program Title	Fee Type	Institution Fee Description	Fee Amount
IE117	OSHA 10-HOUR GENERAL INDUSTRY TRAINING	Certification Tests	OSHA CARD FEE	\$10
WE105	EMPLOYABILITY SKILLS, SAFETY, BLUEPRINT READING	Certification Tests	OSHA CARD	\$10
AERO124	AEROSTRUCTURES ADHESIVE BONDING	Certification Tests	OSHA EXAM COST/CARD	\$10
WLD136	WELDING SAFETY & OSHA 10	Certification Tests	CERTIFICATION TESTING OSHA	\$10
PPT 138	OSHA-10 CERTIFICATION	Certification Tests	OSHA CERTIFICATION	\$25
ID1004	TRADE BASICS	Membership Fee	MEMBERSHIP FOR CERTIFYING BODIES	\$27
ACRT0101	OSHA 10	Certification Tests	OSHA SAFETY	\$35
ID1001	SAFETY (OSHA 10)	Membership Fee	MEMBERSHIP FOR CERTIFYING BODIES	\$50
CNT1001	SAFETY ORIENTATION/OSHA 10	Certification Tests	OSHA 10 CERTIFICATION THROUGH CAREERSAFEONLINE	\$59
	CARPENTRY/CARPENTER.	Certification Tests	OSHA 10 CERTIFICATION	\$60
	MANUFACTURING ENGINEERING TECHNOLOGY/TECHNICIAN.	Certification Tests	OSHA 10 CERTIFICATION	\$60
	AUTOBODY/COLLISION AND REPAIR TECHNOLOGY/TECHNICIAN.	Certification Tests	OSHA CERTIFICATION TEST	\$65
IND109	OSHA - 30 HOUR CONSTRUCTION INDUSTRY CERTIFICATION	Certification Tests	OSHA 30 CERTIFICATION - ONLINE	\$99
	CARPENTRY/CARPENTER.	Certification Tests	OSHA 30 CERTIFICATION	\$169

IV. Kansas Department of Commerce Update

**Mike Beene,
Assistant Secretary of
Commerce, Kansas
Department of Commerce**

- *Community and State Benefit – Non-monetary
Benefits for Individuals and Society*

Intent

Assistant Secretary of Commerce Mike Beene will provide the TEA with a Kansas Department of Commerce update.

IV. Kansas Department of Labor Update

**Angela White,
Director, Labor Market
Information, Kansas
Department of Labor**

- *Community and State Benefit – Non-monetary
Benefits for Individuals and Society*

Intent

Director Angela White will provide the TEA with a Kansas Department of Labor update.

IV. Instructional Cost Model Calculations and Governor's Recommended Budget

Elaine Frisbie, Vice President, Finance & Administration

- *Community and State Benefit – Non-monetary Benefits for Individuals and Society*

Intent

Vice President Elaine Frisbie will provide the TEA with a report regarding the Instructional Cost Model Calculations and the Governor's recommended Budget.

IV. Legislative Update

**Kelly Oliver, Senior
Director, Strategic
Initiatives**

- *Community and State Benefit – Non-monetary
Benefits for Individuals and Society*

Intent

Senior Director Kelly Oliver will provide the TEA with a Legislative update.