

MINUTES
KCTCS Board of Regents
Academic Affairs and Curriculum Committee Meeting
November 30, 2017

Committee Members Present:

Dr. Angela Fultz, Committee Chair
Mr. Porter G. Peeples, Sr., Committee Vice Chair
Ms. Karen A. Finan

Mr. Ricky Lee Smith
Mr. James Lee Stevens
Ms. Tammy C. Thompson

CALL TO ORDER

Academic Affairs and Curriculum Committee Chair Angela Fultz called to order the meeting of the Kentucky Community and Technical College System Board of Regents Academic Affairs and Curriculum Committee at 12:52 p.m. (ET) on November 30, 2017. The meeting was held in Conference Room 102A of the KCTCS System Office in Versailles, Kentucky. Chair Fultz announced that the press was notified of the meeting on November 22, 2017.

There being a quorum present, committee business began with the approval of minutes.

APPROVAL OF MINUTES

Chair Fultz asked if there were any corrections to the September 14, 2017, minutes presented in the meeting materials. There being none, the minutes were declared approved as presented.

ADDITIONS OR CHANGES TO THE AGENDA

There were no changes or additions to the agenda.

**ACTION:
RATIFICATION OF
NEW CREDIT
CERTIFICATE
PROGRAMS**

RECOMMENDATION: That the KCTCS Board of Regents ratify the approval of new credit certificate programs listed in the agenda materials.

Chair Fultz called on KCTCS Chancellor Rhonda Tracy to provide additional information related to the recommendation. Dr. Tracy noted that some of the programs listed are a result of “rolling over” an existing curriculum to a new integrated curriculum with multiple exit points.

All certificate programs included on the list are applicable toward at least one-degree program, and additional resources are not required for their implementation. The certificate programs listed in the agenda book support the *Kentucky Postsecondary Education Improvement Act of 1997* (as amended). These certificate programs meet all KCTCS program approval policies and procedures, the *KCTCS Policy on Collaborative Program Development*, and all applicable Council on Postsecondary Education (CPE) policies and procedures.

Chair Fultz called for discussion, there being none, and she called for the motion.

MOTION: Ms. Finan moved and Mr. Peebles seconded that the Academic Affairs and Curriculum Committee recommend that the KCTCS Board of Regents ratify the approval of new credit certificate programs listed in the agenda materials.

Chair Fultz called for a vote.

VOTE: The motion was approved unanimously.

ACTION: KCTCS COLLEGES' CANDIDATES FOR CREDENTIALS

RECOMMENDATION: That the KCTCS Board of Regents approve the awarding of KCTCS college candidates for degrees and diplomas and ratify certificates as presented in the supplemental booklet, *KCTCS Candidates for Credentials July 18, 2017 through October 2, 2017*, with the credentials (degrees, diplomas, and certificates) to be awarded to the candidates upon certification that the requirements have been satisfactorily completed.

Chair Fultz called on Dr. Tracy to present the candidates for credentials. Dr. Tracy noted that for the period of *July 18, 2017 through October 2, 2017*, there were 7,760 credential requests (5,082 of which are unduplicated), including 5,236 certificates; 381 diplomas; 775 associate in arts; 509 associate in science; 856 associate in applied science, and 3 associate in fine arts.

Chair Fultz called for discussion, there being none, and she called for the motion.

MOTION: Mr. Smith moved and Ms. Thompson seconded that the Academic Affairs and Curriculum Committee recommend that the KCTCS Board of Regents approve the awarding of KCTCS colleges' candidates for degrees and diplomas the awarding of KCTCS college candidates for degrees and diplomas and ratify certificates as presented in the supplemental booklet, *KCTCS Credentials July 18, 2017 through October 2, 2017*, with the credentials (degrees, diplomas, and certificates) to be awarded to the candidates upon certification that the requirements have been satisfactorily completed.

Chair Fultz called for a vote.

VOTE: The motion was approved unanimously.

ACTION: NEW PROGRAM PROPOSALS—ASSOCIATE IN APPLIED SCIENCE (AAS) IN AGRICULTURAL TECHNOLOGY FOR ELIZABETHTOWN

Chair Fultz called on Dr. Tracy to present the program proposal agenda items. Dr. Tracy noted that the total number of programs approved since 1998 is 4,467. The total number of programs deactivated is 1,440.

RECOMMENDATION: That the Board of Regents approve an Associate in Applied Science (AAS) in Agricultural Technology with tracks in Agricultural Technology and Sustainable Agriculture for Elizabethtown Community and Technical College (ECTC) to be implemented in fall 2018.

**COMMUNITY AND
TECHNICAL
COLLEGE**

Chair Fultz asked Dr. Tracy to introduce ECTC President/CEO Juston Pate to discuss the need for this program. Dr. Pate also introduced Provost and Chief Academic Officer Dr. Tiffany Evans, Director of Institutional Effectiveness Sarah Evans, and Chair of Occupational and Technical Division Michael Hazzard.

Dr. Pate noted that ECTC's service region (Hardin, Meade, Grayson, Larue, Nelson, Marion, Taylor, Washington, Hart, Breckinridge, and Green Counties), is home to 12,191 farms, spanning 1,839,717 total acres, and has an annual market value of products sold of \$526,853,000, crop sales of \$269,252,000, and livestock sales of \$257,601,000. Ninety-two percent of farm owners indicated that they needed a pipeline of educated and highly skilled workers to grow their agricultural business, which they currently do not have.

Dr. Evans shared that the National Agriculture Statistics Service reports from 2014 noted that agriculture provided over five billion dollars per year in Kentucky salaries, and 35 billion dollars in total economic impact. The steady increase in demand for agriculture products combined with the aging population of principal farm operators (average age is 57 years old) in the service area demonstrates a compelling need for the cultivation of a highly skilled agriculture workforce.

Mr. Hazzard noted that Dual credit partnerships will be developed with area technology centers and high schools to facilitate seamless transition between high school and college agricultural pathways.

Dr. Pate shared that ECTC will use Perkins funds and work with partners to provide the necessary funding and equipment to launch the program. Program costs will be built into the general operating budget. Additional revenue generated by students in the program as well as those taking pre-requisite courses in preparation to enter the program, will help offset program costs. ECTC is submitting federal grant proposals, proposals to foundations, individual donor solicitations, and grants from Kentucky agricultural organizations to further supplement the needed funding for this program.

Chancellor Tracy recommended the program.

Chair Fultz called for discussion.

During discussion, it was noted that local high schools have agricultural programs and ECTC has reached out to those schools to help develop this program.

MOTION: Mr. Peebles moved and Mr. Stevens seconded that the Academic Affairs and Curriculum Committee recommend that the Board of Regents approve an Associate in Applied Science (AAS) in Agricultural Technology with tracks in

Agricultural Technology and Sustainable Agriculture for Elizabethtown Community and Technical College (ECTC) to be implemented in fall 2018.
Chair Fultz called for a vote.

VOTE: The motion was approved unanimously.

**UPDATE:
ECONOMIC AND
WORKFORCE
DEVELOPMENT**

Chair Fultz called on Dr. Tracy to present this update.

Dr. Tracy explained that KCTCS TRAINS is the centerpiece of the KCTCS workforce and economic development effort. The TRAINS program is designed to support the cost of training provided to companies by KCTCS colleges. Through TRAINS, companies receive funding to assist with the cost of providing workforce training and assessment services to current as well as potential employees. TRAINS funds are allocated on a market driven, project basis. Companies may apply individually or as a training network with other companies. The network approach is successful for companies who only need one or two employees trained and are able to join with other companies to obtain cost-effective and timely training.

Dr. Tracy noted that since fiscal year 2000-01, KCTCS has supported and funded workforce development training. As of October 12, 2017, 25 career pathway projects, 18 academic program development projects, and 1,969 business and industry training projects have been funded. These projects have provided training and assessment services for 258,823 participants.

From July 1, 2017, through October 12, 2017, KCTCS colleges awarded 9,167 hours of academic credit to 5,941 individuals and provided non-credit training for 3,701 individuals for 44,800 clock hours through workforce development training projects.

For fiscal year 2017-18, KCTCS has funded 33 business and industry training projects through October 12, 2017; the average wage is \$30.12.

Dr. Tracy provided a summary of a new project developed called *The BRIDGE Veteran's Resource Center Project*. Discussions have taken place between groups of stakeholders in both Kentucky and Tennessee on a proposed two-state solution to provide improved transition services at Fort Campbell. In order to provide leadership on this issue, KCTCS has committed to act as the principal project management role for the Kentucky side of this discussion and as liaison to the Tennessee leadership for this project. Currently, stakeholders from Kentucky government agencies (Education and Workforce, Economic Development, Labor, Military Affairs, etc.) have provided feedback on the Tennessee plan.

Dr. Tracy shared that the Kentucky Federation for Advanced Manufacturing Education (KY FAME) is a work and learn model of technical education. It has grown from a model concentrated on advanced manufacturing to now include

other industry sectors. The purpose of KY FAME is to implement career-pathway, apprenticeship-style educational programs that will create a pipeline of highly skilled workers. Currently, 10 FAME chapters are operational in KY, involving 12 KCTCSW colleges. Originally driven by the needs of Toyota, there are now 210 corporate members, with 103 of these companies sponsoring students in the program.

Chair Fultz called for discussion. There being none, she moved to the next agenda item.

UPDATE: STUDENT SERVICES

Chair Fultz called on KCTCS Vice President Gloria McCall to provide the update.

Dr. McCall shared the following:

Cohort Default Rates

Final default rates were released on September 25, 2017, and were consistent with the projected draft rates released in February. The overall system average default rate dropped by more than 2.5 percent for the 2014 cohort. KCTCS is pursuing all available appeal measures in an effort to reduce the final published rates. Eligible appeal measures include the following:

- Uncorrected Data Appeal
- Loan Servicing Appeal
- New Data Appeal
- Economically Disadvantaged Appeal

Southeast Kentucky Community and Technical College (SKCTC) Default Rate Update

SKCTC's most recent cohort default rate came in above 30 percent for the third consecutive year, which puts the college in jeopardy of losing eligibility for federal financial aid. Approximately 70 percent of SKCTC students rely on federal financial aid in order to attend; the loss of eligibility for federal aid will severely affect student access at SKCTC.

College and System Office staff, in conjunction with external vendors, are pursuing every available option to prevent this scenario. President Box has made several trips to Washington, DC to meet with staff of the Kentucky delegation, and congressional leaders to ask for support on behalf of Southeast and seek a legislative remedy to this undesirable outcome.

Centralized Processing Center Update

The fall 2017 semester marked the first full work cycle of the Central Processing Center (CPC), which launched in November 2016. The following results underscore the effectiveness of centralizing the processing of financial aid:

- The CPC achieved a 38 percent increase year over year in speed and efficiency processing student financial aid records.

- This increase was accomplished with 11 specialist, which represents about a two-thirds decrease in staff performing the same tasks in previous years.
- The CPC generated over 400,000 communications to students moving them through the financial aid process.
- The CPC produced over 56,000 Early Estimated Awards to students supporting recruitment and retention efforts.
- CPC efforts led to a 14.8 percent decrease in financial aid call volume at Blackboard during the week prior to classes beginning.

Virtual Student Services – Enrollment Coaching Project

Five KCTCS colleges (Elizabethtown Community and Technical College, Gateway Community and Technical College, Jefferson Community and Technical College, Maysville Community and Technical College and West Kentucky Community and Technical College) participated in an enrollment project in conjunction with the Blackboard Enrollment Management team during the summer of 2017. Students selected by the colleges were contacted by Blackboard and coached through the enrollment process by trained enrollment coaches from June 8 – September 15, 2017. Those students that chose to work with a coach had access to that person through their first week of class. They assisted with admissions, financial aid, assessment, orientation, and other student questions, concerns and obstacles.

During the campaign, Blackboard contacted a total of 7,531 students who were current and former applicants that never enrolled, and prior students that had not yet enrolled for the fall 2017 semester. Of the 7,531 students, 987 students agreed to work with a coach; 2,454 coaching sessions were conducted and 483 students in the coached cohort ultimately enrolled. 1,249 students enrolled and the return on investment from the project, based on \$170 per credit hour was \$2,224,620.

Strategic Enrollment Management (SEM)

All KCTCS colleges are continuing an ongoing assessment process designed to ensure accountability for growing enrollments through SEM. To meet the expectation of increasing enrollment, KCTCS has initiated the first annual SEM assessment process. College responses have been received and System Office personnel will compile college feedback and generate an inventory of promising practices as well as a list of opportunities for continuous improvement.

Campus Diversity, Equity and Inclusion Plans for KCTCS Colleges

The Council on Postsecondary Board postponed action on the campus diversity, equity and inclusion plans for KCTCS and four universities (University of Kentucky, University of Louisville, Murray State University and Western Kentucky University) to more closely examine campus targets set in the various required metrics at their November 3, 2017 meeting.

Chair Fultz called for discussion.

During discussion, it was noted that an update will be provided at a future meeting on the Diversity Plans for KCTCS colleges.

NEXT MEETING

Chair Fultz announced that the next regularly scheduled meeting of the KCTCS Board of Regents Academic Affairs and Curriculum Committee is for March 15, 2018 at the KCTCS System Office, Versailles, Kentucky.

ADJOURNMENT

Mr. Stevens moved and Mr. Smith seconded that the Academic Affairs and Curriculum Committee meeting adjourn.

VOTE: The motion was approved unanimously, and the meeting adjourned at 2:05 p.m. (ET).

03/15/18

Date Approved by the Academic Affairs and Curriculum Committee

Angela Fultz
Committee Chair

