

Meeting Minutes

Wednesday, May 17, 2018

Event Center | Western Dakota Technical Institute | Rapid City, SD

1. **Call to Order and Roll Call**

The South Dakota Board of Technical Education met on the campus of Western Dakota Technical Institute in Rapid City, SD on Wednesday, May 16, 2019. Chairman Dykhouse called the meeting to order at 9:00am (MDT) with the following members present; Dana Dykhouse (Chair), Bob Faehn (Vice-Chair), Terry Sabers (Secretary), Rod Bowar, Doug Ekeren, Scott Knuppe, Ed Mallett, Scott Peterson, Diana Vanderwoude.

Also present were Nick Wendell (Executive Director, Board of Technical Education), Michael Cartney (President, Lake Area Technical Institute), Mark Wilson (President, Mitchell Technical Institute), Robert Griggs (President, Southeast Technical Institute), Ann Bolman (President, Western Dakota Technical Institute), Laura Scheibe (Department of Education), Deni Amundson (Build Dakota Scholarship Program), Bryce Healy (Associated General Contractors), Tiffany Howe (Western Dakota Technical Institute), Kelly Oehlerking (Western Dakota Technical Institute), JoLynn Fletcher (Western Dakota Technical Institute).

In opening remarks, Chairman Dykhouse congratulated President Bolman on the $500,000.00 awarded to Western Dakota Technical Institute (WDT) by the Vucurvich Foundation. The funding, which will be dedicated to scholarships, was announced at a banquet the previous evening.

1. **Adoption** **of the Agenda**

Motion made by Sabers and seconded by Vanderwoude to adopt the proposed agenda via voice vote. All present voted in favor. Motion carried.

1. **Approval** **of Meeting Minutes**

Motion made by Mallett and seconded by Peterson to adopt the meeting minutes from the March 27, 2018 meeting via voice vote. All present voted in favor. Motion carried.

1. **Declaration** **of** **Conflicts**

No conflicts of interest were reported and no waivers were filed. No action taken.

1. **Executive** **Director Update**

Nick Wendell (Executive Director, Board of Technical Education) provided an update on various board related activities. Wendell directed members’ attention to the memo outlining the process of transitioning administrative rule authority from the Board of Education Standards to the Board of Technical Education. While the Board of Technical Education conducted a public hearing transferring authority at their December 15, 2017 meeting, the Interim Rules Review Committee has requested that the Board of Education Standards also repeal their existing authority. Wendell reported that the Board of Education Standards began this process with a first reading at their May 8, 2018 meeting and will complete the process through a public hearing at their July 16, 2018 meeting. The repeal process does not interrupt the authority of the Board of Technical Education.

Wendell noted that the search process to hire a Deputy Director is proceeding. He thanked members Ekeren and Vanderwoude for their service on the search committee. The team hopes to conduct interviews with final candidates in the near future and will keep the board updated.

Wendell provided a summary of the South Dakota Attainment Convening held in

Chamberlain, SD on April 10, 2018. This event is related to the overall attainment goal embraced by a collective of higher education institutions in South Dakota. The goal is to achieve 65% attainment by 2025. To achieve this goal, 65% of adults in South Dakota must earn high-quality credentials or a degree beyond high school. Currently, 45.7% of South Dakota adults have attained high-quality credentials or a degree beyond high school. Work toward the state’s attainment goal is being supported by a grant from the Lumina Foundation. The convening event was attended by four-year public institutions, four-year private institutions, tribal colleges, technical institutions and staff from various state agencies.

1. **Build** **Dakota Scholarship Program Update**

Deni Amundson (Program Manager, Build Dakota Scholarship Program) provided an overview of the program intention and the progress made since its inception in 2015. Amundson also provided an update on the recruitment and award process for cohort four. A key area of growth for the program has been in industry partnerships, with 23 partnerships from industry in 2015 (cohort one) and 179+ partnerships from industry in 2018 (cohort four). In 2015, industry partners contributed approximately $147,000.00 to the program. This year, the total contribution from industry partners will exceed $1.4 million.

1. **High** **School Graduation Requirements Proposal Update**

Laura Scheibe (Director of Career and Technical Education, Department of Education) shared an update related to the proposed changes to high school graduation requirements in South Dakota. The changes are being proposed to provide additional flexibility for high schools students and to create more options beyond the basic requirements necessary to earn a high school diploma. In addition to basic diploma requirements, students will be able to earn one or more endorsements. Those endorsements include; advanced, advanced career and advanced honors.

The Board of Education Standards considered the proposed changes during a first reading at their May 8, 2018 meeting. The proposed changes will be posted to the Department of Education web site on June 6, 2018 and public comments will be collected after that date. The Board of Education Standards will make a decision on the proposed changes during a public hearing at their meeting on July 16, 2018.

1. **2017** **Graduate Outcomes Report**

Wendell shared the 2017 Graduate Outcomes Report with the Board. The report includes system-wide graduate placement information and a breakdown of placement according to career cluster. Most of the data included in the report is gathered on an institution level and reported to the office of the Board of Technical Education. The response rate across all institutions was 90.92%.

Wendell reported that the overall placement rate among 2016-2017 graduates was 97.25%. Students are considered placed if they are employed, continuing their education or joining the military. 82.44% of “employed” graduates are employed in South Dakota and 82.24% of those “employed in their field,” are employed in their field in South Dakota. Both of these numbers are higher than they were in the 2015-2016 report.

Sabers asked whether or not the Build Dakota Scholarship Program will begin to impact the number and/or percentage of graduates who are employed in their field in South Dakota. While the impact has yet to be analyzed, the expectations of the program and growing number of industry partnerships indicate that the impact in that area should be positive.

1. **Maintenance** **and Repair (M&R) Funding Allocation Plan**

The technical institution system received $233,000.00 through the appropriations process in 2018 (FY19 budgets). These dollars will help to defray the cost of maintenance and repairs (M&R) and will be distributed among the four institutions. Wendell shared the proposed allocation plan, which has been agreed upon by the four presidents.

The plan considers the overall square footage of facility space at each campus. The presidents agreed to remove those facilities that are not currently exclusively owned by the state and square feet that are not dedicated to the educational mission (i.e. cold storage and child care facilities).

The proposed allocation plan recommends the following distribution among the four institutions:

* Lake Area Technical Institute (357,221 ft2) – $56,868.00
* Mitchell Technical Institute (317,261 ft2) – $50,507.00
* Southeast Technical Institute (489,380 ft2) – $77,908.00
* Western Dakota Technical Institute (299,737 ft2) – $47,717.00

Knuppe asked whether or not the age of the facilities was considered when the allocation plan was developed. President Wilson noted that, while facility age was not built into the distribution equation, it could be considered if the overall amount annually appropriated to the system increases over time. The state’s goal is for each institution to maintain M&R funds equal to 2% of the overall replacement cost of their facilities.

1. **Bond** **Debt Service Coverage Ratio (DSCR Certificate) Approval**

Pursuant to Section 8 of the *Amended and Restated Facility Fee Tuition Collection and Deposit Agreement*, dated September 1, 2008, the Health and Educational Facilities Authority (HEFA) will review all relevant records of the Board of Technical Education on an annual basis and confirm that they are not aware of any default related to the technical institute system’s Debt Service Coverage.

Wendell presented a certificate, which requires annual board approval, confirming that the system is maintaining a Debt Service Coverage at or above the required 103%. Upon approval, the certificate will be signed by Chairman Dykhouse and shared with HEFA.

Motion made by Bowar, seconded by Ekeren to approve the certificate by roll call vote. All present voted in favor. Motion carried.

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| **Board Member** | **Aye** | **Nay** | **Abstain** |
| Bowar | x |  |  |
| Dykhouse | x |  |  |
| Ekeren | x |  |  |
| Faehn | x |  |  |
| Knuppe | x |  |  |
| Mallett | x |  |  |
| Peterson | x |  |  |
| Sabers | x |  |  |
| Vanderwoude | x |  |  |

1. **Presidents’ Updates**

The presidents of each of the institutions provided brief updates of activity on their campuses.

* **Lake Area Technical Institute (LATI)**

President Cartney shared statistics related to the graduating class of 2018, which includes 808 students (and counting) and has a placement rate of 99.12%. In the past year, students and staff at LATI have completed over 92,900 hours of community service. The Higher Learning Commission (HLC) has approved LATI’s registered nursing program and they are now accepting students. They are beginning the request for proposal process to design the Healthcare Center for Learning. LATI recently hosted their annual Governor’s Luncheon, which was attended by the sitting Governor for the sixteenth consecutive year. The institution is working with the Aspen Institute to develop a workforce playbook for community colleges across the nation. LATI is one of six contributing institutions.

* **Mitchell Technical Institute (MTI)**

President Wilson noted that MTI has recently graduated their 50th class, with 464 graduates. The institution has now graduated more than 18,000 individuals. MTI will celebrate their 50th Anniversary with an event on Tuesday, September 18, 2018. MTI’s Power Line program received the Siemens-Aspen STEM Award, which includes $25,000.00 in program support and $25,000.00 for scholarships. President Wilson also shared the results of an analysis on the Economic Impact and Return on Investment conducted by EMSI for MTI. The analysis found that in FY17, MTI’s regional economic impact was $37.6 million and 534 jobs. President Wilson highlighted MTI’s expanding Manufacturing programs, with first-year enrollments doubling in 2018 to 46 students. MTI’s Student Success Center (launched in 2015) has also had a positive impact, creating comfortable and collaborative physical space while implementing a student success coaching model and redefining their retention model. MTI is a top ten finalist for the 2019 Aspen Institute Aspen Prize for Community College Excellence.

* **Southeast Technical Institute (STI)**

President Griggs provided an overview of recent enrollment increases at STI, including an 8.4% increase in new students on campus (and an over 6% increase in overall credits). STI has streamlined their Admissions process and it has impacted enrollment positively. STI experienced a 17% enrollment increase in Build Dakota programs over the past three years. Build Dakota programs are identified as “high need” in a variety of industries in South Dakota. STI received a Noel-Levitz Excellence in Retention Award (the first institution in South Dakota to receive such an award from Noel-Levitz). The institution also received Aspen recognition (which acknowledges the top 10% of community colleges in the country) and advanced to the interview round of their consideration. President Griggs has worked to enhance communication and governance over the past year and held six campus-wide meetings with administrators, faculty and staff. Another focus of the institution has been industry engagement. To advance that mission, STI has hosted eight sector breakfasts which have greatly increased industry interaction and partnerships.

* **Western Dakota Technical Institute** **(WDT)**

President Bolman shared information regarding WDT’s economic impact on the region (western South Dakota). The institution has partnered with the South Dakota Department of Labor and the Black Hills Knowledge Network to measure the return on investment for students and the WDT’s overall impact. The average annual salary of a WDT graduate (AAS and diploma) is approximately $32,000 (which is 10% more than the average worker in western South Dakota). President Bolman also reported that 88% of WDT graduates in the last ten years have remained in western South Dakota.

1. **Financial Aid Re-certification and Existing Program Approval (WDT)**

Kelly Oehlerking, Vice President of Institutional Effectiveness and Student Success, is working with the Department of Education to re-certify WDT’s federal financial aid program prior to the 2018-19. Each institution goes through this

re-certification process every five years. WDT provided a comprehensive list of currently approved academic programs for the board to approve so that the official approval could be shared with the Department of Education.

Motion made by Vanderwoude, seconded by Sabers to approve the program list by roll call vote. All present voted in favor. Motion carried.

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| **Board Member** | **Aye** | **Nay** | **Abstain** |
| Bowar | x |  |  |
| Dykhouse | x |  |  |
| Ekeren | x |  |  |
| Faehn | x |  |  |
| Knuppe | x |  |  |
| Mallett | x |  |  |
| Peterson | x |  |  |
| Sabers | x |  |  |
| Vanderwoude | x |  |  |

1. **New Program Proposals (WDT)**
2. Construction Technology (diploma) – The program proposal was shared by Tiffany Howe, Vice President for Teaching and Learning. Vice President Howe noted the high-level of industry support and the intention to launch the program in the fall of 2018. Although the proposal does include a potential building, but the approval of the program does not indicate approval of a new building nor does the program require a new facility to launch.

Motion made by Bowar, seconded by Sabers to approve the Construction Technology Diploma (CIP 46.0415) by roll call vote. All present voted in favor. Motion carried.

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| **Board Member** | **Aye** | **Nay** | **Abstain** |
| Bowar | x |  |  |
| Dykhouse | x |  |  |
| Ekeren | x |  |  |
| Faehn | x |  |  |
| Knuppe | x |  |  |
| Mallett | x |  |  |
| Peterson | x |  |  |
| Sabers | x |  |  |
| Vanderwoude | x |  |  |

1. Farm and Ranch Management (AAS) – The program proposal was shared by Tiffany Howe, Vice President for Teaching and Learning. Vice President Howe noted a variety of detail related to curriculum development and industry support.

Motion made by Ekeren, seconded by Faehn to approve the Farm and Ranch Management AAS (CIP 01.0104) by roll call vote. All present voted in favor. Motion carried.

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| **Board Member** | **Aye** | **Nay** | **Abstain** |
| Bowar | x |  |  |
| Dykhouse | x |  |  |
| Ekeren | x |  |  |
| Faehn | x |  |  |
| Knuppe | x |  |  |
| Mallett | x |  |  |
| Peterson | x |  |  |
| Sabers | x |  |  |
| Vanderwoude | x |  |  |

1. **Phlebotomy Program Changes (WDT)**

Vice President Howe explained the benefit of aligning WDT’s existing Phlebotomy program so that students who complete a Phlebotomy program can either exit or continue to achieve additional credentials related to the Medical Laboratory Technician program. The shift will increase student flexibility and employment opportunities, hopefully positively impacting student retention.

Motion made by Vanderwoude, seconded by Bowar to approve the proposed changes to the Phlebotomy (CIP 51.1099) program by roll call vote. All present voted in favor. Motion carried.

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| **Board Member** | **Aye** | **Nay** | **Abstain** |
| Bowar | x |  |  |
| Dykhouse | x |  |  |
| Ekeren | x |  |  |
| Faehn | x |  |  |
| Knuppe | x |  |  |
| Mallett | x |  |  |
| Peterson | x |  |  |
| Sabers | x |  |  |
| Vanderwoude | x |  |  |

1. **Technical Certificate Programs (STI)**

President Griggs shared information on four proposed certificate programs in the existing Information Technology program. The four proposed certificates are considered “embedded” and are built using existing courses, thus not requiring board action.

1. Computer Technology (Information Technology)
2. Java Programming (Information Technology)
3. Network Administration (Information Technology)
4. Web Programming (Information Technology)
5. **Program Name Changes (WDT)**
6. Automotive Technology – name change more clearly reflects program contents. No action required.
7. Diesel Technology – name change more clearly reflects program contents. No action required.
8. **Strategic Planning Retreat Review**

Executive Director Wendell directed board attention to the proposed schedule for the Strategic Planning Retreat. The retreat will be held at Sutton Bay on Sunday, June 3 through Tuesday, June 5, 2018.

1. **Adjournment**

Meeting adjourned at 11:50am (MDT).