<div align="center">

Postsecondary Technical Education Authority
AGENDA
Kansas Board of Regents
1000 SW Jackson, Suite 520, Topeka, KS
10:00 AM – August 31, 2023

</div>

I.   CALL TO ORDER
   A. Approve Previous Minutes (May 25, 2023)   Chair Humphrey

II. REPORTS
   A. Introductions   Chair Humphrey
   B. Chair's Report   Chair Humphrey
   C. Member Liaison Reports   TEA Members
   D. Vice President for Workforce Development Report   Vice President Smathers
   E. Report from the Community Colleges   President Ruda
   F. Report from the Technical Colleges   President Genandt

III. CONSENT AGENDA
   A. Program and Curriculum Committee   Committee Chair Beene
     1) Program Alignment   Associate Director Roberts
       • Construction Technology (46.0201)
     2) New Program   Associate Director Chambers
       • Seward County Community College: Maintenance Technician (46.0401)
     3) Promise Act   Associate Director Chambers
       • Seward County Community College: Maintenance Technician (46.0401)
     4) Excel in CTE Fees   Associate Director Chambers
       • Seward County Community College: Maintenance Technician (46.0401)
     5) CA1 New Program Proposal Updates   Associate Director Chambers

IV. DISCUSSION AGENDA
   A. Advocacy and Marketing Committee   Committee Chair Estes
       • Proposed TEA Member Institution Assignments
   B. Budget and Finance Committee   Committee Chair Frederick
       • Extraordinary Costs Project Recommendation   Associate Director Chambers

V. OTHER MATTERS
   A. Special September TEA Meeting   Chair Humphrey
   B. TEA December Meeting   Chair Humphrey
   C. TEA Committees 2023-2024   Chair Humphrey
   D. Travel Policy   Director Pottebaum
   E. KBOR Retreat Summary   Vice President Smathers
   F. Excel in CTE Online Update   Associate Director Chambers
   G. SB 123 Credential List   Vice President Smathers
   H. KBOR and WFD Group Structure   Vice President Smathers
   I. WFD Group Responsibilities   Vice President Smathers
   J. TEA Responsibilities   Vice President Smathers
   K. TEA Goals for AY 2024   Vice President Smathers

VI. NEXT MEETING REMINDER
     Special Conference Call Meeting Tuesday, September 19, 2023
     Regularly Scheduled Conference Call Meeting Thursday, September 28, 2023

VII. ADJOURNMENT

KANSAS POSTSECONDARY
TECHNICAL EDUCATION AUTHORITY
MEETING

A May 25, 2023, meeting of the Kansas Postsecondary Technical Education Authority (TEA) was held at the Kansas Board of Regents office, 1000 SW Jackson, Suite 520, Topeka, Kansas and virtually via ZOOM.

Members Present

Ray Frederick
Curtis Sneden
Debra Mikulka
David Reist
Mark Hess
Tiffany Anderson

Cindy Hoover
Mike Beene
Natalie Clark
Eddie Estes
Amber Schultz

Others Present

Cowley Community College
Highland Community College
Hutchinson Community College
Manhattan Area Technical College
Salina Area Technical College
Heather Morgan, Kansas Association of Community College Trustees
Steve Kearney, Kansas Technical Colleges

Kansas Board of Regents Staff Present

Scott Smathers
Elaine Frisbie
April Henry
Sue Grosdidier
Vera Brown
Eric Tincher
Susan Henry

Charmine Chambers
Hector Martinez
Susanna Lee
Laura Leite
Crystal Roberts
Tobias Wood

CALL TO ORDER
The meeting was called to order by Chair Frederick at 10:00 A.M.

Approval of Minutes
Chair Frederick called for a motion to approve the minutes from the April 27, 2023, meeting.

Motion: Member Sneden moved to approve the minutes of the April 27, 2023, meeting. Following a second by Member Estes, the motion carried.

REPORTS
Introductions
None.

Chair's Report
Chair Frederick reported to members that on May 2nd he attended a capstone presentation in Wichita by four Wichita State University (WSU) Engineering students, in collaboration with the Trane Company, Wichita State University, and USD 259. The students were charged with conducting an energy audit of a

Truesdale Middle School in Wichita, and their audit included reviewing the school's EPA, heating and lighting systems, and the potential for future usage of solar energy and panels. Chair Frederick expressed appreciation for the opportunity to visit with the students after the presentation. He reported that, on May 9th, he had the opportunity to speak with NC3 CEO, Roger Tadajewski, and discussed engaging additional business and industry partners into their mission of building skilled workforce with industry-recognized certifications.

Member Liaison Reports
Chair Frederick asked if any TEA members had reports on their activities to share.

Member Clark thanked Vice President Smathers and Board staff for attendance at the Advance CTE Perkins regional meeting, along with Department of Education staff, and expressed appreciation for the opportunity to collaborate with other states and the Assistant Secretary of the U.S. Department of Education.

Member Reist shared the historical details of the vineyard programs offered by Highland Community College, (HCC), noting he was the institution's President at the time of the inception of the program in 2010. He introduced vineyard staff from HCC, and they shared details and growth of the program and referenced the Viticulture and Enology program on the consent agenda for approval.

Member Anderson thanked Highland Community College for the efforts in their vineyard program. She reported that Washburn Tech sends out a newsletter monthly, and as mentioned in their newsletter, they received a national award designating them as a top national center for construction by the National Center for Construction and Research. She thanked the Governor for the Now scholarship noting its impact on Topeka Public Schools students in attendance of Washburn University and Washburn Tech.

Member Estes reported that Garden City Community College (GCCC) is holding a STEM camp on June the 13th and 15th, featuring robotics, cybersecurity, and computer networking, as part of the Title III grant that GCCC received. He informed members that GCCC was named one of the top 20 promising places to work by a national organization for staff organizational development, and also will be building a new greenhouse for their crop science program.

Vice President for Workforce Development Report
Chair Frederick called on Vice President Smathers to provide members with a Workforce Development report. Vice President Smathers thanked TEA members and Board staff for their efforts over the past year. He informed members that Vice President Frisbie would be providing the legislative update for Director Casey as he is on parental leave. Vice President Smathers informed the members that adult education services will be expanding growth in the Kansas City area and is participating in the Affordable Connectivity Program providing a stipend for equipment and monthly assistance for internet services. He reported that Board staff have been attending adult education graduation ceremonies across the state, as well as attending grant conferences in Phoenix and Washington D.C. He reported that President Johnston from Fort Scott Community College is retiring. He reported that meetings were held with the two-year colleges regarding the cost model and that he believes that progress was made toward moving forward with application of the cost model. He reminded members that in the fall the process regarding determination of extraordinary costs will resume and reminded members that June 30th is the end of this fiscal year, requiring all expense reports be turned in as soon as possible.

Report from the Community Colleges
Chair Frederick called upon Hutchinson Community College President File to provide members with a report from the community colleges.

Report from the Technical Colleges
Chair Frederick called upon Salina Area Technical College President Nichols to provide members with a report from the technical colleges.

CONSENT AGENDA
Budget and Finance Committee
- Extraordinary Costs Review

Program and Curriculum Committee
New Programs
- Colby Community College: Feedlot Certificate (01.0906)
- Cowley Community College: Wind Energy Technology (15.1704)
- Highland Community College: Viticulture and Enology (01.1004)
- Salina Area Technical College: Pharmacy Technician (51.0805)
- Wichita State University Campus of Applied Sciences and Technology: Para Education (13.1501)

Promise Act
- Colby Community College: Feedlot Certificate (01.0906)
- Cowley Community College: Wind Energy Technology (15.1704)
- Salina Area Technical College: Pharmacy Technician (51.0805)

Chair Frederick called for a motion to approve the Consent Agenda items from the Budget and Finance Committee and the Technical Program and Curriculum Committee.

Motion: Member Beene moved to approve the Consent Agenda items. Following a second by Member Anderson, the motion carried.

DISCUSSION AGENDA
Budget and Finance Committee
1) Receive Information on Distribution of State Appropriations
2) Act on Distributions of State Appropriations

Chair Frederick recognized Vice President Frisbie to present information of the distributions of State appropriations for member review and approval. Vice President Frisbie provided members with information on the appropriations for fiscal year 2024 as approved by the legislature for informational purposes. Vice President Frisbie provided a brief overview of the distributions as provided in the meeting documents including tiered technical education state aid distributions, non-tiered credit hour grant distributions, Cybersecurity/Information Technology distributions, apprenticeships distributions, and the Capital Outlay to colleges not eligible for CTE Capital Outlay distributions. Vice President Frisbie then presented for member approval the distributions of State appropriations, as included in the meeting documents, including the Career Technical Education Capital Outlay Aid distributions, which includes $4,871,585 from the State General Fund and $2,547,726 from the Economic Development Initiatives Fund for FY 2024, the technology grants distributions of approximately $400,000 to be distributed the same as in prior years, and the operating grants distributions, totaling $10.5 million, to be distributed evenly to the seven technical colleges at $1.5 million per institution, noting this correction to the document included in the meeting packet.

Motion: Member Hess moved to approve the Discussion Agenda item for distributions of state appropriations as presented for approval. Following a second by Member Mikulka, the motion carried.

<u>OTHER MATTERS</u>

FY 2023 Legislative Session Update
Chair Frederick called on Vice President Frisbie to provide members with the FY 2023 Legislative Session update. Vice President Frisbie explained that the 2023 legislative session was ended on April 28th , and the legislature opted not to come back for another day to address any of the Governor's vetoes for this year. She explained that actions on the budget included the Kansas Heroes Scholarship Act, which received $700,000, and $10.5 million was awarded to the technical colleges to increase capacity to meet the need for the high demand, high wage, and critical need workforce areas. Additional budget items included $1.48 million for aiding high school students in transportation to colleges to complete their technical coursework, a $40,000 budget item for a pilot tied with Washburn Tech in the Department of Commerce budget, and $2.5 million for a statewide marketing campaign for high-demand and high-wage career fields. She informed members of substantive bills that were also passed, including HB 2060, SB 123, and HB 2290.

Act of Adult Education Provider Awards
Chair Frederick called on Director Martinez to provide members with information regarding the adult education provider awards. Director Martinez presented the federal and state government funding for the provision of adult education to over 50 locations in Kansas that offer education and career training services. He explained that the funding formula is performance-based, and the programs encompass adult education, basic adult education, adult secondary education, English as a second language programs, and educational training. Director Martinez provided documents in the meeting packet, including information on program participants, allocations, and distributions of funds, noting that there are about 5,800 adult education program participants. He provided members with brief information regarding the Affordable Connectivity program and Integrated Educational Training and added that there is a high demand for the programs, resulting in a waiting list, and, currently, Kansas is serving less than 5% of the population in need of adult education.

Senate Bill 123 Information
Chair Frederick called on Vice President Smathers to provide members with Senate Bill 123 information. Vice President Smathers explained that Senate Bill 123 was passed by the legislature and a copy of the bill was provided to members in the meeting documents. He provided members with a summary of the bill, explaining the four different areas that are encompassed by it, differentiated by sections. He informed members that, as required by the bill, KSDE and the Board of Regents have begun conducting a survey of two-year colleges and school districts, to create a master list of credentials that may qualify to be paid for by the school districts, adding that no money was set aside in the bill for this, so the school districts will have to incur that added expense without any additional funds having been allocated. He reported that legislatively, this survey is required, and the list must be approved by the Board of Regents and the State Department of Education no later than the 31st of July this year.

Programs Now Eligible for the Kansas Promise Scholarship Act
Chair Frederick called on Director Henry to provide members with information regarding the programs now eligible for the Kansas Promise Scholarship Act. Director Henry explained that the Act was expanded under Section 12 and 13. For Section 12 of the Act, Early Childhood Education and Development was expanded to include Elementary and Secondary Education. She explained that when Board Staff first worked on Section 12, no education programs were eliminated, so no further modifications are needed to comply with Section 12 of the Act. She explained that previously, under Section 13, the category named Distribution and Logistics, did not include programs falling under the heading of Transportation, so the CDL programs that are high-wage, high-demand, were not included. New language within Section 13 allows for the addition of the Transportation programs, and now, any college that selected distribution and

logistics as their fifth field of study can add their additional transportation programs. A list of institutions that selected Distribution, Logistics and Transportation programs as their field of study to add according to the Promise Act was provided to members in their meeting documents.

Motion: Member Anderson moved to approve the expansion of the programs from the Kansas Promise Scholarship Act as presented. Following a second by Member Sneden, the motion carried.

TEA FY 2025 Appropriations Request
Chair Frederick called on Vice President Smathers to present the TEA appropriations request. Vice President Smathers reminded members that annually the Board of Regents is responsible for developing a unified budget request for the post-secondary system and the Board asked the TEA, two-year colleges, and Board staff to provide them with a list of potential items they would like included in the appropriations request for FY 2025. He reminded members that last year the TEA made a request to the Board that included implementing the tiered and non-tiered funding formula, fully funding the Excel in CTE program, continuing the capital outlay funding, technical college operating grant funding, and funding to each institution for cyber security purposes. Board staff provided some options for the TEA to consider, based on feedback from community and technical colleges, and that information was provided in the meeting documents. It was agreed that the community college capital outlay and the technical college operating grant should be contingent on reports being made to the TEA twice a year regarding usage of the funds by the institution.
The Board staff recommendations were as follows:
- Fully fund Tiered and Non-Tiered State Aid   TBD
- Fully fund Excel in CTE Student Enrollment   TBD
- Combine and Fund the CTE Capital Outlay Aid and the new Capital Outlay aid (for the
    10 Colleges that previously did not receive capital outlay funds) at the current levels of
    $7,419,311 and $5,000,000 with distribution using the CTE Capital Outlay methodology
                                                                                                $12,419,311
- Fund $250,000 per institution in one-time costs to improve internal IT/networking
    structures, security, and cybersecurity $6,500,000
- Fully fund the institutions Workforce Development efforts to include registered
    Apprenticeships and other Workforce Development initiatives $14,300,000
- Fund an additional $1.1 million annually to Adult Education $2,500,000
- Fund micro-internship expansion efforts $500,000
- Technical college operating grant $10,500,000

In addition, Adult Education requested a federally funded special adjustment in the amount of $110,000 for the upcoming year (FY 2024) to ensure that the state match will remain at the minimum threshold of 25%.

Motion: Following discussion, Member Sneden moved to approve the Board staff's recommendation for Fiscal Year 2025 appropriations requests as presented, with the amendment to continue the technical college operating grant divided equally at $1.5 million per technical college, with appropriate accountability reporting measures in place, and continuing the division between the distributions of capital outlay funding and the technical college operating grant funding. Following a second by Member Anderson, the motion carried.

Governor's Education Council Recommendations
Chair Frederick called on Vice President Smathers to lead discussion regarding the Governor's Education Council recommendations. Vice President Smathers provided members with the Governor's Education Council report in their meeting materials, reminding members that, at their March meeting, they agreed to table action on the recommendations, pending the results of the legislative session. He added that the Committee's recommendation to charge the Technical Education Authority to enhance their coordination of technical education pathways between K-12 and postsecondary education is aligned with the TEA goal from last year to improve the CTE program alignment between KSDE and postsecondary institutions.

Motion: Following discussion, Member Anderson moved to approve the Governor's Education Council recommendations with a focus on enhancing the coordination of Kansas technical education pathways between K-12 and postsecondary education. Following a second by Member Mikulka, the motion caried.

Election of TEA Officers Reminder
Chair Frederick called on Vice President Smathers to lead members in their upcoming officer's elections. Vice President Smathers requested nominations from TEA members, to elect a chair and vice chair for the AY2024.

Motion: Member Anderson moved to elect Member Humphrey as the AY 2024 Chair and Member Frederick as the AY 2024 Vice Chair. Following a second by Members Estes and Hess, the motion carried.

NEXT MEETING REMINDER
Chair Frederick reminded members that the next regularly scheduled TEA meeting will be in-person at the KBOR offices on August 31, 2023, beginning at 10:00 A.M.

ADJOURNMENT
With no further business, Chair Frederick adjourned the meeting at 11:55 A.M.

Respectfully submitted by:
Susan Henry, Executive Assistant

III. Program Realignment – Construction Technology   Crystal Roberts,
A.   Associate Director for
1)   Workforce Development

➢ *Talent Pipeline – Special Initiatives*

Summary

One of the initiatives underway by the Postsecondary Technical Education Authority to enhance technical education in the state with the alignment of specific technical programs. Program Alignment has four primary objectives: allow business and industry to identify exit points within the program; identify nationally recognized third-party credentials; identify common courses; and decrease the variability in program length.

Background
One of the strategic priorities of the Postsecondary Technical Education Authority (TEA) is to enhance technical education in our state by the alignment of specific technical programs. This project is driven by the needs of business and industry in the state. Program Alignment consists of five phases:

- Phase I: Research and industry engagement.
- Phase II: Faculty engagement and aligning curriculum with certifications.
- Phase III: Approval of program structure and curriculum.
- Phase IV: Implementation.
- Phase V: Standards revision.

Phase V: Standards Revision: Construction Technology (46.0201)
The Carpentry/Construction program was last realigned in 2012. At the time, four exit points were established (Technical certificate A, B, C, and an Associate of Applied Science degree) with six common courses.

Review of the Construction Technology alignment began in response to faculty contacting KBOR requesting to discuss the need for realignment due to changes in the National Center for Construction Education & Research (NCCER) curriculum. A survey was sent to the relevant business and industry community to gauge the need for program realignment. The survey also requested interest in serving on the business and industry (B&I) committee. Twenty business members completed the survey with ten agreeing to be on the B&I committee. Nine members of that committee met on March 7, 2023, and agreed on several recommendations to bring to the faculty committee.

Construction Technology program administrators and faculty from six institutions, four businesses, and KBOR staff met virtually on April 24, 2023, to begin the realignment process. This group recommended to change the name of the program from Carpentry/Construction to Construction Technology to better reflect the career opportunities in this field.

The combined B&I and faculty committee recommended keeping the four existing exit points, while adjusting courses and industry certifications to meet recent updates to NCCER curriculum. The Technical Certificate A would require two Common Courses (Introductory Craft Skills and Construction Basics), two Support Courses (Safety/OSHA 10 or 30 and Concrete) and would include industry certifications NCCER Core and OSHA 10 or 30. The Technical Certificate A would allow students to obtain sufficient knowledge and skills for entry level employment. The Technical Certificate B would require two additional common courses (Carpentry I and Carpentry II) and lead to the additional NCCER industry certification of General Carpentry. The Technical Certificate C

would offer the option of two separate pathways to industry certifications, NCCER Advanced Carpentry: Frame and Finish *OR* NCCER Form Carpentry. All certificate levels and the A.A.S. degree option would provide institutional flexibility.

The committee then focused on courses required within the program. The updated NCCER curriculum provided a streamlined framework that allowed for redistribution of competencies and objectives across four Common Courses (Introductory Craft Skills, Construction Basics, Carpentry I, and Carpentry II). Safety/OSHA 10 or 30 moved to Support Courses. The addition of a Support Course for Concrete was added due to identified B&I need and committee request at the Certificate A exit point. Common Courses and Support Courses will allow for a credit hour range to provide institutional flexibility for the configuration of lecture and lab work.

The attached proposed alignment map, reflecting the final combined recommendations from the B&I and Faculty committees, was issued for presidential comment from June 26, 2023 to July 14, 2023, with additional time added due to the Independence Day holiday. No comments were received that requested modifications to the proposed program alignment.

Recommendation
The proposed revisions to the Construction Technology program alignment and course outcomes have been reviewed by the Technical Program and Curriculum Committee and are recommended for approval by the Technical Education Authority.

Construction Technology
Program Alignment – CIP:46.0201

Effective: Fall 202X
Issued x/xx/23

THE KANSAS BOARD OF REGENTS
1925

Certificate A
16-29 Credit Hours

Construction Technology Level 1
- NCCER Core:
  - Introductory Craft Skills
  - Construction Basics
- Safety/OSHA 10 or 30
- Concrete

Certificate B
30-44 Credit Hours

Construction Technology Level 2
- Certificate A Requirements
- NCCER General Carpentry:
  - Carpentry I
  - Carpentry II

Certificate C
45-59 Credit Hours

Construction Technology Level 3
- Certificate B Requirements
- NCCER Advanced Carpentry: Frame and Finish
  - **OR**
- NCCER Form Carpentry

A.A.S.
60-68 Credit Hours

Construction Technology Degree
- Certificate C Requirements
- Minimum of 15 Credit Hours of General Education

Required Courses within Program

Common Courses	*11-16 credits:*
Introductory Craft Skills	*2-3 credits*
Construction Basics	*2-3 credits*
Carpentry I	*3-4 credits*
Carpentry II	*4-6 credits*

*Support Courses**	*4-6 credits:*
Safety/OSHA 10 or 30	*1-3 credits*
Concrete	*min 3 credits*

Course list sequence has no implication on course scheduling by colleges.

Institutions may add additional competencies based on local demand.

Competencies identified within the Common Courses and/or Support Courses represent opportunities for articulation with K-12.

*Institutions may utilize existing like course titles for Support Courses that adhere to the agreed upon course lengths.

Notes
Specifics pertaining to Construction Technology programs:

1. NCCER is the National Center for Construction Education & Research.

III. **Act on requests for degree and/or certificate**   **Charmine Chambers,**
A. **programs submitted from community colleges**   **Associate Director for**
2) **and technical colleges**   **Workforce Development**

> ➤ *Talent Pipeline – Graduates in High Demand,*
> *Sustaining Wage Fields*

Summary and Staff Recommendation

To develop and enhance the talent pipeline for Kansas business and industry, new programs and/or additional programs are required. The Board office received a request from Seward County Community College to offer a Technical Certificate A in Maintenance Technician.

The program addressed all criteria requested and was subject to the 10-day comment period required by Board policy. The program was reviewed by the TEA Technical Program and Curriculum Committee and is recommended for approval by the Technical Education Authority.

Background
Community and technical colleges submit requests for new certificate and degree programs utilizing forms approved by Board staff. Criteria addressed during the application process include but are not limited to the following: program description, demand for the program, duplication of existing programs, faculty, costs and funding, and program approval at the institution level.

Description of Proposed Programs:

Seward County Community College (SCCC) requests approval of the following program:

- Maintenance Technician (46.0401) – Technical Certificate A/18 credit hours

According to the U.S. Department of Education, Classification of Instructional Programs (CIP Code) 46.0401 Building/Property Maintenance and Management is a program that prepares individuals to apply technical knowledge and skills to keep a building functioning, and to service a variety of structures including commercial and industrial buildings and mobile homes. Curriculum should include instruction in the basic maintenance and repair skills required to service building systems, such as air conditioning, heating, plumbing, electrical, major appliances, and other mechanical systems.

Cross walking the proposed CIP Code (46.0401 Building/Property Maintenance and Management) to occupations resulted in a match to one Standard Occupation Classification code (SOC): 49-9071 Maintenance and Repair Workers, General, which is defined as an occupation in which one would perform work involving the skills of two or more maintenance or craft occupations to keep machines, mechanical equipment, or the structure of a building in repair. Duties may involve pipe fitting; HVAC maintenance; insulating; welding; machining; carpentry; repairing electrical or mechanical equipment; installing, aligning, and balancing new equipment; and repairing buildings, floors, or stairs.

SCCC explained that the program proposal was the result of National Beef and Seaboard Foods reaching out to the college to address skilled employee shortage in their industry. The program was developed in collaboration with these employers to train entry-level maintenance workers with a basic knowledge and understanding of general facilities maintenance and specific skills to repair assembly lines and meat packing equipment.

The proposed program consists of an 18-credit hour Technical Certificate A, and accreditation is not required for the program. Students will earn the NCCER Core industry recognized certification from the National Center for Construction, Education, and Research (NCCER) and OSHA.

The Kansas Department of Labor Long-term Occupation Projections 2020-2030 indicate a statewide change of employment for Maintenance and Repair Workers, General (SOC: 49-9071) of .8% annually, with an annual median wage of $37,820. Typical education needed for occupation entry is a high school diploma or equivalent. Annual openings equate to 1,471 jobs per year. This occupation is included in the most recent High Demand Occupation listing from the Kansas Department of Labor.

Lightcast job posting analytics show that from June 2022 through June 2023, 12,070 total postings (4,015 unique postings) were advertised statewide. Annual median advertised salary was $41,600. Removing job postings with no education level listed, 88% of postings indicate a high school diploma or equivalent.

Concerning support of the program in the Perkins Career and Technical (CTE) Program Comprehensive Local Needs Assessment (CLNA), SCCC noted that the CLNA for 2022 –24 identified the need for an Industrial Mechanic or Maintenance Technology program with high demand and high wages.

Three letters of industry support for the proposed program were received from High Plains Ponderosa Dairy, National Beef packing Company, and Seaboard Energy. Supports and commitments for the program include the commitment to interviewing program graduates, providing internships, and serving on the advisory board. Liberal USD 480 also provided a letter of support.

Currently, two institutions offer a similar program based on CIP code and/or program title. Below are the colleges, programs, total number of concentrators, total number of graduates, total number of graduates exiting the higher education system and employed, and average wage of graduates who exited the higher education system and are employed information from the 2021 K-TIP report, which includes only two-year postsecondary institutions.

Kansas Training Information Program						
2021 K-TIP Data for Building/Property Maintenance						
CIP Code	Program Name	Institution	Total # Concentrators	Total # Graduates	Total # Graduates Exited & Employed	Average Wage: Graduates Exited & Employed
46.0401	Building/Property Maintenance	Flint Hills Technical College	69	37	19	$53,507
46.0401	Building/Property Maintenance	Kansas City Kansas Community College	61	30	12	$25,976
Total			130	67	31	

(^) small cell protection applied.

Regarding collaboration, SCCC explained that the college has collaborated with other community colleges across Kansas to explore ways to address workforce and special population needs. This program addresses these concerns by including the course curriculum for workplace ethics in the program, incorporating time management, financial planning, and work ethics training to give students skills that set them apart and make them more employable long-term.

The college plans to begin the proposed program in the Spring of 2024 and estimates the initial cost of the proposed program at $100,500 total, including $100,000 for existing, full-time faculty and $500 for instructional supplies. Funding will be provided from institutional budget. Hector Norez will assume responsibility for the proposed program.

The proposed program was subject to the 10-day comment period from July 27, 2023, to August 10, 2023, during which no formal comments were received.

Recommendation
The new program request submitted by Seward County Community College for a Technical Certificate A for eighteen credit hours in Maintenance Technician has been reviewed by the TEA Technical Program and Curriculum Committee and is recommended for approval by the Technical Education Authority.

III	Act on Promise Act Program Submitted by	Charmine Chambers,
A.	Seward County Community College	Associate Director for
3)		Workforce Development

> *Affordability – On Time Graduation*
> *Success – Graduates in Jobs with Sustaining Wages*
> *Talent Pipeline – Graduates in High Demand, Sustaining Wage Fields*

Summary

The Kansas Legislature enacted the Kansas Promise Scholarship Act, which provides scholarships for students to attend an eligible postsecondary education institution. Eligible programs would be any two-year associate degree program, career and technical education certificate, or stand-alone program that correspond to high wage, high demand, or critical need in:

- *four specified fields of study (information technology and security; mental and physical healthcare; advanced manufacturing and building trades; and early childhood education and development).*
- *one college designated field of study from the specified list (Agriculture; Food and Natural Resources; Education and Training; Law, Public Safety, Corrections, and Security; or Distribution and Logistics).*
- *Transfer programs with an established 2+2 and/or articulation agreements.*

Background

On May 23, 2022, Governor Kelly signed <u>2022 Senate Substitute for House Bill 2567</u>, which adopted changes in the Kansas Program Scholarship Act, K.S.A. 2022 Supp. 74-32,271 et seq. The Act also maintains that the Board of Regents will administer the program. Administration is broken into three categories: rules and regulations, eligible programs, and other responsibilities.

Per statutory language (K.S.A. 2022 Supp. 74-32,271(b)(4) and K.S.A. 2022 Supp. 74-32,272(c)(1)(B)), a "promise eligible program" means any two-year associate degree program or career and technical education certificate or stand-alone program offered by an eligible postsecondary educational institution that is:

a) approved by the Board of Regents;
b) high wage, high demand, or critical need; and
c) identified as a by the by the Board of Regents pursuant to <u>K.S.A. 2022 Supp. 74-32,272</u>, within any of the following fields of study:

- Information Technology and Security
- Mental and Physical Healthcare
- Advanced Manufacturing and Building Trades
- Early Childhood Education and Development

K.S.A. 2022 Supp. 74-32,272(a) states an eligible postsecondary educational institution may designate an additional field of study to meet local employment needs if the promise eligible programs within this field are two-year associate degree programs or career and technical education certificate and stand-alone programs approved by the Board of Regents that correspond to jobs that are high wage, high demand, or critical need in the community from one of the following fields:

- Agriculture;
- Food and Natural Resources;
- Education and Training;
- Law, Public Safety, Corrections, and Security; or

- Distribution, Logistics, and Transportation

K.S.A. 2022 Supp. 74-32,272(d) states that the Board of Regents may designate an associate degree transfer program as an eligible program only if such program is included in:
a) An established 2+2 agreement with a Kansas four-year postsecondary education institution; or
b) An articulation agreement with a Kansas four-year postsecondary educational institution and is part of an established degree pathway that allows a student to transfer at least sixty credit hours from the eligible from the eligible postsecondary educational institution to a four-year postsecondary education institution for the completion of an additional sixty credit hours toward a bachelor's degree.

Recommendation
The following program is seeking approval to become a Promise Act eligible program. The program has been reviewed by the TEA Technical Program and Curriculum Committee and is recommended for approval by the Technical Education Authority:
- Seward County Community College: Maintenance Technician (46.0401) – falls under the Advanced Manufacturing and Building Trades category specified in legislation. SOC 49-9071 for Maintenance and Repair Workers, General was identified as a High Demand occupation on the 2022 High Demand Occupations list from the Kansas Department of Labor.

III.	Act on Submitted Excel in Career Technical	Charmine Chambers,
A.	Education (CTE) Fees	Associate Director for
4)		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."

As per the Postsecondary Technical Education Authority's (TEA) request, 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
- Liability insurance (example: student malpractice)
- Graduation fees (if applicable)
- Transcript fees (if applicable)

Unallowable fees include:
- Student fees (general)
- Technology fees
- Health fees
- Consumable project materials
- Program or Institution Application fees
- Lab Fees
- Tools, book, or uniform/gear rental
- Student kits
- Accuplacer or other placement tests
- Student ID

- Student Software Licenses
- Professional Equipment/Kits/Tools

- Student organization memberships (such as Skills USA)
- Any other fee not on the allowable list

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.

Recommendation
The Excel in CTE fees below have been reviewed by the TEA Technical Program and Curriculum Committee and are recommended for approval by the Technical Education Authority.

- Seward County Community College: Maintenance Technician total $385. Fees include $27 for OSHA exam, $78 for textbook, and $280 for Cengage and Solid Professor subscriptions.

KBOR Excel in CTE Fee Summary for Proposed Academic Programs

CA-1b Form (2020)

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.
*Please include all costs charged to **high school students** for the proposed new program.*

Institution Name:	Seward County Community College
Program Title:	Maintenance Technician
Program CIP Code:	46.0401

*Please list all fees associated with this **program**:*
*Only list costs the institution **is** charging students.*

Fee	Short Description	Amount

*Please list all courses within the program and any fees associated to those **courses**:*
*Only list costs the institution **is** charging students. Do not duplicate expenses.*

Course ID	Short Description	Amount
ID1001	TSA EXAM OSHA 10 CREDENTIAL FEE	$27

Please list items the student will need to purchase on their own for this program:
*Institution **is not** charging students these costs, rather students are expected to have these items for the program.*

Item	Short Description	Estimated Amount
	TEXT BOOK: ID1004: CORE CURRICULUM: TRAINEE GUIDE - 9780134130989	$78
	ONLINE SUBSCRIPTION: ID1103: CENGAGE UNLIMITED - 9780357700006	$180
	SOLID PROFESSOR ACCESS CODE: DF1103	$100

TOTAL		$385

Academic Year 2024 Approved Excel in CTE Fees

		Award Level	Background Checks	Certification Tests	Drug Tests	E-subscriptions /E-books	Graduation Fees	Liability insurance	Membership Fee	Other	Personal Protective Equipment	Professional Equipment/Kits/Tools	Student Software Licenses	Textbooks	Transcript Fees	Uniforms	Grand Total
46.0401 Building/ Property Maintenance	Flint Hills Technical College	ASSOC					$50.00					$325.00		$695.00	$10.00	$60.00	$1,140.00
	Kansas City Kansas Community College	CERTC		$99.00			$8.00					$350.00	$200.00	$120.00			$777.00
	Flint Hills Technical College	CERTB					$50.00					$325.00		$569.00	$10.00	$60.00	$1,014.00
	Kansas City Kansas Community College	CERTB		$99.00			$8.00					$350.00	$150.00	$120.00			$727.00
	Kansas City Kansas Community College	CERTA		$99.00			$20.00					$350.00	$50.00	$120.00		$120.00	$759.00

| III
A.
5) | New Program Request Form Update | Charmine Chambers,
Associate Director for
Workforce Development |

      ➢ *Talent Pipeline – Graduates in High Demand,*
        Sustaining Wage Fields

Summary

To develop and enhance the talent pipeline for Kansas business and industry, new programs and/or additional programs are required. A prescribed format is provided for all new program proposals to ensure all information required by Kansas Board of Regents (Board) policy is included.

Background

Board staff reviewed the CA1 New Program Request Form and updated the document to ensure compliance with Board policy, and to provide additional guidance for colleges. The updates to the form are being shared as an informational item.

New Program Request Form
CA1

General Information

Institution submitting proposal	
Name, title, phone, and email of person submitting the application (*contact person for the approval process*)	
Identify the person responsible for oversight of the proposed program	
Title of proposed program	
Method of program delivery (face to face, online, hybrid)	
Proposed suggested Classification of Instructional Program (CIP) Code	
CIP code description (from nces.ed.gov/ipeds)	
Standard Occupation Code (SOC) associated to the proposed CIP code	
SOC description (from onetonline.org)	
Number of credits for the degree and all certificates requested	
Proposed Date of Initiation	
Specialty program accrediting agency	
Industry-recognized certification(s) to be earned by students	

Signature of College Official_____ Date_____

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, CA-1a form).

Institutions requesting subordinate credentials need only submit the following sections:
1) General Information, 2) Program Rationale, 3) Complete catalog descriptions (including program objectives) for the proposed program, 4) List by prefix, number, title, and description all courses (including prerequisites) to be required or elective in the proposed program, 5) List any pertinent program accreditation available (rationale for seeking or not seeking accreditation and plan to achieve accreditation), and 6) Program Approval at the Institution Level.

Program Rationale
- Provide an overall explanation and background surrounding the development of the proposed program. Include why the program is needed, where the idea to offer the program came from (including the requesting entity), number of projected enrollments, and who was involved in the development of the program.
- If the recommended program is duplicative of other programs in the area, please specifically address why the new, additional program is necessary.

Program Description and Requirements
- Provide a complete catalog description (including program objectives/outcomes) for the proposed program.
- Include any work-based learning requirements of the program, such as clinicals, internships, etc. If clinical experience is required, please identify whether sufficient clinical sites are available.
- List and describe the admission <u>and</u> graduation requirements for the proposed program.

Demand for the Program
- Using the most recent Kansas Department of Labor's Long Term (10-year) Occupational Outlook, (https://klic.dol.ks.gov) identify employment trends and projections for the SOC code identified in the General Information section: annual occupational growth, estimated annual median wages, and typical education level needed for entry.
  - Labor information included should show demand in the occupation for the level of education being proposed for the program.
  - Include additional data for local and regional employer demand if available.
  - For new programs for which state-level labor data is not yet available, additional resources to demonstrate demand for the occupation being trained must be included. Job posting data (cite resource used and date of review) and projected hiring needs for employers (documented in employer letters of support) are examples of additional labor data documentation.
- Show demand from the local community. Provide letters of support from <u>at least three</u> potential employers in your region, <u>which state the specific type of support</u> they will provide to the proposed program. Examples of program supports may include commitments to interview graduates for job positions, providing scholarships, providing internships or other work-based learning opportunities, donation of equipment/materials, assistance with program design, serving on advisory board, etc.
- Provide data from the most recent Perkins Comprehensive Local Needs Assessment recommendations, demonstrating the need for the program initiation.

- Describe/explain any business/industry partnerships specific to the proposed program.
  If a formal partnership agreement exists, agreement explaining the relationship between partners and documenting support to be provided for the proposed program must be submitted to the Board office independent from the CA1 materials for review purposes. The agreement will not be published or posted during the comment period.

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 existing the system and employed.
- Was collaboration with similar programs pursued? Please explain the collaboration attempt, and if not pursued, rationale for why collaboration was not a viable option. (Recommend that collaboration opportunities be explored and documented with existing programs, examples include sharing best practices, recruitment and retention strategies, curriculum or equipment suggestions, working with business and industry on work-based learning opportunities, etc.)

Program Information

- If the program has undergone the alignment process at the state level, please review alignment requirements and ensure the courses, industry-recognized certifications, and accreditation requirements are met in the proposal. Listing of aligned programs can be found at: https://www.kansasregents.org/workforce_development/program-alignment
- List by prefix, number, title, and catalog description all courses (including prerequisites) to be required or elective in the proposed program.
- Provide a Program of Study/Degree Plan for the proposed program including a semester-by-semester outline that delineates required and elective courses and notes each program exit point.
- If the proposed program includes multiple curricula (e.g., pathways, tracks, concentrations, emphases, options, specializations, etc.), identify courses unique to each alternative.
- List any pertinent program accreditation available:
  - Provide a rationale for seeking or not seeking said accreditation.
  - If seeking accreditation, also describe the plan to achieve it.
- If the program/coursework will be made available to high school students, provide letters of support from local high schools and/or districts that intend to participate.

Faculty

- Describe faculty qualifications and/or certifications required to teach in the proposed program.

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.).
- Provide detail on **CA-1a form.**
- Describe any grants (including requirements of the grant) or outside funding sources that will be used for the initial startup of the new program and to sustain the proposed program.
- **Additional cost and funding documents to include as needed:**
  - Provide Excel in CTE fee details on the **CA-1b form** if the program will be offered to high school students and requesting approval for fees.
  - If the program is requesting Perkins funding, provide details on the **CA-1c form**.

- o If the program is requesting KS Promise Act eligibility, provide details on the **CA-1d form**.

Program Review and Assessment

- Describe the institution's program review cycle, <mark>and anticipated review timeframe for proposed program.</mark>

Program Approval at the Institution Level

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

<mark>Program Proposal Submission</mark>

- <mark>Please enter proposed program into the Kansas Higher Education Data System (KHEDS)</mark>
- <mark>Please create a PDF of all documents, and submit the completed application to the following:</mark>

April Henry
Director of Workforce Development
ahenry@ksbor.org

Charmine Chambers
Associate Director for Workforce Development/Data/Finance
cchambers@ksbor.org

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

Summary

Starting in the 2017-2018 academic year, Postsecondary Technical Education Authority (TEA) members, excluding ex-officio members, have been assigned to institutions in hope of improving communication and institutional awareness.

Background

For the last few years, the twenty-six two-year institutions have been divided up among the appointed TEA members with the hope of increasing communications and building better working relationships. While a great deal of information is shared during formal TEA meetings, these meetings are not always conducive for TEA members to really learn in-depth issues, concerns, or perceptions that may exist at the institutions.

Expectations

1. TEA members should visit their assigned institutions at least one time during the academic year to familiarize themselves with the programs offered and learn about the challenges the institutions are facing.
2. Verbal and/or written reports should be given at TEA meetings summarizing their visit.
3. At least every six (6) months the TEA member should meet with or speak with the assigned institution president to stay current on specific issues relating to the college.

Proposed AY 2023-2024 Assignments

Tiffany Anderson: Topeka/KC
Washburn Institute of Technology
Flint Hills Technical College

Eddie Estes: Dodge City
Dodge City Community College
Garden City Community College
Seward County Community College

Ray Frederick: Wichita
Neosho County Community College
Allen Community College
Fort Scott Community College

Mark Hess: Hays
Northwest Kansas Technical College
Colby Community College
North Central Kansas Technical College

Cindy Hoover: Wichita
Hutchinson Community College
Pratt Community College
Barton Community College

Keith Humphrey: Derby/Arkansas City
Butler Community College
Cowley Community College
WSU Campus of Applied Sciences and Technology

Deb Mikulka: Chanute
Labette Community College
Independence Community College
Coffeyville Community College

Dave Reist: Highland
Highland Community College
Johnson County Community College
Kansas City Kansas Community College

Curtis Sneden: Topeka
Manhattan Area Technical College
Salina Technical College
Cloud Community College

IV. Extraordinary Costs Review Project – AY24
B.

Charmine Chambers,
Associate Director for
Workforce Development

➢ *Talent Pipeline – Special Initiatives*

Summary

The KBOR Cost Model uses four main cost components: Instructor + Instructional Support + Institutional Support + Extraordinary Costs, to calculate a total per credit hour composite rate for each course.

Existing data sources are used to derive the Instructor, Instructional Support, and Institutional Support rates. These components are currently updated annually utilizing the Cost and Productivity Study and the financial audits provided annually by institutions to be reported in the Data Books.

Extraordinary costs are defined as "required, program-specific equipment and consumable materials" for technical program courses that are not accounted for in Instructor, Instructional or Institutional costs within the KBOR Cost Model. Since a data source does not exist for Extraordinary Costs calculation, the Consumer Price Index (CPI) is applied to adjust the Extraordinary Costs component annually. To facilitate the review of program-specific expenses, the following plan is submitted for review and recommendation.

Background

The KBOR Cost Model was developed in response to the Legislature's 2007 directive that the Technical Education Authority (TEA) "develop and recommend to the state board of regents a credit hour funding distribution formula for postsecondary technical education training programs that: (i) is tiered to recognize and support cost differentials in providing high-demand, high-tech training; (ii) takes into consideration target industries critical to the Kansas economy; (iii) is responsive to program growth; and (iv) includes other factors and considerations as deemed necessary or advisable . . . ." K.S.A. 74-32,402(a)(11)(A).

Extraordinary Costs Review - Project Framework

A total calculated course rate is established for every program, and therefore every course in the system. The methodology approved by the TEA for the continued update of the Extraordinary Cost Rates based on the most recent, three-year, actual system wide expenditures is:

$$Extraordinary\ Costs = \frac{\text{Total 3 year reported expenditures (from institutions)}}{\text{Total 3 year reported tiered credit hours delivered (from KHEDS data)}}$$

➢ Board staff will provide the same reporting structure for each institution that will include the program / CIP code being reviewed, and each institution that offers a program using a given CIP code submits available expenditure data for that program.
➢ Examples of items to include, and those not to include have been updated.

Timeline

September	Programs for current cycle of Extraordinary Costs sent to institutions
October - May	Institutions submit expenditure data
June - July	Data for all programs compiled and aggregated by Board Staff
August	Review by Budget & Finance, and TEA

Recommendation

The Budget and Finance Committee reviewed the recommendation from Board staff to review the Healthcare Academic Discipline during calendar year 2023, including approximately 35 programs, using AY/FY 2021-2023 expenditure and tiered credit hour data, and recommends the proposal for approval by the TEA.

V. **Special September TEA Meeting**   **Keith Humphrey,**
A.   **TEA Chair**

> ➤ *Talent Pipeline – Special Initiatives*

Summary

Based on a proviso added to the Excel in Career Technical Education (Excel in CTE) funding allocation legislative language, the Board of Regents (Board) office is required to provide Excel in CTE funding to participating colleges within 60 days of the academic school year starting. To meet this requirement, a special Postsecondary Technical Education Authority (TEA) meeting is needed to approve recommending the funds allocation to the Board for their September meeting.

Background

Due to a proviso within the Excel in CTE funding allocation legislative language, the Board office is required to distribute Excel in CTE funds to the institutions within 60 days of classes starting. As these funds are based on AY 2023 data (2022-2023), the information must first be submitted and certified by the colleges, quickly reviewed by Board staff, and then the distributions calculated.

For this year, the following timeline has been proposed based on the assumption that the institutions will all have their data submitted on time and accurate.

1) September 8, 2023: enrollment data collection closes.

2) September 14, 2023: Board staff finalize calculations for Excel in CTE, AOK and GED Accelerator.

3) September 19, 2023: special Zoom TEA meeting to approve distributions.

4) September 20-21, 2023: Board meeting to approve distributions.

Staff Recommendation

Board staff recommends approving the outlined timeline listed above, which includes setting a special TEA meeting for September 19, 2023.

V. TEA December Meeting   Keith Humphrey,
B.   TEA Chair

  ➢ *Talent Pipeline – Special Initiatives*

Summary

The current Postsecondary Technical Education Authority (TEA) December conference call meeting is scheduled for December 21, 2023 at 1:30 p.m. With the Kansas Board of Regents (Board) having moved their December meeting to an earlier week, the TEA will discuss whether they wish to change the time of the meeting.

Background

During the Board Retreat, the Board decided to move the December 2023 Board meeting from December 20-21, 2023 to December 13-14, 2023. With this change, there is no longer a scheduling conflict with the TEA meeting on December 21, 2023. The option exists for TEA members to move the start time of the December 21, 2023 meeting back to the normal time of 10 a.m.

Staff Recommendation

Staff recommends changing the meeting time to 10:00 a.m. on December 21, 2023 to provide consistency with the other TEA meeting start times.

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

Summary

The 2023-2024 (AY24) Postsecondary Technical Education Authority (TEA) committee rosters and responsibilities have been updated and are being provided for members and the general public.

Kansas Postsecondary Technical Education Authority Committees AY 2024

Budget/Finance Committee
Charge: Continue to advocate for tiered technical education funding and review and make recommendations regarding updating cost model elements, financing assumptions for tiered and non-tiered courses and distribution of state funds related to technical education not already established in statute/proviso; explore outcome-based funding approach measuring graduates from technical programs; requests for state Innovative Technology grant funding; and the annual budget request for technical education funding to be forwarded to the Regents.
Committee Members:
    Ray Frederick, Chair
    Eddie Estes
    Keith Humphrey
    David Reist
    Curtis Sneden

Technical Program and Curriculum Committee
Charge: Evaluate and make recommendations regarding proposed new, aligned, and existing career technical programs and tiered/non-tiered course designations; continue to improve the program evaluation process to ensure program quality and measure the effectiveness of technical education programs; support and promote the Excel in CTE (formerly SB 155) initiative, connecting secondary and postsecondary technical education, measure the impact of Excel in CTE, AO-K and GED Accelerator initiatives (especially employment); support the initiative exploring the alignment of articulated credit for military experience and training; promote articulation among two-year colleges and universities through stackable credentials and transferrable coursework; and review industry credentials required in aligned programs to ensure validity/reliability of the assessments and value to industry.
Committee Members:
    Mike Beene, Chair
    Ray Frederick
    Mark Hess
    Cindy Hoover
    Debra Mikulka

Advocacy/Marketing Committee
Charge: Propose initiatives to increase and enhance the image and awareness of career technical education and related career opportunities. Coordinate the efforts of interagency (Department of Education and Department of Commerce) collaboration to identify strategies and support efforts to increase student participation within the technical education system including outreach to individuals without a high school diploma or GED. Increase communication with Legislators highlighting the value of CTE/skilled workforce to the State's economic development. Promote marketing efforts serving the military, highlight "degree completion/inverted" baccalaureate programs, and Workforce AID initiatives.
Committee Members:

      Eddie Estes, Chair
      Tiffany Anderson
      Natalie Clark
      Cindy Hoover
      Secretary Amber Shultz
      Curtis Sneden

V. Travel Policy
D.

**Becky Pottebaum,
Director, Finance &
Administration**

➢ *Talent Pipeline – Special Initiatives*

Summary

As defined in the Kansas Board of Regents (Board) policy manual, Postsecondary Technical Education Authority (TEA) members are eligible to receive reimbursement for travel and meeting attendance. To be reimbursed, TEA members must follow the guidelines and processes outline in the Board policy.

Background
TEA members will receive an overview of the guidelines and processes for travel and meeting reimbursements. A copy of the guidelines has been attached for TEA member reference.

General Guidelines for Technical Education Authority
Member Reimbursement
August 2023

Background

As a state agency, the Board of Regents must follow state accounting processes for payments to Authority members. The Legislature also specifies in the Board's appropriation language how state funds may be used for this purpose.

Policy

Members of the Technical Education Authority are entitled to salary compensation, subsistence, and travel allowances for attendance at the following:

- TEA Meeting attendance
- Scheduled campus visits to institutions of higher education when assigned by the TEA Chair as an official TEA member representative; or
- Delivering presentations to a legislative committee, or Board of Regents, or meetings with legislators or other officials concerning higher education when coordinated by BOR staff.

Members of the Technical Education Authority are entitled to subsistence and travel allowances when participating in matters of educational interest to the State of Kansas. Travel requests for attendance of these events must include a written statement describing the business purpose of the event and be approved in advance by the TEA Board Chair. To request travel approval, email the TEA Chair, and copy Board staff at kborfinance@ksbor.org.

Salary compensation is for time spent in attendance at activities. The subsistence allowance is reimbursement for lodging and meal expenses. The travel allowance is reimbursement for mileage, parking, and toll expenses.

Procedures

Salary
Board staff will automatically process salary compensation based on confirmation of attendance at regular Authority meetings. The process to initiate salary compensation for attendance at all other activities will be dependent on information provided on the Travel Expense Reimbursement Form.

Travel
The Finance Assistant shall provide a pre-populated Technical Education Authority Members Reimbursement Form for each TEA member for regularly scheduled Authority meetings and other known travel events. The pre-populated form shall specify the date of travel, destination, number of round-trip miles, estimated toll expenses, purpose of travel, and number of travel and meeting days. To request reimbursement, the TEA member will review, state yes or no under the lodging heading, edit any of the pre-populated information as necessary, make additions for travel events not included, sign the reimbursement form and provide to Finance staff:

Becky Pottebaum, Director for Finance & Administration bpottebaum@ksbor.org
Kitty DeMars, Associate Director for Accounting kdemars@ksbor.org
Cindi Welborn, Finance Assistance cwelborn@ksbor.org

Kansas Board of Regents
Technical Education Authority Request for Travel Expense Reimbursement

	Destination	Private Vehicle Mileage	Air Travel Mileage	Lodging (Yes or No)[1]	Tolls (Amount)	Purpose of Travel	Travel/meeting day [2]

[1] Please specifiy if overnight lodging occurred.

[2] Please indicate when additional travel days occur.

Return Completed form to:
Kansas Board of Regents - Attn: Finance
1000 SW Jackson St., Suite 520, Topeka, KS 66612-1368
E-mail: kborfinance@ksbor.org
Telephone: 785-430-4240 Fax: 785-430-4233
Questions: Contact Cindi Welborn 785-430-4314

Claimant Certification: I certify that the above claim is correct, due and paid, and that the amount claimed herein is actually due according to law.

Signature

_____

Revised July 2019

V.	KBOR Retreat Summary	Scott Smathers,
E.		Vice President for
		Workforce Development

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

Summary

The Kansas Board of Regents (Board) held their annual retreat from July 31, 2023 to August 2,2023. Items discussed included national trends in higher education, the partnership with Commerce, budget requests, non-budgetary requests, and preliminary Board goals.

Background

The Postsecondary Technical Education Authority will receive a brief overview of topics and issues that were discussed during the July 31st – August 2nd Board Retreat. Specific items that are moving forward from the retreat, including Board goals and budget requests, will be addressed at upcoming Board meetings.

V. **Excel in CTE Online Update**	**Charmine Chambers,**
F.	**Associate Director for**
	Workforce Development

> *Talent Pipeline – Special Initiatives*

Summary

The Technical Education Authority (TEA) will receive an update regarding the posting of Excel in CTE courses available online, and the AY2024 Excel in CTE Fees.

Background

Kansas Board of Regents (Board) staff have received requests to post a database on the Board website, listing courses

- available online,
- by institution,
- eligible for Excel in CTE

for high school students, parents, and counselors to reference.

Institutions were contacted on 4/12/2023 and invited to share their course list and contact information. Institution listings received have been added to kansasregents.org at
https://www.kansasregents.org/workforce_development/excel_in_career_technical_education_initiative_senate_bill_155.

Additionally, Board staff have received requests to post Excel in CTE fees online for students, parents, and high school counselors to access. The AY2024 listings approved by the Technical Education Authority on 1/26/2023 are posted at the above link.

V. SB 123 Credential List
G.

Scott Smathers,
Vice President for
Workforce Development

- ➢ *Affordability – On Time Graduation*
- ➢ *Success – Graduates in Jobs with Sustaining Wages*
- ➢ *Success – Degrees and Certificate Earned*
- ➢ *Talent Pipeline – Graduates in High Demand, Sustaining Wage Fields*
- ➢ *Talent Pipeline – Special Initiatives*

Summary

During last year's Legislative session, SB 123, which required the creation of a new certification list, was passed and signed into law. The new certification list identifies what credentials each school district shall, upon request by any such student, pay any fees charged for any assessment or other examination that is required for such student to obtain an approved industry-sought career technical education credential.

Background

During last year's Legislative session, SB 123 was passed and signed into law which required the creation of a new certification list. Specifically, this bill stated that:

New Sec. 10.

(a) This section shall be known and may be cited as the career technical education credential and transition incentive for employment success act.

(b) Each school district that offers career technical education for students enrolled in any of the grades nine through twelve shall, upon request by any such student, pay any fees charged for any assessment or other examination that is required for such student to obtain an approved industry-sought career technical education credential.

(c) (1) On or before July 1, 2023, and each July 1 thereafter, the state board of education and state board of regents shall jointly conduct a survey of school districts and colleges on which career technical education credentials each school district offers that satisfies the definition of "industry-sought credential" under subsection (d).

(2) On or before July 31, 2023, and each July 31 thereafter, the state board of education and state board of regents, after consultation with the secretary of labor, the secretary of commerce and representatives of industries that recognize career technical education credentials, shall jointly approve a list of industry-sought credentials.

(d) As used in this section:

(1) "College" means any community college, technical college, or the Washburn institute of technology; and

(2) "industry-sought credential" means a career technical education credential that is:

(A) Repeatedly referenced in job postings; and

(B) frequently referred to by employers in communications with school districts as a career technical education credential that is in demand.

The required new credential list was created in partnership with KSDE staff and was approved by the Kansas State Board of Education and the Board of Regents during their June meetings.

A copy of the list has been attached for the TEA's review and information.

SB123 Credential Listing 2023-2024

2018 Standard Occupational Codes (SOC)	Occupation	Average Annual Wages 2022	Classification of Instructional Program (CIP) Code	Certification(s)
11-9013	Farmers, Ranchers, and Other Agricultural Managers	$57,250	01.0101, 01.1012, 01.0199	*Kansas Department of Agriculture (KDA)* -- KS Commercial Pesticide Applicators Certificate, *Kansas Department of Agriculture (KDA)* -- Agriculture Skills and Competencies Certificate, *Kansas Department of Agriculture (KDA)* --Plant Systems Skills and Comptencies Certificate, *Kansas Department of Agriculture (KDA)* -- Animal Science Skills and Competencies Certificate
11-9051	Food Service Managers	$61,720	12.0504	*National Restaurant Association Educational Foundation* - ProStart National Certificate of Achievement; ServSafe Food Protection Manager
15-1232	Computer Support Specialists	$50,140	01.0106, 11.1006, 51.0709	*Cisco* -- Cisco Certified Support Technician; CompTIA - A+; CompTIA - Network +; CompTIA - Server +; CompTIA - Security +; *Microsoft* -- Microsoft Certified Solutions Associate (MCSA)
29-2040, 29-2042, 29-2043	Emergency Medical Technicians & Paramedics	$31,484	51.0810, 51.0904	*EMT-Basic National Registry* -- EMT Certification, National Registry-Paramedic -- Paramedic Certification
29-2052	Pharmacy Technicians	$36,390	51.0805	*Kansas Board of Pharmacy* -- Kansas Pharmacy Technician Certification Board Exam (PTCB); Certified Pharmacy Technician
29-2098	Medical Records Specialists	$43,545	51.0707, 51.0713	*American Health Information Management Association (AHIMA)* - Registered Health Information Technician, or Certifed Coding Associate, *American Academy of Professional Coders (AAPC)* - Certified Professional Coder
31-1131	Nursing Assistants	$29,730	51.3902	Certified Nurse Aide (CNA)
31-9091	Dental Assistant	$38,330	51.0601	Certified Dental Assistant Certification
31-9097	Phlebotomists	$35,020	51.1009	*American Medical Technologist (AMTE)* - Registered Phlebotomy Tech, *American Society for Clincal Pathology (ASCP)* - Phlebotomy Technician, *National Healthcareers Association (NHA)* - Certified Phlebotomy Technician, *National Phlebotomy Association Certification (NPCE)* - Certified Phlebotomist Technologist.
31-9099	Certified Medication Aide	$35,480	51.2603	Certified Medication Aide (CMA)
33-2011	Fire Fighter	$40,370	43.0203	National Firefighter I Certification
47-2031	Carpenters	$44,760	46.0201	*National Center for Construction Education and Research (NCCER)* - Core Curriculum: Introduction to Craft Skills and Carpentry Level 1
47-2111	Electricians	$56,790	46.0302	*National Center for Construction Education and Research (NCCER)* - Core Curriculum: Introduction to Craft Skills and Electrical Level 1
47-2152	Plumbers, Pipefitters, and Steamfitters	$55,050	46.0502, 46.0503, 46.0599	*National Center for Construction Education and Research (NCCER)* - Core Curriculum: Introduction to Craft Skills and Plumbing and Pipefitting Level 1
49-3021, 51-9124	Automotive Body and Related Repairers	$43,780	47.0603	*Automotive Service Excellence (ASE)*-- ASE Student Certification on any of the following areas: Painting & Refinishing, Structural Analysis & Damage Repair, Non-Structural Analysis & Damage Repair, or Mechanical & Electrica*l*; *Inter-Industry Conference on Auto Collision Repair (I-CAR)*-- Refinish Technician ProLevel *1*
49-3023	Automotive Service Technicians and Mechanics	$42,900	47.0600, 47.0604, 47.0614, 47.0617	*Automotive Service Excellence (ASE)* -- ASE Student Certification in all 4 of the following areas: Brakes, Electrical/Electronic Systems, Engine Performance, and Suspension and Steering – OR ASE Student Certification in at least one of the following areas: Maintenance and Llight Repair (MLR), Automobile Serive Technician (AST) or Master Automobile Service Technician (MAST)
49-3031	Bus and Truck Mechanics and Diesel Engine Specialists	$52,030	47.0605, 47.0613	*Automotive Service Excellence (ASE)*-- ASE Student Certification in all 4 of the following areas: Diesel Engines, Electrical/Electronic Systems, Brakes, and Steering & Suspension
49-3042	Farm Equipment Mechanics	$52,300	01.0205, 47.0302	*Automotive Service Excellence (ASE)*-- ASE Student Certification in all 4 of the following areas: Diesel Engines, Electrical/Electronic Systems, Brakes, and Steering & Suspension
49-9021	Heating, Air Conditioning, and Refrigeration Mechanics and Installers	$51,270	47.0201	*ICE* --Core +Residential Air Conditioning & Heating or Light Commercial Air Conditioning & Heating or Commercial Refrigeration; *North American Technician Excellence (NATE)* -- Core + 1 one of the following specialty areas: Air Conditioning, Air Distribution, Air-to Air Heat Pumps, Gas Furnaces, Oil Furnaces, Hydronics Gas, Light Commercial Refrigeration, Commercial Refrigeration, Ground Source Heat Pump Loop Installer; *HVAC Excellence* -- Core Areas (Electrical & Refrigeration Theory) + one of the following specialty areas: Air Conditioning, Gas Heat, & Electrical or Light Commercial Air Conditioning, Gas Heat & Electrical or Light Commercial Refrigeration & Electrical; *National Center for Construction Education and Research (NCCER)*-- Core + HVAC Levels 1 & 2

SB123 Credential Listing 2023-2024

2018 Standard Occupational Codes (SOC)	Occupation	Average Annual Wages 2022	Classification of Instructional Program (CIP) Code	Certification(s)
49-9041	Industrial Machinery Mechanics	$59,190	47.0303	*National Center for Construction Education and Research (NCCER)* -- Core Curriculum: Introduction to Craft Skills and Industrial Maintenance Level I; *Society of Maintenance & Reliability Professionals*-- Certified Maintenance & Reliability Technician (CMRT)
51-2011, 49-3011	Aircraft Mechanics and Service Technicians	$65,600	47.0607, 47.0608	*Federal Aviation Administration (FAA)* --General Exam, and Aviation Maintenance Technician- Airframe, or Aviation Maintenance Technican-Powerplant
51-4041, 51-4031	Machinists	$43,520	48.0501, 48.0503	*National Institute for Metalworking Skills (NIMS)* - Machining Level 1
51-4121	Welders, Cutters, Solderers, and Brazers	$46,390	15.0614, 48.0508	*American Welding Society* (AWS) -- 3 Position Qualifications D1.1 standard or higher (AWS - 1F, 2F and 1G); *American Society of Mechanical Engineers (* ASME) Section 9 Standards (6G level)
51-9161	Computer-Controlled Machine Tool Operators, Metal and Plastic	$45,400	48.0510	*National Institute for Metalworking Skills (NIMS)* - Machining Level 1
53-3032	Truck Drivers, Heavy and Tractor-Trailer	$50,960	49.0205	Commercial Driver License (CDL)
53-3033	Truck Drivers, Light or Delivery Services	$41,860	49.0205	Commercial Driver License (CDL)

The SB 123 2023-2024 Credential list was developed based on the 2023-24 Excel in CTE (SB155) Qualifying Industry Recognized Credential Incentive List with the addition of Certified Medication Aid (CMA)

Occupations on this list have a Standard Occupational Code (SOC) that corresponds to Classification of Instructional Program (CIP) code associated with an approved postsecondary program being offered.

V. H.	Kansas Board of Regents and Workforce Development Group Structure	Scott Smathers, Vice President for Workforce Development

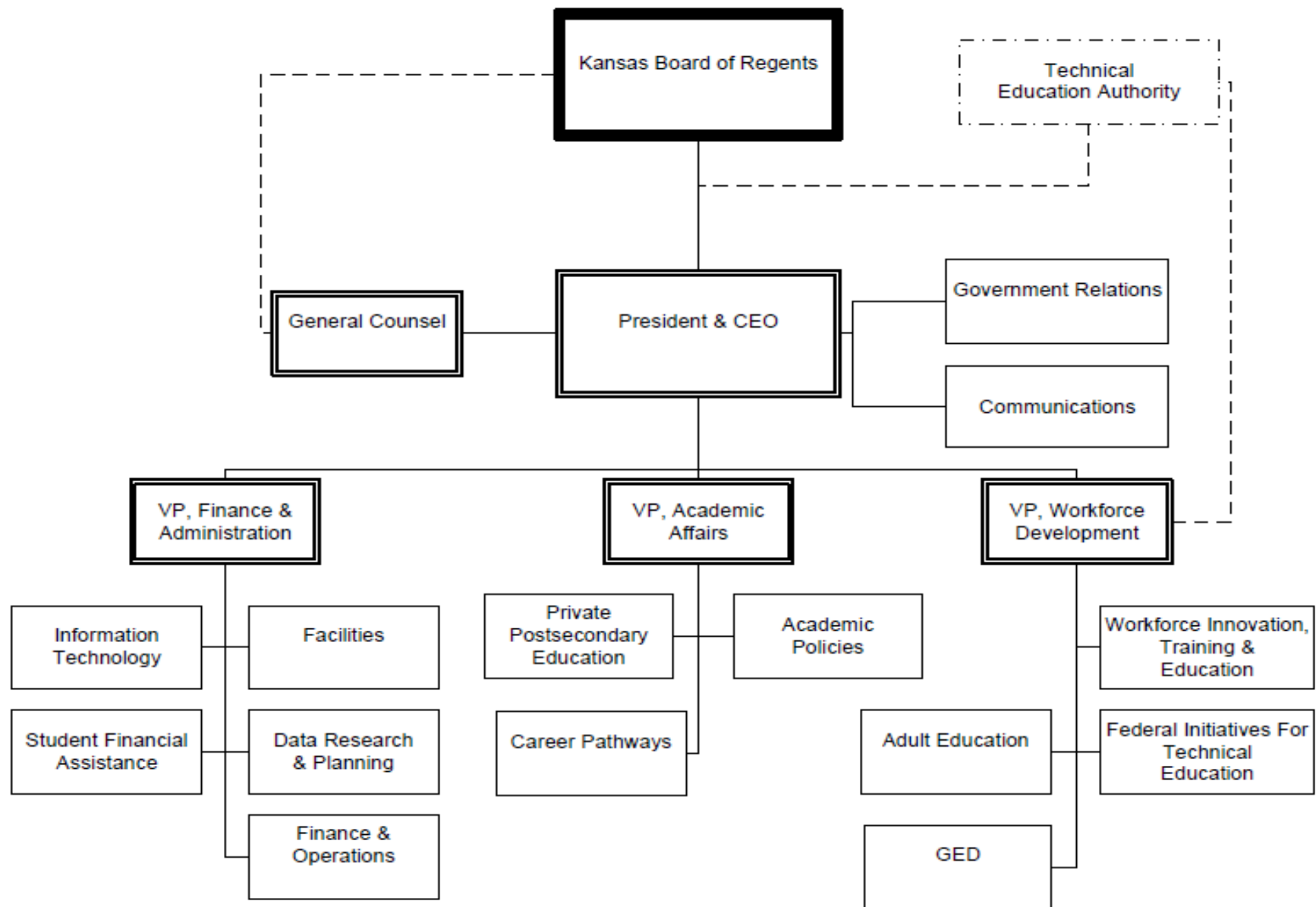> *Talent Pipeline – Special Initiatives*

Summary

Personnel continue to evolve within the Kansas Board of Regents (Board) office and the Workforce Development (WFD) unit. The intent of this discussion is to ensure that Postsecondary Technical Education Authority (TEA) members have a general idea of the Board office organizational structure and a detailed understanding of the WFD unit organizational structure.
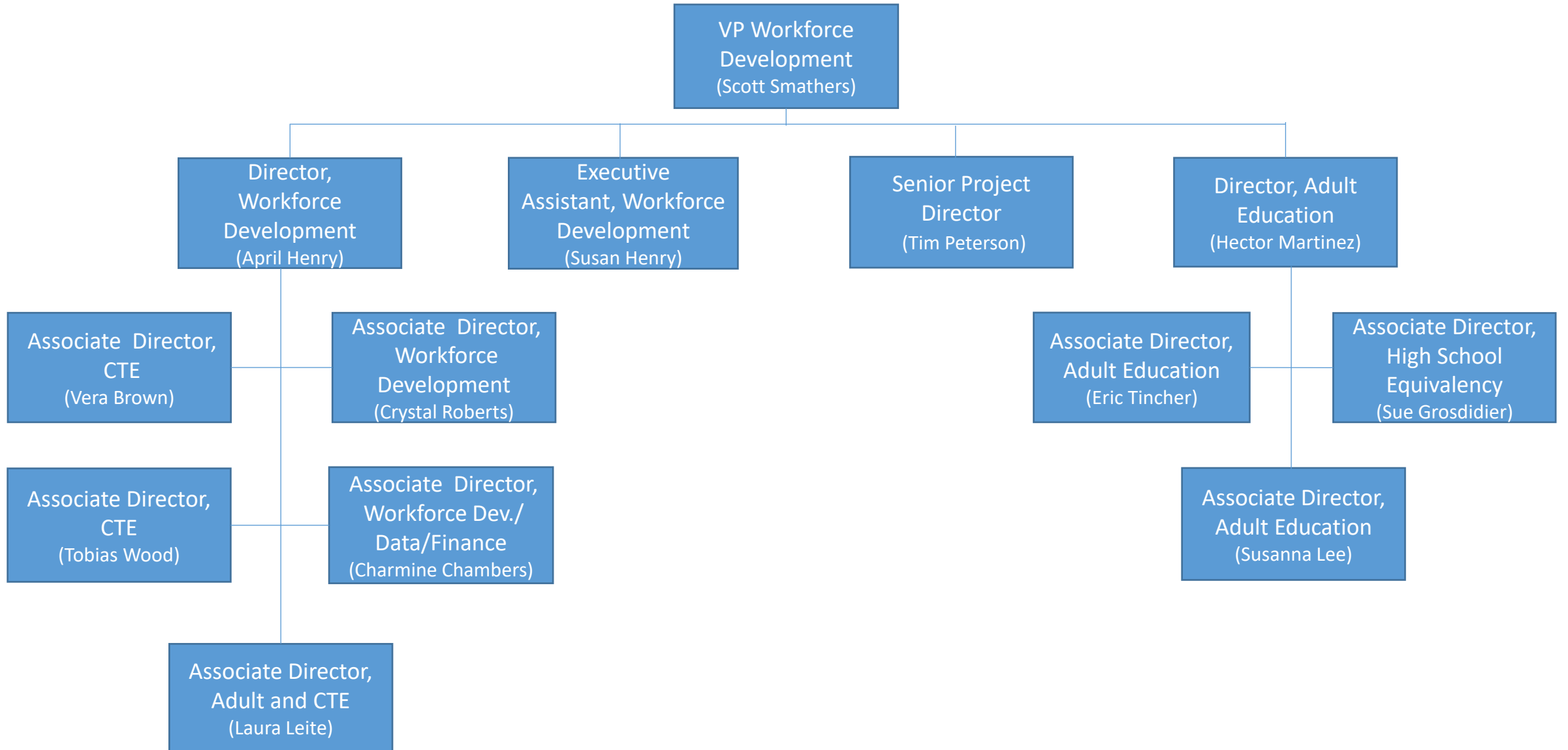
Background
To provide TEA members with a general understanding of the overall Board organization, and how the WFD unit works within that structure to meet both TEA and Board goals, while also managing certain federal initiatives.

KBOR Workforce Development Organization

```
                        VP Workforce
                        Development
                       (Scott Smathers)
                              │
        ┌─────────────┬───────┴───────┬─────────────┐
        │             │               │             │
   Director,     Executive        Senior Project  Director, Adult
   Workforce     Assistant,       Director        Education
   Development   Workforce        (Tim Peterson)  (Hector Martinez)
   (April Henry) Development
                 (Susan Henry)
```

- Associate Director, CTE (Vera Brown)
- Associate Director, Workforce Development (Crystal Roberts)
- Associate Director, CTE (Tobias Wood)
- Associate Director, Workforce Dev./ Data/Finance (Charmine Chambers)
- Associate Director, Adult and CTE (Laura Leite)

- Associate Director, Adult Education (Eric Tincher)
- Associate Director, High School Equivalency (Sue Grosdidier)
- Associate Director, Adult Education (Susanna Lee)

V.	**Workforce Development Group**	Scott Smathers,
I.	**Responsibilities**	Vice President for
		Workforce Development

> *Talent Pipeline – Special Initiatives*

Summary

Responsibilities continue to evolve with the Kansas Board of Regent (Board) staff and the Workforce Development (WFD) unit. The intent of this discussion is to ensure that the Postsecondary Technical Education Authority (TEA) members have a general understanding of the WFD unit responsibilities.

Background

In addition to supporting the TEA, the WFD unit is responsible for a variety of items beyond what is covered during TEA meetings.

WFD Significant Programs and Projects

- TEA support
- Career Technical Education program reviews (new and existing)
- Adult Education Workforce Innovation and Opportunity Act funds (grants, training, state plans, audits, RFP's, etc.)
- Carl Perkins grant (grants, training, marketing, audits, state plan, etc.)
- Annual Kansas Training Information Program (KTIP) report
- High School Equivalency testing and records management
- Kansas Nursing grant
- Kansas Engineering grant
- Engineering student recruitment and retention
- Kansas Technology Innovation and Internship grant
- Technical program alignment
- Military-to-college articulations
- Micro-Internships
- College visits and communication
- Methods Of Administration (MOA) audits
- Promise Scholarship Act programs
- Strategic Plan Pillar 2 and Pillar 3 efforts
- Workforce AID support
- Service Area coordination for the 2-year sector
- Excel in CTE program and fee review
- Credential Engine
- Accelerating Opportunity: Kansas
- GED Accelerator
- GED and High School Equivalency
- Legislative requests
- Department of Corrections assistance
- Department of Commerce assistance
- State Department of Education partnership
- Healthcare committee recommendations
- Broadband Advisory Council representative
- Regional Technology Hub coordination
- Transfer and articulation support
- Technical assistance with data collections

V.	**Postsecondary Technical Education Authority**	**Scott Smathers,**
J.	**Responsibilities**	**Vice President for**
		Workforce Development

➢ *Affordability – On Time Graduation*
➢ *Access – Enrollment Equity Gap*
➢ *Success – Graduates in Jobs with Sustaining Wages*
➢ *Success – Degrees and Certificate Earned*
➢ *Talent Pipeline – Graduates in High Demand, Sustaining Wage Fields*
➢ *Talent Pipeline – Special Initiatives*
➢ *Intentional Economic Growth – Family Sustaining Jobs Created*

Summary

The following information identifies areas of Postsecondary Technical Education Authority's (TEA) responsibilities as defined by statute and as assigned by the Kansas Board of Regents (Board).

Background
This information is provided annually as a reminder of the TEA's responsibilities as defined by statute and as assigned by the Board.

KANSAS POSTSECONDARY TECHNICAL EDUCATION AUTHORITY (TEA)

Purpose
To accommodate an increased interest and focus on postsecondary technical education in the state, the 2007 Kansas Legislature created the Kansas Postsecondary Technical Education Authority (TEA) to work under the auspices of the Kansas Board of Regents (Regents) and to make recommendations to the Regents regarding the coordination, statewide planning, and improvements/enhancements to the postsecondary technical education system.

Responsibilities and Activities
The legislation (K.S.A. 74-32,402) provides that the TEA shall have delegated authority from the Regents to:
1) Coordinate statewide planning for postsecondary technical education, new postsecondary technical education programs and contract training.
2) Recommend rules and regulations for the supervision of postsecondary technical education for adoption by the Regents.
3) Review existing and proposed postsecondary technical education programs and program locations and make recommendations to the Regents for approval or disapproval of such programs for state funding purposes.
4) Make recommendations to the Regents for state funding of postsecondary technical education.
5) Develop benchmarks and accountability indicators for postsecondary technical education programs and make recommendations to the Regents related thereto, for purposes of state funding.
6) Study, develop and advocate a policy agenda for postsecondary technical education.
7) Coordinate the development of a seamless system for the delivery of technical education between the secondary-school level and the postsecondary-school level.
8) Conduct studies to develop strategies and programs for meeting the needs of business and industry.
9) Report on the performance of its functions and duties to the Regents and the legislature.
10) Coordinate development of a seamless system for the delivery of technical education between secondary and postsecondary program levels.

11) Develop and recommend to the Regents a credit hour funding distribution formula for postsecondary technical training programs that (i) is tiered to recognize and support cost differentials in providing high-demand high-tech training, (ii) takes into consideration target industries critical to the Kansas economy, (iii) is responsive to program growth and (iv) includes other factors and considerations as deemed necessary or advisable; and establish and recommend to the state Regents the rates to be used in such funding distribution formula.

The Board has also requested that the TEA assume responsibility for the administrative process on the following activities and report the results:
1) State grants involving only two-year colleges
2) Program approval for two-year colleges (including WSU Tech)
3) Adult Education/AO-K updates
4) Carl D. Perkins updates

V. **Technical Education Authority Goals for**
K. **Academic Year 2024**

Scott Smathers,
Vice President for
Workforce Development

> *Affordability – On Time Graduation*
> *Success – Graduates in Jobs with Sustaining Wages*
> *Success – Degrees and Certificate Earned*
> *Talent Pipeline – Graduates in High Demand, Sustaining Wage Fields*
> *Talent Pipeline – Special Initiatives*

Summary

At the beginning of each academic year, the Postsecondary Technical Education Authority (TEA) and the three committees establish goals for the upcoming academic year.

Background

Annually, the TEA establishes goals to achieve during the academic year. Goals help guide Kansas Board of Regent (Board) staff in the work that is brought forth to committees or the full TEA. New goals need to be established for the 2023-2024 academic year.

Based on the committee meetings, proposed TEA goals for this upcoming year are:

1) Support the Board's 2023-2024 goals and advocate for all public postsecondary institutions.
2) Conduct extraordinary cost review.
3) Review the cost model to give TEA members and others a better understanding of how it works.
4) Work with the Kansas Department of Commerce (Commerce) and Kansas State Department of Education (KSDE) in developing definitions, guidelines, and processes for work-based learning (apprenticeships, internships, work experience, etc.).
5) Improve Career Technical Education (CTE) program alignment between KSDE and the postsecondary institutions based on business and industry input. Included in this effort will be establishing and publishing best practices that increase the number of students that earn industry certifications and/or postsecondary credentials.
6) Work with Commerce in developing and expanding an apprenticeship model.
7) Review and make recommendations for high wage, high demand, critical need, and qualified transfer programs in the four general fields of study identified in the Promise Act Scholarship.
8) Continue ongoing Excel in CTE fee reviews.
9) Improve and enhance communication with high schools, high school counselors, school districts, students, parents, business, and the legislature by expanding available information, continued work on needs assessments, and improving the website navigation.
10) Determine the best way to record participation, promote awareness, and emphasize the value of customized training that is occurring at the institutions using input from community colleges, technical colleges, and universities.

At the August 17, 2023 TEA committee meetings, each committee reviewed, updated, and approved the following goals for the 2023-2024 academic year:

- Advocacy and Marketing Committee:
  1) Improve and enhance communication with high schools, high school counselors, school districts, students, parents, business, and the legislature by expanding available information, continued work on needs assessments, and improving the website navigation.

- Budget and Finance Committee:
    1) Conduct extraordinary cost review.

- Technical Program and Curriculum Committee:
    1) Work with Commerce and KSDE in developing definitions, guidelines, and processes for work-based learning (apprenticeships, internships, work experience, etc.).
    2) Improve CTE program alignment between KSDE and the postsecondary institutions based on business and industry input. Included in this effort will be establishing and publishing best practices that increase the number of students that earn industry certifications and/or postsecondary credentials.
    3) Work with Commerce in developing and expanding an apprenticeship model.
    4) Review and make recommendations for high wage, high demand, critical need, and qualified transfer programs in the four general fields of study identified in the Promise Act Scholarship.
    5) Continue ongoing Excel in CTE fee reviews.
    6) Based on input from the community and technical colleges, determine the best way to record participation, promote awareness, and emphasize the value of customized training that is occurring at the institutions.

<table>
<tr><td>Kansas Board of Regents
Kansas Postsecondary Technical Education Authority
1000 SW Jackson Street, Ste. 520
Topeka, KS 66612</td><td>Advocacy/Marketing Committee
Conference Call
April 14, 2022
2:00 P.M.</td></tr>
</table>

APPROVED MINUTES

Members Present:	Eddie Estes Tiffany Anderson Amber Shultz Mike Johnson
Others Present:	Coffeyville Community College Cowley Community College Flint Hills Technical College Washburn Institute of Technology

KBOR Staff Present:
April Henry   Lisa Beck
Vera Brown   Sue Grosdidier
Charmine Chambers   Tim Peterson
Susanna Lee   Susan Henry

Call to Order
Committee Chair Estes called the meeting to order at 2:01 P.M. A quorum of committee members was present.

Approval of Previous Minutes
Chair Estes called for a motion for approval of the previous minutes from the August 12, 2021 and November 18, 2021 meetings.

Motion: Member Johnson moved to approve the minutes from the August 12, 2021 meeting. Following a second by Member Anderson, the motion carried.

Motion: Member Johnson moved to approve the minutes from the November 18, 2021 meeting. Following a second by Member Anderson, the motion carried.

Discussion Agenda
Mid-America Workforce Summit 2023
Chair Estes informed members that the 2023 Mid-America Workforce Summit is scheduled for January 18-19, 2023 in Topeka. He informed members that he is working with a mid-America higher education group, as well as the US Department of Agriculture and additional groups for Summit presentations including a legislative panel. He informed members that eight states participated in the last Summit. He requested Member Anderson's assistance in getting word out to the school superintendents group to attend. Members expressed appreciation for the event.

Awards and Recognition
Chair Estes informed members that there are plans to recognize awards that have been presented to workforce development boards at the Summit. He added he feels it is important to give the groups recognition for their work in furthering career technical education.

Legislature Reception
Chair Estes reminded members that, as in the past, a reception will be hosted for legislators at the end of the first day of the Summit. He added that Summit attendees will be encouraged to invite their legislators to the reception. Members expressed their support for the opportunity to have facetime with those making decisions regarding support of career technical education.

Other Matters
None.

Next Meeting Reminder
Chair Estes reminded meeting participants that the next meeting for the Advocacy and Marketing Committee is scheduled for May 12, 2022.

Adjournment
Member Johnson moved to adjourn the meeting. Following a second by Member Shultz, the motion carried. Chair Estes adjourned the meeting at 2:14PM.

Respectfully submitted by:
Susan Henry, Executive Assistant

<table>
<tr><td>

Kansas Board of Regents
Kansas Postsecondary Technical Education Authority
1000 SW Jackson Street, Ste. 520
Topeka, KS 66612

</td><td>

Budget and Finance Committee
Conference Call
May 11, 2023
8:30 AM

</td></tr>
</table>

APPROVED MINUTES

Committee Members Present: Keith Humphrey
                                                          Eddie Estes
                                                          David Reist
                                                          Ray Frederick
                                                          Mike Beene
                                                          Curtis Sneden

Call to Order
Committee Chair Humphrey called the meeting to order at 8:33 A.M. A quorum of committee members was present.

Approve Previous Minutes
Committee Chair Humphrey called for a motion to approve the minutes of the April 13, 2023 meeting.

Motion: Member Reist moved to approve the minutes of the April 13, 2023 meeting. Following a second by Member Estes, the motion carried.

Discussion Agenda

Receive Information on Distribution of State Appropriations
Committee Chair Humphrey recognized Vice President Frisbie to provide members with information on the Distribution of State Appropriations. Vice President Frisbie informed members that the Legislature adjourned at the end of April with Senate Bill 25 and House Bill 2184 awaiting the Governor's signature. She explained that the items in the appropriations bill including tiered and non-tiered state aid, registered apprenticeships, Capital Outlay and Cybersecurity/Information Technology distributions are provided for information only as there is no KBOR discretion on how these funds are administered and allocated to the colleges.

Vice President Frisbie explained that additional distribution items for committee review and requiring TEA approval at the end of May were included in the meeting materials, including the traditional CTE Capital Outlay Aid Distribution, Technology Grant Distribution and Operating Grants to Technical Colleges Distributions. She provided information on each of the distributions and explained that the proviso language for FY 2024 and existing distribution methodology were applied for funding distributions, and that any remaining funds will be distributed according to the historic distribution methodology.

Motion: Following discussion, Member Reist moved to approve the allocation of the FY 2024 State Appropriations to Community Colleges and Technical Colleges as presented and to place the committee recommendation on the TEA Discussion Agenda. Following a second by Member Frederick, the motion carried.

Extraordinary Costs Review
Committee Chair Humphrey called on Associate Director Chambers to present the Extraordinary Costs Review. Associate Director Chambers explained to members that the Airframe Mechanics and Aircraft Powerplant programs are unique in that the FAA has established curriculum standards to which the programs must conform, and those standards directly impact the program credit hours. She added that recent changes in FAA requirements resulted in a significant reduction of over 15% in program credit hours effective for Academic Year 2024. She explained that as WSU Tech prepared for those credit hour changes, they discovered extraordinary costs not previously included for these programs. WSU submitted the updated calculation of the extraordinary cost rates of $127.00 per credit hour and requested that Board staff review the updated rates based on the exceptional circumstances impacting the credit hours for these programs.

Motion: Following discussion, Member Sneden moved to approve the recommended Extraordinary Costs rates adjustments for the Airframe Mechanics and Aircraft Powerplant programs effective for Academic Year 2024 as presented and to place the committee recommendation on the TEA Consent Agenda. Following a second by Member Reist, the motion carried.

Other Matters
None.

Next Meeting Reminder
Committee Chair Humphrey reminded members that the next committee meeting is scheduled for August 17, 2023.

Adjournment
With no further business, Committee Chair Humphrey adjourned the meeting at 8:47 A.M.

Respectfully submitted by:
Susan Henry, Executive Assistant

APPROVED MINUTES

Members Present: Mike Beene
Debra Mikulka
Mark Hess
Ray Frederick

Others: Colby Community College
Cloud County Community College
Cowley Community College
Highland Community College
Manhattan Area Technical College
Salina Area Technical College
Wichita State University Campus of Applied Sciences and Technology
Bob Beltz, Alltite, Inc.

KBOR Staff Present: Charmine Chambers
April Henry
Laura Leite
Sue Grosdidier
Vera Brown
Crystal Roberts
Tobias Wood
Cindy Farrier
Steve Funk
Scott Smathers

Call to Order
Committee Chair Beene called the meeting to order at 3:01 P.M. A quorum of committee members was present.

Approval of Minutes
Committee Chair Beene called for a motion to approve the previous minutes from the meeting on April 13, 2023.

Motion: Member Frederick moved to approve the minutes of the April 13, 2023 meeting. Following a second by Member Hess, the motion carried.

Discussion Agenda
New Programs
Colby Community College: Feedlot Certificate (01.0906)
Committee Chair Beene called on Associate Director Chambers to present the new program approval request from Colby Community College for a Feedlot Certificate. Associate Director Chambers informed members that Colby Community College (CCC) is seeking approval of a 16-credit hour Technical Certificate A in Feedlot Certificate (01.0906). She explained that accreditation is not required for the program, and this program requires students to have workforce experience prior to the completion of their award. Associate Director Chambers reported that the Kansas Department of Labor ten-year occupation projections indicate a statewide change of employment of 0.8% annually, with an annual median wage of $59,750. The typical education needed for occupation entry is a high school diploma or equivalent, and the annual openings equate to 871 jobs per year. She added that this occupation is included in the

most recent high demand occupation listing from the Kansas Department of Labor. Lightcast job postings from March 2022 to March 2023, reflect 243 total postings, 55 of which were unique, were advertised statewide with an annual median advertised salary of $60,000. Removing job postings with no education level listed, 28% of postings indicate a high school diploma or equivalent, and 75% indicate a bachelor's degree. Colby Community College noted that the Perkins CLNA documented that, according to the Kansas State Department of Education, beef, cattle, ranching, and farming are in the top ten employment pathways for employment in Kansas and the beef cattle ranching and farming industry has an employment of over 42,000 individuals annually and contributes $8.3 billion to the Kansas economy. Three letters of industry support were received pledging supports and commitments, including partnering to define education and skills required, serving on the Advisory Council, providing coaching and mentorship to students, and providing internships and job opportunities. Currently, two institutions offer a similar program based on CIP code. The Academic Year 2021 K-TIP data for animal livestock husbandry at Barton Community College was included with the meeting packet. Kansas State University also offers a 21-credit hour certificate for that same program, but similar information is not available for that program. CCC also explained that while the best practices of sister institutions were taken into consideration, they did not seek collaboration due to the geographic location. They also explained that they are working closely with the College of Agriculture at KSU to develop both an overarching agricultural articulation agreement as well as agreements for specific program tracks and additionally, KSU is represented on the Feedlot Certificate Advisory Board and is providing guidance to help CCC ensure that all agricultural programing is fairly fully transferable. Associate Director Chambers reported that the college plans to begin the proposed program in the fall of 2023, estimating the initial cost at $390,000. CCC reported that total funding will be provided from the Omnibus appropriations and their institutional budget. During the ten-day comment period no comments were received. Members from Colby Community College were on the call and available for questions.

Motion: Following discussion, Member Frederick moved to approve the Colby Community College Feedlot Certificate (01.0906) 16-credit hour Technical Certificate A new program proposal as presented and to place the committee recommendation on the TEA consent agenda for approval. Following a second by Member Hess, the motion carried.

Cowley Community College: Wind Energy Technology (15.1704)
Committee Chair Beene called on Associate Director Chambers to present the new program approval request from Cowley Community College (CCC) for Wind Energy Technology. Associate Director Chambers informed members that Cowley Community College requests approval of a 19-credit hour Technical Certificate A in Wind Energy Technology (15.1704). CCC explained that the Wind Energy technology program was developed in response to a request by Alltite, Inc. in Wichita, a leading provider of wind turbine maintenance and repair services, to prepare new employees as well as provide continued continuing education for current employees, adding that the Global Wind Organization (GWO) requires retraining every two years for active technicians. Accreditation is not required for the program. CCC explained that the Global Wind Organization training standards were followed, where possible, in their curriculum development. The Kansas Department of Labor ten-year occupation projections indicate that the data for wind energy technology is small cell suppressed. The education for entry into the occupation is listed as a post-secondary non-degree award. The Lightcast job posting analytics from March of 2022 through March of 2023 reflect 251 total postings, 141 of which were unique, that were advertised statewide with an annual median advertised salary that was not available. Removing job postings with no education level listed, 84% of the postings indicate a high school diploma or equivalent. Associate Director Chambers reported that Cowley Community College explained that the wind energy program was not identified on the Perkins Regional Needs Assessment for the Wichita region as the industry partner was not present, however, the next Regional Needs Assessment will be updated to reflect the demand for this occupation. Three letters of industry support were included in the packet, including supports of providing job fairs, donating equipment, providing job shadowing, and giving high consideration for employment to graduates of the program. Currently, there are two institutions offering a similar program based on CIP code or program title and KTIP data on programs at Colby Community College and Cloud County Community College were included in the meeting packet. CCC explained that they contacted Cloud County Community College to discuss program and equipment needs and while the response was not received prior to the deadline for the program submission, they plan to continue communications for collaboration on curriculum and equipment. They plan to begin the proposed program in the fall of 2023,

estimating the initial cost at $77,375 and funding will be provided from student tuition fees, donations, and their institutional budget. During the ten-day comment period, no comments were received. Representatives from Cowley Community College were on the call and available for questions.

Motion: Member Mikulka moved to approve the Cowley Community College Wind Energy Technology (15.1704) 19-credit hour Technical Certificate A new program proposal as presented and to place the committee recommendation on the TEA consent agenda for approval. Following a second by Member Hess, the motion carried.

Highland Community College: Viticulture and Enology (01.1004)
Committee Chair Beene called on Associate Director Chambers to present the new program approval request from Highland Community College (HCC) for Viticulture and Enology. Associate Director Chambers informed members that Highland Community College requests approval of a 16-credit hour Technical Certificate A and a 30-credit hour Technical Certificate B in Viticulture and Enology (01.1004). She explained that part of the need to reinstate the HCC program was due to an increase in Kansas wineries from 23 wineries in 2010 up to 58 wineries in 2022, and the vineyard business has grown at approximately the same rate. Business and industry have previously requested for HCC to continue to provide their coursework, despite not having a specific award for the program. Since the pandemic, industry has relayed to HCC that their needs have expanded and that they now need a pool of workers that are cross trained in both vineyard operations, as well as winery operations. Accreditation is not required for the program. The Kansas Department of Labor ten-year occupation projections indicate a statewide change of employment for this occupation of .2% annually, with an annual median wage of a little over $30,000 a year. Typical education needed for the occupation entry is a high school diploma or equivalent, and the annual openings currently equate to 30 jobs per year. Lightcast job postings reflect that from March 2022 through March 2023, 380 total postings, 119 which were unique, were advertised statewide with an annual median advertised salary of a little over $51,000 a year. Removing the job postings with no education level listed reflects 97% of the postings indicate a high school diploma or equivalent for entry into the occupation. Associate Director Chambers reported that HCC explained that 114 annual openings were identified with zero concentrators on the last Regional Needs Assessment for the Manhattan area. Four letters of industry support for the proposed program were received pledging supports, including serving on the advisory board, sending current employees for training in the program and giving highest consideration for employment to graduates. Additionally, Atchison, USD 409 provided a letter of support. Currently, no other institution offers a similar program based on CIP code or program title. HCC explained that the college originally collaborated with the Viticulture and Enology Science Technology Alliance, on their curriculum. The college is updating that curriculum to specifically address the employment needs of the Kansas grape and wine industry. HCC plans to begin the proposed program in the fall of 2023, estimating the initial cost at $125,400 and funding will be provided from student tuition and their institutional budget. During the ten-day comment period, no comments were received. Representatives from Highland Community College were on the call and available for questions.

Motion: Member Frederick moved to approve the Highland Community College Viticulture and Enology (01.1004)
16-credit hour Technical Certificate A and 30-credit hour Technical Certificate B new program proposal as presented and to place the committee recommendation on the TEA consent agenda for approval. Following a second by Member Mikulka, the motion carried.

Salina Area Technical College: Pharmacy Technician (51.0805) – Technical Certificate B/36 credit hours
Committee Chair Beene called on Associate Director Chambers to present the new program approval request from Salina Area Technical College (SATC) for Pharmacy Technician. Associate Director Chambers informed members that Salina Area Technical College requests approval of a 36-credit hour Technical Certificate B in Pharmacy Technician. She explained that SATC reported being approached by the Salina Regional Health Care Center in early 2022, inquiring about the possibility of offering a pharmacy technician program, as those in the health care and pharmacy occupations have had difficulty finding qualified employees. SATC reported it plans to apply for accreditation through the American Society of Health System Pharmacists, and upon completion of the program, students will be eligible to sit for the Certified Pharmacy Technician exam. The Kansas Department of Labor ten-

year occupation projections indicate a statewide change of employment for pharmacy technicians of 1% annually, with an annual median wage of $36,630. The typical education needed for occupation entry is a high school diploma or equivalent and the annual openings equate to 377 jobs per year. This occupation is also included on the most recent high demand occupation list from the Kansas Department of Labor. The Lightcast job postings from March 2022 through March 2023 show 5,073 total postings, of which approximately 1,200 were unique, that were advertised statewide with an annual median advertised salary of $38,800. After removing the job postings with no education level listed, 85% of the postings indicate a high school diploma or equivalent. Associate Director Chambers explained that SATC reported that during the Region 1 meetings for the Perkins CLNA, the committee did not discuss areas outside of nursing and allied health programs. Local business and industry have indicated an increased demand for Pharmacists since COVID emerged as additional duties have been added to these occupations, and demand has increased for technicians. Three letters of industry support for the proposed program were received, including supporting by serving on board, providing needed learning experiences or internships, and considering employment to graduates. Currently, four institutions offer a similar program in the academic year 2021 KTIP data was included in the meeting packet. SATC reported that while there has been no direct collaboration, the college catalogs for several programs were consulted in creating the proposed program at SATC. Recruitment and advising staff visited Barton Community College in February and plans to continue visiting other institutions to discuss recruitment and advising strategies. SATC plans to begin the proposed program the fall of 2023, estimating the initial cost at $113,00. Funding will be provided from student tuition and their institutional budget, as well as working with Salina Regional Health Center for lab courses. During the ten-day comment period, no comments were received. Representatives from Salina Area Technical College were on the call and available for questions.

Motion: Member Mikulka moved to approve the Salina Area Technical College Pharmacy Technician (51.0805) 36- credit hours Technical Certificate B new program proposal as presented and to place the committee recommendation on the TEA consent agenda for approval. Following a second by Member Hess, the motion carried.

Wichita State University Campus of Applied Sciences and Technology**:** Para Education (13.1501) – Associate of Applied Science/60 credit hours
Committee Chair Beene called on Associate Director Chambers to present the new program approval request from Wichita State University Campus of Applied Sciences and Technology (WSU Tech) for Para Education. Associate Director Chambers informed members that WSU Tech requests approval of a 60-credit hour Associate of Applied Science degree in Para Education. She explained that this program proposal was developed as a result of their new program development team reviewing current employment landscapes and identifying a significant need for the program. Initial research found the work being done by the Educator Workforce Task Force, sponsored by the Kansas Board of Regents, supported the need for multiple pathways into teacher education programs. WSU Tech reached out to the Wichita area, including Wichita State University and local school districts, such as Wichita Public Schools and Andover Public Schools, to review the potential for the proposed program and received an overwhelmingly positive response. While the Kansas Department of Education (KSDE) does not require program accreditation for paraprofessionals, KSDE does provide requirements for paraprofessionals providing instructional support with Title One Part A funding. Wichita schools are classified as Title One schools, and so all paraprofessionals providing instructional support must meet requirements, including a high school diploma or GED, and either complete 48 hours of postsecondary coursework, obtain an associate degree, or pass a state-wide, state approved assessment indicating the ability to instruct reading, writing and math. The assessment options are a peer assessment para educator online training or WorkKeys. The Kansas Department of Labor ten-year occupation projections indicate a statewide change of employment for teaching assistants at a rate of 0.5% annually, with a median wage of $28,390. The typical education for occupation entry is some college/no degree, and the annual openings equate to 1,928 jobs per year. This occupation is included on the most recent high demand occupation listing from the Kansas Department of Labor. Lightcast job posting analytics from March 2022 to March 2023, reflected over 3,000 total postings advertised, with approximately 1,000 of those unique, with the annual average advertised median salary as $27,500. Removing those job postings with no education level listed reflected 84% of the postings indicate a high school diploma or equivalent is required. In the Perkins CLNA from February of 2022, WSU Tech indicated that all CIP codes were reviewed at the thirteen level of education and training, and due to concentrators at the high school level, this program was reported under the category of sufficient concentrators.

Seven letters of industry support for the proposed program were included, pledging supports, including volunteering as a field placement site, hosting students in apprenticeships or internships, serving on the advisory committee and giving high consideration for employment to graduates. Currently, no other institution offers a similar program based on CIP or program title. Regarding collaboration, WSU Tech has in place two separate two-plus two agreements with Wichita State University, the Teacher Apprentice Program (TAP) and Bachelor of Arts in Elementary Education (K- Sixth- Grade). Upon approval of the proposed program, WSU Tech and WSU will review those current agreements to align multiple courses for easy transfer of credit from WSU Tech to WSU's bachelor's degree in Elementary Education. They plan to begin the program in the fall of 2023, estimating the initial cost of $71,550, and funding will be provided from student tuition and their institutional budget. During the ten-day comment period, no comments were received. Representatives from WSU Tech were on the call and available for questions.

Motion: Member Hess moved to approve the Wichita State University Campus of Applied Sciences and Technology**:** Para Education (13.1501) 60-credit hour Associate of Applied Science new program proposal as presented and to place the committee recommendation on the TEA consent agenda for approval. Following a second by Member Mikulka, the motion carried.

Promise Act
Colby Community College: Feedlot Certificate (01.0906)
Cowley Community College: Wind Energy Technology (15.1704)
Salina Area Technical College: Pharmacy Technician (51.0805)
Committee Chair Beene informed members that there were three Promise Act items to discuss for approval, adding that the Committee just approved these programs, consisting of Colby Community College: Feedlot Certificate (01.0906); Cowley Community College: Wind Energy Technology (15.1704); and Salina Area Technical College: Pharmacy Technician (51.0805). Committee Chair Beene asked if members would like to group the programs for consideration and approval of Promise Act funding. Associate Director Chambers explained that all three of the programs are eligible for Promise Act funding as specified in the legislation.

Motion: Following discussion, Member Mikulka moved to approve the Promise Act funding request as submitted by Colby Community College for their Feedlot Certificate program, Cowley Community College for their Wind Energy Technology program and Salina Area Technical College for their Pharmacy Technician program, and to place the committee recommendation on the TEA consent agenda for approval. Following a second by Member Frederick, the motion carried.

Next Meeting Reminder
Committee Chair Beene reminded members that the next regularly scheduled committee conference call meeting is August 17, 2023 at 3:00 PM. The next TEA meeting is in-person at the KBOR Office on May 25, 2023.

Adjournment
With no further business, Committee Chair Beene adjourned the meeting at 3:44 P.M.

Respectfully submitted by:
Susan Henry, Executive Assistant