Call to Order

Roll Call

Approval of June 28, 2000, Minutes.................................................................49

1. Update: Progress Report on KCTCS Key Indicators..............................55

2. Update: Kentucky Plan for Equal Opportunities in Postsecondary Education - Technical Colleges’ Enrollment and Employment Objectives ........57

Next Meeting: April 26, 2001, Somerset Community College and Somerset Technical College

Adjournment
CALL TO ORDER
Chair Littrell called the meeting of the Efficiency, Effectiveness, and Accountability Committee of the Kentucky Community and Technical College System Board of Regents to order at 5:20 p.m., June 28, 2000, at the School House Inn in Benham.

APPROVAL OF MINUTES
MOTION: Ms. Fiorella moved that the Committee approve the minutes of the February 24, 2000, meeting. Ms. Johnson seconded the motion.

VOTE: The motion passed unanimously.

QUANTITATIVE WAIVER FOR HAZARD CC
RECOMMENDATION: That the Board adopt a resolution exercising its option for a quantitative waiver on behalf of Hazard Community College (HCC) for the 2000 calendar year under the waiver provision of KRS 164.020, Section (18), as implemented through Administrative Regulation 13 KAR 2:060.

Chancellor Tony Newberry explained that Hazard Community College had submitted to the Academic Committee a proposal for a new program—an AAS in Network and Information Systems Technology. The Board’s Policy on Program Approval states that colleges submitting new program proposals must meet all equal opportunity employment and affirmative action eligibility criteria and all applicable Council on Postsecondary Education (CPE) policies and procedures. HCC has met two of its four equal opportunity objectives and is eligible for a quantitative waiver that would permit the college to submit new degree programs for approval during calendar year 2000.
Ed Hughes, President of HCC, said that the college values diversity and continues to pursue efforts to improve on all four equal opportunity goals. Based on a recent review of the college’s progress on the goals, the college now meets three of them. HCC meets the Kentucky resident African-American undergraduate enrollment goal, the employment of African-Americans in executive, administrative, and managerial positions goal, and the employment of African-Americans as faculty goal. CPE made its assessment of the college’s progress right after Francis Kaikumba died in a drowning accident. Dr. Kaikumba, an African-American, was Dean of Academic Affairs. Since that time, Mr. Steve Jones, an African-American faculty member, was promoted to Assistant Dean of Student Affairs. Had information on this appointment been forwarded to CPE on a timely basis, the college would have been automatically eligible for new programs based on meeting three of its four objectives.

MOTION: Mr. McCool moved that the Committee approve the recommendation. Ms. Fiorella seconded the motion.

VOTE: The motion passed unanimously.

Chancellor Keith Bird introduced Analy Scorsone, Executive Director of Institutional Planning and Effectiveness for KCTCS. Dr. Scorsone’s presentation is summarized below:

The process started with regional meetings, involving the colleges’ institutional research coordinators or contact persons, to identify the colleges’ and System’s goals and concerns pertaining to institutional planning and research. KCTCS’ accountability responsibilities pertaining to the accreditation agencies, the Workforce Investment Act, the Council on Postsecondary Education (CPE), and other agencies were shared with the colleges at the regional meetings. An important outcome of those meetings was that the participants identified a communication process to use in sharing data and information needed in addressing the System’s accountability responsibilities. That process includes websites, the global email address system, and four system-wide work groups—accreditation, data collection, planning, and technology. Each work group has assigned responsibilities and representation from both the technical colleges and the community colleges. An advisory group comprised of the work group facilitators meets to share information with all the colleges and the System office.

The data collection work group has modified the Entering Student Survey, developed procedures for meeting the Workforce Investment Act reporting requirements, identified data needed from CPE and other postsecondary education institutions pertaining to transfer
students, and consolidated the survey processes from both technical and community colleges into system-wide surveys.

The accreditation work group is looking at Council on Occupational Education (COE) and Southern Association of Colleges and Schools (SACS) accreditation issues.

The planning work group studied planning models from the various colleges and then recommended an institutional effectiveness model for the *SACS Visiting Committee Report*. The model is comprised of two primary components—strategic planning and operational planning—with the assessment of outcomes in both. The planning work group also developed statistical data models that can be used to collect information for informing the Board about the System’s progress on the KCTCS performance indicators.

Those work groups are involved in activities that will help answer the five questions asked by the Council on Postsecondary Education. The questions are listed below:

- Are more students ready for college?
- Are more students enrolling in college?
- Are students advancing through the system?
- Are students prepared for life and work?
- Is Kentucky’s economy benefiting?

CPE plans to develop some specific measurable indicators in order to answer the questions.

The technology work group is involved in projects that will assist with the collection and analysis of data. These include providing training on the use of SPSS (a statistical software) and PeopleSoft reporting training; monitoring issues related to the databases used by the technical colleges; developing reporting strategies for legacy, survey, and PeopleSoft data; advising on the implementation of Survey Tracker (a software package); and collecting survey data. CPE is considering using Survey Tracker on a statewide basis.

One other communication piece is the *KCTCS Fact Book*. The target date for publication is this summer, with subsequent publications in December or January on an annual basis.

During the Committee’s discussion, Ms. Johnson asked for additional information on how the work groups communicate with each other. Dr. Scorsone explained that System staff members meet with each
group and meeting minutes are shared with all groups by email. Also, the work group facilitators meet and share information that is taken back to the groups.

Ms. Read asked if the technical colleges and the community colleges are represented in the groups. Dr. Scorsone responded that they are. The community colleges are represented by their institutional research coordinators. The position of institutional research coordinator is not currently a part of the technical colleges’ structure, so the directors identified the individuals who serve on the work groups as technical college representatives. Ms. Read also asked for clarification on the technical colleges’ databases. Dr. Scorsone explained that the technical colleges have some historic databases, and the System plans to make those data accessible through PeopleSoft. Ms. Read commended Dr. Scorsone and her staff for initiating the use of Survey Tracker.

WORKFORCE
INVESTMENT ACT
PERFORMANCE
MEASURES

Dr. Bird said that KCTCS was a key player in shaping the accountability measures for assessing the outcomes of the Workforce Investment Act (WIA). Dr. McCall is the Chair of the WIA Accountability Measures Committee, and ELMS (Early Leavers with Marketable Skills) is a part of the WIA performance measures. Dr. McCall has used that term many times, and it is now a national “buzz word.” That measure is also appropriate for some university programs.

Dr. Scorsone distributed a handout that included some operational definitions and seven accountability measures. KCTCS, as a postsecondary institution, is automatically eligible to deliver education and training services during the first year; however, KCTCS as with other providers must meet specific performance measures in order to remain eligible in following years. The measures that the colleges’ programs must meet are the completion rate, the entered employment rate, and the wage at placement. The completion rate is determined by dividing the successful program completers by the total number of students that left the program at a particular college. A “successful completer” is one who graduates from a certificate, diploma or degree program, plus the number of students who enter employment as a result of the training received in the courses. These are the “early leavers with marketable skills” (ELMS). Also, successful completers include students who transfer at any point to another program, e.g., students who transfer from a two-year program to a four-year program. KCTCS programs must have a successful completers rate of at least 25 percent in order to be eligible for receiving WIA voucher receipts. This is a very reasonable percentage, and it may be adjusted in future years.
The “entered employment rate” is calculated by dividing the total number employed in unsubsidized employment by the number who left the program and are no longer enrolled in the educational system. “Wage at placement” is calculated by adding the hourly wages of all individuals who obtained unsubsidized employment divided by the total number of individuals who obtained unsubsidized employment. The challenge will be capturing the hourly wages, and the work groups are developing a process to capture those data.

Four additional measures apply only to WIA participants who have registered through the one-stop centers, and this information will be captured at those centers rather than by KCTCS.

During the discussion, Mr. McCool asked how an educational institution would be penalized if it did not meet its performance measures. Dr. Scorsone replied that only the specific program that did not meet the measure would be affected and that an appeal could be made to the local Workforce Investment Board.

Dr. McCall said that the Workforce Investment Board had approved all of the performance measures and that the definitions and calculation methods were very clear. He praised groups who developed the process that was presented to the Workforce Investment Board.

**NEXT MEETING**
The next meeting of the Board of Regents is September 16, 2000; the Efficiency, Effectiveness, and Accountability Committee will continue to meet on an as-needed basis.

**ADJOURNMENT**
MOTION: Ms. Johnson moved that the meeting adjourn. Ms. Read seconded the motion.

VOTE: The motion passed unanimously, and the meeting adjourned at 6:00 p.m.
In October 1999 members of the Efficiency, Effectiveness, and Accountability Committee participated in a workshop on institutional effectiveness, accountability, and quality indicators. At that workshop, the Committee developed a proposed *Policy on Institutional Effectiveness*, which was subsequently adopted by the Board of Regents, and *built an accountability dashboard* (a system to provide essential data to measure institutional effectiveness). The *dashboard indicators* included measures such as graduation rate, retention rate, placements, transfer rate, enrollment growth, student satisfaction, and employer satisfaction. These and other indicators could be used for determining the System’s progress toward Kentucky’s 2020 goals. Also, the Council on Postsecondary Education, the Workforce Investment Act, the Perkins Grant, and the Integrated Postsecondary Education Data System (IPEDS) require additional indicators.

At the Committee’s meeting, Candace Gosnell, KCTCS Vice President, will present an update that will include progress, definitions, measurements, and outcomes on the performance indicators as established at the Committee’s workshop in 1999. Also, Dr. Gosnell will provide an update on reporting requirements from state and national agencies.
At its July 17, 2000, meeting, the Council on Postsecondary Education amended the 1997-2002 Kentucky Plan for Equal Opportunities in Postsecondary Education by adding student enrollment objectives for technical colleges and employment objectives for technical colleges.

The objectives, based on the most recent data available as reported in the Council’s comprehensive database for the technical colleges, are consistent with similar objectives established for community colleges. The objectives, which encompass enrollment and three employment categories, are quantifiable and consistent with the Council’s Action Agenda.

At the Efficiency, Effectiveness and Accountability Committee meeting, Candace Gosnell, KCTCS Vice President, will provide an update on the technical colleges’ progress on meeting the objectives.