

**Alaska Commission on  
Postsecondary Education**

PROVIDING EDUCATION & CAREER FUNDING SOLUTIONS

**Fall Quarter Commission Meeting**

*October 24, 2024*



## ALASKA COMMISSION ON POSTSECONDARY EDUCATION

[Zoom Link](#)

**Meeting #: 949 7685 9815**

**Password: ACPE**

**Teleconference: 1 (888) 788-0099; Code: 949 7685 9815 #**

Alaska Pacific University

Carr Gottstein Academic Center

4205 University Drive, Anchorage, AK 99508

## AGENDA

October 24, 2024

1. **10:00 A.M.** Convene/Roll Call
- 2.\* Adoption of Agenda
3. Ethics Disclosure Relative to Adopted Agenda
- 4.\* Approval of Meeting Minutes from the July 11, 2024 Summer Quarter Commission Meeting and the August 21, 2024 Special Meeting of the Commission.
  - *Suggested Motion: move approval of the meeting minutes from the July 11, 2024 Summer Quarter Commission Meeting, and the August 21, 2024 Special Meeting of the Commission.*
- 5.\* Committee Appointments  
Confirmation action not required:
  1. Institutional Standards and Evaluation –
    1. Josh Bicchinella
    2. Keith Hamilton
    3. Donald Handeland
    4. Trish Zugg
    5. John Brown
  2. Internal Audit –
    1. Brittany WilliamsConfirmation action required:
  3. Executive Committee –
    1. Keith Hamilton
    2. Lorri Van Diest
  - *Suggested motion: move approval of Commissioner Hamilton's and Van Diest's appointments to the Executive Committee.*
6. Public Testimony:
  - Individuals: 3-minute limit
  - Group Representatives: 5-minute limit
7. **10:30 A.M.** WWAMI Presentation – Dr. Suzanne Allen, Vice Dean, University of Washington School of Medicine



## ALASKA COMMISSION ON POSTSECONDARY EDUCATION

8. **11:15 A.M.** Executive Director Report – Acting Executive Director Kerry Thomas
9. **11:30 A.M.** University of Alaska Update – Dr. Paul Layer, Vice President for Academics, Students & Research
10. **Noon** Break
11. **1:00 P.M.** Compliance Activities Report – Tyler Eggen, Institutional Authorization Program Coordinator
- 12.\* Institutional Standards and Evaluation – Tyler Eggen, Institutional Authorization Program Coordinator
13. Management Team Reports
  - a. Finance – Julie Pierce
  - b. Program Operations – Kerry Thomas
  - c. Communications and Outreach – Kate Hillenbrand
  - d. Information Support Services – Jamie Oliphant
  - e. Human Resources – included in the Executive Director’s Report
- 14.\* Determine October 2025 Meeting Date
  - Thursday, October 9, 2025 at 10 a.m.
  - Friday, October 10, 2025 at 10 a.m.
  - *Suggested motion: move the Commission hold its fall quarterly meeting on Thursday, October 9, 2025. OR*
  - *Suggested motion: move the Commission hold its fall quarterly meeting on Friday, October 10, 2025.*
15. Mission Moment
16. Commissioner and Department Reports:
  - a. Alaska Student Loan Corporation – Donald Handeland
  - b. Board of Education and Early Development – Lorri Van Diest
  - c. Board of Regents – Karen Perdue and/or Paula Harrison
  - d. Community Colleges – Brittany Williams
  - e. Student Representative – Tina Hamlin
  - f. Alaska Workforce Investment Board – Trish Zugg
17. Miscellaneous:
  - a. Administrative Action Log
  - b. Commission Members’ Affiliations
  - c. Future Scheduled Meeting Dates
    1. January 9, 2025
    2. April 17, 2025
    3. July 24, 2025
  - d. ACPE Commonly Used Acronyms
18. Commissioner Closing Comments
- 19.\* **3:00 P.M.** Adjournment



**ALASKA COMMISSION ON POSTSECONDARY EDUCATION**

- *Suggested Motion: Move the Commission adjourn the October 24, 2024 Meeting of the Commission.*

\*Action Required



**ALASKA COMMISSION ON POSTSECONDARY EDUCATION**  
**Quarterly Meeting Summary of**  
**July 11, 2024**

A meeting of the Alaska Commission on Postsecondary Education (ACPE), conducted via distance delivery, originated from the office of the Commission at 3030 Vintage Boulevard, Juneau, Alaska on Thursday, July 11, 2024. Chair Brown called the meeting to order at approximately 10 a.m.

**ATTENDEES**

Commission Members present for all or portions of the meeting: Chair John Brown, Vice Chair Joshua Bicchinella, Representative Julie Coulombe, Commissioner Keith Hamilton, Commissioner Tina Hamlin, Commissioner Donald Handeland, Regent Paula Harrison, Regent Karen Perdue, and Commissioner Trish Zugg.

Commission Members absent: Commissioners Lorri Van Diest, Karla Head and Senator Löki Tobin

Commission Staff present for all or portions of the meeting: Sana Efird, Executive Director; Julie Pierce, CPA, Chief Finance Officer; Kerry Thomas, Director of Program Operations; Kate Hillenbrand, Director of Communications and Outreach; Jamie Oliphant, Director of Information Support Services; Tyler Eggen, Institutional Authorization Program Coordinator; Andrew Bocanument, Assistant Attorney General; and Dannielle Erickson, Executive Secretary.

Presenters in attendance: University of Alaska System Vice President Dr. Paul Layer

Institutional representatives in attendance: Ashley Bacher with the Academy of Hair Design; Bryden Sweeney-Taylor, Matthew Spellberg and UAS Chancellor Aparna Palmer with Outer Coast; Vincent Osara with the Alaska Training Center; and Krista Staveland and Charles Edwardson with Generations Southeast Community Learning Center.

**ADOPTION OF AGENDA**

Regent Perdue moved to adopt the agenda of the July 11, 2024, Commission Meeting. Commissioner Hamilton seconded the motion. By roll call vote, all members present voted aye. The motion carried.

**ETHICS DISCLOSURE**

Vice Chair Bicchinella expressed that he would abstain from any discussion or voting around Charter College. However, Charter College was not on the agenda.

**APPROVAL OF MINUTES**

Commissioner Zugg moved to approve the minutes of the Spring Quarter Commission Meeting on April 17, 2024. Commissioner Hamlin seconded the motion. By roll call vote, all members present voted aye. The motion carried.

**PUBLIC TESTIMONY**

Chair Brown opened the public testimony period. There being no testifiers, Chair Brown closed the public testimony period.



## **ALASKA COMMISSION ON POSTSECONDARY EDUCATION**

### **Quarterly Meeting Summary of July 11, 2024**

#### **EXECUTIVE DIRECTOR REPORT**

Executive Director Efird presented her report, focusing on legislative activities, meetings, and the passing of HB 148, the Alaska Performance Scholarship bill. This bill, co-sponsored by the House Education Committee and signed by the Governor, introduces significant changes:

- No longer requires standardized test scores for eligibility.
- Offers two paths to eligibility based on GPA or test scores.
- Increases award amounts to \$7,000, \$5,250, and \$3,500 for Levels 1, 2, and 3 respectively.
- Expands qualifying high school curriculum options.
- Provides earlier award notifications by mid-junior year.
- Eliminates the distinction between collegiate and technical education tracks.
- Extends the usage period from six to eight years.
- Introduces a step-up provision for students to increase their award levels based on GPA improvement.

The University of Alaska also plans to increase their UA Scholars Program, potentially making college nearly free for students attending the University. Chief Finance Officer Julie Pierce and Program Operations Director Kerry Thomas would provide further details and a budget update later in the meeting. Executive Director Efird expressed excitement about the bill's passage and thanked key legislative supporters.

#### **ACPE SALARY SCHEDULE REVIEW – SANA EFIRD, EXECUTIVE DIRECTOR**

Executive Director Efird shared information about the recently passed SB 259, a compensation bill that increases salaries for certain state employees. She explained that the State of Alaska has various employee units, some covered by bargaining agreements and unions. However, ACPE staff are not unionized and rely on the Commission for salary adjustments. SB 259 includes a 5% salary increase for partially exempt and exempt staff in the executive branch, covering ACPE staff as well. A memo was submitted requesting the application of this increase to the ACPE salary schedule, and approval is anticipated. She emphasized the importance of ensuring ACPE staff compensation remains competitive with other state agencies.

She proposed that the Commission review the salary schedule at the October meeting to address any disparities. Over the past year, ACPE has had to offer advanced steps to new hires to maintain competitiveness. Maintaining parity with other agencies is crucial for fair compensation and staff retention, as ACPE staff are essential to fulfilling the Commission's mission and goals.

*Discussion: John Brown inquired about other commissions with similar structures exempt from bargaining units. Executive Director Efird confirmed that there are other fully exempt state or quasi-state entities but was unsure how their boards manage salary compensation. She listed organizations like the Alaska Energy Authority and others that also fall outside union agreements. Chair Brown thanked her for her report.*



**ALASKA COMMISSION ON POSTSECONDARY EDUCATION**  
**Quarterly Meeting Summary of**  
**July 11, 2024**

**KEY PERFORMANCE INDICATOR DASHBOARD OVERVIEW –**  
**DANNIELLE ERICKSON, EXECUTIVE SECRETARY**

Executive Director Efirid introduced the final draft of the KPI dashboard, emphasizing its role in informing staff, senior managers, and the commission about ACPE's progress towards strategic goals. She then acknowledged the significant contributions of Kirsten Keller, Publications Specialist for the Commission, in designing and compiling the dashboard.

Executive Secretary Erickson presented the KPI dashboard, detailing its layout and contents:

- Page 1: Strategic priorities and KPIs for goals 1-3.
- Page 2: Goals 4-7 and their corresponding KPIs.
- Each KPI includes baseline numbers, targets, and current status.
- Highlighted visual elements such as the dashboard key, pie charts, and color-coded symbols for tracking progress (green for positive, purple for neutral, yellow for negative).
- Baseline data through March 31, 2024, with preliminary progress to be reported at the Fall Quarter Commission meeting on October 24, 2024.
- Introduction of new KPIs, some available in the next round and others by FY2026.

She concluded her review by explaining that Staff welcome feedback and suggestions from Commissioners.

*Discussion: Commissioner Hamilton praised the communication team's efforts and the usefulness of the data. Chair Brown commended the presentation and the professionalism of the ACPE team, stressing the importance of accurate and consistent measurement and reporting of outcomes.*

**UNIVERSITY OF ALASKA UPDATE – VICE PRESIDENT DR. PAUL LAYER**

Dr. Paul Layer began his update by expressing gratitude to the Legislature and Governor for the recent budget, which has covered many of the university's compensation increases, insurance, utilities, security, and other increasing costs. This funding also supports initiatives such as the University of Fairbanks' efforts to achieve research status classification with Carnegie and provides for deferred maintenance. The overall sentiment was one of fortune and optimism regarding the budget, which will allow the university to meet student needs and grow enrollment.

Discussion then moved to student enrollment and financial aid. The increase in the Alaska Performance Scholarship (APS) was highlighted as a significant achievement, along with the internal UA Scholars Award, which has been increased to \$15,000 over four years. Concerns were raised about the impact of federal financial aid delays on fall enrollment, particularly affecting first-generation and Pell-eligible students. Despite these concerns, current enrollment figures are up 6% from fall 2023, suggesting a positive trend.

The update also covered several university initiatives and programs. A system-wide strategy for student recruitment, retention, and graduation is being developed, involving consultants and aiming to complement individual university efforts. Marketing efforts will focus on promoting



## **ALASKA COMMISSION ON POSTSECONDARY EDUCATION**

### **Quarterly Meeting Summary of July 11, 2024**

Career and Technical Education (CTE) programs and ensuring students know they can use APS and UA Scholars awards for these programs. The reauthorization of the Technical Vocational Education Program (TVEP) and tax credit legislation was also noted as crucial support for career technical education. In closing, Dr. Layer expressed appreciation for President Pitney, the Chancellors, and various contributors, including Executive Director Efrid. He emphasized the university's commitment to supporting students through financial aid and enhanced programs and expressed optimism about future enrollment growth and program development.

*Discussion: Chair Brown opened the discussion by expressing gratitude to Vice President Paul Layer and acknowledging the positive trends in Alaska's higher education landscape. He highlighted the importance of disseminating information about university programs and resources, particularly those related to the APS and CTE pathways. Brown emphasized the need for clear communication and support to help Alaskan students' access to available resources and navigate educational opportunities. Dr. Layer responded by noting the declining number of high school graduates in Alaska and the need to focus on non-traditional students, including older students seeking new skills. He emphasized the importance of collaboration with ACPE and other stakeholders to support these students. Dr. Layer also highlighted the growing segment of dual enrollment students, who are earning both high school and college credits, as an area of opportunity for the university.*

*Commissioner Keith Hamilton expressed his excitement about the positive developments and praised the university's leadership.*

*Dr. Layer shared that he plans to step down at the end of the year, and a search for his successor is underway. He committed to staying in his role until a new Vice President is in place to ensure continuity.*

*Executive Director Efrid affirmed the focus on financial accessibility for Alaskan students. She highlighted the importance of APS and UA Scholars increases and expressed concern about delays in FAFSA processing. She suggested exploring loan programs and employer partnerships to support non-traditional students. She also expressed her appreciation for Dr. Layer and Michelle Rizk's support and guidance. Chair Brown concluded the discussion by thanking Vice President Layer for his exemplary work and expressing appreciation for his contributions to the university and the Commission.*

### **MANAGEMENT TEAM REPORTS**

- **Finance**

Julie Pierce, CPA, Chief Finance Officer, explained the FY2025 operating budget and added that there were some additional changes since the Governor signed it, including additions to the Personal Services line as a result of SB 259 being signed into law. There has been no change in the FY2025 Governors Proposed Operating Budget since the last time it was presented.

She also noted that the Corporation Board met on May 9, 2024 to review the Investment Policy and adopt Loan Program Variable Interest Rates for Fiscal Year 2024-2025. The next Corporation Board meeting is scheduled for November 7, 2024 to review the annual audited financial statements and the annual dividend to the State of Alaska.





**ALASKA COMMISSION ON POSTSECONDARY EDUCATION**  
**Quarterly Meeting Summary of**  
**July 11, 2024**

- **Program Operations –**

Kerry Thomas, Director of Program Operations, noted that her report would typically include annual statistics; however, with the timing of the Commission Meeting being earlier in July than normal, the statistics were not yet available. She provided a quick summary on the loans and noted that they saw a 1 million dollar increase in in-school loans. The increase is attributed to the larger loan limits, as there were actually 40 fewer loans issues this year compared to last year. She added that once the annual data is available, she would have more data to provide, which would be included in her report at the Fall Quarter Commission Meeting.

She then explained that there was a decrease in refinance loans of an estimated half a million dollars, with 19 fewer loans originated this year compared to last. She added that they did do the annual pre-screened credit offer working with the Credit Bureau and it did result in about 13 additional loans. She noted that was a smaller response than they typically receive from that campaign. However, she explained that the financial markets are in an unusual time and while she doesn't have anything specific to attribute to the decline in refinance loan volume, she noted that there is not a lot of activity in general.

Next, she touched on the Higher Education Almanac and noted that it was published in April after the Spring Quarter Commission Meeting. She explained that the publication has been produced 7 times now and it continues to grow larger. She stated that they are looking for feedback on how to sparse down the publication and make the content more useful and meaningful. She explained that they would be launching an effort sometime in the next few months, to gather feedback from users of the Almanac to incorporate into the 8th edition, which will be released early 2025.

Then she touched on HB 148, related to the Alaska Performance Scholarship, and explained that its passage was incredibly exciting for staff at ACPE. She explained that Commission Staff were ramping up quickly to get the project underway to implement the changes in the bill. She noted that there is a very large communications component to implementing this legislation as well as a regulations project. She also noted that there would need to be updates to the Alaska Student Aid Portal system and staff would need to work with ACPE's vendor. She explained that Staff's priority would be setting things in order for fall by changing the scholarship amounts and extending the terms, which would be straightforward. However, the necessary system changes would be more complex and a major work effort.

- **Communications and Outreach**

Kate Hillenbrand, Director of Communications and Outreach, explained that her team connected with students, families, and stakeholders through 254 telephonic, in-person, or virtual sessions; organized and/or presented in 54 trainings or webinars; and reached



## **ALASKA COMMISSION ON POSTSECONDARY EDUCATION**

### **Quarterly Meeting Summary of July 11, 2024**

2,245 Alaskans. She also touched on the Commission Staff's efforts toward ongoing website enhancements, social media campaigns to increase awareness around ACPE and ongoing commitment to increasing FAFSA completion rates in Alaska. She noted that ACPE had been successful with a funding proposal they submitted to Federal Student Aid and will be awarded funding to support FAFSA completion initiatives. She added that updates surrounding that process would be provided at the Fall Quarter Commission Meeting.

- **Information Support Services**

Jamie Oliphant, Director of Information Support Services, explained that her team had been focused on automation and version updates of software geared toward saving Commission Staff time and energy that would ultimately result in progress for borrowers and allow staff to focus on other projects. She noted this process would allow for efficiency and streamlining. She noted that with the recent changes to the APS, ISS staff would be implementing many system updates related to those changes. She also noted that Staff completed the final stages on implementing interest rate changes for variable rate loans and have started on initial phases of upgrading the call center. She explained that the latter changes would be changing the platform and the technology underneath the call center itself from a customer perspective, streamlining calls. Lastly, she noted that ISS is working toward finalizing their division's Strategic Plan, which should be completed by the following quarter.

### **COMMISSIONER REPORTS**

- Alaska Student Loan Corporation
  - This position was vacant, so no report from a Commissioner was provided.
- AK State Board of Education
  - Commissioner Van Diest was not present at the meeting, however Executive Director Efirid highlighted that there was a challenge to the current statutes governing the correspondence program for K-12 students. This challenge stated that the Base Student Allocation funding was in violation of constitution and that they could not be used for private education activities. However, the Supreme Court remanded it back to the Superior Court and the decision was that they disagreed and Correspondence Programs can stand as they are currently operating. They are waiting to see if there is a school district could join the litigation. ACPE is waiting to see if there are any issues with APS funding going to private institutions in the state but so far no one has brought forth that there is a problem there.
- UA Board of Regents
  - Regent Perdue stated the Board has been very busy and have recently formed an Ad Hoc Committee on Recruitment, Retention and Graduation. This will be a system-wide project to look at activities geared toward improving graduation rates and recruitment and retention of students. They are looking at hiring a contractor to compile and implement this system-wide plan.
    - The University is looking at ways to help people “learn and earn at the same time,” and the UAA and UAF campuses would be offering some



## **ALASKA COMMISSION ON POSTSECONDARY EDUCATION**

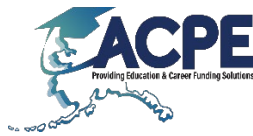
### **Quarterly Meeting Summary of July 11, 2024**

apprenticeship programs through DEED. The UAS campus is looking at this effort as well, but their involvement is on hold until their accreditation can be reviewed in December.

- She also thanked the Governor and the Legislature for the stability they have provided through the budget.
  - Regent Harrison added her thanks to the Governor for the financial stability he provided the University.
- Community Colleges
  - Commissioner Brittany Williams was not present so no report was provided.
- Student Representative
  - Commissioner Hamlin stated she had the opportunity to join the Board of Regents meeting recently. She also stated she is gearing up to be the Chair of the UA Student Coalition.
    - She explained that her campus, the Kenai Peninsula College, has suffered three losses, and requested her fellow Commissioners keep KPC in their thoughts and prayers as they grieve these losses.
- Alaska Workforce Investment Board
  - Commissioner Zugg highlighted that the board meets quarterly. The focus has been on strategic work, especially in the context of regrouping after COVID-19, aiming to make their efforts meaningful and action-oriented. She discussed the initiation of regional listening meetings across Alaska's six economic regions. A contractor has been secured to conduct these sessions, although the contract is not yet finalized. These meetings will gather qualitative data, develop detailed surveys for businesses and organizations, and establish an annual feedback process to guide the Board's initiatives and workforce planning.
  - Commissioner Zugg mentioned that job centers in Valdez, Kenai, and Homer have been recertified for three more years as one-stop job centers. These centers provide a wide range of resources to help Alaskans access work opportunities. The healthcare sector's workforce development was another key topic. Presentations from leaders in this sector emphasized active efforts to address workforce gaps and improve recruitment and retention. Organizations such as the Alaska Native Tribal Health Consortium (ANTHC) and various post-secondary partners are involved in these efforts. Regarding broadband infrastructure, Zugg outlined the formalization of efforts to utilize Federal infrastructure Bill money, with a significant portion dedicated to broadband development. A broadband workforce development plan has been released, aiming to tackle the challenges of broadband access and bandwidth in Alaska, particularly in rural areas.

### **INSTITUTIONAL AUTHORIZATION COMPLIANCE REPORT**

Tyler Eggen, the Institutional Authorization Program Coordinator for the Alaska Commission on Postsecondary Education, presented the Compliance and Activities Report at the



## **ALASKA COMMISSION ON POSTSECONDARY EDUCATION**

### **Quarterly Meeting Summary of July 11, 2024**

commission meeting. This report, covering pages 26 to 29 of the commission packet, details staff activities, application reviews, and institutional monitoring. Key points include 26 institutions qualifying for exemptions from institutional authorization requirements, which are granted by the Commission based on legal and regulatory criteria. Additionally, the report provided updates on administrative approvals involving Alaska Driving Academy, Charter College, and Generation Southeast Community Learning Center.

Staff also monitored the progress of House Bill 55, later incorporated into House Bill 148, concerning the Commission's APS bill during the legislative session. Communication with workforce training recipients regarding TVEP Funding and participation in a program advisory meeting at Alaska Career College, along with a site visit to Generation Southeast Community Learning Center's Klawock Location, were also noted.

Significant updates include new US Department of Education rules effective July 1, 2024, and highlights from the 2023-24 rulemaking cycle. Staff attended an in-person meeting for the Western State Authorization Reciprocity Agreement to discuss proposed SARA Policy Manual amendments and federal landscape changes, with some expenses reimbursable.

The quarter saw no formal complaints, though three informal complaints were addressed, related to the University of Alaska Anchorage. The Commission does not adjudicate complaints about the University of Alaska system unless they are SARA-related.

### **INSTITUTIONAL STANDARDS AND EVALUATION RECOMMENDATIONS**

#### ➤ **Renewal of Authorization**

- Academy of Hair Design

**Regent Perdue moved to renew Academy of Hair Design's Authorization through July 31, 2027. Commissioner Zugg seconded the motion. By roll call vote, all members present voted aye. The motion carried.**

- Outer Coast

**Regent Perdue moved to renew Outer Coast's Authorization for two years through July 31, 2026, based on staff recommendations. Commissioner Hamlin seconded the motion. By roll call vote, all members present voted aye. The motion carried.**

#### ➤ **Initial Authorization**

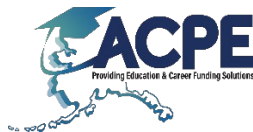
- Alaska Training Center

**Commissioner Hamlin moved to approve authorization for Alaska Training Center, through January 31, 2026, based upon staff recommendations. Commissioner Zugg seconded the motion. By roll call vote, all members present voted aye. The motion carried.**

#### ➤ **Program Amendment**

- Generations Southeast Community Learning Center

**Commissioner Hamilton moved to amend Generations Southeast Community Learning Center's Authorization to add the Carpentry Fundamentals and Introduction to Welding programs. Commissioner Hamlin seconded the motion. By roll call vote, all members present voted aye. The motion carried.**



**ALASKA COMMISSION ON POSTSECONDARY EDUCATION**  
**Quarterly Meeting Summary of**  
**July 11, 2024**

**APRIL 2025 MEETING DATE**

Commissioner Hamilton moved to hold the 2025 Spring Quarter Commission Meeting on April 17, 2025. Commissioner Zugg seconded the motion. By roll call vote, all members present voted aye. The motion carried.

**JULY 2025 MEETING DATE**

Commissioner Hamilton moved to hold the 2025 Summer Quarter Commission Meeting on July 24, 2025. Vice Chair Bicchinella seconded the motion. By roll call vote, all members present voted aye. The motion carried.

**RESOLUTION OF APPRECIATION FOR DR. BARBARA ADAMS**

Commissioner Hamilton moved to approve the Resolution of Appreciation as written for Dr. Barbara Adams. Vice Chair Bicchinella seconded the motion. By roll call vote, all members present voted aye. The motion carried.

*Discussion: Commissioner Hamilton stated that what Dr. Adams has done for education has been nothing but exemplary. He explained that he really appreciated her research and work.*

*Vice Chair Bicchinella echoed Commissioner Hamilton's statements, noted that Dr. Adams was a very involved member on the Commission, and always contributed insightful material to the discussion. He noted that she was an essential part of the Commission and would be missed.*

*Commissioner Zugg stated that her insight surrounding semi-rural Alaska and her understanding of Alaska's culture has been of great value. She noted that she learned a lot from Dr. Adams and looks forward to, hopefully, running into her in different circles and learning more from her.*

*Chair Brown expressed that in every moment he had with Dr. Adams, he would walk away feeling inspired and that he felt she had a way of making him think differently. He noted that she exemplifies the best qualities of this great state and he is honored to consider her a friend and a professional colleague*

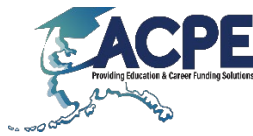
*Executive Director Efird echoed all of the former accolades for Dr. Adams and added that she was a wealth of knowledge for her as well. She expressed that Dr. Adams' wisdom, especially in her role as Chair of the ASLC Board of Directors with her background in data and mathematics/statistics, was instrumental in guiding the Corporation into a great position with its new investment policy.*

**MISSION MOMENT**

Executive Director Efird emphasized the importance of highlighting ACPE staff's dedication and accomplishments. She stressed staff's critical role in meeting organizational needs and supporting Alaskan's educational needs.

She noted the reduction in staff since 2017 from over 100 to 44 filled positions today. She recognized Senior Managers Kerry Thomas, Director of Program Operations; Jamie Oliphant Director of Information and Support Services; Kate Hillenbrand Director of Communications and Outreach' and Julie Pierce, Chief Finance Officer, for their significant contributions.





**ALASKA COMMISSION ON POSTSECONDARY EDUCATION**  
**Quarterly Meeting Summary of**  
**July 11, 2024**

She explained that the Commission successfully outsourced loan originations to CampusDoor and American Education Services. They managed office relocations and downsizing in Juneau and Anchorage. Additionally, staff adapted quickly to COVID-19 by transitioning to virtual operations.

She also explained that two significant legislative bills supporting the Alaska Performance Scholarship and loan programs were passed and implemented. The Commission also updated Institutional Authorization regulations and developed a new strategic plan with Key Performance Indicators. Next, she shared a Radio Ad that would be ran throughout Alaska, encouraging Alaskans to complete their FAFSA.

She highlighted some significant updates to the Alaska Career Information System (AKCIS) and the Alaska Student Aid Portal. The organization increased funding through grants and diversified revenue sources.

Executive Director Efird expressed a positive outlook for ACPE's future under the current staff's stewardship and stated her deep appreciation for the staff's exceptional work and dedication, and thanked the Commission for their support.

**CLOSING COMMENTS**

Vice Chair Bicchinella stated that he is incredibly thankful to be a part of the Commission and to work with everyone on it and especially with Executive Director Efird and her Team. The last four years have really been transformational and he feels that education is really pivoting in a positive way. A large part of that success is due in part to the incredible work the ACPE Team has completed. He also noted how much he appreciates the Higher Education Almanac.

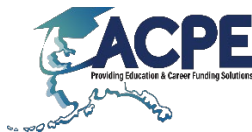
Regent Harrison stated she enjoys being on the Commission and keeping up on what is going on with all of Alaska's students. She looks forward to continuing on the Commission.

Representative Coulombe wanted to express her enthusiasm about the FAFSA Radio ad. She explained that one of her first interactions with Executive Director Efird was regarding the astonishingly low FAFSA completion rates. She is excited and pleased to see all of the improvements in communication about the FAFSA. She thanked Commission Staff and Sana for their work and for answering her questions.

Regent Perdue echoed what Regent Harrison stated. She noted that it is important for University Representatives to be on the Commission and is also looking forward to learning more from future meetings.

Commissioner Hamilton stated that he has worked with Sana for several years, including times outside of the Commission. He is very grateful for her work and expressed that her leaving creates a very large whole to fill. He noted that her Mission Moment reviewing the accomplishments of ACPE is a true testament to her steadfast leadership.

Commissioner Zugg stated that the litany of accomplishments was super impressive and she expressed her appreciation for Sana and her staff. She also noted her appreciation for the FAFSA Ad and how powerful it will be. She added that it is a privilege to serve on the Commission.



**ALASKA COMMISSION ON POSTSECONDARY EDUCATION**  
**Quarterly Meeting Summary of**  
**July 11, 2024**

Commissioner Hamlin expressed her appreciation for Sana and the staff for their hard work and for making her feel welcome. She also noted that she has never heard an Executive Director speak about their staff the way Sana did and she feels that is a testament to Sana’s character.

Chair Brown requested everyone keep the Kenai Peninsula College in their thoughts and prayers as they navigate this difficult time. He also noted that what really struck him during Sana’s Mission Moment presentation was that Sana didn’t once state “I,” but instead she used “we.” He explained that he feels that speaks to who Sana is as a leader. He also noted how large the list of accomplishments and successes was. He feels looking back is quite important.

Executive Director Efir expressed her appreciation for the kind words and her gratitude for her staff, stating that they have become like friends and family. She added that the opportunity to be in the position was a complete joy and honor for her.

**ADJOURN**

**Commissioner Hamilton moved to adjourn the July 11, 2024 Commission Meeting. Vice Chair Bicchinella seconded the motion. By roll call vote, all members present voted aye. The motion carried.**

Approved by:

\_\_\_\_\_

Chair

\_\_\_\_\_

Date



**ALASKA COMMISSION ON POSTSECONDARY EDUCATION  
SPECIAL COMMISSION MEETING  
August 21, 2024**

A meeting of the Alaska Commission on Postsecondary Education (ACPE), conducted via distance delivery, originated from the office of the Commission at 3030 Vintage Boulevard, Juneau, Alaska on August 21, 2024. Chair Brown called the meeting to order at approximately 3:30 p.m.

**ATTENDEES**

Commission Members present for all or portions of the meeting: Josh Bicchinella, John Brown, Lorri Van Diest, Keith Hamilton, Donald Handeland, Paula Harrison, Karen Perdue, Brittany Williams, and Trish Zugg

Commission Staff present for all or portions of the meeting: Kate Hillenbrand, Director of Communications and Outreach; Dannielle Erickson, Executive Secretary; Andrew Bocanumenth, Assistant Attorney General; and Grace Newman, Administrative Assistant

**ADOPTION OF AGENDA**

Vice Chair Bicchinella moved to adopt the agenda of the August 21, 2024 Special Meeting of the Commission. Commissioner Van Diest seconded the motion. By roll call vote, all members present voted aye. The motion carried.

**EXECUTIVE SESSION**

Chair Brown moved that the commission convene in executive session. This motion was made pursuant to AS 44.62.310(c)(2) as the matter to be discussed is a subject that may tend to prejudice the reputation and character of persons. Vice Chair Bicchinella seconded the motion. By roll call vote, all members present voted aye. The motion carried.

**RECONVENE IN REGULAR MEETING**

Once reconvened, Chair Brown noted that during the Executive Session, the Commission only discussed the items identified in the motion to move into Executive Session. The Committee did not take any action while in Executive Session.

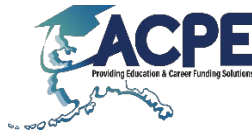
**POST-EXECUTIVE SESSION ACTION AND VOTE**

Chair Brown moved that the Commission accept the Executive Director Search Committee's recommendation to offer the executive director position to the candidate discussed, and authorize staff to offer the position and commence negotiations, with the salary not to exceed the amount discussed. If the selected candidate does not accept the position, staff will reopen the recruitment. Vice Chair Bicchinella seconded the motion. By roll call vote, all members present voted aye. The motion carried.

**RESOLUTION OF APPRECIATION: EXECUTIVE DIRECTOR SANA EFIRD**

Regent Harrison moved to accept the Resolution of Appreciation as written for Executive Director Sana Efird. Regent Perdue seconded the motion. By roll call vote, all members present voted aye. The motion carried.





**ALASKA COMMISSION ON POSTSECONDARY EDUCATION  
SPECIAL COMMISSION MEETING  
August 21, 2024**

**WHEREAS**, Sana Efird, as Executive Director to the Alaska Commission on Postsecondary Education and Executive Officer to the Alaska Student Loan Corporation, faithfully carried out the duties and responsibilities of this position from December 2020 to September 2024; and

**WHEREAS**, in fall 2024, Sana Efird will retire/retired from her position, completing her record of distinguished and valuable service to the State; and

**WHEREAS**, Sana Efird, in her nearly four years of service to the Commission and the Corporation and her 17 years of service to the State as a whole, warmly welcomed and supported all with whom she worked; and

**WHEREAS**, Sana Efird's unwavering leadership and her exceptional interpersonal skills were instrumental in the successful completion of several complex and sizeable projects including the Outsourcing of Student Loans, the Commission's Strategic Planning Project, and the passage of not one, but two separate pieces of important legislation that improved Alaska's Education Loan Programs and the Alaska Performance Scholarship; and

**WHEREAS**, under Sana Efird's leadership, mentoring, and team building, Commission Staff have delivered exceptional service and support to Alaskans.

**NOW, THEREFORE, BE IT RESOLVED** that the members of the Alaska Commission on Postsecondary Education and its Staff officially recognize Sana Efird's distinguished service and contribution to the Commission and to the State of Alaska, extending their statement of appreciation for her support and contributions to the Commission's efforts; and

**BE IT FURTHER RESOLVED** that their Resolution be appropriately engrossed and conveyed to Sana Efird with a copy to be incorporated in the official minutes of the August, 19, 2024, meeting of the Commission.

*Discussion: Chair Brown expressed his appreciation for Sana's leadership and dedication to the Commission. Vice Chair Bicchinella, Commissioner Hamilton and Commissioner Zugg all echoed Chair Brown's sentiments and each noted that they would miss working with Executive Director Efird.*

**ADJOURN**

Vie Chair Bicchinella moved to adjourn the August 21, 2024 Special Commission Meeting. Commissioner Hamilton seconded the motion. By roll call vote, all members present voted aye. The motion carried.

The meeting adjourned at approximately 4:45 p.m.

## Alaska Commission on Postsecondary Education

P.O. Box 110505  
Juneau, Alaska 99811-0505

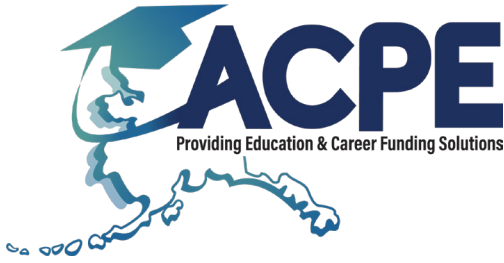
Toll Free: (800) 441-2962

In Juneau: (907) 465-2962

TTY: Dial 711 or (800) 770-8973

Fax: (907) 465-5316

acpe.alaska.gov



### MEMORANDUM

**TO:** Members, Alaska Commission on Postsecondary Education  
**FROM:** Kerry Thomas, Acting Executive Director  
**DATE:** October 8, 2024  
**SUBJECT:** Executive Director Report

During this quarter, efforts have been focused on implementing the Alaska Performance Scholarship changes from HB148, transition related activities around the former Executive Director's retirement, and planning for the upcoming year.

#### **Budget Update:**

Senior Managers are in the budget planning and proposal process for the FY2026 Governor's Proposed Budget. Chief Finance Officer Julie Pierce and I met with the Office of Management and Budget and the Governor's Office staff in September to present ACPE's FY2026 budget proposal. This information is confidential and deliberative until the Governor releases his budget in December.

#### **Federal Department of Education Update:**

We continue to monitor the various court cases against the U.S. Department of Education aimed at stopping the full implementation of the SAVE plan. The outcome of this will impact Alaska borrowers with federal education loans, and may have a financial impact to the Alaska Student Loan Corporation, depending on what is ultimately implement.

#### **Strategic Planning Project:**

Senior Managers held a two day in-person meeting in August to monitor progress and outcomes on the strategic plan, and to evaluate projects and adjust priorities as necessary to meet business and customer needs.

#### **Human Resources Update:**

Recruitment efforts and staff changes over the last quarter resulted in the appointment of one new employee and the separation of three employees. Kelly Whistler, Administrative Assistant joined the Program Support Team on July 29, 2024. Jenn Hieber, Administrative Assistant, resigned from the Commission on August 2, 2024 after two months of service. Steffanie Reynoso, Student Intern, resigned on August 14, 2024 after two months of service. Sana Efird, Executive Director, retired on September 30, 2024. Executive Director Efird served the State of Alaska for over seventeen years and she served as Executive Director of the Commission for close to four years. Kerry Thomas, Director of Program Operations, was appointed to Acting Executive Director on October 1, 2024.

Currently, ACPE has 42 positions filled: 9 in Anchorage, 33 in Juneau. The breakdown of filled positions by divisions is as follows: ISS-8, Finance-11, Program Operations-14, Outreach-7, and Executive Office-2. There are six employees eligible to retire in calendar year 2024.

At present, ACPE has 10 vacant positions. The breakdown of vacant positions by division is as follows: ISS-2, Finance-3, Program Operations-2, Outreach-1, and Executive Office-1. Recruitment efforts are underway for an Analyst/Programmer in Information Support Services and an Executive Director for the Executive Office.

ACPE has 52 PCNs, including 11 in Anchorage and 41 in Juneau. Management continues to review all vacant positions for future need including possible deletion or reclassification to retain the flexibility needed to provide support for agency initiatives.

ACPE is currently comprised of 28 females (67%) and 14 males (33%) as compared to the statewide employee breakdown of 6,848 females (48%) and 7,379 males (52%). The average age of ACPE employees is 46.5 years as compared to the statewide average of 43.6 years. The racial and ethnic demographics of ACPE employees are White (86%) and minorities (14%) as compared to statewide demographics of White (74%) and minorities (26%). See [State of Alaska Workforce Profile Fiscal Year 2023](#) for additional information.

#### **Alaska Student Loan Corporation Meeting:**

The last Alaska Student Loan Corporation (ASLC) Board meeting was on May 9, 2024, and a report of the activities from that meeting was provided in July. The next meeting of the Corporation Board is scheduled for November 7, 2024.

#### **Professional Organization Meetings/Presentations:**

Prior to her retirement, former Executive Director Efirm traveled for the following purposes during the quarter:

- Participated in a panel presentation on “Helping Students Pay for Unmet Need: Partnering with State-Based Nonprofits” at the SHEEO Higher Education Policy Conference
- Visited ACPE staff in Anchorage
- Participated in HB148 celebration at Kenai Peninsula College
- Met with Governor Dunleavy to provide information on ACPE’s services and discuss ways ACPE can aid Alaska’s current higher education priorities to support Alaska’s workforce and economy
- Attended the EFC Education Finance Conference for essential meetings with industry

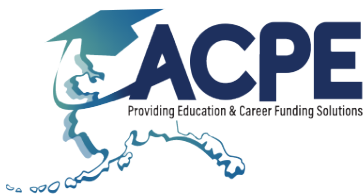
It is my pleasure to serve the Commission and the State of Alaska as ACPE’s Acting Executive Director. Please reach out to me as needed. I am available to discuss the Commission’s activities or other topics of interest.

#### **Attachments:**

1. September 30, 2024 Leadership Announcement Press Release

**ACPE PRESS RELEASE**

Sana Efir  
 Executive Director  
 907-465-6740  
 acpe.alaska.gov

**FOR IMMEDIATE RELEASE****Executive Director Efir Retires, Thomas Named Acting Executive Director**

Juneau, Alaska – After almost 20 years of State of Alaska service, including four years as Executive Director of the Alaska Commission on Postsecondary Education (ACPE)/Executive Officer of the Alaska Student Loan Corporation (ASLC), Sana Efir retires effective September 30, 2024. During her tenure with ACPE, Executive Director Efir led ACPE through a multi-year strategic planning process, culminating in the launch of its new strategic plan, mission, vision, and priorities in the spring of 2024. Also during this time, ACPE successfully completed a multi-phase outsourcing project of its loan originations and servicing. The outcome of this project resulted in cost-saving to the agency and allows ACPE/ASLC to continue offering education loans at the lower interest rates. Since 2020, Efir also worked with the Alaska Legislature on the passage of two major bills in support of amplifying education funding solutions for Alaskans. These pieces of legislation resulted in enhanced education loan options for students and, most recently, implementing sweeping changes to the Alaska Performance Scholarship.

During her tenure with the State of Alaska, Efir served as Deputy Commissioner of the Department of Education & Early Development and Assistant Commissioner of the Department of Health & Social Services. These roles, including that of Executive Director with ACPE, highlight Efir's passion for education and wellness of Alaskans. Executive Director Efir is looking forward to her upcoming retirement and sharing many adventures with her husband, Dwight, family and friends, and their adored Great Dane, Lola.

ACPE's Kerry Thomas, will serve as Acting Executive Director, starting October 1, 2024. Thomas brings nearly 20 years of experience within ACPE to this role. During her tenure with ACPE, Thomas served various roles including Internal Auditor and Director of Operations. Prior to ACPE, Director Thomas served as an Accounting Supervisor and Accountant IV with the State of Alaska.

Director Thomas is pleased to serve as Acting Executive Director/Executive Officer in support of the Alaska Commission on Postsecondary Education's mission to provide sustainable solutions for college, career and technical training.

**ABOUT ACPE:**

Funded by the Alaska Student Loan Corporation, ACPE provides sustainable solutions for college, career and technical training.

**ACPE PROVIDES:**

- Postsecondary education planning tools and resources
- Advocacy and support for postsecondary participation in Alaska
- Financial aid for college and career training
- Education consumer protection through Institutional Authorization and complaint investigation

####



THE STATE  
of ALASKA  
GOVERNOR MIKE DUNLEAVY

Alaska Commission on  
Postsecondary Education

INSTITUTIONAL AUTHORIZATION

P.O. Box 110505  
Juneau, Alaska 99811-0505

Main: 907.465.6741  
Toll free: 800.441.2962  
TTY: Dial 711 or 800.770.8973  
acpe.alaska.gov

MEMORANDUM

TO: Alaska Commission on Postsecondary Education Members  
THROUGH: Kerry Thomas, Acting Executive Director  
FROM: Tyler Eggen, Institutional Authorization Program Coordinator  
DATE: October 3, 2024  
RE: Compliance and Activities Report for October 3, 2024

Quarter Applications

Renewal of Authorization

A Head of Time Design Academy  
Alaska Institute of Oriental Medicine, Acupuncture, & Massage Therapy  
Generations Southeast Community Learning Center  
Hair Science

Program Amendment

Alaska Bible College  
Charter College

Exemptions

Institutions qualifying for Exemption from Authorization in the quarter and current as of report.

Location	Certification this Quarter
Alaska	7
Out-of-State	18

Administrative Approvals

Alaska Christian University

- Review and approve tuition and fee increases to programs offered.

### **Alaska Pacific University**

- Review and approve changes to the Associate Degree in Nursing Program.

### **Generations Southeast Community Learning Center**

- Review and approve changes to short course exemption First Aid/CPR/AEG program.

### **THE Beauty School**

- Review and approve location modification changes to facilities.

### **Institutional Authorization Monitoring & Activities**

In July 2024, Commission staff provided all Authorized Institutions with the updated Annual Report, which will be filed with the Commission by December 1, 2024. The updated version includes greater technical functionality and clarity of required documents and materials, amongst other improvements. Additional reminders have been sent to Institutions and more are scheduled.

In August 2024, Commission staff presented information about Institutional Authorization, online education, the State Authorization Reciprocity Agreement (SARA), and oversight over practical or externship locations to the Alaska Board of Nursing. At the Board meeting, the Board renewed **Mat-Su CNA Training** as an approved training program for Certified Nurse Aide programming.

**Charter College** officially closed its Wasilla location after a scheduled teach-out of students. At the time of the location's closure, only one active student who needed to obtain practical experience before completing the Medical Assistant program was still enrolled. The program is still offered through the Anchorage location. Charter College also closed its Lancaster, CA, Missoula, MT, and Fife, WA locations while adding Reno, NV. The educational instruction in Reno is being offered at the location of Prospect Education, LLC's headquarters.

Commission staff anticipates that an Application for an Entry of Default and Default Judgment will be filed against **The Esthetics District, LLC**, before the Commission meeting. These actions will allow the Commission to proceed closer to submitting a claim against the bond to relieve the impacted students.

### **Federal Monitoring**

This quarter, the U.S. Department of Education delayed the reporting deadline for [Financial Value Transparency\(FVT\) & Gainful Employment\(GE\) information](#) from October 1, 2024 to [January 15, 2025](#). These enforcement of the rules related to FVT and GE rules are scheduled to take effect July 1, 2026.

The Department may publish a Notice of Proposed Rulemaking on previously discussed topics, including, but not limited to, State Authorization, Accreditation, Third-Party Services, and others, as early as November 2024.

### **State Authorization Reciprocity Agreement**

The [State Authorization Reciprocity Agreement \(SARA\)](#) provides a streamlined, reciprocity-based process for institutions to gain approval to offer interstate distance education without individually applying to each state for approval. SARA is operated by the National Council for State Authorization Reciprocity Agreements (NC-SARA) in partnership with [four regional compacts](#). Alaska is a Western Interstate Commission for Higher Education (WICHE) member, and the commission staff serves on the WICHE-SARA or W-SARA Regional Steering Committee (RSC).

This quarter, Commission staff attended an in-person SARA State Portal Entity Annual Conference with 42 states represented to discuss meeting discuss the Federal regulatory landscape, the policy modification process, and the 10th anniversary of SARA, along with other topics. SARA has reimbursed a portion of the travel expenses for the trip.

Commission staff would approve the renewal of **the University of Alaska-Fairbanks** and the **University of Alaska-Southeast's** SARA participation.

### **Complaints**

When complaints arise, our regulatory complaint procedure requires that students attempt to resolve matters with their Institution through the Institution's Grievance Policy. Generally, there is resolution at this point. However, if a resolution cannot be reached, the student may file a formal written complaint with the Commission.

Six informal complaints were received this quarter.

- One student was provided with a Formal Complaint form.
- One student could not submit a complaint because of the time that passed since they attended the institution.
- Two complaints were related to the University of Alaska. Commission staff does not adjudicate complaints about the University of Alaska System or its campuses unless they are SARA-related. University of Alaska resources were provided to those individuals.
- One student submitted a Formal Complaint, and upon review, Commission staff took no action on the complaint. The student was dismissed due to a violation of institutional conduct policies. However, in the student's complaint, they acknowledged that they were aware of the policies and did not feel that they would be subject to them. Commission staff provided the student with an explanation of why action was not taken regarding their complaint, and staff filed the complaint for the record.

## 11. Compliance Activities Report

- One student submitted a Formal Complaint to the Commission staff. Commission staff worked to resolve the complaint via mediation. A settlement agreement was reached between the student and institution, and at the time of this report, Commission staff are awaiting action items from both parties to be completed as apart of the settlement agreement.





**Staff Report  
A Head of Time Design Academy  
Renewal of Authorization**

Summary

A Head of Time Design Academy has operated as an Authorized institution since 1985. The owner, Rosalyn Wyche, is licensed as a Hairdressing, Esthetics, Barbering, and Advanced Manicure instructor. Ms. Wyche also owns a beauty supply store adjacent to the Academy and salon, providing additional revenue for her operations. The Academy has been operating out of its current location since 2008.

Chief Administrator	Rosalyn Wyche	Financial Statements	Financially Sound
Address	360 Boniface Pkwy, Ste A28 Anchorage, AK 99504	FY23 Tuition Revenues	\$85,800
Year Founded	1985	Annual Enrollment Data	40
Authorized Under Current Owner Since	1999	Complaints since the last Authorization	0
		Surety Amount/Type	\$10,000/Bond

Program name	Program length	Cost
Hairdresser	1650 hours	\$10,000
Barber	1650 hours	\$10,000
Hairdresser and Barber	1650 hours	\$14,000
Non-Chemical Barber	1350 hours	\$8,600
Instructor	600 hours	\$5,425
Esthetician	350 hours	\$7,800
Hairdresser and Barber Refresher	320 hours	\$3,150
Advanced Manicuring	250 hours	\$3,185
Hair Braiding*	35 hours	\$1,500

## 12. Institutional Standards and Evaluation

Manicuring*	12 hours	\$1,500
-------------	----------	---------

\*Exempt Program

### Review & Updates since the Last Renewal of Authorization

At the October 2021 Commission meeting, the Commission approved the Academy for a three-year Renewal of Authorization. The 12-hour Manicure course, which is the most popular program at the Academy, is taught with both instruction and hands-on applications. This explains the program's higher-than-average cost in Alaska, as no practical operations are necessary for licensure with the Board of Barbers and Hairdressers.

### Annual Report 2023 Data

Program Name	Number of Students	Completion Rate	Placement Rate
Esthetician	5	80%	100%
Non-Chemical Barber	2	N/A*	N/A
Hairdressing	1	0%**	N/A
Manicuring	19	100%	N/A***
Braiding	1	100%	N/A***

\*The completion rate does not include students still enrolled.

\*\*Provided explanation for program with a withdrawal rate greater than 25%

\*\*\*Short Course of Study Program

### Site Visit & Student Experience Survey

Commission staff conducted a Site Visit, which observed no violations or concerns regarding life and safety matters or equipment and resources.

Commission staff conducted an online Student Experience Survey with students, and the Commission staff conducted the Site Visit on the day school was not in session. Four of the ten students responded to the survey, presenting no emerging positive or negative themes involved in their studies at the Academy.

### Materials Review

Materials were submitted promptly, and follow-up requests were responded to appropriately.

### Evaluation

Minimum Standards Component - AS 14.48.060	Staff Evaluation/Comments
1. Program and courses meet stated objectives	Industry-recognized and approved curriculum preparatory for licensing exams
2. Adequacy of space, equipment, and resources	Approved by the Board of Barbers and Hairdressers
3. Appropriateness of staff/faculty credentials	Compliant licenses
4. Catalog/brochure compliance	Compliant

## 12. Institutional Standards and Evaluation

5. Credential compliance	Certificate awarded
6. Adequacy of records	Compliant
7. Compliance with applicable laws	Compliant
8. Financial soundness	Financially Sound, Compiled Statements
9. Advertising and sales	Compliant
10. Administrators are of good reputation	Background check-no adverse findings
11. Student housing, if any	N/A
12. Refund policy compliance	Reviewed and documented
13. Costs and charges compliance	Reviewed and documented

### Recommendation:

Staff recommends a three-year Renewal of Authorization for A Head of Time Design Academy through October 31, 2027.

### Motion Needed:

*"Move to renew A Head of Time Design Academy's Authorization through October 31, 2027."*



**Staff Report**  
**Alaska Institute of Oriental Medicine, Acupuncture and  
Massage Therapy**  
**Renewal of Authorization**

Summary

The Alaska Institute of Oriental Medicine, Acupuncture, and Massage Therapy (Institute) offers training in Anchorage in traditional Chinese medicine and massage. The Institute offers a Massage Therapy Program that meets the licensure requirements of the Alaska Board of Massage Therapists and shorter courses for licensed professionals that meet the continuing education requirements of the Alaska Board of Massage Therapists.

In Alaska, the Board of Massage Therapists regulates massage therapy program requirements. The Board requires 625 hours of instruction leading toward professional licensure. The program offered by the Institute exceeds this requirement, and graduates have gone on to work in chiropractic offices, wellness clinics, and private practice.

Chief Administrator	Cynthia McMullen, CEO	Financial Statements	Financially Unsound
Address	2636 Spenard Rd., Suite 2 Anchorage, AK 99503	FY23 Tuition Revenues	\$355,081
		Annual Enrollment Data	31
Year Founded	2003	Complaints since the last Authorization	0
Authorized Since	2003	Surety Amount/Type	\$180,000/Bond

Program name	Program length	Cost
Massage Therapy Program	750 hrs	\$15,551
Tuina Medical Acupressure	258 hrs	\$3,500

## 12. Institutional Standards and Evaluation

Thai Yoga	174 hrs	\$2,350
-----------	---------	---------

### Review & Updates since the Last Renewal of Authorization

The Institute was previously Renewed for Authorization in October 2023 for one year as the Institute was determined to be financially unsound. The Institution was subject to consumer protection requirements, including providing unaudited financial statements, updated student account ledger information, a disclosure notice for student signature, and maintaining its current level of surety bonding.

This past year, the Institute reduced its Massage Therapy Program from 830 to 750 hours via the Administrative Approval. This change also included curriculum modifications and lowering the program's cost from \$16,422 to \$15,551. The basis for the request was based on regulatory changes by the Board of Massage Therapists, reviewing national license requirements, and talking to key program stakeholders. The 830-hour program was phased out as of August 2024.

The Institute aims to maintain an enrollment goal of 12-15 students per class, with two classes offered yearly. The Institute is examining new course offerings in Western and Eastern herbalism, exploring the possibility of providing its BioScience course in a hybrid format and strengthening partnerships with an outside entity to provide discounts on continuing education courses.

### Financially Unsound FY23 Financial Statements

The Institute's financial statements were included in the application. Upon review by Commission staff and the opinion of the Commission's third-party auditor for financial soundness tests, Commission staff determined that the Institute was financially unsound. Commission staff review of the financial statements indicated gains from operations of \$13,239 and positive cash flow from operations of \$20,339.

However, as of December 31, 2023, the Institute had a current ratio of 0.98, 32.94 days of cash on hand, and (0.83) months of expenses in reserve. As such, the Institute is subject to the following:

- Maintaining the current surety bond.
- Maintaining the Commission-approved, detailed teach-out plan.
- Continue providing the Commission-approved financial unsoundness disclosure to current and prospective students, which includes Commission contact information.
- Paying for an independent financial soundness review annually from a firm approved by the Commission until the Commission determines the Institution to be financially sound or the teach-out plan has been completed, and the Institution has closed.
- Continue providing unaudited quarterly balance statements, no more than ten business days after the financial quarter has ended, for each quarter until the Institution has been determined to be financially sound or a teach-out plan has been completed, and the Institution has closed.

## 12. Institutional Standards and Evaluation

### Annual Report 2023 Data

Program Name	Number of Students	Completion Rate	Placement Rate
Massage Therapy Program	31	97%	78%

### Site Visit & Student Experience Survey

Commission staff conducted a Site Visit, which observed no violations or concerns regarding life and safety matters or equipment and resources. Commission staff also observed no violations regarding compliance with student records.

Commission staff conducted a Student Experience Survey with the five students participating. The students' responses indicated a positive learning environment with peers and instructors. Students also commented on wanting better communication between instructors regarding delivering educational materials.

### Materials Review

Materials were submitted promptly, and follow-up requests were responded to appropriately.

### Evaluation

Minimum Standards Component - AS 14.48.060	Staff Evaluation/Comments
1. Program and courses meet stated objectives	750 hours exceeds licensure requirements with the Board of Massage Therapists
2. Adequacy of space, equipment, and resources	Compliant
3. Appropriateness of staff/faculty credentials	Compliant licenses
4. Catalog/brochure compliance	Compliant
5. Credential compliance	Certificate awarded
6. Adequacy of records	Compliant
7. Compliance with applicable laws	Compliant
8. Financial soundness	Financially Unsound, Compiled Statements
9. Advertising and sales	Compliant
10. Administrators are of good reputation	Background check-no adverse findings
11. Student housing, if any	N/A
12. Refund policy compliance	Reviewed and documented
13. Costs and charges compliance	Reviewed and documented

## 12. Institutional Standards and Evaluation

### Recommendation:

Staff recommends a one year Renewal of Authorization for Alaska Institute of Oriental Medicine, Acupuncture and Massage Therapy, through October 31, 2025, contingent upon the following recommendations:

- Continued submission of unaudited financial statements, per 20 AAC 17.102(g) (1), which would include balance sheets, an income statement, and a statement of cash flows. The statements are to be delivered to the Commission no more than ten business days after the financial quarter has ended until the Institution has been determined to be financially sound.
- Updated student account ledgers at the end of each fiscal quarter, to be delivered to the Commission no more than ten business days after the end of the fiscal quarter, as a requirement of the teach-out plan until the Institution has been determined to be financially sound.
- Disbursement of the financial soundness disclosure for student signature, to be placed in the student's record until the Institution has been determined financially sound.
- Paying for an independent financial soundness review annually from a firm approved by the Commission until the Commission determines the Institution to be financially sound or the teach-out plan has been completed, and the Institution has closed.
- Maintaining current bonding levels.

### Motion Needed:

*"Move to renew Alaska Institute of Oriental Medicine, Acupuncture and Massage Therapy's Authorization, through October 31, 2025, based upon staff recommendations."*



**Staff Report**  
**Generations Southeast Community Learning Center**  
**Renewal of Authorization**

Summary

Generations Southeast Community Learning Center (GSCLC), formerly known as Vocational Training & Resource Center (VTRC), is a component of and operated by the Central Council of Tlingit & Haida Indian Tribes of Alaska (CCTHITA). Historically, GSCLC offered Commercial Driver’s License (CDL) Class “A” Training in Juneau and short courses of study in online vocational certifications (Flagger, HAZWOPER). In 2024, GSCLC added a location in Klawock.

In July 2013, GSCLC expanded its offerings and was approved to deliver online training with local support using Penn Foster’s programs. Penn Foster is a Pennsylvania-based postsecondary institution institutionally accredited by the Distance Education Accrediting Commission (DEAC) and authorized by the Pennsylvania Department of Education, Bureau of Postsecondary and Adult Education.

Chief Administrator	Krista Staveland, Generations Southeast Manager	Financial Statements	Financially Sound
Address	3239 Hospital Dr Juneau AK 99801	FY23 Tuition Revenues	\$144,399
Year Founded	1996	Enrollment Data*	46
Authorized Since	1997	Complaints since the last Authorization	0
		Surety Amount/Type	\$60,000/Bond

\*Based on longer programs reported during Annual Reporting 2023



## 12. Institutional Standards and Evaluation

### GSCLC Programs

Program name	Program length	Cost
Child Development Associate Certificate	600 hrs	\$4,000
Carpentry Fundamentals	270 hrs	\$3,000
Introduction to Welding	200 hrs	\$2,000
Pro Truck Driver 160 Hour	160 hrs	\$15,000
Administrative Assistant Program Level One Certificate	160 hrs	\$4,000
Administrative Assistant Program Level Two Certificate	160 hrs	\$4,250
Administrative Assistant Program Level Three Certificate	120 hrs	\$4,500
Early Childhood Leadership	120 hrs	\$5,000
40-Hour HAZWOPER	40 hrs	\$400
Career 101	19 hrs	\$300
Wilderness First Aid	19 hrs	\$300
Community Emergency Response Training	16 hrs	Zero
Business Basics Certificate	12 hrs	\$300
8-Hour HAZWOPER Refresher Certification	8 hrs	\$250
Financial Literacy	7 hrs	\$300
First Aid, CPR, AED Certification	6 hrs	\$175
Financial Skills Certificate	6 hrs	\$150
Online Flagger Certification	6 hrs	\$165
Work Readiness & Soft Skills Development Certificate	6 hrs	\$150
Business Writing	3 hrs	\$200
Customer Service	3 hrs	\$200

### Penn Foster Programs

Program name	Program length	Cost
Accounting	330 hrs	\$1,718
Administrative Assistant	480 hrs	\$1,513
Auto Repair Technician	520 hrs	\$1,626
Basic Electronics	295 hrs	\$1,514
Bookkeeping	310 hrs	\$1,489
Business Management	330 hrs	\$1,718
Certified Personal Trainer	235 hrs	\$1,697
Child Care Professional	285 hrs	\$1,466
Computer Graphic Artist	300 hrs	\$1,698
Carpenter	287.5 hrs	\$1,542
Dental Assistant	405 hrs	\$1,629
Diesel Mechanics/Heavy Truck Maintenance	835 hrs	\$1,692
Dog Obedience Trainer	295 hrs	\$1,628
Drafting with AutoCAD	535 hrs	\$1,699
Dressmaking & Design	235 hrs	\$1,558
Electronics Technician	730 hrs	\$1,698
Online Flagger Certification	480 hrs	\$1,513

## 12. Institutional Standards and Evaluation

Furniture & Cabinet Maker	412.5 hrs	\$1,698
Gunsmith	240 hrs	\$1,692
High School Diploma	36 months max	\$2,100
Hotel/Restaurant Management	162.5 hrs	\$1,651
Human Resources Management	360 hrs	\$1,718
HVAC Technician	417.5 hrs	\$1,629
Jewelry Design and Repair	152.5 hrs	\$1,549
Landscaping Technology	213 hrs	\$1,628
Legal Secretary	355 hrs	\$1,626
Medical Administrative Assistant	620 hrs	\$1,488
Medical Coding and Billing	586 hrs	\$1,651
Medical Transcriptionist	240 hrs	\$1,549
Motorcycle Repair Technician	295 hrs	\$1,514
Occupational Therapy Aide	90 hrs	\$1,558
Paralegal	300 hrs	\$1,651
Pet Groomer	182.5 hrs	\$1,466
Pharmacy Technician	388 hrs	\$1,410
Physical Therapy Aide	90 hrs	\$1,530
Professional Locksmithing	213 hrs	\$1,664
Residential Electrician	888 hrs	\$8,257
Small Business Management	160 hrs	\$1,530
Small Engine Repair	290 hrs	\$1,530
Teacher Aide	135 hrs	\$1,460
Travel and Tourist Specialist	440 hrs	\$1,524
Veterinary Assistant	337.5 hrs	\$1,598
Wildlife/Forestry Conservation	245 hrs	\$1,524

### Penn Foster Programs

GSCLC offers Penn Foster online programs with on-the-ground support to those students seeking training to obtain employment or those students already employed who seek continuing education options. Students can use the GSCLC computer lab to access their courses, which is helpful for those students without access to a study space or computer at home. Both GSCLC and Penn Foster issue certificates of completion, and both keep copies of student records. GSCLC, as the Authorized Institution, is responsible for refunds and resolving student complaints.

### Updates since October 2023 Renewal of Authorization

At the October 2023 Commission meeting, the Commission Renewed GSCLC's Authorization for one year to allow the Institution to demonstrate compliance with student record-keeping practices and communicate timely with Commission staff. During the last year, GSCLC added several new programs, such as the Administrative Assistant-Level Three, Early Childhood

## 12. Institutional Standards and Evaluation

Leadership, Carpentry Fundamentals, and Introduction to Welding. GSCLC would also add a location in Klawock, taking over the Prince of Wales Vocational Technical Education Center, previously operated by the City of Klawock.

### Annual Report 2023 Data

Program Name	Number of Students	Completion Rate	Placement Rate
Administrative Assistant Level One	8	100%	100%
Administrative Assistant Level Two	3	100%	100%
Child Development Associate	28	80%*	100%*
Pro Truck Driver 160 TD/107	2	100%	100%

*\*Some students were already employed at the time of enrollment. The completion rate does not include students still enrolled.*

### Materials Review, Recent Site Visits, & Student Experience Survey

GSCLC submitted materials and communicated with Commission staff in a timely manner, and follow-up requests were responded to appropriately.

Commission staff visited the Juneau location this quarter and observed no violations or concerns regarding safety matters, space, equipment, or resources.

Commission staff visited the Klawock location in June 2024, during which time they observed two violations regarding life and safety (expired fire extinguishers and eyewashing stations that needed testing). These were resolved, and the location has been added to CCTHITHA's maintenance inspection plan.

Commission staff could not conduct a student experience survey as no students were present during the Site Visit. During the 2023 Annual Reporting cycle, GSCLC shared exit survey data from the 2022-2023 year, indicated students agreeing or strongly agreeing with questions on course evaluation forms, and collected quantitative data that thematically stated positive experiences with the instructors.

### Evaluation

Minimum Standards Component - AS 14.48.060	Staff Evaluation/Comments
1. Program and courses meet stated objectives	The CDL program meets FMSCA standards, the CDA meets Council for Professional Recognition standards, and Penn Foster

## 12. Institutional Standards and Evaluation

	programs are accredited through the Distance Education Accrediting Commission.
2. Adequacy of space, equipment, and resources	Reviewed at the Site Visit
3. Appropriateness of staff/faculty credentials	Compliant licenses
4. Catalog/brochure compliance	Compliant
5. Credential compliance	Certificate awarded
6. Adequacy of records	Compliant
7. Compliance with applicable laws	No observations of non-compliance with other applicable laws
8. Financial soundness	Meets regulatory soundness requirements
9. Advertising and sales	Compliant
10. Administrators are of good reputation	Background check-no adverse findings
11. Student housing, if any	N/A
12. Refund policy compliance	Reviewed and documented
13. Costs and charges compliance	Reviewed and documented

Recommendation:

Staff recommends a two-year Renewal of Authorization for Generations Southeast Community Learning Center through October 31, 2026.

Motion Needed:

*"Move to renew Generations Southeast Community Learning Center Authorization for two years, through October 31, 2026."*



**Staff Report  
Hair Science  
Renewal of Authorization**

Summary

Hair Science is a Barbering, Hairdressing, and Instructor school in Anchorage. The owner, Vershawn (Shawn) Idom, has been a licensed instructor since 2010. The Commission first authorized the school in 2014. Hair Science is an open-enrollment institution offering evening and weekend classes to accommodate working students, with a maximum enrollment of eight students.

Chief Administrator	Vershawn(Shawn) Idom	Financial Statements	Financially Sound
Address	203 W. 15 <sup>th</sup> Ave Unit 108 Anchorage, AK 99501	FY23 Tuition Revenues	\$18,546
Year Founded	2008	Enrollment Data	5
Authorized Since	2014	Complaints since last Authorization	0
		Surety Amount/Type	\$30,000/Bond

Programs

<u>Program name</u>	<u>Program length</u>	<u>Cost</u>
Barber	1650 hours	\$11,275
Instructor	600 hours	\$6,650
Hairdressing	1650 hours	\$11,275

Updates since October 2022 Renewal of Authorization

At the October 2022 Commission meeting, the Commission Renewed Hair Science’s Authorization for two years and added the Hairdressing program. Hair Science’s goal is to

## 12. Institutional Standards and Evaluation

continue to provide the best barbering training possible to prepare its students for employment as professional barbers upon graduation.

### Annual Report 2023 Data

Program Name	Number of Students	Completion Rate	Placement Rate
Barbering	5	60%*	100%

*The completion rate does not include students still enrolled.*

*\*Provided explanation for individual program completion rates below 75%, per annual reporting standards regulations.*

### Site Visit & Student Experience Survey

Commission staff conducted a Site Visit, which observed no violations or concerns regarding life and safety matters or equipment and resources. Commission staff also observed no violations regarding compliance with student records.

Commission staff conducted a Student Experience Survey with the singular student on the day of the Site Visit. Due to confidentiality concerns regarding reporting the results from a singular student, specific data cannot be shared. However, the survey did not indicate any problems at the institution that suggested a violation.

### Materials Review

Materials were submitted late and subject to the \$250.00 late fee. After the late fee was assessed, materials were submitted promptly, and follow-up requests were responded to appropriately.

### Evaluation

Minimum Standards Component - AS 14.48.060	Staff Evaluation/Comments
1. Program and courses meet stated objectives	Industry-recognized and approved curriculum preparatory for licensing exams
2. Adequacy of space, equipment, and resources	Approved by the Board of Barbers and Hairdressers
3. Appropriateness of staff/faculty credentials	Compliant licenses
4. Catalog/brochure compliance	Compliant
5. Credential compliance	Certificate awarded
6. Adequacy of records	Compliant
7. Compliance with applicable laws	Compliant
8. Financial soundness	Financially Sound, Compiled Statements
9. Advertising and sales	Compliant
10. Administrators are of good reputation	Background check-no adverse findings
11. Student housing, if any	N/A
12. Refund policy compliance	Reviewed and documented
13. Costs and charges compliance	Reviewed and documented

## 12. Institutional Standards and Evaluation

### Recommendation:

Staff recommends a three-year Renewal of Authorization for Hair Science through October 31, 2027.

### Motion Needed:

*"Move to renew Hair Science's Authorization through October 31, 2027."*



**Staff Report  
Alaska Bible College  
Program Amendment**

Summary

Alaska Bible College (ABC) is a small institution nationally accredited by the Association for Biblical Higher Education (ABHE) since 1982. Historically, ABC operated in Glenallen before moving locations in 2014 to Palmer. ABC offers five programs, two certificates, and three degrees that prepare students to work in Christian ministry. Degree students have a choice of emphasis on children, youth, intercultural or pastoral ministry, or enrollment in the Elementary Education program. ABC was last Renewed for Authorization at the April 2022 meeting for four years.

Chief Administrator	David Ley	Address	248 E Elmwood Ave. Palmer, AK 99645
Year Founded	1966	Authorized Since	1977

- New Program

Program or degree name	Program length	Tuition/Fee Cost
Master of Arts in Biblical Studies	60 credits	\$32,555.00

Review

The Master of Arts in Biblical Studies program is designed to provide advanced theological education and equip students for leadership roles in ministry and academic settings. Graduates will be able to pursue careers as pastors, church leaders, missionaries, theological educators, and authors. The program is scheduled to be heard by ABHE at its November meeting with aspirations to begin instruction as soon as January 2025.

Anticipated Enrollment:

ABC anticipates the starting enrollment of five students when the degree begins to be offered.



## 12. Institutional Standards and Evaluation

### Clergy Outlook, State & National:

*Graduates from this program can pursue multiple opportunities, and other occupations may include, but are not limited to, "Directors, religious activities and education" and "Religious workers, all other."*

### Alaska Department of Labor and Workforce Development Data:

Mean Wage	Wage by Percentile				
Mean	10 <sup>th</sup>	25 <sup>th</sup>	Median	75 <sup>th</sup>	90 <sup>th</sup>
\$29.53	\$16.61	\$16.86	\$24.20	\$40.43	\$46.88

Alaska Occupational Forecast
No Data Available

### U.S. Bureau of Labor Statistics Data:

Mean Wage	Wage by Percentile				
Mean	10 <sup>th</sup>	25 <sup>th</sup>	Median	75 <sup>th</sup>	90 <sup>th</sup>
\$30.64	\$17.02	\$21.89	\$28.33	\$35.87	\$46.44

National Occupational Forecast			
Employment, 2022	Projected Employment, 2032	Change, 2022-2032	
		Percent Change	Growth
266,700	268,200	0.6%	21,900

### Comparative Programs

Comparable programs found in Alaska include Wayland Baptist's University(WBU) graduate-level programs, such as the Master of Arts in Christian Ministry, Master of Arts in Spiritual Formation, and Master of Arts in Theological Studies, which are two-year programs.

### Staff Recommendation Action:

Staff recommends amending Alaska Bible College's Authorization to add the Masters of Arts in Biblical Studies degree, contingent upon the approval of the Association for Biblical Higher Education.

### Motion Needed:

*"Move to amend Alaska Bible College's Authorization, contingent upon staff recommendations."*



**Staff Report  
Charter College  
Program Amendments**

Summary

Charter College currently offers programs through its Anchorage campus and online. Most degrees are offered online, but a variety in Alaska is delivered in person or blended. The College is owned and operated by Prospect Education, LLC, of Reno, Nevada, with additional campuses in Washington, California, Montana, Nevada, New Mexico, and Utah. The College is institutionally accredited by the Accrediting Bureau of Health Education Schools (ABHES) with several programmatically accredited programs.

Chief Administrator	Joshua Swayne, CEO, Prospect Education	Addresses	2221 E. Northern Lights Blvd. Anchorage, AK 99508
Local Administrator	Charles Soule IV, Regional Campus Manager		5911 Old Seward Hwy Anchorage, AK 99518
Year Founded	1985	Authorized Since	1985

- New Programs

Program or degree name	Program length	Tuition/Fee Cost
Advanced Certificate in Computed Tomography	48 credits	\$17,865
Advanced Certificate in Magnetic Resonance Imaging	49 credits	\$18,324

Advanced Certificate in Computed Tomography Review

The Advanced Certificate in Computed Topography (CT) program is designed for medical imaging professionals who want to add CT to their primary diagnostic imaging discipline (i.e., sonography, radiological technology, etc.). The program is to be provided online, except for clinical experiences, which would lead individuals who apply for the CT credential issued by the American Registry of Radiologic Technologists. The curriculum

## 12. Institutional Standards and Evaluation

is based upon the suggested curriculum from the American Society of Radiologic Technologists (ASRT), which last updated its guidance in 2023 and does so every five years.

According to the ASRT, 18 states require an individual to be licensed or have obtained certification before employment, including five states in the Western Interstate Commission on Higher Education region. Alaska does not require it.

### Anticipated Enrollment:

When the program commences in 2025, the college anticipates enrolling approximately 50 students, predominantly out-of-state students.

### Radiologic Technologists & Technicians Job Outlook, State & National:

Alaska Department of Labor and Workforce Development Data:

Mean Wage	Wage by Percentile				
Mean	10 <sup>th</sup>	25 <sup>th</sup>	Median	75 <sup>th</sup>	90 <sup>th</sup>
\$41.92	\$31.53	\$36.87	\$39.69	\$48.34	\$52.00

Alaska Occupational Forecast							
2020	2030	Growth	Percent Change	Annual Labor force exits	Annual Transfers	Total Annual Separations	Total Annual Openings
456	525	69	15.13%	13	21	34	41

U.S. Bureau of Labor Statistics Data:

Mean Wage	Wage by Percentile				
Mean	10 <sup>th</sup>	25 <sup>th</sup>	Median	75 <sup>th</sup>	90 <sup>th</sup>
\$35.29	\$24.05	\$29.18	\$35.29	\$40.71	\$49.22

National Occupational Forecast			
Employment, 2022	Projected Employment, 2032	Change, 2022-2032	
		Percent Change	Growth
222,800	235,000	5%	12,200

### Comparative Programs

There are no comparable programs in Alaska. Both Charter College and the University of Alaska Anchorage offer programs in Diagnostic Medical Sonography and Radiologic Technology, and their graduates could enroll in this Advanced CT program.

## 12. Institutional Standards and Evaluation

The required application and supporting materials were reviewed by Commission staff and complied with statutes and regulations.

### Advanced Certificate in Magnetic Resonance Imaging Review

The Advanced Certificate in Magnetic Resonance Imaging (MRI) program is designed for medical imaging professionals who want to add MRI to their primary diagnostic imaging discipline (i.e., sonography, radiological technology, etc.). The program is to be provided online, except for clinical experiences, which would lead individuals who apply for the MRI credential issued by the American Registry of Radiologic Technologists. The curriculum is based upon the suggested curriculum from the American Society of Radiologic Technologists (ASRT), which last updated its guidance in 2020 and does so over a five-year period.

According to the ASRT, seven states require an individual to be licensed or have obtained certification before employment, including four states in the Western Interstate Commission for Higher Education region. Alaska does not require it.

The required application and supporting materials were reviewed by Commission staff and complied with statutes and regulations.

### Anticipated Enrollment:

When the program commences in 2025, the college anticipates enrolling approximately 50 students, predominantly out-of-state students.

### Magnetic Resonance Imaging Technologists Job Outlook, State & National:

Alaska Department of Labor and Workforce Development Data:

Mean Wage	Wage by Percentile				
Mean	10 <sup>th</sup>	25 <sup>th</sup>	Median	75 <sup>th</sup>	90 <sup>th</sup>
\$52.80	\$41.14	\$47.46	\$51.00	\$56.85	\$59.57

Alaska Occupational Forecast							
2020	2030	Growth	Percent Change	Annual Labor force exits	Annual Transfers	Total Annual Separations	Total Annual Openings
52	59	7	13.46%	2	2	4	5

## 12. Institutional Standards and Evaluation

U.S. Bureau of Labor Statistics Data:

Mean Wage	Wage by Percentile				
Mean	10 <sup>th</sup>	25 <sup>th</sup>	Median	75 <sup>th</sup>	90 <sup>th</sup>
\$40.26	\$29.55	\$36.23	\$40.26	\$47.76	\$54.05

National Occupational Forecast			
Employment, 2022	Projected Employment, 2032	Change, 2022-2032	
		Percent Change	Growth
41,400	44,600	8%	3,200

### Comparative Programs

There are no comparable programs in Alaska. Both Charter College and the University of Alaska Anchorage offer Diagnostic Medical Sonography and Radiologic Technology programs, for which their graduates could enroll in this MRI program.

The required application and supporting materials were reviewed by Commission staff and complied with statutes and regulations.

### Staff Recommendation Action:

Staff recommends amending Charter College's Authorization to add the Advanced Certificates in Computer Tomography and Magnetic Resonance Imaging, contingent upon approval from the Accrediting Bureau of Health Education Schools.

### Motion Needed:

*"Move to amend Charter College's Authorization based upon staff's recommendation."*



THE STATE  
of **ALASKA**  
GOVERNOR MIKE DUNLEAVY

Alaska Commission on  
Postsecondary Education

FINANCE OFFICE

P.O. Box 110505  
Juneau, Alaska 99811-0505  
Phone: 907.465.2962  
Toll Free: 800.441.2962  
TTY: Dial 711 or 800.770.8973  
Fax: 907.465.3293  
acpe.alaska.gov

**MEMORANDUM**

**TO:** Members, Alaska Commission on Postsecondary Education  
**THROUGH:** Kerry Thomas, Acting Executive Director  
**FROM:** Julie Pierce, Chief Finance Officer  
**DATE:** October 24, 2024  
**SUBJECT:** Finance Report

**FY2025 Operating Budget**

Following is a summary of the Commission's approved FY2025 operating budget.

Budget Line	Interagency (ASLC Receipts)	Designated General Fund - AHEIF	General Fund Program Receipts	Statutory Designated Program Receipts	Total
Personal Services	7,402.2	.0	29.8	.0	7,431.9
Travel	69.5	.0	2.1	.0	71.6
Contractual	3,113.7	563.3	30.9	150.1	3,858.0
Supplies	108.2	.0	.0	.0	108.2
WWAMI	.0	5,140.1	.0	.0	5,140.1
AEG	.0	7,007.0	.0	.0	7,007.0
APS	.0	14,014.0	.0	.0	14,014.0
<b>Total</b>	<b>10,693.5</b>	<b>26,724.4</b>	<b>62.8</b>	<b>150.1</b>	<b>37,630.8</b>
Positions	51.74	-	0.26	-	52

Changes from the last time the FY2025 approved operating budget was presented include the following:

- **Interagency Receipts** (ASLC receipts)
  - Personal services line
    - An increase of \$493.5 related to SB259 Compensation for Certain State Employees
    - An increase of \$30.7 for health insurance, PERS and other rate adjustments, with a corresponding decrease to contractual services.
    - An increase of \$18.2 for travel plan adjustments, with an equal decrease to contractual services.
- **Designated General Fund – AHEIF** – This category represents funding for WWAMI, AEG and APS programs funded by Alaska Higher Education Investment Fund (AHEIF).
  - An increase of \$47.2 related to HB148 for APS/AEG program administration.
  - An increase of \$3,429.2 related to HB148 for APS/AEG programs
- **General Fund Program Receipts** – This category represents funding received from institutional authorization fees.
  - An increase of \$1.9 related to SB259 Compensation for Certain State Employees
- **Statutory Designated Program Receipts** – No Change. These receipts represent private grants to support ACPE’s Postsecondary Planning Activities programs.

### Alaska Student Loan Corporation

As previously reported, the Corporation Board last met on May 9, 2024. The Board reviewed an investment performance presentation from the Department of Revenue and approved the Investment Policy with no material change from existing policy. The Board also approved variable interest rates for variable rate ASEL loans as presented by staff.

The next Corporation Board meeting is scheduled for November 7, 2024 to review the annual audited financial statements and the annual dividend to the State of Alaska.

If you have any questions or wish to discuss this report further, please do not hesitate to contact me at 907-465-6757 or at [julie.pierce@alaska.gov](mailto:julie.pierce@alaska.gov).

# PROGRAM OPERATIONS

## Quarterly Report

*July 2024 – August 2024*

**Program Management, Program  
Support & Default Management**





## DIVISION OF PROGRAM OPERATIONS – QUARTER HIGHLIGHTS

### Financial Aid Updates

#### Loan Volume

ASEL and FEL FY25 Q1 loan award trends were similar to FY24 Q1. In total, ACPE awarded \$3,668,224 in loans in FY25 Q1. Compared to FY24, the number of loans awarded in FY25 increased almost 9% (214 vs. 197), though the dollar amounts awarded for the same period are lower by \$157,105, representing a 4% decrease.

Q1 Refi loan award counts are down 50% compared to Q1 FY24. The Refi loan dollar amounts are down 75%, dropping from \$1,117,859 to \$281,166 in Q1 FY25.

#### Loan Distribution

In FY24, ACPE disbursed a total of 860 loans. Of the ASEL loans, the majority were disbursed in Alaska (150), followed by Washington (43), Oregon (32) and Arizona (28). The top two institutions in Alaska in terms of loan volume were the University of Alaska System with 84 loans total, and Charter College with 17. Outside of Alaska, Western Washington University was the top loan volume with 17 loans. Northern Arizona University and University of Providence were second at 10 loans each. Following this report is a loan disbursement map showing the distribution of loans across the United States.

### Project Updates

#### HB 148 Implementation

On June 28<sup>th</sup>, 2024, Governor Dunleavy signed HB 148 into law. The new law brings needed improvements to the Alaska Performance Scholarship including (amongst other things) the elimination of standardized testing requirements, increased award levels, and an increased usage window from 6 to 8 years. Phase I of the HB 148 implementation is complete in time for fall disbursements. Additionally, various outreach materials related to the Alaska Performance Scholarship were updated and communications were disseminated to make students and stakeholders aware of the changes. Work has transitioned to the next phase of the project, which will focus on technical and regulation changes related to the APS program updates.

### Publication Updates

#### ACPE Branding Updates

This quarter saw an update of ACPE's branding, a large undertaking that required cross-divisional coordination. Program Year 25 materials were the first to materials updated with new ACPE branding and annual publications were reviewed and re-imagined to present more applicable outreach materials.

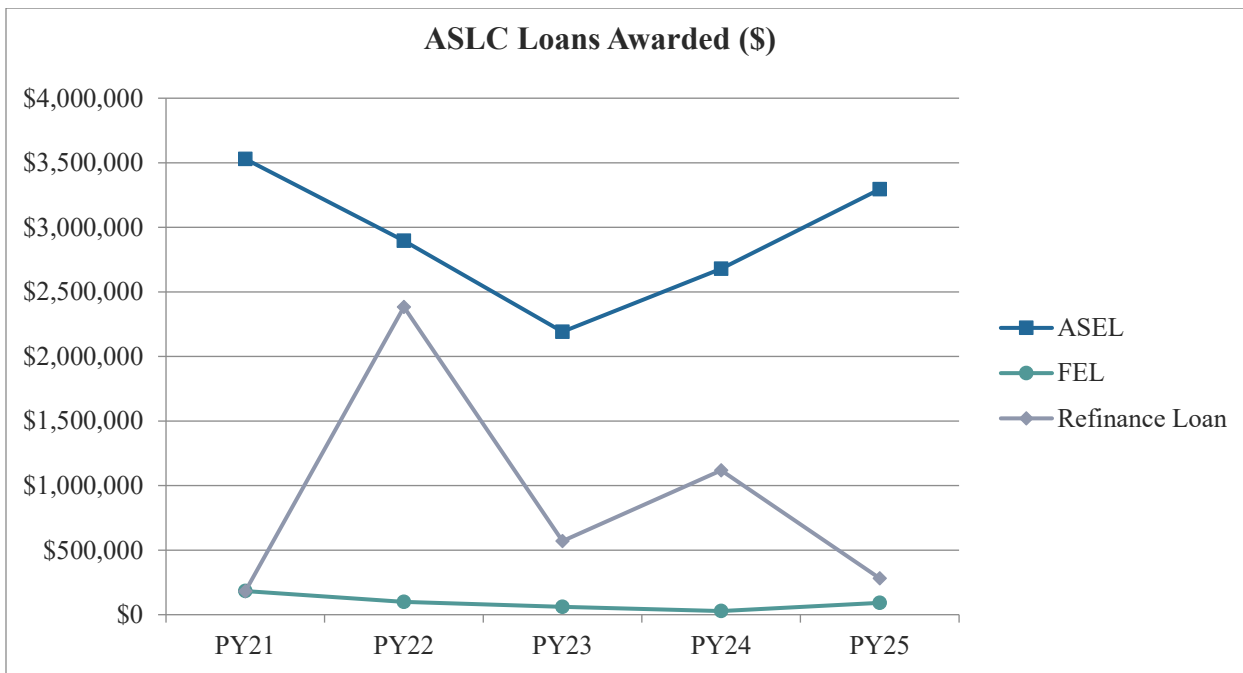
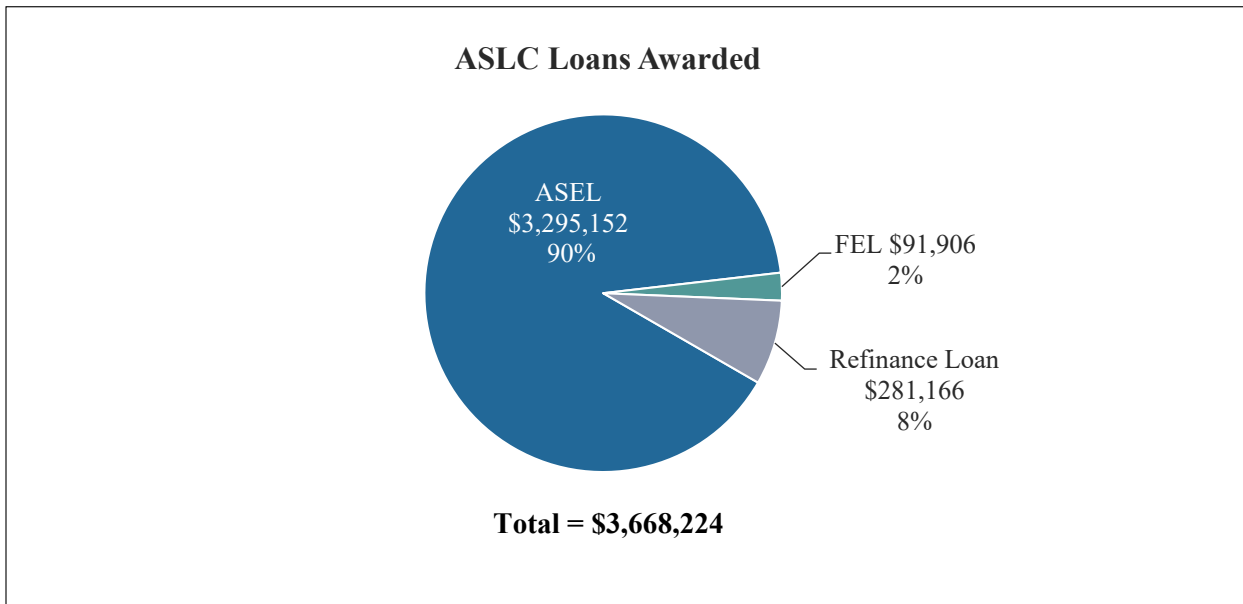
At the same time, the suite of rack cards were condensed to present ACPE's loan options and programs in a broader, at-a-glance format. To accompany these higher-level rack cards, a suite of single page information sheets were created, outlining relevant details pertaining to ASEL, FEL, and REFI loans; ASAP; APS; and AEG.

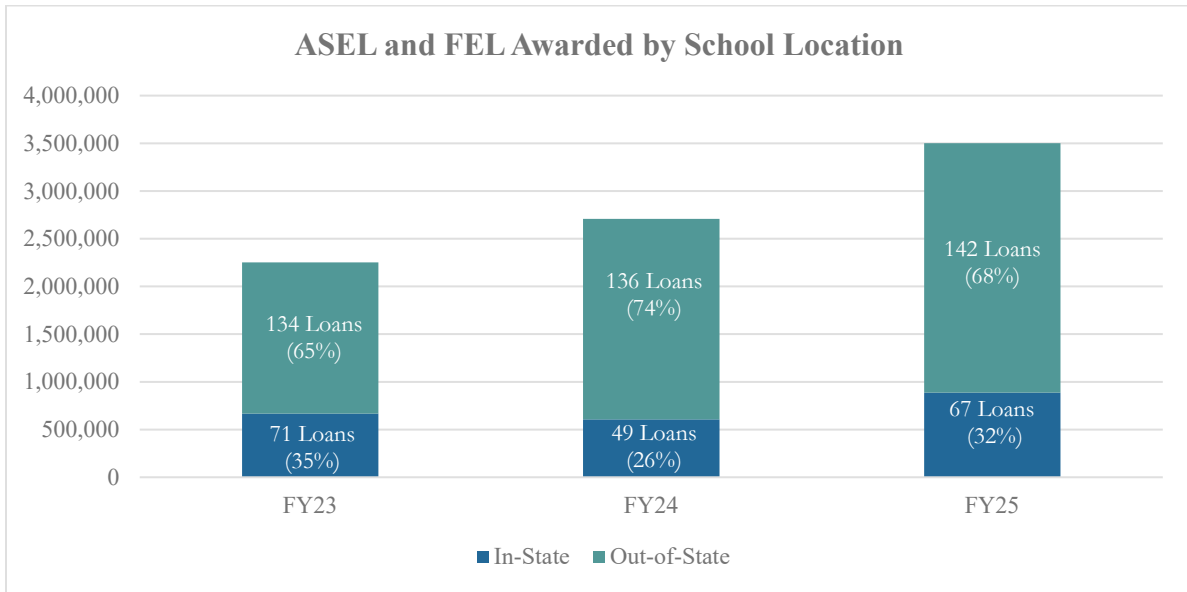
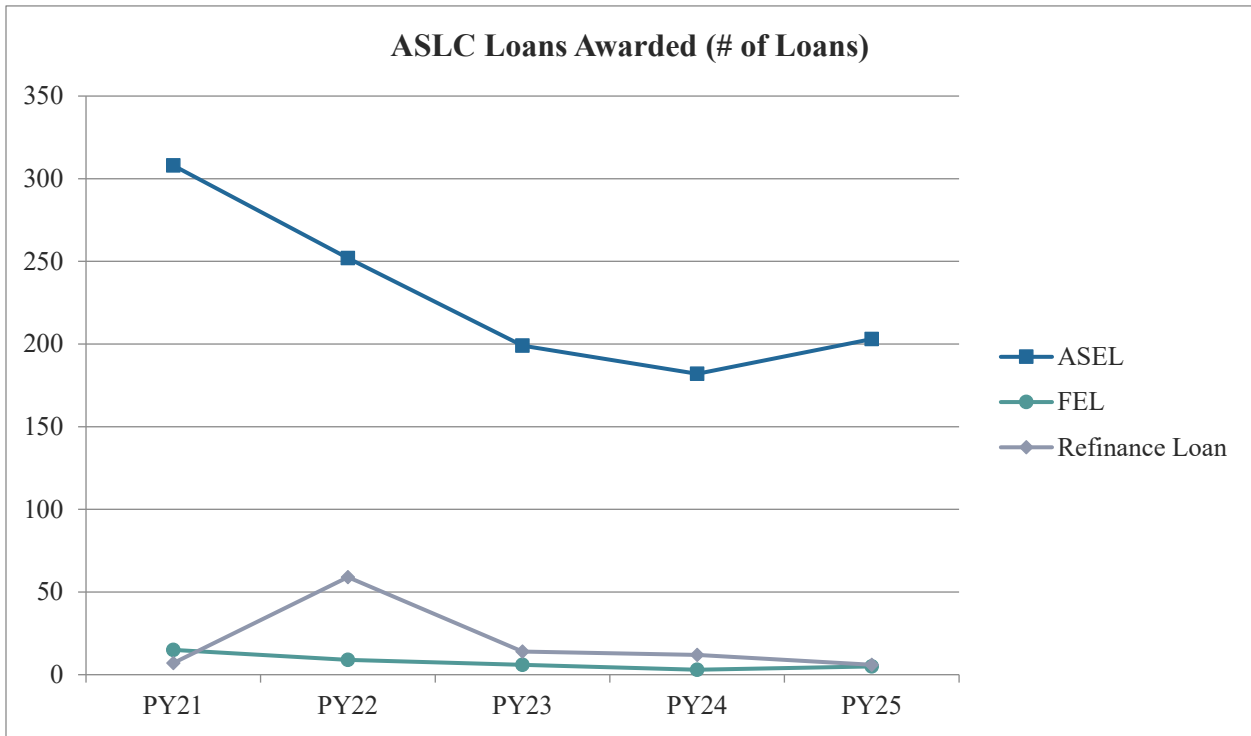
**Alaska Higher Education Almanac**

Work is underway on the Alaska Higher Education Almanac publication. To better shape this year’s publication a user survey was sent to collect reader’s feedback on the publication. Feedback will influence the direction the Almanac takes in future editions, ensuring ACPE keeps content engaging and relevant for the audience.

# LOAN ORIGINATIONS

Program Year 24/25 through August 2024





**Loans Awarded**

Loan Type	2024-2025		2023-2024		% Change	
	# of Loans	Amount Awarded	# of Loans	Amount Awarded	# of Loans	Amount Awarded
Family Education Loans	5	\$91,906	3	\$28,142	66.67%	226.58%
AK Supplemental Loans	203	\$3,295,152	182	\$2,679,328	11.54%	22.98%
Refinance Loans	6	\$281,166	12	\$1,117,859	-50.00%	-74.85%
<b>Total:</b>	<b>214</b>	<b>\$3,668,224</b>	<b>197</b>	<b>\$3,825,329</b>	<b>8.63%</b>	<b>-4.11%</b>

**Loans Awarded – by Enrollment Intensity**

Intensity Level	2024-2025		2023-2024		% Change
	# of Loans	Percentage	# of Loans	Percentage	
Full-Time	197	94.71%	179	96.76%	10.06%
Half-Time	11	5.29%	6	3.24%	83.33%
<b>Total</b>	<b>208</b>	<b>100.00%</b>	<b>185</b>	<b>100.00%</b>	<b>12.43%</b>

**Special Programs**

Loan Type	2023-2024		2022-2023		% Change	
	# of Loans	Amount Awarded	# of Loans	Amount Awarded	# of Loans	Amount Awarded
Winn Brindle	2	\$30,864	1	\$25,827	100.00%	19.50%
WWAMI Medical Education Loan	0	\$0	0	\$0	N/A	0.00%
WICHE PSEP Loan	0	\$0	0	\$0	N/A	0.00%
<b>Total:</b>	<b>2</b>	<b>\$30,864</b>	<b>1</b>	<b>\$25,827</b>	<b>100.00%</b>	<b>19.50%</b>

**ACPE Loans Serviced by AES – FFELP**

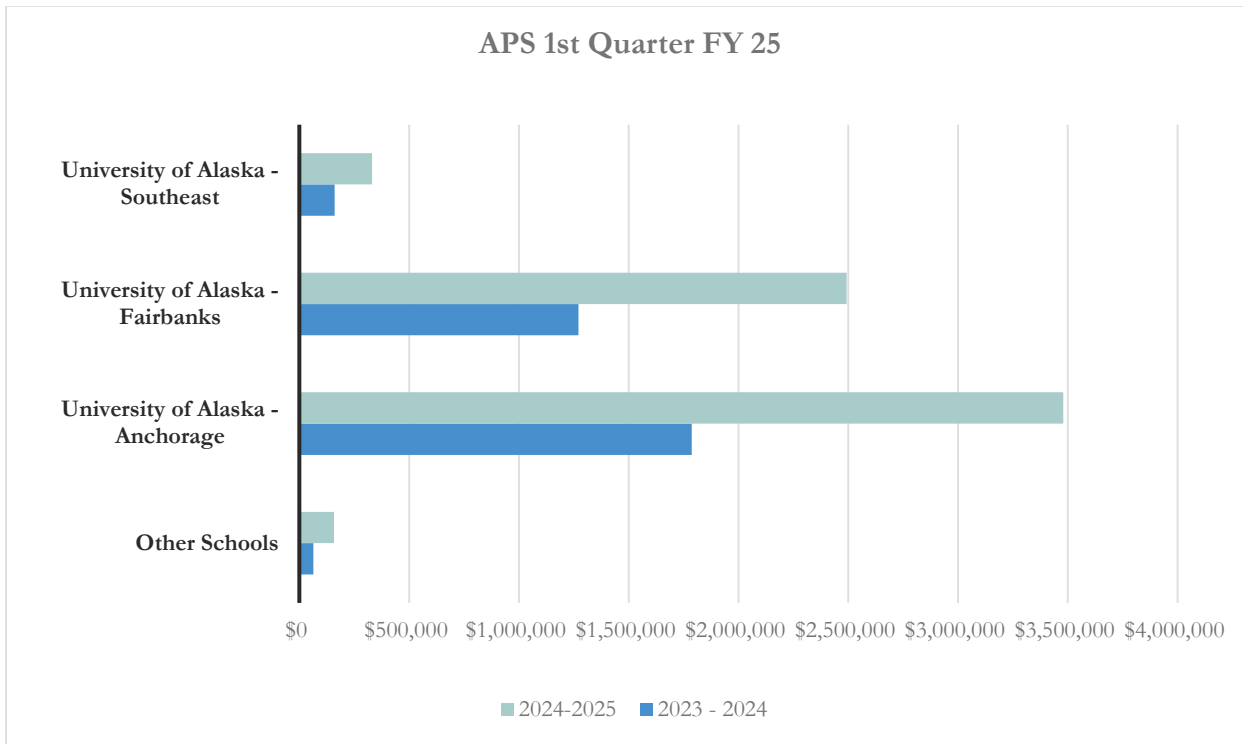
	# of Loans	Principal Amount	Interest Amount	Total Loan Amount
In-School	5	\$34,422	\$18,720	\$53,142
Grace	0	\$0	\$0	\$0
Repay- Current	2,350	\$10,614,782	\$709,603	\$11,324,385
Repay- Past Due	321	\$1,440,097	\$59,732	\$1,499,829
Claim	43	\$181,768	\$11,637	\$193,405
Forbearance	200	\$921,212	\$58,606	\$979,818
Deferment	239	\$969,191	\$83,709	\$1,052,900
<b>Total</b>	<b>3,158</b>	<b>\$14,161,472</b>	<b>\$942,006</b>	<b>\$15,103,479</b>

**ACPE Loans Serviced by AES - Alternative**

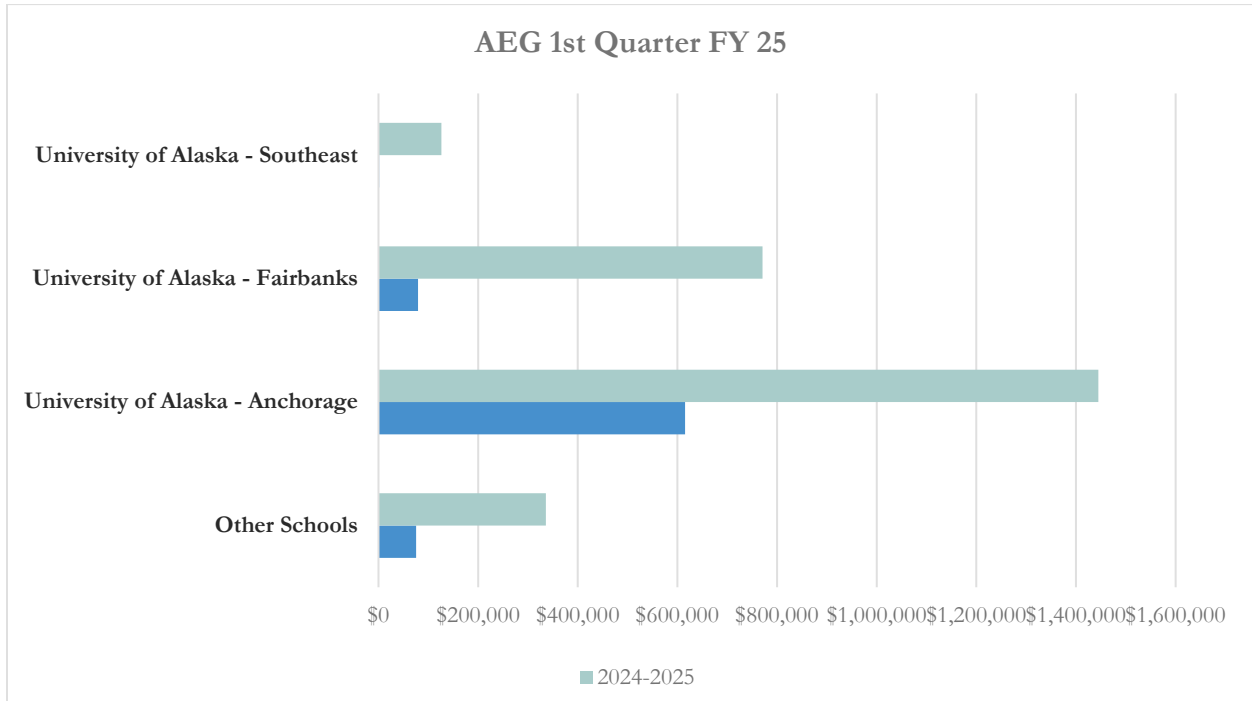
	# of Loans	Principal Amount	Interest Amount	Total Loan Amount
In-School	969	\$13,344,904	\$815,642	\$14,160,546
Grace	340	\$4,892,327	\$335,610	\$5,227,937
Repay- Current	5,478	\$52,202,710	\$256,720	\$52,459,430
Repay- Past Due	324	\$2,589,615	\$57,534	\$2,647,149
Forbearance	250	\$4,326,279	\$84,217	\$4,410,496
Deferment	544	\$4,694,190	\$562,592	\$5,256,782
<b>Total</b>	<b>7,905</b>	<b>\$82,050,025</b>	<b>\$2,112,315</b>	<b>\$84,170,245</b>

## ALASKA PERFORMANCE SCHOLARSHIP & ALASKA EDUCATION GRANT

Program Year 24/25 through August 2024



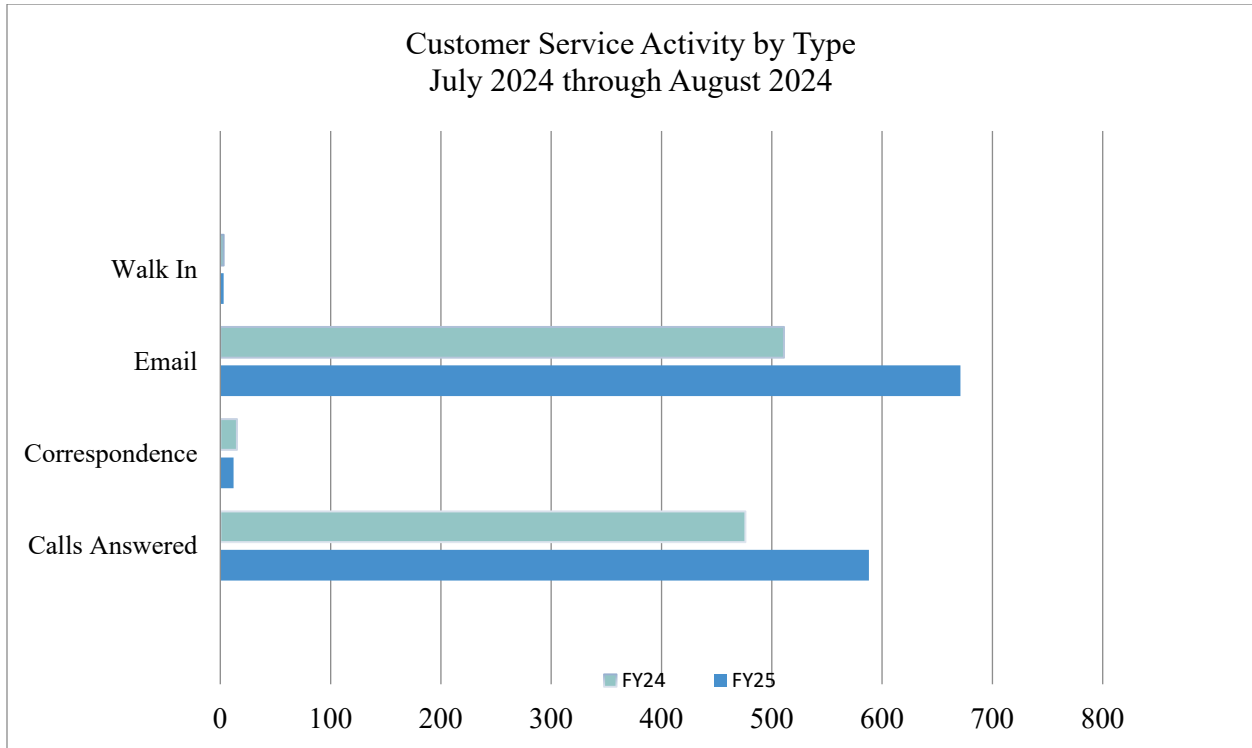
Other Schools	2024-2025	2023-2024
Alaska Bible College	\$0	\$9,513
Alaska Career College	\$7,000	\$0
Alaska Christian College	\$10,500	\$1,783
Alaska Pacific University	\$103,250	\$52,312
AVTEC	\$36,763	\$0
Charter College	\$0	\$0
Embry Riddle	\$0	\$0
Glenda's salon & Training Center	\$0	\$0
Ilisagvik College	\$0	\$0
Land and Sea Aviation Alaska	\$0	\$0
MetrOasis Advanced Training Center	\$0	\$0
Northern Industrial Training	\$0	\$0
Trendsetters	\$0	\$0
Wayland Baptist University - Anchorage/Fairbanks	\$0	\$0
<b>Total:</b>	<b>\$157,513</b>	<b>\$63,608</b>
<b>Grand Total:</b>	<b>\$6,460,740</b>	<b>\$3,283,851</b>



Other Schools	2024-2025	2023 - 2024
Alaska Bible College	\$6,000	\$12,000
Alaska Career College	\$126,507	\$0
Alaska Christian College	\$22,500	\$63,500
Alaska Pacific University	\$145,750	\$0
AVTEC	\$28,000	\$0
Charter College	\$7,168	\$0
Embry Riddle Aeronautical University	\$0	\$0
Ilisagvik College	\$0	\$0
Wayland Baptist University - Anchorage/Fairbanks	\$0	\$1,500
<b>Total:</b>	<b>\$335,925</b>	<b>\$77,000</b>
<b>Grand Total:</b>	<b>\$2,677,611</b>	<b>\$773,255</b>



## CUSTOMER SERVICE



### Call Center Activity – July 2024 through August 2024

	2024-2025	2023-2024	% Change
Calls Received in IVR	1058	994	6.44%
Calls Received in CS Queue	621	525	18.29%
Calls Answered by CS	588	476	23.53%
Hold Time in CS Queue	1:24	2:15	-37.78%

**Vendor Complaints**

# of AES Complaints	1
Complaint Descriptions	Related to account status
# of TSI Complaints	1
Complaint Descriptions	Related to account info
# of CampusDoor Complaints	0
Complaint Descriptions	N/A

**Payment Information – July 2024 through August 2024**

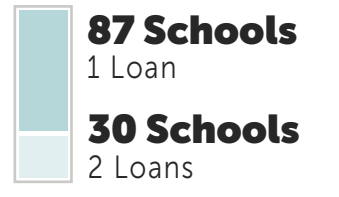
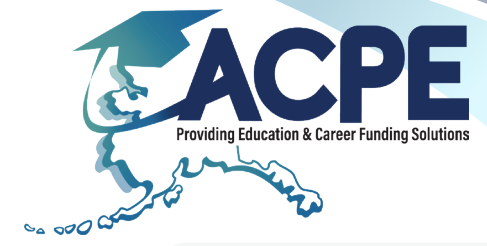
**Payments Processed**

Method	2024-2025		2023-2024	
	Amount Received	% of Total Dollars	Amount Received	% of Total Dollars
Borrower/Cosigner	\$3,022,729	81.54%	\$1,625,131	88.49%
Garnishments (AWG, PFD)	\$221,569	5.98%	\$110,789	6.03%
External Consolidation	\$462,763	12.48%	\$100,520	5.47%
<b>Total:</b>	<b>\$3,707,061</b>		<b>\$1,836,439</b>	

Alaska Commission on Postsecondary Education

# 2024 ACPE Loan Distribution

\*Total FY24 Loans = **860**



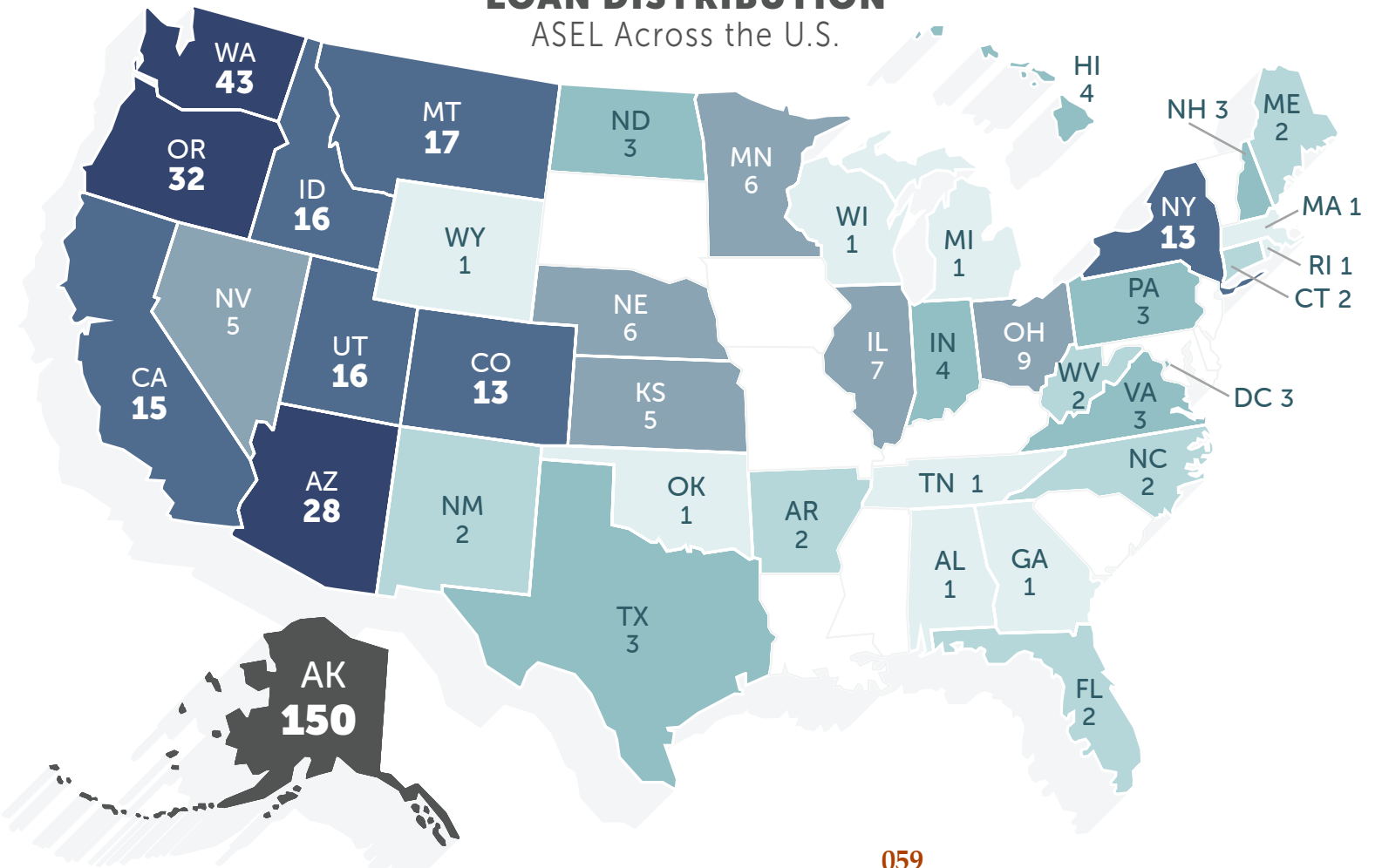
**\$** Only 22 schools receiving ACPE loans had **FIVE OR MORE LOANS**

## TOP SCHOOLS Receiving ACPE Loans

- 1 University of Alaska – **84**  
UAA **45** | UAF **30** | UAS **9**
- 2 Charter College (Alaska) – **19**
- 3 Western Washington University – **17**
- 4 The Beauty School (Alaska) – **14**
- 5 Northern Arizona University – **10**
- 6 University of Providence (Montana) – **10**

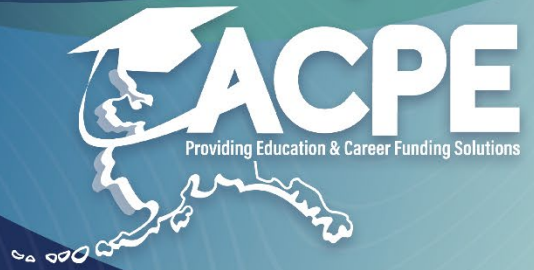
## LOAN DISTRIBUTION

ASEL Across the U.S.

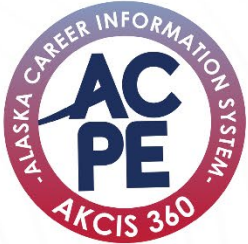


# COMMUNICATIONS & OUTREACH

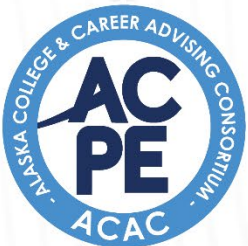
## Quarterly Report



Success  
Center



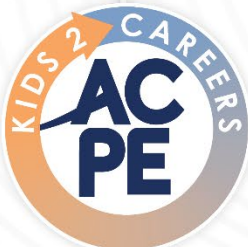
Alaska  
Career  
Information  
System (AKCIS)



Alaska Career &  
Career Advising  
Consortium  
(ACAC)



Institutional  
Authorization  
(IA)



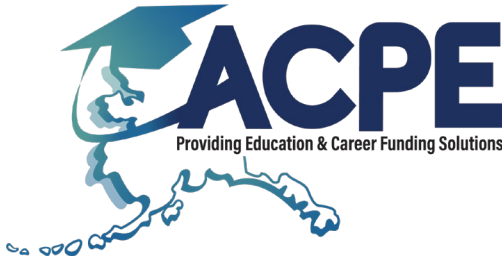
Kids2Careers  
(K2C)



Website  
Management

*October 2024*

**Alaska Commission on Postsecondary Education**



**OUTREACH**

1835 Bragaw Street, Ste 410  
 Anchorage, Alaska 99508  
 Success Center: (907)269-7980  
 Toll Free: (800) 441-2962  
 TTY : Dial 711 or 800.770.8973  
 acpe.alaska.gov

**MEMORANDUM**

**TO:** Members, Alaska Commission on Postsecondary Education  
**THROUGH:** Kerry Thomas, Acting Executive Director  
**FROM:** Kate Hillenbrand, Director of Communications & Outreach  
**DATE:** October 3, 2024  
**SUBJECT:** Communications & Outreach Report

The ACPE Communications & Outreach division delivers postsecondary awareness and financial literacy resources in support of ACPE’s mission. From July 1 – September 30, 2024, Outreach connected with students, families, and stakeholders through 215 telephonic, in-person, or virtual sessions; organized and/or presented in 67 trainings or webinars; and reached 1,407 Alaskans.

**COMMUNICATIONS & OUTREACH ACTIVITIES**

Service Interactions	July – Sept 2024
1) Telephonic/In-Person/Virtual Service Sessions	215
2)Virtual/In-Person Sessions, Webinars, Trainings	67
3)Virtual/In-Person Session Attendees	1,407
Top Reason for Service Interactions	Topic Distribution
FAFSA & Financial Aid	50%
APS/AEG/ACPE Loans	37%
Other/Not Sure	13%

- 1)Includes Success Center phone calls, Zoom sessions, AKCIS Helpdesk calls, etc.
- 2)Includes group/ school presentations, Master the FAFSA, AKCIS trainings & webinars, Kids2Careers, etc.
- 3)Total number of attendees in section 2, does not include section 1, mailers, email campaigns, etc.

**Website Enhancements:** There were many updates to ACPE’s website this quarter. Most notably the Kids2Careers program site underwent a substantial overhaul due to the reshaping and deployment of its programming and resources. Additionally, due to sweeping legislative changes, the Alaska Performance Scholarship website saw many updates to its content. Institutional Authorization (IA) continues to update its content regularly. A new project is underway to modernize how institutional information is displayed. A project status update will be provided next quarter.

**FAFSA Completion:** ACPE continues to prioritize FAFSA completion efforts across Alaska. This quarter ACPE applied for and received the [FAFSA Student Support Strategy](#) federal grant managed by ECMC. The goal of the FAFSA Student Support Strategy was to increase the number of students who complete a 2024-25 FAFSA and enroll in college, particularly first-time students. Additional details regarding this campaign initiative can be found in the ACAC portion of this report.

**Alaska Performance Scholarship:** With the passage of HB 148, substantial changes went into effect for the Alaska Performance Scholarship including award amounts, eligibility requirements, term of use, step-up award provision, and more. Numerous website updates, communications, and campaigns were implemented to bring awareness to these changes. Ongoing communication efforts are underway to support and promote the modernized scholarship program.

**Marketing Campaigns:** Efforts primarily focused on FAFSA completion, APS awarding, and the Alaska Supplemental Education Loan (ASEL) this quarter. While the primary method of communication for these campaigns was email and social media, FAFSA completion postcards were sent in connection to the FAFSA Student Support grant. Nearly 46,000 emails were sent to increase awareness related to FAFSA, APS, and ASEL.

## **Alaska Career Information System 360 (AKCIS)**

AKCIS 360 is a cost-effective online platform for comprehensive career, education, and financial aid information. AKCIS 360 continues to expand the list of integrated interactive Personal Learning & Career Planning (PLCP) activities and reporting tools available to Alaskans.

### **Quarter Highlights:**

- Activation & Fee Waiver Agreements, submitted annually by AKCIS sites, are in peak renewal season. To date, 249 received; 42/52 school districts currently renewed, each of the districts not renewed serve fewer than 150 high school students district-wide.
- AKCIS login sessions have more than doubled with 22,500+ Portfolio logins, 26,000+ login sessions, and 550,000+ page views.
- The Personal Learning & Career Planning activities listed by development levels in AKCIS PLCP 360 are customizable. AKCIS staff continue to work with partners to scale AKCIS Career Plans to their needs providing the right fit for districts, schools, facilities, courses, programs, and individuals.
- The new AKCIS Work-Based Learning (WBL) Career Plan activities foster understanding around experiential learning opportunities including the new WBL Tracker activity, which allows users to track their time on a wide range of experiential events.
- AKCIS Partnership Coordinator has conducted 14 training sessions for 340 educators and training providers and 70 students and families both in-person and virtually. Sessions were delivered to audiences including statewide DOLWD Job Centers, 8 school districts, and various other entities across Alaska.
- AKCIS Partnership Coordinator continues to support rural career coaches and advisors providing training and resources included in the AK DEED CTE Course, the Culturally Affirming Career Advisors Community of Practice, and through the online platform the Alaska Education Exchange (AKEE).



## **Alaska College & Career Advising Consortium (ACAC)**

### **Alaska FAFSA Completion Initiative (AFCI)**

ACPE has been the driving force behind the statewide [Alaska FAFSA Completion Initiative \(AFCI\)](#) whose overarching goal is to increase FAFSA completion rates in Alaska year over year through partnerships and statewide collaboration.

This quarter, as a part of ongoing AFCI efforts, ACPE applied for the [FAFSA Student Support Strategy](#) federal grant managed by ECMC. The goal of the FAFSA Student Support Strategy was to increase the number of students who complete a 2024-25 FAFSA and enroll in college, particularly first-time students. ACPE was approved and received \$75,000 to fund the following FAFSA outreach activities:

- **FAFSA Postcard** – postcard graphics targeting two age groups – 18-23 y/o and 24-30 y/o delivered by mail to nearly 110,000 Alaskans
- **Radio Advertising** – FAFSA ads on KGOT, KYMG, and Alaska Public Media
- **Social Media Advertising (Facebook/Instagram)** – #DoTheFAFSA Campaign ads (12 different graphics; 2 graphic per week for a total of 6 weeks)
- **Newspaper Advertising (Anchorage Daily News)** – #DoTheFAFSA Campaign ads (4 themes with graphics of various sizes appearing twice a week for a month in a printed and electronic format, as well as a digital version)
- **FAFSA Newsletter** – delivered by email through Constant Contact platform to different age groups; once a month in July and August

Through these FAFSA outreach efforts, ACPE reached **827,745** individuals. Within this reach, the number of “impressions” was **1,017,847** and the number of “interactions” was **4,583**.

### **Annual ACAC Training**

The Annual ACAC Training is a free professional development opportunity that equips individuals with knowledge, resources, and tools to better support and guide students and adult learners in their planning and preparation for postsecondary education and career training programs in Alaska. ACAC Training fosters partnership development, and encourages engaging in statewide efforts to improve the lives of Alaskans through access to postsecondary education and career training.

This year the ACAC Training is in its seventh year with yet another high registration (**207** individuals). The Training features **45** stand-alone sessions from a multitude of Guest Presenters representing distinct sectors and professional fields. Sessions are delivered virtually on Zoom on Tuesdays and Thursdays from 9:00 am to 12:00 pm for five weeks (mid-September through mid-October). Among newly introduced sessions are Tribal Educator Apprenticeship, Junior Achievement of Alaska, and Alaska Small Business Development Center. Sessions are recorded and published on [ACPE's YouTube Channel](#) for individuals who were unable to attend a live session to review at a later time, or as a refresher for others.

## **Kids2Careers Postsecondary Planning Resources**

Kids2Careers (K2C) now includes two primary sets of resources to help students explore and plan for their future. K2C Early Career Explorers (ECE) resources are designed for grades PK-4 and K2C Planning resources are for grades 5-12. This program design provides a seamless set of resources for educators, students, and families.

### **Kids2Careers Planning**

Kids2Careers offers a variety of free resources to help 5<sup>th</sup> -12<sup>th</sup> grade students explore and plan for education and career training options after high school. K2C resources and activities are designed to help students explore enrichment and dual credit programs and career and technical exploration options. In addition to the Kids2Careers curriculum geared toward 5<sup>th</sup>-8<sup>th</sup> grade students, K2C offers grade-level planning tools such as:

- Student Success Steps
- Family Guiding Steps
- Senior Checklist
- Alaska-specific digital planning calendar
- College & Career Training Preparation Overviews

Within K2C, schools have the option to sign up for tiered, grade level Postsecondary & Career Preparation Panel Discussions and/or Postsecondary Pathway Presentations to help students better understand important grade-level steps and where to access pertinent resources and information. Reporting related to these panels and presentations will be included in subsequent quarterly reports.

### **Early Career Explorers**

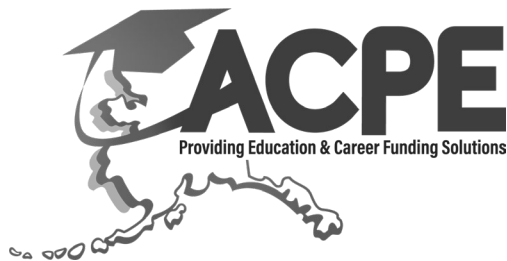
Early Career Explorers are ACPE's downloadable educational resources available for PK- 4<sup>th</sup> grade students, allowing ACPE to provide a suite of programs and resources for grades PK-16+. Each resource set includes Teacher Guides and student activities. The I Can Be... Series and Careers Build a Community resources are also available in Cup'ik, thanks to a teacher in Chevak. These resources are available year round and usage to date is highlighted below.

### **ECE Quarter Highlights:**

- **9** schools (**91** classrooms, **1,755** students) use the I Can Be... Series for grades PK-K+.
- **13** schools (**104** classrooms, **2,111** students) use Careers Build a Community for grades 1-3+.
- **12** schools (**103** classrooms, **2,110** students) use Career Heroes for grades 3-4+.



**Alaska Commission on  
Postsecondary Education**



P.O. Box 110505  
Juneau, Alaska 99811-0505

Toll Free: (800) 441-2962  
In Juneau: (907) 465-2962  
TTY: Dial 711 or (800) 770-8973  
Fax: (907) 465-5316  
acpe.alaska.gov

**MEMORANDUM**

**TO:** Members, Alaska Commission on Postsecondary Education  
**THROUGH:** Kerry Thomas, Acting Executive Director  
**FROM:** Jamie Oliphant, Director of Information Support Services (ISS)  
**DATE:** 10/4/2024  
**SUBJECT:** ISS activities

---

**Completed Projects, Efficiencies and Security Updates**

This past quarter ISS continued to focus on updating procedures and processing. We reviewed with the Lean philosophy and enhanced the following:

**Coding Updates:** Cleaned up coding to be consistent across applications. Updates to AWG payment transmittal, AWG mail merge, importing AES and Campus Door data, simplifying ISIR auto processing, and report modifications.

**ASAP Updates:** Continuation of modernization project. First round of updates to implement changes per the passage of HB 148 to allow for academic year 25 processing for Alaska Performance Scholarship.

**Version Updates:** ISS uses multiple software and programs to aid and support agency day to day operations. It is important to maintain the latest and greatest versions to stay on top of new features and security of the software. Items of note this quarter include updates to our job scheduling, data storage, virtualization software. Along with updated hardware for our data storage.

**New and Ongoing Projects**

**PFD Garnishment:** PFD garnishments on defaulted loans were processed and payments sent to AES for processing the week of September 30<sup>th</sup>. We will continue to receive PFD payments that need to be processed and will work those as they come in. This year coding was updated to add in more automation.

**Call Center:** ACPE customer service call center and Interactive Voice Recognition (IVR) are on the Cisco platform. The State of Alaska is in the process of replacing Cisco with Microsoft Teams. A group of project members and senior managers have been reviewing different options for a replacement. Per review ACPE has chosen to move to Anywhere 365 which works on top of our MS Teams phones. This platform will allow us the opportunity to direct calls more efficiently between Operations and Outreach and has the ability for automated outbound calling and text messaging for promotional purposes. Majority of work will take place next quarter.

The above Call Center Project was reported on during the previous quarter. Our expectations was to complete this project during the July through October quarter, however unanticipated project delays occurred. We are hopefully to start this work back up late October/November.

**ISS Strategic Plan:** Last quarter the ISS team reviewed our resources and duties creating a current situation and gap analysis. Per this review I determine the need for recruitment of a Programmer Analyst position that is currently vacant. The recruitment ends October 7<sup>th</sup>.

**Windows 11:** Our network team has been busy imaging and preparing for an agency-wide roll-out of upgrading the Windows platform from 10 to 11. We will start deploying test machines with the intent to be fully converted early 2025.

Every decision made is based on our continued effort to ensure the IT infrastructure, systems and processes are operating in an accurate, secure and efficient manner.

It is a pleasure and honor serving the commission. Please feel free to contact me if there are any questions or need for additional information.

# 2025 OCTOBER

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1



## Commissioner Affiliations

Member	Current	Former
Joshua Biccharella	Alaska Commission on Postsecondary Education- Chair Logans Janitorial- Owner Anchorage, Wasilla, Palmer, Big Lake Chamber of Commerce- former affiliation Wasilla Government Affairs Committee- former affiliation Alaska Postsecondary Access and Completion Network Director- former affiliation Pi Alpha Alpha & Golden Key Society Member- Walden Chapter Meadow Lakes Community Council Member- former affiliation Special Olympics of Alaska- Volunteer	Charter College- Program Manager
John Brown	Alaska School Administrative Certificate Alaskans for Palmer Hayflats (APH) Alaska School Teaching Certificate BodhiAK Consulting (owner/operator)_ Building Design Committee of Mat-Su Central School	Academic Advisory Council of Mat-Su Central (AAC) Alaska Council of School Administrators (ACSA) Alaska Association of Elementary School Principals (AAESP) Alaska Association of Secondary School Principals (AASSP) Mat-Su Principal Association (MSPA) Wasilla Chamber of Commerce (WCC)
Justina Hamlin	Student Union President of Kenai Peninsula College Member - Coalition of Student Leaders	
Karla Head		
Representative Julie Coulombe	Alaska State House of Representatives	
Trish Zugg	Association for Career & Technical Education – Region V Policy Committee Alaska Workforce Investment Board Alaska Commission on Post-Secondary Education Alaska Teaching Certificate/CTE Program Administrator CTE Consultant	Alaska Association for Career & Technical Education (Past-President)

## Commissioner Affiliations

Member	Current	Former
Senator Löki Tobin	Alaska State Senate	
Paula Harrison		
Karen Perdue		
Lorri Van Diest	Alaska Licensed Professional Counselor Alaska School Teaching Certificate Alaska School Counselor Certificate Alaska Commission of Post-Secondary Education Member ACPE Executive Committee Member First Vice-Chair of Alaska State Board of Education (remove this from Hamilton's current affiliations) CTE & Cultural Education Committee Chair (State Board) Health & Safety Committee Member (State Board) Lazy Mountain Community Council Secretary & Treasurer (Past President) Mendeltna Community Church Member	
Donald Handeland	American Society of Civil Engineers Alaska Professional Civil Engineer	Alaska State Board of Education and Early Development Alaska Association of Student Governments State Officers Compensation Commission
Keith Hamilton	Alaska Christian College, President Alaska Commission on Postsecondary Education, Commissioner Board of Education and Early Development, First Vice Chair Certified-Christian Non-Profit Leader, Azusa Pacific University Evangelical Covenant Church Ministerium, Member Kenai Peninsula Alaska Ministerial Association, Member Kenai Peninsula Executive Directors Association, Chair North Park University, Board of Trustees Alaska State Personnel Board,	Alaska Children's Trust Steering Committee; Alaska Juvenile Justice Advisory Council; Arctic Barnabas Ministry, Board Member; Covenant Bible College Midwest, Board Vice Chair; Evangelical Covenant Church, National Board of Christian Formation; Faith Based and Community Initiatives Advisory Council, Member; Mission Springs Conference Center, Scotts Valley, CA, Board Member; New Hope Counseling Center, Ex-Officio Board

Revised: October 15, 2024

Commissioner Affiliations

Member	Current	Former
	Member Soldotna Chamber of Commerce Seattle Pacific University, Board of Trustees Cascades Camp and Conference Center, Board of Directors, Board Treasurer	Member; Sexual Abstinence Curriculum Task Force, Rocklin Unified School District, Member; Task Force on Postsecondary Education, Member
Brittany Williams	Alaska Christian College - Registrar and Assessment Coordinator Jubilee Worship Center - Member Association for Biblical Higher Education - Peer Evaluator	Alaska Teacher Credentials Kenai Peninsula Borough School District - Former Teacher Chi Alpha Campus Ministries Educators Rising Alaska (formerly Future Educators of Alaska)

# ACPE FUTURE MEETING SCHEDULE

Winter 2025 Quarterly Meeting	January 9, 2025
Spring 2025 Quarterly Meeting	April 17, 2025
Summer 2025 Quarterly Meeting	July 24, 2025



2024

# Alaska Commission on Postsecondary Education Acronyms

Kerry Thomas  
Acting Executive Director

Updated 03-2022

## ACRONYMS AND TERMS FOR ALASKA COMMISSION ON POSTSECONDARY EDUCATION (ACPE)

65 by 2025	Initiative of the Alaska Postsecondary Access & Completion Network, funded by a Lumina grant, to increase the percentage of working-age Alaskans who will have a postsecondary credential to 65% by the year 2025.
Accreditation	Accreditation is a peer review process that examines competency, authority, or credibility of a higher education institution. Alaska requires that colleges and universities operating in the state be accredited by a body recognized by the Secretary of Education. The goal of accreditation is to ensure that education provided by institutions of higher education meets acceptable levels of quality and that credits are transferrable.
Alaska Education and Workforce Outcomes Database (Outcomes)	Statewide Longitudinal Data System (SLDS) developed to manage, analyze and evaluate outcomes of educational programs and services. Outcomes is a partnership between the University of Alaska, Alaska Department of Education & Early Development, Alaska Department of Labor & Workforce Development and ACPE. Outcomes replaces the ANSWERS system.
American Education Services (AES)	American Education Services. (AES) is a Federal Family Education Loan Program (FFELP) and private (alternative) student loan national servicer, owned by the Pennsylvania Higher Education Assistance Agency (PHEAA). AES services ACPE's legacy FFELP portfolio.
Alaska Career Information System (AKCIS)	AKCIS is a web-based statewide service offered by ACPE to provide comprehensive, interactive and user-friendly career and postsecondary education/training information to help youth and adult users explore and plan for careers, with emphasis on careers within Alaska. AKCIS is offered in all 54 school districts.
Alaska College and Career Advising Corps (ACAC)	Designed under a federal College Access Challenge Grant (CACG), ACAC provides training and information resources to partners and volunteers across the state who are committed to developing a postsecondary education culture and helping Alaska's students access and benefit from postsecondary education and career training. The program includes mentoring through the FAFSA Time Alaska, Apply Now Alaska and Decision Day Alaska programs
AlaskAdvantage	The trademarked name of a now-discontinued suite of ACPE education loan programs and services that offered benefits or outreach to Alaskans and to the organizations that serve Alaska's students. This program ended when the Department of Education

	discontinued the Federal Family Education Loan Program (FFELP).
Alaska Education Grant (AEG)	A state need-based grant ranging from \$500 to \$2,000 per academic year for qualifying Alaska residents attending participating Alaska postsecondary institution. AEG awards are funded by the Alaska Higher Education Investment Fund (HEIF), and operating costs are absorbed by ACPE.
Alaska Navigator: Statewide Workforce and Education-Related Statistics (ANSWERS)	ANSWERS is the State of Alaska's P-20W Statewide Longitudinal Data System. ANSWERS was developed to link existing Alaska K-12, higher education and employment data to deliver critical information to Alaska's policymakers, educators, and general public about the state's education continuum. In 2012, the state received a \$4 million federal grant over 3 years to develop the system. The system has been rebranded and is now known as the Alaska Education and Workforce Outcomes Database (Outcomes)
Alaska Performance Scholarship (APS)	Alaska's state performance-based scholarship to incent Alaska's students, parents and educators to strive for excellence in education. Awards may be used at participating colleges, universities or approved career and technical education programs in Alaska.
Alaska Postsecondary Access and Completion Network (Alaska CAN or The Network)	The Network, is a non-profit organization originally created by ACPE under a federal College Access Challenge Grant (CACG). The Network focuses on increasing postsecondary access and success in Alaska and promulgated the state's 65 by 2025 attainment goal. Board members represent secondary and postsecondary education, business, rural and urban areas, and community nonprofits. It establishes a network for members to share best practices, tools and resources relating to college access and success.
Alaska Presence Benefit	A legacy annual credit to qualifying borrowers' loan principal balances to reduce their costs. Borrowers qualify while living in Alaska. The ASLC Board approves the offering of benefits annually based on cash flows and costs estimates. This benefit is not offered on new loans.
Alaska Student Aid Portal (ASAP)	ACPE web portal to provide students with secure access to real-time grant and scholarship account information regarding their eligibility, award level, remaining terms available, remaining years in which to use available terms, and ability to change record of school of attendance.
Alaska Student Loan Corporation (ASLC)	The state corporation that funds the student loan programs and ACPE's operating budget. Created in 1987 to provide a means of alternative financing in the form of tax-exempt bonds. ASLC is governed by a board of directors appointed by the governor (two

	from ACPE and the Commissioners of Revenue, Administration and Community & Economic Development).
Alaska Supplemental Education Loan (ASEL)	Alaska's state education loan program to provide supplemental financial assistance if the federal loan program is insufficient to cover the costs of attendance or if the borrower does not qualify for financial aid under the federal student loan program.
Annual Percentage Rate (APR)	The Annual Percentage Rate (APR) is the yearly cost of borrowing a loan, shown as a percentage of the amount borrowed. Because APR is calculated the same way on different loans from different lenders, the APR also allows applicants to compare loans with different terms and conditions.
Apply Now Alaska	An initiative coordinated statewide by ACPE and based on the American College Application Campaign model, to assist first-generation and low-income high school students as they navigate the complexities of the admissions process to postsecondary institutions. The event season runs from November to February.
Ascendium Education Group (AEG)	ACPE's federal loan guarantor, located in Madison, Wisconsin. Formerly known as Great Lakes Higher Education Guarantee Corporation.
Award Letter	An official document issued by a school's financial aid office that lists the financial aid offered to the student through the school. It provides details of a borrower's financial need and the breakdown of the financial aid package according to amount, source and type of aid. The award letter (also called a Financial Aid Notification/FAN) includes the terms and conditions for the financial aid and cost of attendance.
Administrative Wage Garnishment (AWG)	State statutes and regulations provide ACPE the authority to garnish wages of a borrower who has defaulted on their state loan, without the need for a court order. Limitations are structured in state and federal law.
Award Year	The academic year for which financial aid is requested (or received).
A.W. "Winn" Brindle Education Loan (WB)	This program, which is no longer funded, was funded by private donations and offered forgivable loans to full-time students in a fisheries-related degree or certificate program.
Borrower Benefits	Interest rate reductions and account credits that reduce the overall cost of borrowing. ASLC benefits are variable and are evaluated and approved annually based on cash flows and costs estimates.

Campus-Based Aid	Financial aid programs administered by the student's school. The federal government provides the school with a fixed annual allocation, which is awarded by the financial aid administrator to qualifying students. Programs include the Perkins Loan, Supplemental Education Opportunity Grant, and Federal Work-Study. Note that there is no guarantee that every eligible student will receive financial aid through these programs because the awards are made from a fixed pool of money.
Capitalized Interest	Unpaid interest charges added to the principal balance of an educational loan thereby increasing the size of the loan. Interest is then charged on the new balance, including both the unpaid principal and the accrued interest. Capitalizing the interest increases the monthly payment and the amount of money ultimately repaid. Interest is generally capitalized when there is a change in the status of the loan at a time when there is unpaid interest outstanding, such as going from deferment to repayment status. Borrowers can significantly reduce their costs by paying interest each month, even if a payment is not due.
Clearinghouse (or National Student Clearinghouse (NSC))	A non-profit association that maintains a comprehensive electronic registry of postsecondary student records provided by the participating schools. Over 2,700 colleges, 91% of the nation's enrollment, participate. The Clearinghouse process identifies those borrowers who withdraw from school and need to begin repayment; transfer from one school to another; return to school and may be eligible for a deferment; continue in school and are eligible for deferment or in-school extension.
Cohort Default Rate (CDR)	<p data-bbox="574 1381 1414 1703">A measurement of loan cohort performance that identifies the percent of the cohort that is in default at a given time. Cohorts may include schools, states, or calendar groups. Alaska loan cohort rates are calculated annually based on loans entering repayment between January 1 and December 31 of the cohort year, which are greater than six months (180 days) past due at the end of the first 12 months of repayment and have not previously defaulted. These calculations differ from the federal cohort default rate calculations.</p> <p data-bbox="574 1728 1414 1902">The US Department of Education cohort default rate is calculated as the percentage of borrowers who entered repayment on Federal Family Education Loan (FFEL) Program or William D. Ford Federal Direct Loan (Direct Loan) Program loans between Oct. 1<sup>st</sup> and Sept. 30<sup>th</sup> of a given year and subsequently defaulted prior</p>

	to Sept. 30 <sup>th</sup> two years later (for example, the 2016 CDR is calculated on student loans entering repayment between Oct 1, 2015 and Sept 30, 2016 and subsequently default prior to Sept 30, 2018).
College Access Challenge Grant (CACG)	A federal grant program to foster partnerships among federal, state, and local governments and philanthropic organizations through matching challenge grants aimed at increasing the number of low-income students who are prepared to enter and succeed in postsecondary education.
Consolidation Loan	A loan that combines several student loans into one bigger loan from a single lender. The consolidation loan pays off the balances on the other loans. ACPE no longer offers a consolidation loan; however, federal consolidation loans are still available.
Cosigner	A cosigner is responsible for loan repayment if the borrower fails to repay it. Borrowers who do not meet ACPE's credit requirements must provide a cosigner who meets those requirements. Also called an endorser.
Cost Of Attendance (COA)	Also known as the cost of education or budget. The total cost for the student to attend school, including tuition and fees, room and board, allowances for books and supplies, transportation, and personal and incidental expenses. Loan fees, if applicable, may also be included in the COA. Childcare and expenses for disabilities may also be included. Schools establish standard budgets for students: living on-campus and off-campus, married and unmarried, and residents and nonresidents.
Credit Rating or Credit Score	Credit ratings or scores are calculated by credit bureaus based on an individual's past debt and repayment history. Credit bureaus and credit reporting agencies provide this information to banks and businesses to determine if an applicant meets the applicable underwriting standard to qualify for a loan. Credit scores generally range from 300 to 850, with the 2019 Alaska average score being 675.
Credit Reporting	ACPE reports the current status of all accounts to national credit bureaus monthly, which impacts the borrower's credit rating. Accounts that are 60 or more days delinquent are reported past due.
Dear Colleague Letter (DCL)	An official communication to schools and lenders that explains and clarifies the federal Department's guidance regarding federal regulations and statutes. Also known as a Dear Partner Letter.
Decision Day Alaska	An initiative, derived from the national College Decision Day, to recognize high school seniors for their postsecondary educational plans and encourage younger students and families to prepare

	early for postsecondary education. The event season runs from May to June.
Default	Failure to make monthly payments on the loan as agreed, or failure to abide by terms and conditions of a loan promissory note (PN). ACPE borrowers who default may be subject to wage and PFD garnishment and transferred to a collection agency, among other consequences.
Default Rate	The general definition of default rate is the measure as a percentage of borrowers who failed to make scheduled payments in a specified date range. See also Cohort Default Rate CDR.
Deferment	A period of time during which a borrower is allowed to postpone repaying the loan. With the exception of federal subsidized loans, interest continues to accrue during deferment periods. A borrower can postpone paying the interest charges by capitalizing the interest, which increases the size of the loan. Most loan programs allow students to defer their loans while they are in school at least half-time. A borrower who defaults on a loan loses eligibility for a deferment on that loan.
Dependent	For purposes of completing the FAFSA, a dependent student is generally one who is unmarried and under 24 years old. Federal need-based aid to dependent students is awarded based on their parents' income.
Direct Loans (DL)	The William D. Ford Federal Direct Loan Program (AKA the Direct Loan Program) is a federal program through which the federal government makes student loans. Loans may be subsidized for students considered high need under the FAFSA formula, meaning that the loans have very low rates and the federal government pays the interest during the in-school period and during certain other deferments.  Generally, ACPE's interest rates are the next lowest option for Alaska students, after subsidized loans.
Direct Payment (ACH)	Automatic electronic debit from borrower's bank account each month for loan repayment. Borrowers making direct payment at ACPE receive a 0.25% interest rate reduction. The benefit is reviewed annually by the ASLC Board.
Disclosure	A written statement of the repayment terms of the loan sent to the borrower at the time the loan is scheduled for repayment. It identifies the principal balance, the estimated interest to be paid over the life of the loan, annual interest rate, annual percentage rate, the number of payments to be made and the monthly payment amount. A new disclosure is sent to the borrower if the repayment schedule changes, for example if the student receives a deferment. A disclosure may also be called a truth-in-lending statement or a statement of loan terms.



Due Diligence	The process of exercising a servicer's responsibility for collecting on a loan.
(ED) U.S. Department of Education	An acronym sometimes used for the Department of Education. Executive Branch of the federal government that establishes policy for, administers, and coordinates most federal assistance to education.
Electronic Signature (E-SIGN)	An electronic symbol or process attached to, or logically associated with, a record and used by a person with the intent to sign the document or record. Established under the Electronic Signatures in Global and National Commerce Act on 6/8/2000.
Education Finance Council	The Education Finance Council is an association representing the nation's nonprofit and state-based student loan and finance organizations. These public purpose organizations are dedicated to the single purpose of making college more affordable.
Education Loan Management Resources (ELM)	Education Loan Management Resources created a uniform data exchange network for student loan processing. This technology platform allows lenders to exchange critical loan data with schools efficiently.
Expected Family Contribution (EFC)	The amount the family is expected to contribute to paying for a student's education, as determined by the FAFSA Federal Methodology. The EFC includes parent and student contributions, and varies according to the student's dependency status, family size, number of family members in school, taxable and nontaxable income and assets. The difference between the student's costs and the EFC is the student's financial need, and is used in determining the student's eligibility for need-based financial aid.
Fair and Accurate Credit Transactions Act 2003 (FACTA)	Federal act allowing consumers to obtain each year, free of charge, a personal credit history report, requiring that merchants omit from sales receipts all but the last five digits of a customer's credit card number, and requiring that procedures for government oversight and financial institution notification of ID theft and fraud be implemented. Amended the Fair Credit Reporting Act (FCRA).
Fair Credit Reporting Act (FCRA)	The Fair Credit Reporting Act, 15 U.S.C. § 1681, is U.S. federal law enacted to promote the accuracy, fairness, and privacy of consumer information contained in the files of consumer reporting agencies.
Fair Debt Collection Practices Act (FDCPA)	The Fair Debt Collection Practices Act, Pub. L. 95-109; 91 Stat. 874, codified as 15 U.S.C. § 1692 –1692p, designed to eliminate abusive practices in the collection of consumer debts, to promote fair debt collection, and to provide consumers with an avenue for



	disputing and obtaining validation of debt information in order to ensure the information's accuracy
Fair Isaac Credit Score (FICO)	A statistical model developed by the Fair Isaac Corporation, which is used by credit bureaus, and banking institutions to calculate and determine an individual's credit score.
Family Education Loan (FEL)	ACPE's FEL program provides low interest loans to families to assist in paying the costs of education for family members. Borrowers may be parents, grandparents, foster parents, or spouses.
Federal Family Education Loan Program (FFELP)	FFELP was terminated in 2009. Through FFELP, ACPE offered federally-guaranteed low-cost loans to students and parents. FFELP loans included Stafford, PLUS, Consolidated, all of which are now offered directly by the federal government.
Federal Methodology	The need analysis formula used on the FAFSA to determine the EFC. The federal methodology takes family size, the number of family members in college, taxable and nontaxable income and assets into account.
Federal Work-Study (FWS)	Program providing undergraduate and graduate students with part-time employment, usually at the school of attendance, during the school year. The federal government pays a portion of the student's salary, making it cheaper for departments and businesses to hire the student. For this reason, work-study students often find it easier to get a part-time job. Eligibility for FWS is based on need. Money earned from a FWS job is not counted as income for the subsequent year's need analysis process.
Finance Charge	The estimated amount of interest that will be paid over the life of the loan.
Financial Aid	Money provided to the student and the family to help them pay for the student's education. Major forms of financial aid include gift aid (grants and scholarships) and self-help aid (loans and work).
Financial Aid Administrator (FAA)	A staff member at an eligible school who is charged with the administration of financial aid programs.
Financial Aid Counseling	Students with federal loans are required to meet with a financial aid administrator or participate in a distance education-counseling program before they receive their first loan disbursement and again before they graduate or otherwise leave school. During these counseling sessions, called entrance and exit interviews, the FAA reviews the repayment terms of the loan and the repayment schedule with the student.

Financial Aid Office (FAO)	The college or university office that is responsible for the determination of student financial need and the awarding of financial aid.
Financial Aid Package	The complete collection of grants, scholarships, loans, and work-study employment from all sources (federal, state, institutional and private) offered to a student to enable them to attend the college or university.
Financial Literacy	The ability to understand and effectively apply various financial skills, including personal financial management, budgeting, and investing. Financial literacy helps individuals become self-sufficient so they can achieve financial stability. ACPE incorporates financial literacy education into the loan application process.
Forbearance	During a forbearance period, the lender allows the borrower to temporarily postpone repaying the principal, but the interest charges continue to accrue, even on subsidized loans. Forbearances are granted at the lender's discretion, usually in cases of extreme financial hardship or other unusual circumstances when the borrower does not qualify for a deferment. Typically, accrued interest is capitalized.
Free Application For Federal Student Aid (FAFSA)	Form used to apply for a broad category of federal and state student aid programs. No fee is charged.
FAFSA Time Alaska	FAFSA Time Alaska provides FAFSA-specific resources and training to site coordinators volunteering to host FAFSA completion events around the state. The event season runs from October to April. (Previously known as College Goal Alaska)
Federal Student Aid (FSA)	Aid offered to postsecondary education students by the federal government in the form of grants, loans, work-study programs, and other forms of assistance.
Generally Accepted Accounting Principles (GAAP)	A widely accepted set of rules, conventions, standards, and procedures for reporting financial information, as established by the Financial Accounting Standards Board.
Gift Aid	Financial aid, such as grants and scholarships, which does not need to be repaid.
Grace Period	The time that begins when a borrower leaves school (whether because of graduation or withdrawal) or drops below the required enrollment level, and ends the day before the repayment period starts. The length of the grace period is stipulated in the promissory note that the borrower signed. Payments are not due during the grace period.

Graduate PLUS Loan	A federal loan made to a graduate or professional student, defined as a student enrolled in a program or course above the baccalaureate level or enrolled in a program leading to a professional degree at an eligible school.
Graduated Repayment	A repayment schedule where monthly payments are smaller at the start of the repayment period and gradually become larger.
Grant	A type of financial aid based on financial need that the student does not have to repay.
Great Lakes Higher Education Guaranty Corporation (Great Lakes)	ACPE's former federal loan guarantor from 2018 through early 2019 when it transitioned to Ascendium Education Group AEG as part of corporate restructuring.
Guaranty Agency or Guarantor	A state or private nonprofit organization that has an agreement with the U.S. Secretary of Education to administer a loan guarantee program under the Higher Education Act, and enforces federal and state law regarding student loans. It is responsible for overseeing the student loan process, and insures them against default for the lender.
Health Education Assistance Loan (HEAL)	A low interest loan administered by the US Department of Health and Human Services (HHS). It is available to medical school students pursuing medicine, osteopathy, dentistry, veterinary medicine, optometry, podiatry, clinical psychology, health administration and public health. Undergraduate pharmacology students are also eligible.
Higher Ed Loan Mgt System (HELMS)	Loan servicing software used by ACPE since 1996.
Higher Education Investment Fund (HEIF)	Fund established in statute for the purpose of making grants and scholarships. This fund was established to endow the Alaska Performance Scholarship (APS) and the Alaska Education Grant (AEG).
Income-Based Repayment (IBR)	IBR is a federal loan repayment option with payment caps based on income and family size. After 25 years of qualifying payments and/or economic hardship deferments, the US Department of Education repays the outstanding balance and accrued interest on eligible loans. IBR is available for all federal student loans, except parent PLUS loans.
Income-Sensitive Repayment	A repayment plan for federal loan programs available to borrowers whose standard monthly loan payment (10-year repayment term) exceeds a percentage of their discretionary income. The monthly payment amount is based on a percentage of gross monthly income, and must at least satisfy monthly

	interest accrual. The plan is designed for borrowers who have a low initial income but anticipate it to increase over time.
Independent	A student is considered independent for purposes of not including parent income on the FAFSA if the student is at least 24 years old as of January 1 of the academic year, is married, is a graduate or professional student, has a legal dependent other than a spouse, is a veteran of the US Armed Forces, or is an orphan or ward of the court (or was a ward of the court until age 18), homeless or at risk of being homeless. A parent refusing to provide support for their child's education is not sufficient for the child to be declared independent.
Institutional Authorization	<p>All postsecondary educational providers in Alaska, and the programs they offer, must be authorized in accordance with law as set forth in AS 14.48, or be formally determined by ACPE to be exempt from authorization. ACPE's authorization process is designed to ensure postsecondary education providers and programs meet minimum standards set out in law, relative to:</p> <ul style="list-style-type: none"> <li>• Institutional financial soundness</li> <li>• Ethical business practices</li> <li>• Educational program</li> <li>• Administrative capacity</li> </ul> <p>Authorization is a separate process from accreditation.</p>
Institutional Student Information Report (ISIR)	The electronic version of the Student Aid Report (SAR) delivered to schools. It is sent by the US Department of Education to provide information about students who completed a FAFSA and indicated they might attend that school. This report includes the EFC and is used by the school to determine eligibility for financial aid.
Interest	Amount charged to the borrower for the benefit of using the lender's money. Interest is usually calculated as a percentage of the principal balance of the loan. The percentage rate may be fixed for the life of the loan, or it may be variable, depending on the terms of the loan.
Interest Cap	The maximum interest rate that can be charged on a loan. Not to be confused with capitalized interest.
Institutional Standards & Evaluation Committee (ISEC)	Five commissioners appointed by the Chair to meet at the call of the Chair to consider matters of initial authorization, program changes, and institutional compliance, and make recommendations for final action to the full Commission.
Lender's Interest and Special Allowance	An accounting mechanism that a lender uses to report to the Department the loans that it has made and to request from the

Request and Report (LaRS)	Department interest benefits and special allowance that it has earned, or to report payments the lender owes to the Department.
Lumina Foundation	An independent private philanthropic foundation focused on increasing success in higher education.
Master Promissory Note (MPN)	A promissory note that authorizes the lender to disburse multiple loans during multi-year terms upon request and the school's certification of loan eligibility.
Medical Cancellation	In the event the borrower is permanently disabled, and therefore unable to be gainfully employed, a loan may be eligible for medical cancellation. Cancellation eligibility is, in part, determined by the loan contract the borrower signed. Alaska statute does not entitle a borrower to medical cancellation; therefore, contract law and Alaska Education Loan Regulations govern this process.
Missouri Higher Education Loan Authority (MOHELA)	Missouri Higher Education Loan Authority is one of several Direct Loan Servicers in the country. The ASLC is a signatory sub-contractor of MOHELA for federal Direct Loan Servicing. MOHELA services Direct Loans allocated to the ASLC, and the ASLC receives a share of the servicing fees paid by the US Department of Education.
National Center for Higher Education Management Systems (NCHEMS)	A private nonprofit organization whose expertise is assisting higher education policymakers and administrators bridge the gap between research and practice.
National College Access Network (NCAN)	National non-profit organization that assists local communities initiate, develop and sustain college access programs designed to increase the number of students who pursue education beyond high school through advising and financial assistance.
National Council of Higher Education Resources (NCHER)	An organization which represents a nationwide network of guaranty agencies, secondary markets, lenders, loan servicers, collection agencies, schools, and other organizations involved in the administration of FFEL portfolios.
National Disbursement Network (NDN)	A central disbursing agent affiliated with Education Loan Management Resources (ELM) that ACPE uses to disburse loan funds to schools that request this method of receiving disbursements. NDN electronically debits an ACPE account and disburses the funds to the school either by electronic fund transfer or by check, depending on the school's preference.
National Student Loan Data System (NSLDS)	The U.S. Department of Education's central database for information about a student's financial aid.

Need Analysis	The process for determining a student's financial need using financial information provided by the student and his or her parents (and spouse, if any) on the FAFSA.
Need-Based	Financial aid based on student's ability to pay. Most government sources of financial aid are need-based.
Northwest Ed Loan Association (NELA)	ACPE's former federal loan guarantor. NELA became affiliated with USAFunds in 2004.
Non-Subsidized Interest	Interest that accrues and is to be paid by the borrower.
Office of Management & Budget (OMB)	Budget office in the Governor's office.
Origination Fee	Administrative fee paid to the lender and charged as a percentage of the loan amount as it is disbursed.
P-20W Statewide Longitudinal Data System (SLDS)	Abbreviation and acronym for the statewide longitudinal data system, which links K-12 education data to postsecondary education and workforce information.
Parent Loans For Undergraduate Students (PLUS)	Federal loans available to parents of dependent undergraduate students to help finance the child's education. Parents may borrow up to the full cost of their children's education, less the amount of any other financial aid received. PLUS Loans may be used to pay the EFC. There is a minimal credit check required for the PLUS loan, so a good credit history is required.
Pell Grant	A federal grant to undergraduates that provides funds based on the student's financial need. The amount of the grant for 2020-21 is \$6,345.
Perkins Loan	Formerly the National Direct Student Loan Program, the Perkins Loan allows students to borrow up to \$5,500/year maximum of \$27,500 for undergraduate school and \$8,500/year maximum of \$60,000 for graduate school. The Perkins Loan has one of the lowest interest rates and is awarded by the financial aid administrator to students with exceptional financial need. The student must have applied for a Pell Grant to be eligible. The interest on the Perkins Loan is subsidized while the student is in school.
Pennsylvania Higher Education Assistance Agency (PHEAA)	Pennsylvania Higher Education Assistance Agency (PHEAA) is a national provider of student financial aid services, including loan guaranty, loan servicing, financial aid processing, outreach, and other student aid programs. It conducts its student loan servicing operations nationally as FedLoan Servicing and American Education Services (AES).

Premiere Credit of North America, LLC (PCNA)	Premiere Credit of North America, LLC (PCNA) is the collection agency contracted to collect on defaulted state education loans.
Professional Student Exchange Program (PSEP)	A WICHE program that provides access for Alaska students to enroll full-time in eligible health-related degree programs that are not available in this state. Alaska pays a support fee to reserve seats in these programs, and the Alaska program participants are required to repay the support fee paid on their behalf.
Promissory Note (PN)	Legal contract between borrower and ACPE describing terms and conditions of loan.
Program Participation Application (PPA)	An institution must enter into a program participation agreement with ACPE in order to be eligible to offer state financial aid programs. The agreement sets out the requirements for compliance with state statutes and regulations governing these programs.
Public Service Loan Forgiveness (PSLF)	The Public Service Loan Forgiveness program forgives the remaining balance on federal student loans after borrowers have made 120 qualifying monthly payments under a qualifying repayment plan while working full-time for a qualifying employer. Qualifying employers include a US federal, state, or tribal government or not-for-profit organization.
Refinance Loan	A loan that combines several student loans into one loan from a single lender. The refinance loan is used to pay off the balances on the other loans.
Skip Tracing	Skip Tracing is the process by which a lender attempts to obtain corrected borrower address or telephone information when the current address and/or phone is no longer valid.
Satisfactory Academic Progress (SAP)	Institutional requirements for satisfactory academic progress to continue receiving federal or state aid.
Student Aid Report (SAR)	Record of information from a student's FAFSA provided to the student by the U.S. Dept. of Education (DOE), which includes the calculation of the student's expected family contribution (EFC). The electronic version sent to schools and ACPE is called an Institutional Student Information Record (ISIR).
Servicer	An organization that collects payments on a loan and performs other administrative tasks associated with maintaining a loan portfolio. Loan servicers disburse loan funds, monitor loans while the borrowers are in school, collect payments, process deferments and forbearances, respond to borrower inquiries and ensure that the loans are administered in compliance with all applicable state and federal requirements.



Special Allowance Payment (SAP)	A percentage of the daily average unpaid principal balance, paid to a lender by the Department on an eligible Federal Stafford, PLUS, Supplemental Loans for Students (SLS), or Consolidation loan. The special allowance rate is set by statutory formula. Currently the rates paid by borrowers on the loans are higher than the relevant market index and lenders are required to rebate the difference back to the federal government.
Stafford Loans	Federal loans that come in two forms, subsidized and unsubsidized. Subsidized loans are based on need; unsubsidized loans are not. The federal government pays the interest on the subsidized Stafford Loan while the student is in school and in certain deferment periods. The Subsidized Stafford Loan was formerly known as the Guaranteed Student Loan (GSL).
State Higher Education Executive Officers (SHEEO)	The national association of higher education leaders of statewide coordinating and governing boards and other state policy agencies for higher education. SHEEO serves its members as an advocate for state policy leadership, as a liaison between states and the federal government, as a vehicle for peer collaboration, and as a source of information and analysis on educational and public policy issues. In Alaska, the SHEEO role is shared between the Executive Director of ACPE and the President of the University of Alaska.
Success Center	Located in ACPE's Anchorage office, Success Center staff assist students and parents through the financial aid process and postsecondary education or career training preparation.
Subsidized Loan	With a subsidized loan, such as the Perkins Loan or the Subsidized Stafford Loan, the government pays the interest on the loan while the student is in school, during the six-month grace period following qualifying enrollment and the beginning of repayment, and during any deferment periods. Subsidized loans are awarded based on financial need and may not be used to finance the family contribution.
Supplemental Education Opportunity Grant (SEOG)	Federal grant program for undergraduate students with exceptional need. SEOG grants are awarded by the school's financial aid office, and provide up to \$4,000 per year. To qualify, a student must also be a recipient of a Pell Grant.
Teacher Education Loan (TEL)	The TEL was created to provide an incentive for rural high school graduates to pursue teaching careers and return to teach in rural communities; school boards award teacher education loans with preference given to applicants from rural schools, to attend a bachelor's degree program in elementary or secondary education or a teacher certification program. Borrowers who teach in a qualifying school may be eligible for forgiveness benefits.



	Legislation passed in 2014 made the awarding of TELs to new borrowers subject to the availability of funding from the State. Absent such funding, effective fall of 2014, only continuing borrowers will receive additional loans, which are funded by ASLC.
Truth-In-Lending (TIL)	See Disclosure
Truth in Lending Act (TILA)	The Truth in Lending Act (TILA) of 1968 is United States federal law designed to promote the informed use of consumer credit, by requiring disclosures about its terms and cost to standardize the manner in which costs associated with borrowing are calculated and disclosed. It requires publication of the Annual Percentage Rate (APR) on a loan.
Unmet Need	Any negative difference between the amount a student/family has the capacity to pay and the cost of education as certified by the institution's Financial Aid Office is considered to be their "unmet need".
Unsubsidized Loan	A loan for which the borrower is responsible for the interest on an unsubsidized loan from the date the loan is disbursed, even while the student is still in school. Students may avoid paying the interest while they are in school by capitalizing the interest, which increases the loan amount.
Variable Interest Rate (VIR)	In a variable interest loan, the interest rate changes periodically. For example, the interest rate might be pegged to the cost of US Treasury Bills (e.g., T-Bill rate plus 3.1%) and be updated monthly, quarterly, semi-annually or annually. ACPE does not currently offer any variable rate loans.
Western Interstate Commission for Higher Education (WICHE)	WICHE is a regional organization created by the Western Regional Education Compact, adopted by the Western states. WICHE was created to facilitate resource sharing among the higher education systems of the West. It implements a number of activities to accomplish its objectives. Alaska participates in three WICHE student exchange programs administered by ACPE. Alaska has participated in the WICHE compact since 1955.
Western Undergraduate Exchange Program (WUE)	A WICHE program, WUE allows Alaska residents to enroll at two-year and four-year institutions in participating states at reduced tuition level applicable only to WUE students. Over 100 colleges and universities participate in this exchange program.
Western Regional Graduate Program (WRGP)	A WICHE program that enables Alaska residents to enroll at reduced tuition rates in certain graduate programs in other western states.

---

The Washington, Wyoming Alaska, Montana, Idaho Program (WWAMI)	Provides access to graduate medical education not otherwise available in Alaska. State residents compete only with other Alaska residents for 20 positions reserved at the University of Washington School of Medicine (UWSM) for Alaska students. Alaska pays to UWSM the contractual costs of the program not covered by tuition, but fifty percent of that cost is a loan for the participant if they fail to return to the state and become employed in the medical field for which support was provided. After acceptance by UWSM, the student attends the first year of school at University of Alaska Anchorage.
--	---

---