

SEPTEMBER 12, 2024

**Kansas Postsecondary Technical Education Authority
Technical Program and Curriculum Committee
Virtual Conference Call**

2024-2025

Technical Program and Curriculum Committee:

Mike Beene, Chair

Cindy Hoover, Vice Chair

Mark Hess

Debra Mikulka

Dr. Tiffany Anderson

Natalie Clark

Ray Frederick, Jr.

Building a Future

Higher Education's Commitment to Kansas Families, Businesses, and the Economy

1. Helping Kansas families
2. Supporting Kansas businesses
3. Advancing economic prosperity

KANSAS POSTSECONDARY TECHNICAL EDUCATION AUTHORITY GOALS 2024-2025

Goals

1. Explore opportunities to diversify the funding base for Adult Education services to ensure expansion and sustainability of those services. Activities could include identification and active pursuit of potential funding sources such as grants, private partnerships, and government funding programs.
2. Identify and share best practices in reducing and/or eliminating the actual fees high school students participating in the Excel in CTE programs are assessed and ensure actual costs and potential subsidies are adequately communicated.
3. Explore methods to ensure data used to calculate the components of the instructional cost model represent actual costs.
4. Resume program performance reviews using previously established criteria to validate and communicate the value of technical education in developing a skilled workforce and meeting the needs of business and industry.
5. Improve collaboration and integration of programs between Community Colleges and Technical Colleges and Adult Education centers to streamline joint programs, educational pathways, and communication channels ensuring seamless transitions for learners and between institutions.
6. Explore a methodology to share best practices and communicate student participation rates in work-based learning opportunities.
7. Work with Commerce in expanding the apprenticeship model and include a method for identifying and reporting the number of apprenticeships established and the number of apprentices participating.
8. Explore a method to report participation, promote awareness, and emphasize business & industry partnerships and the value of customized training occurring at the institutions using input from community colleges, technical colleges, and universities.
9. Enhance military articulation and support efforts.
10. Explore opportunities to enhance corrections programs and methods to communicate progress to meet workforce needs.

TABLE OF CONTENTS

Item		Page
Meeting Agenda	1
Minutes of Previous Meeting	2
Consideration of Discussion Agenda	5
Postsecondary TEA and Subcommittee Meeting Dates 2024-2025	7
Kansas Board of Regents Dates 2024-2025	8

MEETING AGENDA

The Kansas Postsecondary Technical Education Authority’s Technical Program and Curriculum Committee will meet virtually through Zoom.

Thursday, September 12, 2024

- I. **Call To Order** Chair Mike Beene

- II. **Approval of Minutes** Chair Mike Beene
August 15, 2024

- III. **Consideration of Discussion Agenda**
A. Act on Program Alignment(s): Crystal Roberts, Associate
Director for Workforce
Development
Institution Program Alignment Verification Project

- IV. **Next Meeting Reminder** Chair Mike Beene
Thursday, October 17, 2024

- V. **Adjournment** Chair Mike Beene

MINUTES OF PREVIOUS MEETING

Thursday, September 12, 2024

- I. **Call To Order** Chair Mike Beene
- II. **Approval of Minutes** Chair Mike Beene
August 15, 2024

**KANSAS POSTSECONDARY
TECHNICAL EDUCATION AUTHORITY**
Program and Curriculum Committee
MINUTES
August 15, 2024

The Kansas Postsecondary Technical Education Authority’s Technical Program and Curriculum Committee met virtually on August 15, 2024, via Zoom. Proper notice was given according to law.

MEMBERS PRESENT:

- Mike Beene, Chair
- Cindy Hoover, Vice Chair
- Dr. Tiffany Anderson
- Natalie Clark
- Ray Frederick

MEMBERS NOT PRESENT:

- Mark Hess
- Debra Mikulka

The meeting was called to order by Chair Beene at 3:04 P.M.

APPROVAL OF MINUTES

Member Frederick moved to approve the minutes of the May 16, 2024, meeting and following a second by Member Anderson, the motion carried.

CONSIDERATION OF DISCUSSION AGENDA

ACT ON NEW CAREER AND TECHNICAL EDUCATION PROGRAM(S): FLINT HILLS TECHNICAL COLLEGE: PRECISION AGRICULTURE (01.1102)

Charmine Chambers, Director of Workforce Development, provided an overview of Flint Hills Technical College's proposal to introduce a technical certificate B and an Associate of Applied Science degree in Precision Agriculture Technology. She noted that while discussions about developing agricultural programs have been ongoing for years, challenges related to resources, space, and prioritization have hindered progress. This proposal emerged from collaboration between the college and local farmers, implement dealers, and other agriculture representatives.

The program will prepare students for certifications in private and commercial pesticide application and a remote pilot license for drones. Flint Hills Tech expects an initial enrollment of 15 to 25 students, with the potential to serve 50 to 75 students per cohort in the future. The program is designed to train precision agriculture technicians and will use the CIP code 01.1102 (Agronomy and Crop Science), which was previously moved to non-technical funding status due to low performance. The college is seeking to reinstate this code to technical funding.

Director Chambers highlighted that the occupation has a projected increase of 6.4% in Kansas, compared to the statewide average of 3.3%. The average annual wage for this occupation is \$45,150, which surpasses the 2023 high demand threshold. The program has garnered support from local businesses and schools, which have pledged commitments for job placements, internships, and donations.

The program will begin in the fall of 2025, with an estimated additional cost of \$2,171,100, covering salaries, facilities, and equipment. Funding will come from the college foundation, local budget, and grants. Director Chambers also mentioned that no public comments were received during the 10-day comment period for the proposal.

Lisa Kirmer, Executive Vice President of Student & Academic Affairs at Flint Hills Technical College acknowledged that Director Chambers had addressed most of the relevant topics. She noted that two businesses, initially expected to participate in the discussion, were unable to attend due to the busy season in the agriculture industry but might join later if possible. Kirmer mentioned that since submitting the proposal, additional businesses have expressed interest in the program, and there have been more discussions with potential partners not yet included in the application or supporting materials.

Member Cindy Hoover raised a question about the reasons behind the shift in interest for the Precision Agriculture program, which was previously placed on hold. She wondered why there is now a surge of interest when there seemed to be little demand before. Chair Beene explained that recent advancements in agriculture technology, including automation in machinery and the increased use of technology in farming, have significantly changed the field. This technological shift has driven new interest in precision agriculture.

Director Chambers added that the program was moved to non-technical status in 2019 due to a lack of data showing successful outcomes for graduates. However, discussions about potential criteria for reinstatement of such programs has been underway and that additional reinstatement information was included in the program proposal. Future program reviews will help clarify these issues further.

Chair Beene called for a motion to approve Flint Hills Technical College's proposal for a technical certificate B and an Associate of Applied Science degree in Precision Agriculture, and to place it on the consent agenda for the August 29th meeting. Member Cindy Hoover so moved and Member Ray Frederick seconded the motion. The motion carried.

ACT ON EXCEL CAREER AND TECHNICAL EDUCATION FEES: FLINT HILLS TECHNICAL COLLEGE: PRECISION AGRICULTURE (01.1102)

Charmine Chambers, Director of Workforce Development, outlined the proposed Excel in CTE fees for the Precision Agriculture program. The total fee would be \$175, which includes \$25 for private pesticide applicator certification and \$150 for a remote pilot license for drones. Information on comparable fees from other institutions was also provided for consideration. Chair Beene noted that the \$25 fee for the pesticide applicator certification has remained unchanged for several years

Member Ray Frederick moved to approve the proposed program and place the item on the consent agenda for the full TEA meeting, Member Hoover seconded the motion. The motion carried.

ACT ON PROGRAM ALIGNMENT(S): WELDING TECHNOLOGY ARTICULATED CREDIT WITH KSDE

Crystal Roberts, Associate Director of Workforce Development, presented the alignment of the Welding Technology program's articulated credit with the Kansas State Department of Education (KSDE). This alignment is a new effort to coordinate articulated course credit between secondary and postsecondary technical education programs across Kansas. It falls under Phase V of the program realignment process and is supported by a Perkins Reserve grant.

The Welding Technology program was last realigned in 2021. The grant provided \$2,500 stipends to two postsecondary faculty members—Jeremiah Harmon from Hutchinson Career and Technical Education Academy through partnership with Hutchinson Community College and Scott Hammer from Coffeerville Community College—to develop a crosswalk of articulated credit options. This crosswalk, which compares KSDE pathway courses to common courses in KBOR aligned programs, is part of creating a statewide articulation map for Welding Technology.

The crosswalk was reviewed and updated by a faculty committee and presented for presidential comment between May 31 and June 14, 2024. No modifications were requested during this period. The final proposal includes aligning KSDE’s high school courses for Agricultural Welding I & II and Welding Processes I & II with KBOR common courses for shielded metal arc welding (SMAW) and gas metal arc welding (GMAW).

Associate Director Roberts mentioned that while Mr. Harmon was unable to join the call due to teaching commitments, Mr. Hammer was expected to attend but had not yet appeared. She welcomed any questions from the group.

Member Natalie Clark praised the alignment and suggested updating the completer definition based on recent Perkins recommendations. Associate Director Roberts agreed to incorporate this update into the program alignment map.

Member Natalie Clark made the motion to approve the alignment map and place the item on the consent agenda for the full TEA meeting. Member Ray Frederick seconded the motion. The motion carried.

NEXT MEETING REMINDER

Chair Beene reminded everyone that the next meeting is scheduled for September 12, 2024. Member Hoover explained that she has a conflict with the time for the next meeting, and the committee agreed to meet at 1:00p.m. on September 12, 2024.

ADJOURNMENT

Chair Beene called for a motion to adjourn the meeting at 3:35 P.M. Member Ray Frederick followed with a second, the motion carried.

III. Consideration of Discussion Agenda

A. Act on Program Alignment(s): Institution Program Alignment Verification Project

Crystal Roberts, Associate Director for
Workforce Development

Summary

One of the foundational strategic priorities of the Postsecondary Technical Education Authority has been to enhance technical education in the state through the alignment of specific technical programs to ensure the needs of business and industry are consistently met. Program Alignment has four primary objectives: provide direct business and industry input regarding required and preferred technical skills needed as well as program exit points matching employment opportunities for graduates; identify nationally recognized third-party industry recognized certifications; identify common and support courses within a program; and decrease the variability in program length. The TEA and KBOR approved Program Alignment process model was developed through cooperative efforts of community and technical college representatives, authority members, and KBOR staff.

Background

Kansas statute § 74-32,402. (a) states that the Technical Education Authority (TEA) shall (3) “review existing and proposed postsecondary technical educational programs and program locations and make recommendations to the state board of regents for approval or disapproval of such programs for state funding purposes; and (10) “coordinate the development of a seamless system for the delivery of technical education between the secondary-school level and the postsecondary-school level.” To meet this legislative charge and provide a skilled workforce to Kansas business and industry, the TEA recognizes the need for technical program alignment guided by the following principles through the program alignment model. Kansas career technical education programs need to:

- Align with the needs of Kansas business and industry.
- Provide skilled graduates to Kansas businesses, regardless of location.
- Encourage a seamless transition between different education levels and consistency across the system.
- Identify industry-based assessment tools (industry-recognized certification) designed to independently measure the skills of graduates upon program completion.

Workforce Development (WFD) staff review previously aligned programs and update the alignments when necessary to maintain relevancy to current workforce needs. Over the past year, several instances have been identified in which programs at individual institutions were not in compliance with all aspects of the approved program alignment. Staff has been working to address this issue with those colleges individually. However, during further research, such as Perkins reviews and Program Alignment discussions, the actual number of programs/institutions that are out of alignment (in one aspect or another) appears to be larger than originally thought. Examples of how some programs may be noncompliant with the approved alignment have included, but are not limited to:

- Program naming conventions in the Kansas Higher Education Data System (KHEDS), college catalog and degree map, institution website, and marketing materials are not consistent.
- Courses that are being utilized and considered aligned.
- Whether the industry recognized credentials (IRCs) are recommended or required.

Institution Program Alignment Verification – Project Framework

WFD staff have had numerous individual discussions with institutions regarding program alignment issues, and as such have identified previous “procedural interpretations” that were not well-documented or applied consistently. As a result of these discussions, staff recommends the following strategies to ensure technical program compliance with all aspects of the approved program alignments during the next year:

1. **Institution Program Alignment Verification:** All aligned technical programs in KHEDS will be reviewed by community and technical institutions for compliance with the current program alignment requirements. Verification will begin on October 1, 2024.
 - a. For a program to be compliant with alignment requirements, the program structure, courses, and naming conventions must be consistent in the following areas:
 - Institution Program Inventory in the Kansas Higher Education Data System (KHEDS)
 - College catalog and degree maps
 - Institution website
 - Any additional public-facing program information
 - b. Presidents and Academic Vice Presidents will be provided guidance documentation, webinar training, and a Program Alignment Verification spreadsheet listing aligned technical programs offered within their institution.
 - c. Institutions will indicate via the KHEDS Institution Program Inventory section and on the provided spreadsheet the individual aligned technical programs they offer which meet alignment, and which do not meet alignment. Verification will close on March 1, 2025.

2. **WFD Staff Review:** Staff will review each program in KHEDS as well as the current parameters regarding program alignment to make recommendations, if necessary, and when Institution Program Inventory is aligned staff will manually update the new Alignment data field for each program and award level.

3. **Annual Program Realignment Submissions:** Moving forward, after this initial Program Alignment Verification process, institutions will be required to have all program alignments for the current academic year completed in KHEDS by July 1 annually (to be completed before the annual Academic Year Data Collection).

4. **Annual Program Alignment Presidential Acknowledgement Letter:** This letter will be submitted on August 1 annually; with a listing of all aligned technical programs the institution offers which have been marked as not meeting program alignment for the academic year. This letter acknowledges that the institution has chosen to not meet alignment for specific programs.

5. **Results of the Verification process will be provided to the TEA in September 2025.**

Timeline

October 1, 2024	Institution Program Alignment Verification begins
March 1, 2025	Institution Program Alignment Verification closes
March-June 30, 2025	Board WFD staff review KHEDS Institution Program Inventory
July 1 (annually)	Program Realignment submissions for current academic year in KHEDS Institution Program Inventory
August 1 (annually)	Program Alignment Presidential Acknowledgement Letter submission
September (annually)	Results of Program Alignment Verification provided to the TEA

Recommendation

The proposed Institution Program Alignment Verification project has been reviewed by Board staff and is recommended for approval by the Technical Education Authority’s Technical Program and Curriculum Committee.

IV. Next Meeting Reminder
 Thursday, September 12, 2024

Chair Mike Beene

V. Adjournment

Chair Mike Beene

Postsecondary TEA Meeting Dates 2024-2025

Conference number: see agenda

Access code: see agenda

TEA Meeting Dates

Location

TEA meeting times and locations are subject to change based on the availability of the committee members

Thursday, August 29, 2024	KBOR Office, Topeka - 10 a.m.
Thursday, September 26, 2024	Conference Call - 10 a.m.
Thursday, October 31, 2024	KBOR Office, Topeka - 10 a.m.
Thursday, November 21, 2024	Conference Call - 10 a.m.
Thursday, December 19, 2024	Conference Call - 1:30 p.m.
Thursday, January 30, 2025	KBOR Office, Topeka - 10 a.m.
Thursday, February 27, 2025	Conference Call - 10 a.m.
Thursday, March 27, 2025	KBOR Office, Topeka - 10 a.m.
Thursday, April 24, 2025	Conference Call - 10 a.m.
Thursday, May 29, 2025	KBOR Office, Topeka - 10 a.m.

Committee Conference Call Meeting Dates

Location

Committee meeting times and dates are subject to change based on the availability of the committee members

<i>All Committee meetings are conference calls</i>	
Thursday, August 15, 2024	<p>Budget/Finance Committee: 8:30 a.m. to 9:30 a.m.</p> <p>Program/Curriculum Committee: 3:00 p.m. to 4:30 p.m.</p>
Thursday, September 12, 2024	
Thursday, October 17, 2024	
Thursday, November 7, 2024	
Thursday, December 5, 2024	
Thursday, January 16, 2025	
Thursday, February 13, 2025	
Thursday, March 13, 2025	
Thursday, April 10, 2025	
Thursday, May 15, 2025	

CURRENT FISCAL YEAR MEETING DATES KANSAS BOARD OF REGENTS

Fiscal Year 2025

Board of Regents Meeting Dates

July 29-31, 2024

September 18-19, 2024

October 16-17, 2024 Campus Visit Only (WSU)

November 20, 2024

Nov. 21-22, 2024 Campus Visit (KSU)

December 18-19, 2024

January 15-16, 2025

February 12-13, 2025

March 12-13, 2025

April 16-17, 2025 (PSU)

May 14-15, 2025

June 11-12, 2025

Agenda Materials Due to Board Office

August 28, 2024 at **NOON**

October 30, 2024 at **NOON**

November 25, 2024 at **NOON**

December 24, 2024 at **NOON**

January 22, 2025 at **NOON**

February 19, 2025 at **NOON**

March 26, 2025 at **NOON**

April 23, 2025 at **NOON**

May 21, 2025 at **NOON**

MEETING DATES FOR FY 2025

Fiscal Year 2025

Meeting Dates

September 18-19, 2024

October 16-17, 2024 Campus Visit (WSU)

November 20-22, 2024 Campus Visit (KSU)

December 18-19, 2024

January 15-16, 2025

February 12-13, 2025

March 12-13, 2025

April 16-17, 2025 Campus Visit (PSU)

May 14-15, 2025

June 11-12, 2025