



**Alaska
Commission on
Postsecondary
Education**

COLLEGE & CAREER PLANNING • FINANCIAL AID • CONSUMER PROTECTION
Promoting Higher Education & Training for Alaska

Summer Quarter Commission Meeting

July 21, 2022

ALASKA COMMISSION ON POSTSECONDARY EDUCATION

[Zoom Link](#)

Meeting #: 957 8551 3591

Password: ACPE

Teleconference: 1 (888) 788-0099 Code: 957 8551 3591 #

AGENDA

Wednesday, April 6, 2022

1. 10:00 a.m. Convene/Roll Call
- 2.* Adoption of Agenda
 - *Suggested Motion: move to adopt the agenda of the July 21, 2022, Commission Meeting.*
3. Ethics Disclosure Relative to Adopted Agenda
- 4.* Committee Appointments:
 - Confirmation action not required:
 - Institutional Standards and Evaluation –
 - Rodolfo Garcia
 - Trish Zugg
 - Internal Audit –
 - Karla Head
5. Welcome New Member
 - Trish Zugg
- 6.* Approval of Meeting Minutes from April 6, 2022
 - *Suggested motion: move approval of the meeting minutes from the April 6, 2022, Commission meeting.*
- 7.* Determine July 2023 Meeting Date
 - Thursday, July 13, 2023
 - Thursday, July 20, 2023
 - *Suggested motion: move the Commission to hold its spring 2023 quarterly meeting on July (dd), 2023.*
8. Public Testimony:
 - Individuals: 3-minute limit
 - Group Representatives: 5-minute limit
9. 10:15 a.m. Black Fox Strategy Presentation – Erin Sedor
10. 11:00 a.m. Executive Director Report

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- 11. 11:15 a.m. Management Team Reports:
 - a. Finance – Julie Pierce
 - b. Program Operations – Kerry Thomas
 - c. Communications and Outreach – Kate Hillenbrand
 - d. Information Support Services – Jamie Oliphant
- 12. 11:30 a.m. University of Alaska Update – President Pat Pitney and Vice President Paul Layer
- 13. Noon Break
- 14a. 1:00 p.m. Compliance Activities Report – Tyler Eggen, Institutional Authorization Program Coordinator
- 14b.* Institutional Standards and Evaluation – Tyler Eggen, Institutional Authorization Program Coordinator
- 14c.* Regulation Change Staff Report – Tyler Eggen
 - *Suggested motion: Move to adopt the regulation changes to Alaska Administrative Code, Title 20, Chapter 17.*
- 15. 2:30 p.m. Commissioner and Department Reports:
 - a. Alaska Student Loan Corporation – Barbara Adams
 - b. Board of Education and Early Development – Keith Hamilton
 - c. Board of Regents – Lisa Parker
 - d. Community Colleges – Vacant
 - e. Student Representative – Rodolfo Garcia
 - f. Alaska Workforce Investment Board – Trish Zugg
 - g. Alaska Access and Completion Network – Written Report
- 16. 2:50 p.m. Miscellaneous:
 - a. Administrative Action Log
 - b. Commission Members’ Affiliations
 - c. Future Scheduled Meeting Dates
 - 1. October 27, 2022
 - 2. January 12, 2023
 - 3. April 5, 2023
 - d. ACPE Commonly Used Acronyms
- 17. 2:55 p.m. Commissioner Closing Comments
- 18.* 3:00 p.m. Adjournment
 - *Suggested Motion: move the Commission adjourn the July 21, 2022 meeting.*

***Action Required**



Trish Zugg

Trish currently serves as the CTE Program Administrator for the Mat-Su Borough School District. She brings 30 years of enthusiastic service to Career & Technical Education (CTE) at both the secondary and post-secondary level. Trish has taught Business Education and Computer Science - specifically, the routing & switching based instruction in the Cisco Networking Academy. She has served as President for the Alaska Association for Career and Technical Education (ACTE) and currently serves 18 Western States on the ACTE Region V Policy Committee. She also currently serves on the Alaska Workforce Investment Board (AWIB). While in the classroom she was awarded the Alaska Career & Technical Education Teacher of the Year, BP Teacher of Excellence, and the Business Education Teacher of the Year. She easily claims teaching and catching up with her students' life journeys as the most rewarding part of her career.

Trish holds a master's degree in vocational education, and before entering education, she received a bachelor's degree in accounting and spent time working in accounting & finance, the oil & gas industry, and in legal services. Growing up in a military family of 9, hard work was expected; so, putting herself through college by performing general labor in the oilfield, driving semi-trucks, front-end loaders, and experiencing work at 50 below zero, didn't surprise many! Trish's passion for all things Career & Technical Education and the workforce has truly been hands-on, she has taught it, administered it, worked it, and lives it!

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A meeting of the Alaska Commission on Postsecondary Education (ACPE), conducted via distance delivery, originated from the office of the Commission at 3030 Vintage Blvd. Juneau, Alaska on Wednesday, April 6, 2022. Chair Joshua Bicchinella called the meeting to order at approximately 10:10 a.m.

ATTENDEES

Commission members present for all or portions of the meeting: Chair Bicchinella, Vice Chair Lisa Parker, Dr. Barbara Adams, John Brown, Keith Hamilton, Donald Handeland, Darroll Hargraves, Karla Head, and Rodolfo Garcia.

Commission members absent: Senator Mia Costello, Representative Andi Story, and Lindsey Hallam.

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; Susan Sonneborn, Assistant Attorney General; and Dannielle Erickson, Executive Secretary.

Presenters in attendance: University of Alaska President Pat Pitney and Dr. Pearl Brower, UA Senior Advisor of Alaska Native Success, Institutional Diversity and Student Engagement.

Institutional representatives in attendance: Benjamin Olson with Alaska Bible College, Ed Martin with the Alaska Driving Academy, Brienne Meinberg with Embry-Riddle Aeronautical University, Joel Nelson with Charter College, Marlana Tuccillo and Heather Harvey with the Esthetics District, and Danielle Tremblay with Trend Setters.

ADOPTION OF AGENDA

Commissioner Brown moved to adopt the agenda of the April 6, 2022, Commission meeting. Commissioner Hamilton seconded the motion. By roll call vote, all members present voted aye. The motion carried.

ETHICS DISCLOSURE

Chair Bicchinella declared a conflict of interest for agenda item 10b. involving Charter College and abstained from discussion and voting on that matter.

ELECTION OF OFFICERS

Vice Chair Parker nominated Josh Bicchinella to the Office of Chair. There being no objection, nominations closed. By roll call vote, all members voted aye. The motion carried.

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Chair Bicchinella nominated Lisa Parker to the Office of Vice Chair. There being no objection, nominations closed. By roll call vote, all members voted aye. The motion carried.

RESOLUTION OF APPRECIATION

Executive Director Efirid read aloud the Resolutions of Appreciation prepared for departed commission members Cheryl Edenshaw and Dale Anderson, highlighting their years of service and dedication to the Commission.

Vice Chair Parker moved to approve the Resolutions of Appreciation as written for Cheryl Edenshaw and Dale Anderson. Commissioner Brown seconded the motion. By roll call vote, all members present voted aye. The motion to accept the Resolutions carried.

NEW MEMBERSHIP

Darroll Hargraves was welcomed as the new University of Alaska Board of Regents Representative to the Commission.

APPROVAL OF MINUTES

Commissioner Hamilton moved to approve the minutes from the January 12, 2022 commission meeting as written. Commissioner Head seconded the motion. By roll call vote, all members present voted aye. The motion carried.

Discussion: *None.*

MEETING DATE

Commissioner Brown moved to schedule the Spring 2023 commission meeting on April 5, 2023. Vice Chair Parker seconded the motion. There being no objection, Chair Bicchinella asked for a roll call vote. By roll call vote, all members present voted aye. The motion carried.

Discussion: *None.*

PUBLIC TESTIMONY

Chair Bicchinella opened the public testimony period. There was no one waiting to testify at the appointed time for public comment. After Chair Bicchinella asked if there was anyone wishing to comment multiple times with no response, the Chair closed the public testimony period.

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INSTITUTIONAL AUTHORIZATION COMPLIANCE REPORT

Institutional Authorization Program Coordinator Tyler Eggen referenced his written report on recent compliance activities starting on page 27 of the meeting packet. Information in the report included:

- Institutional monitoring
 - The Alaska Academy of Advanced Cosmetology & Massage Institute has elected to appeal the Commission’s denial of their application for Renewal of Authorization. Correspondence between the Institute, Office of Administrative Hearings (OAH), and ACPE are ongoing. OAH’s decision is expected by late spring 2022.
 - The Alaska Nail & Skin Academy has elected to cease operations.
 - Kenai Peninsula Driving Instruction has elected to change its status with ACPE to operate as an institution that is “exempt” rather than “authorized.”
 - Vocational Training & Resource Center has changed their name to Generations Southeast Community Learning Center.
 - Charter College and the Alaska Pacific University both had changes in Senior Management.
- National Council for State Authorization Reciprocity Agreement (NC-SARA) – State Renewal
 - This update was not noted in the meeting packet. At the last Western SARA meeting, Alaska received a 2-year renewal for participating in NC-SARA.
- State Board of Education and Early Development Regulation Change
 - At their March meeting, the Board adopted the proposed regulation changes regarding teacher certification and educator preparation programs, which will allow for educator preparation programs to be offered by historically regionally or nationally accredited institutions of higher education. Once the changes to 4 AAC 12.308 are reviewed by the Department of Law and the Lt. Governor’s office, the State Board will consider proposals from nationally accredited institutions of higher education to be approved as a teacher preparation program.
 - If the changes become effective, the Board will be able to provisionally approve a program that is offered by a nationally accredited institution if the institution has made substantial progress obtaining programmatic accreditation through the Council for the Accreditation of Education Preparation, substantially meeting the Professional Standards for the Accreditation of Teacher Preparation Instructions, and other State Board Requirements.
- Learning Community Grant – Regulations and Outcomes

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- In February 2020, a \$15,000 grant was awarded to the Commission from the State Higher Education Executive Officers Association (SHEEO) to support the modernization of institutional authorization regulations and the development of standardized outcome metrics.
 - At the October 2021 Commission meeting, the Commission adopted the proposed regulation changes, which were submitted to the Department of Law for a final legal review.
 - It is possible that a re-adoption of the proposed regulations may be presented at the July 2022 Commission meeting. After which time, it would be resubmitted to the Department of Law for either approval or disapproval of the regulations.
 - If approved they would be transmitted to the Lieutenant Governor's office for filing. Unless returned by the Lieutenant Governor, the Lt. Governor's office files the approved regulations, which become effective 30 days after filing.
- 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 resolution cannot be reached, the student may file a formal written complaint with the Commission.
 - There are no Formal Complaints this quarter.

INSTITUTIONAL STANDARDS AND EVALUATION RECOMMENDATIONS:

➤ Renewal of Authorization

- Alaska Bible College (ABC)

Commissioner Brown moved to approve a temporary renewal of authorization through April 30, 2026. Commissioner Hamilton seconded the motion. By roll call vote, all members present voted aye. The motion carried.

Discussion: Commissioner Hamilton noted that he has personally visited the ABC campus and met with their Staff and President numerous times and is pleased to report on the great work the College is doing to serve young people. He also mentioned his gratitude for the Articulation Agreement between Alaska Bible College and his institution Alaska Christian College. Lastly, he stated that ABC is a great benefit to our State and that he endorses moving ahead with authorization for another four years.

- Trend Setters

Vice Chair Parker moved to approve renewal of authorization for one year, through April 30, 2023, contingent upon maintaining a teach-out plan, providing

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disclosure notice of financial status with the Commission for student signature, and maintaining full bonding. Commissioner Adams seconded the motion. By roll call vote, all members present voted aye. The motion carried.

***Discussion:** Commissioner Hamilton asked if, since the writing of the report was sent to Commissioners, the Institution's third party accountant had sent in what Commissioners required at the January 12, 2022 Commission Meeting. Tyler Eggen responded that the Institution hired a CPA, who had sent in the documents, however because of tax season it was rather difficult to get the audit done in time. However, ACPE staff did receive the documents and found that the Institution is financially unsound due to improvements, which is why they will need to have Consumer Protections in place. Institutional Representative, Danielle Tremblay, interjected to explain that 2020 was a difficult year, but there have already been improvements in 2022 and she believes they will be financially sound by 2023.*

Commissioner Brown asked if there was any information on the Institution meeting the contingencies for authorization. Mr. Eggen responded that he has obtained copies of the financial disclosure of notice from currently enrolled students and that future students will also be provided those disclosures.

➤ Initial Authorization due to Ownership Change

- The Esthetics District

Commissioner Adams moved to approve authorization for one year, through April 30, 2023, contingent upon maintaining a teach-out plan, providing disclosure notice of financial status with the Commission for student signature, and maintaining full bonding. Commissioner Head seconded the motion. By roll call vote, all members present voted aye. The motion carried.

***Discussion:** Commissioner Brown asked about the current enrollment in the program. Institutional Representatives, Annisa and Marlana, explained that currently there were 4 students enrolled, however there are additional enrollments booked for the rest of the year.*

➤ Program Amendments

- Alaska Driving Academy – Truck Driving Division

Commissioner Brown moved to approve the program amendment for Alaska Driving Academy – Truck Driving Division's authorization. Commissioner Head seconded the motion. By roll call vote, all members present voted aye. The motion carried.

- Charter College

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Commissioner Brown moved to approve the two program amendments to Charter College's authorization. Commissioner Hamilton seconded the motion. By roll call vote, all members present voted aye, with Chair Bicchinella abstaining. The motion carried.

Discussion: *Commissioner Brown explained that he was quite impressed as well as perplexed by the tuition cost for the Applied Technology Program, \$13,500, and that the price point makes this program highly accessible to students and asked if the Institutional Representative could provide some insight. Joel Nelson, VP of Academics at Charter College, explained that the price point is set on the fact that it is a degree completion program. It is designed for graduates of the College's Certificate of Welding or the Certificate of HVAC Program. The price for the program is equivalent with what those students paid for the certificate level program. However, since students are able to use their previous education toward this program, the actual price is much lower. Commissioner Brown responded that he appreciates the College providing this option to students and honoring their competencies by not forcing them through additional coursework.*

Commissioner Hargraves asked about the total cost for the Paralegal program at 108 quarter credit hours. Mr. Nelson responded that the total cost is \$35,640.

Vice Chair Parker asked Mr. Nelson if he could provide more details on the transition of the Main Campus to Anchorage, Alaska. Mr. Nelson explained the college has spoken with both states - Alaska and Washington - and submitted their application to their institutional accreditor ABHES. He believes they will be getting a decision within 4 weeks. Then they will need to go to NC-SARA and their department for final authorization. If this is successful then all online programs would be offered out of the Anchorage campus and students from other states enrolled in those programs would be enrolled on an Alaskan enrollment agreement and provided that education through the authorization of NC-SARA.

- Embry-Riddle Aeronautical University

Commissioner Brown moved to approve the six program amendments to Embry-Riddle Aeronautical University's authorization. Commissioner Head seconded the motion. By roll call vote, all members present voted aye. The motion carried.

Discussion: *Commissioner Brown asked if the total of the 6 programs was because there were 3 new programs and three campuses. Mr. Eggen responded that yes that was correct. Commissioner Brown followed up in asking if two of the campuses were to serve military members and their families and if the additional campus on JBER was for civilians. Mr. Eggen answered that he would defer to the Institutional Representative but wanted to give some additional information. He continued stating that JBER is both an Air Force and Military Base so each branch has their own campus on the greater JBER base itself. Prior to the pandemic, they were a lot more open to civilians to join but those measurements seem to be changing with*

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time. Mr. Eggen then turned it over to the Institutional Representative, Bree Meinberg. Ms. Meinberg stated that there are two separate Memorandums of Understanding (MOU) with both branches of military, therefore the University is able to serve both populations. They are also able to work with the military tuition assistance programs because of the separate MOUs with each branch. The separate MOUs allow the University to accept their separate funds. Commissioner Brown then asked if both campuses were open to civilian applicants and Ms. Meinberg responded that was correct.

EXECUTIVE DIRECTOR REPORT

Executive Director Efir began her report to describe the legislative activities of the quarter, which included presenting to multiple committees, providing bill analysis and fiscal note information for bills introduced that affect ACPE, meeting one on one with legislators and their staff to provide information on ACPE's proposed legislation, and gathering information to respond to legislative inquiries on multiple topics. Executive Director Efir also explained that ACPE staff has been focused on the two large and very detailed outsourcing projects for ACPE's loan originations and servicing of loans. Before continuing on, she said a special thank you to Chair Bicchinella for traveling to Juneau in February and participating in multiple meetings with Legislators.

Executive Director provided a quick budget update. She began explaining that the full House Finance Committee adopted an Operating Budget Committee Substitute for HB 281, which incorporates items from all of the House Finance Subcommittees. She also explained that for ACPE, all of the Governor's proposed budget items were included in the House Operating Budget bill with the exception of the unrestricted general fund increment (UGF) of \$1,647.5 to expand the WWAMI program for 10 additional students. However, the House Finance Committee has reinstated this funding and changed the increment to a multi-year appropriation for FY2023 and FY2024, acknowledging that the logistics of expanding the WWAMI program will take time and coordination between UA and the University of Washington to implement. She added that House Finance recapitalized the Higher Education Investment Fund at \$394.6 million and changed the funding source of the Alaska Performance Scholarship, Alaska Education Grant, and WWAMI back to Higher Education Investment Funds, instead of UGF. She ended her budget update by explaining that the House Budget has been on the floor and has had about 80 amendments back and forth. At this point and time, she is hopeful for the Higher Education Investment Fund to be reestablished.

Executive Director Efir provided an update on the lawsuit to protect the APS/AEG Higher Education Investment Fund. The Judge ruled in favor of the state; however, the students have appealed the Judge's decision. However, this appeal will most likely not happen until after session. She explained that Legislators are still trying to decide what the best route is to protect these funds for Alaskan students.

Circling back to the Legislature, she explained that she has met with all but three legislators on HB 114 and SB 94 – An Act relating to the education and loan program and Alaska supplemental education loan program; and providing for an effective date. She is

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confident that the bill will make it through the legislative process before the end of session and is optimistic on it passing. She briefly explained a few other bills that could affect ACPE including: HB 229 – An act relating to the Alaska Higher Education Investment Trust Fund and relating to the Alaska Student Loan Corporation, HB 147 – An act relating to the teacher education loan program, and SB 10 – An act establishing a grant program to provide to essential workers and laid-off workers the tuition and fees to attend certain postsecondary institutions. She provided some in-depth information on HB 48 – An act relating to the Alaska Performance Scholarship and touched on the commendable work that Representative and Commissioner Andi Story has done on the bill. She encouraged Commissioners to thank Representative Story when given the chance, as the Representative was unable to attend this meeting.

In her update on the Outsourcing Project, she informed Commissioners that the project is on track to convert new loan originations on April 18, 2022 and then the focus will be preparing for the legacy loan servicing conversion in October 2022. She explained that the project is very complex and requires participation from a large number of ACPE Staff, the originations vendor CampusDoor, the servicing vendor American Education Services, and a contract project manager to coordinate project activities among all the participants.

In her brief update on Human Resources, Executive Director Efirm asked Commissioners if they knew of anyone in Juneau looking for a position as ACPE is recruiting for two College Interns and a Financial Aid Specialist. She also explained that due to COVID-19 cases dropping in Juneau, ACPE staff has begun to have one day a week with all staff present in the Office. She and Senior Managers will continue to have discussions on whether or not to increase or decrease these days as they are committed to the health and safety of all staff.

Executive Director Efirm was happy to report that ACPE has signed a contract with Black Fox Strategy to support the Strategic Planning efforts. This will encompass a comprehensive planning effort which will include staff, stakeholders, and commission members.

Executive Director Efirm also explained that the leasing for ACPE's Office space is still ongoing and ACPE's Procurement Officer is working with the state to negotiate a smaller footprint in Juneau.

She concluded her report by highlighting some meetings and conferences she attended during the quarter and some upcoming meetings and events she is looking forward to, including Senator Murkowski's Grant Symposium on April 11 and a Workforce Development Strategy Session on April 12.

Discussion: *Vice Chair Parker asked that since there were only about 41 days left in the Legislative Session, if SB 94 and HB 114 have a chance to pass. Executive Director Efirm answered that she is optimistic that they will both move through the process in both the House and the Senate. Vice Chair Parker responded that she is hopeful the bills make it through.*

Commissioner Adams wanted to thank Executive Director Efirm for her efforts during Legislative Hearings and for representing the Commission so well. Chair Bicchinella echoed Commissioner Adams' comments.

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MANAGEMENT TEAM REPORTS

➤ Finance

Julie Pierce, CPA, Chief Finance Officer, referred to the table of the Governor's proposed FY23 operating budget on page 60 of the meeting packet, as well as a detailed summary of the adjustments on the next page, in case there were any additional questions about the budget after Executive Director Efird's discussion. She highlighted a summary of the Interagency operating budget compared to actual expenditures and obligations (page 61). She concluded by touching upon the February 10, 2022 meeting of the Alaska Student Loan Corporation, the primary purpose of which was to review and approve fixed interest rates.

➤ Program Operations

Kerry Thomas, Director of Program Operations, addressed that her report starts on page 63 and that it was brief. She went on to explain that ACPE continues to see declines in in-school loans compared to one and two years ago. Alaska Supplemental Education Loans (ASEL) and Family Education Loans (FEL) are down 16% and 47% respectively, compared to this time last year. The largest decline in in-school loans is at Alaska Institutions. She believes this is due to communication issues and that students are unaware of the benefits of working with ACPE on their student loans. She added that staff are working to mitigate this.

She went on to explain that refinance loans continue to increase and are up 279% compared to this time last year. Of the \$4.9M in refinance loans originated this year, \$3.5M are borrowers refinancing ACPE loans to a lower interest rate and \$1.4M are external debt refinanced with ACPE.

In her update on the Outsourcing Project, she explained that the project is on track to convert originations on April 18, 2022 and then the focus will be preparing for the legacy loan servicing conversion in October 2022. She concluded that a more detailed update about the process changes and improvements would be provided at the July commission meeting.

She concluded her report by explaining that the 2022 Alaska Performance Scholarship Outcomes Report was transmitted to the legislature in January and is available on ACPE's website. The Alaska Higher Education Almanac is under development and will be issued before June 2022.

Discussion: *Commissioner Brown asked if Ms. Thomas could elaborate on the continual decline of students borrowing money for attending in-state institutions in comparison to other for-profit lenders. Director Thomas answered that for-profit lenders have seen increases in Alaska loans, and that those lenders are now making loans where historically, ACPE would. Commissioner Brown also asked whether or not Director Thomas was aware of any strategies for-profit lenders are using to connect with Alaskan students. Director Thomas explained that she believes the for-profit lenders are large companies with decent marketing budgets who are able to afford paid ads, as well as providing other incentives*

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including, airline miles, cash, and other prizes. ACPE is looking at ways it can connect with students and families that are feasible within its budget.

Chair Bicchinella commended ACPE Staff for their hard work in getting the refinance loans out and available to students. He also encouraged all participants to review the Alaska Higher Education Almanac as it contains a wealth of information and is a helpful reference.

PRESENTATION – ALASKA NATIVE SUCCESS INITIATIVE

Dr. Pearl Brower, UA Senior Advisor: Alaska Native Success, Institutional Diversity and Student Engagement, gave a presentation on the University's Alaska Native Success Initiative. She began her report by acknowledging that each University Campus sits on ancestral lands of Alaska Native peoples and the importance of recognizing that Alaska is a culturally rich and diverse land and the stewardship of Alaska Native Peoples must be honored. Continuing on, she introduced the Alaska Native Voices at the Leadership Table for the University, including herself, Dr. Michele Yatchmeneff with UAA, RONALDA CADIENTE BROWN, M.A. with UAS, and Dr. Charlene Stern with UAF. Next, she explained that the mission of the Alaska Native Success Initiative is to put the people first and for all to feel a sense of belonging. She stated that the University of Alaska strives to better represent the Alaska population and for the change to be visible and recognized. UA, guided by the Board of Regents is committed to improving the participation and success of Alaska Natives through educational achievement statewide and improving Alaska Native representation and success throughout the UA system. She added that while this project is entitled the Alaska Native Success Initiative, this work will inform efforts to increase diversity and success throughout the University's programs and operations and for all Alaskans.

Continuing on, Dr. Brower provided the Commission with the history of the Alaska Native Success Initiative. She explained that it began in November 2020 when the UA Board of Regents authorized and directed the UA President to improve success for Alaska Native and Indigenous students, faculty and staff. In August 2021, she was named Senior Advisor for Alaska Native Success and then in November 2021, the University's Five-year strategic plan was shared with the Board of Regents. The work that has been done so far has been instrumental, as the action teams held frequent intercampus and interuniversity meetings to discuss findings and progress.

Next, Dr. Brower explained the priorities in order to accomplish the mission of the Initiative. The first priority she discussed was to develop racial equity and cultural safety training. UA desires to develop a training program that is transformative, inclusive, and interactive rather than a quick and formal training module. The second priority she discussed was to increase indigenous visual representation by showing that everyone belongs and is included in the University System. The third priority is to develop an annual report on Alaska Native Success to present to the Alaska Federation of Natives, which was completed this year. The fourth priority is to increase the awareness of institutional change in messaging. The final goal she discussed was to establish a cabinet-level Alaska Native position within the Office of the UA President, which has been accomplished with her appointment. However, she is hopeful that

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more individuals will join, as this Initiative will need additional staff to coordinate. Those first five priorities are the focus for the Initiative, however there are three additional goals including, establishing a College of Alaska Native Languages, a plan for Truth, Racial Healing, and Transformation, and developing a system-wide leadership program.

She highlighted what has been accomplished so far in pushing this Initiative forward, which includes increasing indigenous visual representation, developing a vision statement and land acknowledgement, and considering establishing subcommittees, and establishing trainings. Recently, they sent their first training module regarding diversity, equity and inclusion to the entire System Office Staff.

Next, she provided details on each UA Campus' strategy for implementing the Initiative as well as their progress. Beginning with the Anchorage Campus, she explained that the Campus is focused on increasing Alaska Native student preparation, recruitment, retention and graduation rates; increasing recruitment and retention of Alaska Native faculty and staff; and creating a culture of belonging for Alaska Native students, faculty, staff, and community organizations. So far, the UA Campus has melded the UAA 2025 and ANSI Strategic Plans, hired two Alaska Native tenure-track faculty members, and updated their website to include their land acknowledgement on all pages. Additionally, they have plans in place to establish two Alaska Native Grow Our Own PhD programs, to move toward a Shared Equity Leadership Model and to work with Deans and Directors to incorporate ANSI in all they do. She explained the University of Alaska Fairbanks' mission and priorities next, which include expanding Indigenous and rural student serving programs and places; recruiting and hiring Indigenous staff; recruiting, retaining and promoting successful tenure and promotion of Indigenous faculty that reflects Alaska's population; and increasing Indigenous visual representation across UAF campuses. She explained that thus far, UAF has seen an increase in recruitment of Indigenous faculty and students, increased visual representation on their campus, and have established partnerships to increase Indigenous representation through art and signage between the Master Planning Committee and the Chancellor's Advisory Committee on Native Education. Lastly, she touched on the University of Alaska Southeast's goals and progress on the Initiative. Like the other Campuses, UAS is focused on increasing retention and graduation rates of Alaska Native Students, increasing retention rates of Alaska Native Staff and Faculty and supporting institutional change through vision, leadership, messaging, measured growth and increased diversity. In regards to its progress, she explained that UAS has gained an Alaska Native Student Retention Specialist; the Chancellor's Advisory Committee on Alaska Native Education refined and aligned its 2022 priority goals with the UAS ANSI plan; and welcomed Tristan Guevin, Sitka Tribes of Alaska Senior Director of Organizational Development, Sitka Tribe of Alaska's Cultural Resources, Education and Employment Department as a member of the committee.

Dr. Brower concluded her report stating that she and her team will continue to engage with university, community and statewide partners, and move toward increased Indigenous research, academics, support and representation in students, staff and faculty. She is appreciative of all the support the Initiative has received thus far.

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Discussion: *Commissioner Adams thanked Dr. Brower for all of the work she is doing for the University and expressed her gratitude that the whole University System is taking the Initiative on. She continued on stating that she has participated in many School Board and other community sessions in which Executive Director Efird and others at ACPE have been sharing information and ideas on getting Alaskan students into postsecondary education. She then asked if there were any plans on doing the same for the Initiative. Dr. Brower responded that each University is working on trying to engage with students to increase enrollment and how to appropriately encourage the college-going culture. The Universities are considering streamlining their processes and limiting the barriers for students enrolling. She noted that each University Campus has their own registration form and scholarship application form. She is hopeful they will have a more unified strategy in the future that will increase enrollment.*

Commissioner Brown expressed his deep regard and gratitude for Dr. Brower's work. He then asked about the Leadership piece of the Initiative and wanted to know more about what that would look like. Dr. Brower explained that there is an untapped opportunity here at home, with many talented individuals in the state, and the question is how we set them up for leadership roles. She continued on stating that the goal is to invest in our own people by creating a leadership program to meet the needs of not only the University but also the state as a whole. Currently, she explained, there are no specifics yet for the plan, but she is hopeful to have some by the end of the year.

Commissioner Hamilton asked if she could share what some of the barriers would be for success of the Initiative. Dr. Brower answered that the biggest obstacle is funding. While the University is recuperating, they also have to think about the fact that the funding isn't quite there and will need to work on different ways to mitigate the effects of the lack of funding and how to reallocate each campus' budgets.

Director Efird expressed her appreciation for the work of Dr. Brower and for her counsel and wisdom. She continued on to ask if at some point they could have an in-depth conversation about how to acknowledge and communicate with communities that the goal for students to take on a postsecondary education pathway is in the best interest of the community. She explained that the message communities are interpreting is that ACPE and other state entities are trying to take students away from communities. Dr. Brower said that she would appreciate that conversation as it is necessary. She continued on to explain that this is a challenge that she has experienced when working at Iñisagvik College as well as with the University.

Chair Bicchinella explained that he was excited to hear that the University is looking at expanding their Alaska Native Science and Engineering Program (ANSEP) as he is a big proponent of that program and others of similar pathways. He also had a comment about the Alaska Native Language programs. He explained that he had seen a poster displaying the Alaska Native Languages that are disappearing, so he is really excited to hear that preservation of these languages is one of the priorities of the Initiative.

MANAGEMENT TEAM REPORTS CONTINUED

ALASKA COMMISSION ON POSTSECONDARY EDUCATION
Quarterly Meeting Summary of
April 6, 2022

➤ Outreach and Early Awareness

Kate Hillenbrand, Director of Communications and Outreach, whose report starts on page 74 of the meeting packet, highlighted her division's work to connect with students, families; and ACPE Stakeholders through over 200 telephonic or virtual service sessions; organized and/or presented in 55 work sessions, training or webinars; and reached nearly 5,000 Alaskans through these efforts.

She ended her report stating that she looks forward to providing outcome reports at the July Commission Meeting.

Discussion: *Chair Bicchinella asked about the AKCIS sites and how many of those were active. Director Hillenbrand explained that 359 are the active sites currently for this year and that she will provide more details on the usage of those sites at the July Commission Meeting.*

➤ Information Support Services

Jamie Oliphant, Director of Information Support Services (ISS), highlighted a couple things from her report, which starts on page 81 of the packet. She started with the outsourcing project, which ISS staff is greatly involved in to help support that project and keep it moving forward. Another primary concern for ISS is cybersecurity and monitoring. ISS continues routine updates and changes to ensure systems are operating accurately, securely and efficiently.

➤ Human Resources Written Report

Despite the report being written and explained in the Executive Director Report, Executive Director Efirm wanted to welcome the new Executive Secretary, Dannielle Erickson. She went on to explain that she was pleased with the work that Ms. Erickson has done so far and that she greatly appreciated Kordel Thompson's work as the previous Executive Secretary.

Discussion: *Chair Bichhinella also expressed his appreciation for the Executive Secretary and was pleased with how smoothly the meeting was going.*

COMMISSIONER REPORTS

Alaska Student Loan Corporation – Commissioner Adams explained that she didn't have much to share as both Executive Director Efirm and Chief Finance Officer Julie Pierce had reported what occurred at the recent meeting in February. She did state however that the Chair of the Board of Directors, Anna MacKinnon, has stepped down so they will be reorganizing at the upcoming meeting in May. She also added that Commissioner Donn Liston left the Board so they will need to think about who will be added to the Board.

Board of Education and Early Development – Commissioner Hamilton explained that currently students are working on their standardized testing. We have a new system called AK Star for

ALASKA COMMISSION ON POSTSECONDARY EDUCATION
Quarterly Meeting Summary of
April 6, 2022

which we have a contract with for the next few years. He also explained that DEED has a new award, Purple Star Award for institutions that are military friendly and show a commitment to military students and families. Alaska will be recognizing 20 schools this year for the Award. Additionally, DEED and Region 16 Comprehensive Center will be hosting the Alaska Science and Reading Symposium from April 29 – May 1. It is free to all participants and seeks to provide a cohesive understanding of the science of reading. He added that at the March meeting of the Board they met in person and approved 3 regulation changes for Public Comment. They were regarding alternate assessment scores for science standards, school facility planning and construction, and establishing an Alaska State Seal of Bi-literacy that recognizes students who have studied and attained proficiency in English language arts and at least one other world language by high school graduation. He also added that their next meeting is April 13th and then they will be in-person around June 8th or 9th. He closed by saying he is looking forward to joining ACPE in-person when possible.

UA Board of Regents – Vice Chair Parker explained that in February they officially appointed Pat Pitney as the President of the University for the next three years. Recently, the facilities and land management committee moved forward with building the Auke Bay Integrated Science building in Juneau which will hold joint programs between UAS and UAF, primarily focusing on marine science. There is a Committee looking at tuition for the University. She explained that graduation is occurring with some campuses having in-person while some will be virtual. In closing, she explained the Board of Regents will be having their first in-person meeting June 2nd and 3rd in Anchorage. This will be their first face to face meeting since 2020.

Regent Hargraves expressed his appreciation for President Pitney and how grateful he is that they got her in that permanent position. Additionally, he explained that COVID had a huge effect on the University but he is excited that we will be heading back to some normalcy.

Community Colleges – Commissioner Head did not have anything to report.

Student Representative – Commissioner Garcia was not present at this time, however Chair Bichhinella provided some information that Commissioner Garcia emailed him. He stated in the email that students have told him that they would like ACPE to protect scholarships, increase accessibility to internet in rural Alaska, help Alaskan industries/businesses flourish so graduates can seek employment in the State and focus on trade and certification programs.

Alaska Workforce Investment Board – There was no AWIB report, due the vacancy in that seat.

Network Report – written report provided in the meeting packet.

UNIVERSITY OF ALASKA UPDATE

University of Alaska (UA) President Pat Pitney explained that on the Legislative side, the university is moving through the budget process and she is feeling encouraged about having modest increases on both the House and Senate side. She explained that they are working with a lot of state agencies on infrastructure opportunities such as mariculture and oil recoveries.

ALASKA COMMISSION ON POSTSECONDARY EDUCATION
Quarterly Meeting Summary of
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She explained that the Higher Education Investment Fund is moving through the Legislature, and that both bills will protect the Fund from being swept. On the court side of that, oral arguments are scheduled for May 3. We absolutely need our legislators to move through with this so that the fund is protected.

She continued on to explain the status of the Transfer Credits project. She stated that UA brought it forward to the Board of Education and as of now, the Memorandum of Understanding is working its way through.

In regards to student enrollment, she stated that they are seeing positive signs. Classes are returning to more on-campus, however they will probably never get back to the full on-campus environment from before COVID, as folks have learned that the hybrid plan works well.

The Board passed the University's Goals and Measures document which sets out 8 key initiative areas and 5 overarching goals. The initiatives included the Alaska Native Success Initiative, more presence in Fisheries and Ocean Sciences throughout Southeast, a partnership through Southeast and UAF for a Masters in Marine Policy program, partnerships with businesses to advance their financing and business programs, and teacher education programs. She offered to send the document to Executive Director Efir, as she believes it would be valuable for the Commission to have and hopes that there can be partnerships between ACPE and UA on the initiatives and goals.

Lastly, she explained that the UAA campus put forward a Bachelor's of Education and Early Childhood Development which is a K-3 teacher education initial licensure program, which has been approved by the Department of Education.

Discussion: *Commissioner Hamilton thanked President Pitney for her update. He explained that the Board of Education was very excited about the Early Childhood Development program and they were unanimously in support of it. President Pitney thanked Commissioner Hamilton for his feedback.*

Commissioner Adams thanked President Pitney for her long-term support and all she is doing for the University. She asked if the President could elaborate on the types of programs or efforts for increasing the number of teachers we have in our state. President Pitney stated that last fall they created a website for anyone who wants to become a teacher in Alaska. She explained that the website helps Alaskans find a path to becoming the type of teacher they would like to be. It takes all of the pathways the University currently has and puts them all in one place. Additionally, she stated that the University is trying to get a more apprentice like approach to the student teaching program, which would open up Department of Labor funding for students. She is really hoping the apprenticeship program will work because those who enter these programs experience financial hardship as they are not getting paid yet working full time and going to school full time. Currently, they are focusing on filling up their current enrollment capacity. Additionally, she explained they have a 1-year teacher program for those who already have a content degree, which works great for those who want to switch careers.

ALASKA COMMISSION ON POSTSECONDARY EDUCATION
Quarterly Meeting Summary of
April 6, 2022

Vice Chair Parker asked if she could give a better projection on what may happen with the two bills for the Higher Education Investment Fund since the Legislative Session only had about 41 days left. President Pitney explained that she is optimistic that those two bills will go through before the end of the legislative session.

Chair Bicchinella thanked President Pitney for joining the Commission meeting and providing a detailed report on the University.

CLOSING COMMENTS

- Commissioner Brown asked about the July Commission meeting and was curious if there would be a work session. Executive Director Efirid explained that she would like to have a work session with Commissioners, however she is not sure if that would be best in July or in October. She added that her office will be sending further communication to better understand when would work best for Commission Members.

ADJOURN

There being no further business to discuss, Commissioner Brown moved to adjourn. Commissioner Head seconded the motion. By a roll call vote, all members present voted aye. The motion carried.

The meeting adjourned at approximately 2:20 p.m.

Approved by:

Chair

Date

July 2023

7. July 2023 Meeting Date Selection

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						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					
			021			

Alaska Commission on Postsecondary Education



Alaska Student
Loan Corporation



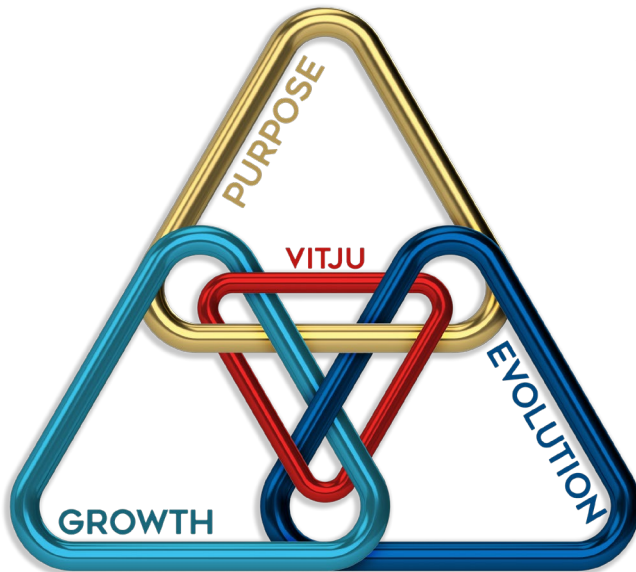
Erin Sedor, SMP

Erin is a strategy, risk, and resilience expert with more than twenty-five years of experience across legal, finance, risk, quality, and administration operations. She has built risk and strategy programs within publicly-traded, for-profit, and highly complex Alaska Native Corporations. As a former c-suite executive, Erin understands the need to balance strategy and operational feasibility to move an organization along a sustainable path to success. As a consultant, she has successfully supported risk and strategy analysis, design, and programming for non-profit, coop, municipal, for-profit, and federal contracting entities ranging from start-ups to \$1billion+ operations.

My expertise is very specific to risk and strategy, so I am not bound by industry or market. My particular "sweet spot" is in working with entities experiencing significant transition, challenged in ways both good and bad by rapidly transforming business environments. By creating elastic systems to identify risk and opportunity gaps between internal capabilities and industry/market shifts, I help leaders build hyper-efficient disciplines that improve both efficacy and speed of critical operational and strategic decision-making.

Erin holds a Master's Degree in Operational Risk, Bachelor's Degrees in both Managerial Finance and Organizational Development as well as an undergraduate certification in Paralegal Studies. She is a recognized professional in both Enterprise Risk with a RIMS Fellow designation and is the only certified Strategic Management Professional (SMP) practicing in Alaska.

Essential Strategy Philosophy & Approach



Contribution

First, we must have and pursue a higher **purpose** defined by vision, values, and contribution.

Intention

Second, we must be intentional about the **growth** of the organization and its people.

Adaptation

Third, we must continually adapt and **evolve** to meet the needs and wants of those served.

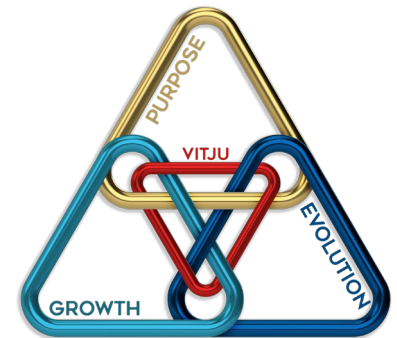
Equilibrium

Fourth, **purpose, growth, and evolution** are inherently connected and must exist in a state of equilibrium.

Purpose = Contribution

Purpose is at the very heart of strategy design and operational excellence. An organization's purpose defines where we came from, where we want to go and why others should care.

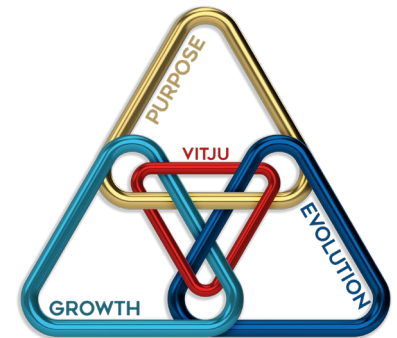
It is more than just a future measure of success in monetary terms, it must speak to the contribution the organization seeks to make both to the people who serve within it and those it seeks to serve.



Intentional Growth

Growth is not just about revenue, but includes deepening cores, expanding capabilities, and measurable impact on vision.

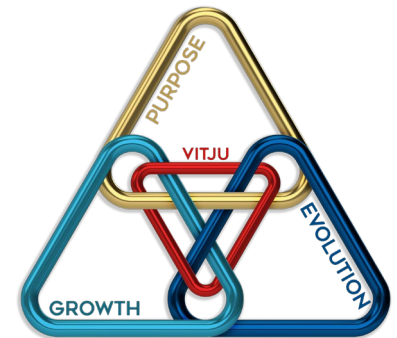
How, what, and when we need to grow is dictated largely by market needs/wants and industry evolution. As we maintain focus externally, growth also requires intentionality with growing internal human resources and capabilities.



Anticipative Evolution

Evolution is the critical element of sustainability – without it, our ability to fulfill purpose fails.

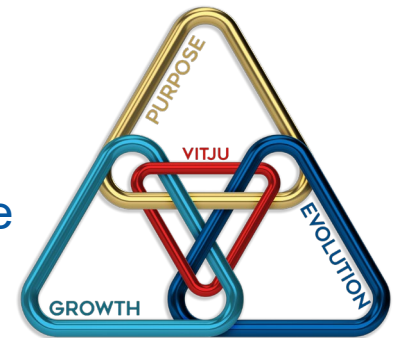
It requires continual navigation and intelligent adaptation to the needs of people – those who serve and those who are served.



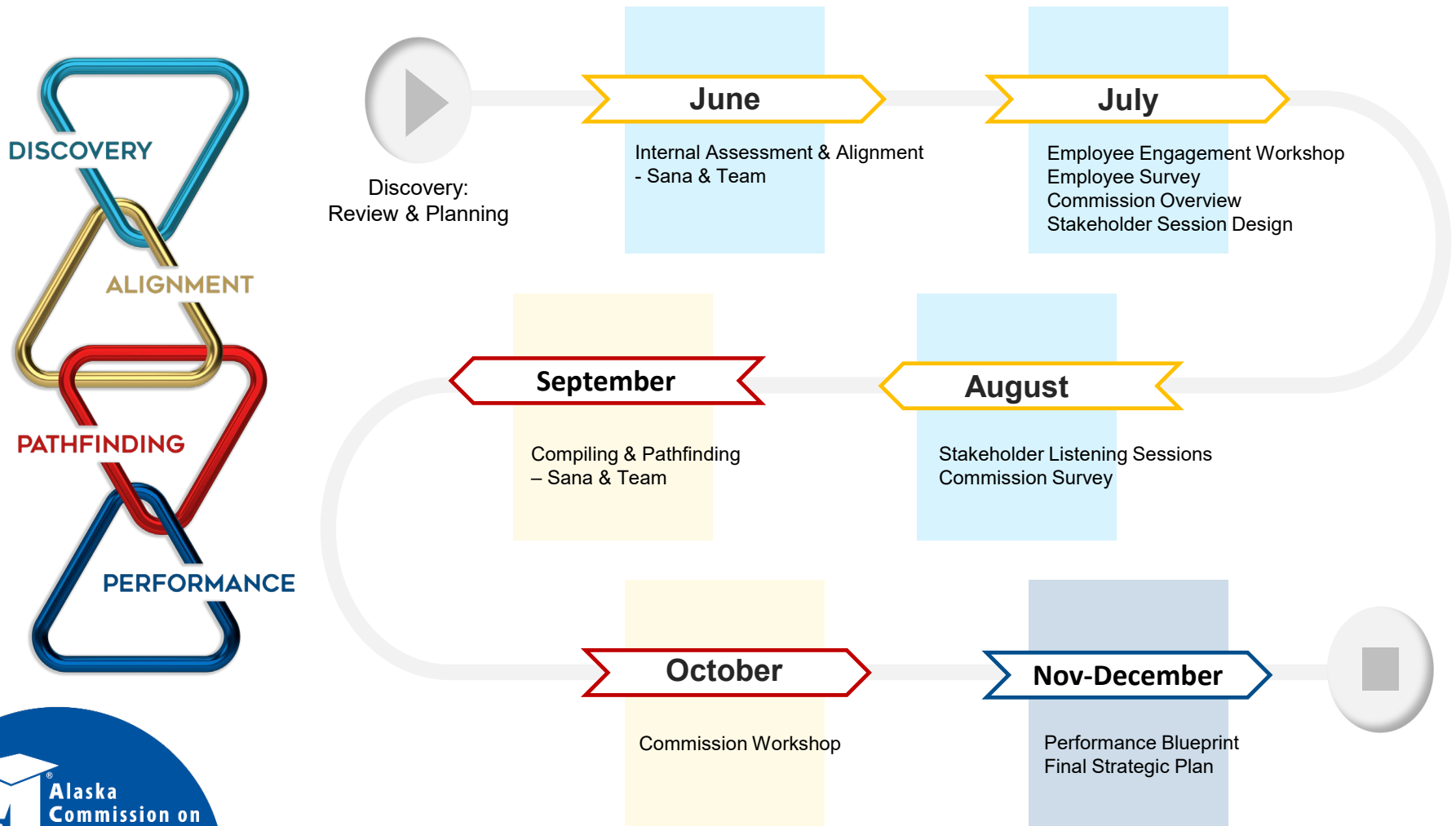
Finding Equilibrium with the Vitju

Vitju is the catalyst for aligning the organization, creating the focus and intent required for performance excellence and long-term organizational success.

By identifying the Vital Junctures between purpose, growth, and evolution we reveal top priorities in how we deploy resources to execute strategy. It establishes the context needed to balance strategy and create a cohesive plan-to-action mentality.



Project Map



Reconsidering Vision & Mission

Our vision is for anyone seeking to advance their growth and knowledge through education to have the opportunity and access to the funding they need.

The Alaska Commission on Postsecondary Education provides competitive funding solutions for college, career and vocational training.

- We champion individuals and their families through broad access to federal and state programs, grants, scholarships, and loans together with the tools and resources that allow them to make informed decisions about funding their education.
- As the Higher Education Agency for the State of Alaska, we advance policy and foster collaboration to build a skilled workforce that meets the needs of communities and employers, supporting economic development across the state.



Preliminary Strategic Goals

1. Increase access to, and utilization of, federal and state education funding sources. *This supports both Purpose and Growth of ACPE*
2. Foster financial literacy for education planning and loan repayment. *Purpose*
3. Become the education lender of choice in Alaska and for Alaskans. *Growth*
4. Modernize and streamline the customer experience. *Evolution, Growth & Purpose*
5. Foster an environment where employees thrive as the agency evolves. *Growth & Evolution*



Mission Critical

1. Increase access to, and utilization of, federal and state education funding sources. *This supports both Purpose and Growth of ACPE*
2. Foster financial literacy for education planning and loan repayment. *Purpose*
3. Become the education lender of choice in Alaska and for Alaskans. *Growth*
4. Modernize and streamline the customer experience. *Evolution, Growth & Purpose*
5. Foster an environment where employees thrive as the agency evolves. *Growth & Evolution*



Next Steps

- ❑ Stakeholder Listening Sessions coming in August
- ❑ Commission Survey Coming in August



Thank You!

QUESTIONS?



Alaska Commission on Postsecondary Education

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MEMORANDUM

TO: Members, Alaska Commission on Postsecondary Education
FROM: Sana Efird, Executive Director
DATE: July 6, 2022
SUBJECT: Executive Director Report

This quarter was focused on finalizing any questions or information requests to ensure legislators had all the information necessary for passage of HB 114, other legislative bills of interest to ACPE, and the end of Legislative Session; continuing to work with staff on our two large and very detailed outsourcing projects to finalize Phase I for cut over of loan originations to CampusDoor; prepping with Strategic Planning contractor, Erin Sedor, to begin project; and attending numerous meetings with staff, partners, and stakeholders.

Budget Update:

Governor Dunleavy has signed HB 281 the Operating, Capital, and Supplemental budgets which includes the FY23 ACPE Operating Budget. There were no vetoes to ACPE's operating budget so the FY23 budget is intact as proposed in the beginning of session which includes:

- A decrement of \$142.0 to reflect a reduction in personal services associated with the deletion of 4 additional vacant PCNs;
 - Full-time Accountant/Payment Processing Supervisor, range 16, located in Juneau
 - Full-time Financial Aid Specialist, range 14, located in Juneau
 - Full-time Financial Aid Specialist, range 14, located in Juneau
 - Full-time Customer Service Specialist, range 13, located in Juneau
- An increment of \$36.9 to cover a routine annual increase in the cost of the state's WWAMI contract with the University of Washington;
- A budget structure change to move funds for the Alaska Education Grant program from the Program Administration and Operations Results Delivery Unit (RDU) to a new State Financial Aid RDU reflecting two components for the Alaska Performance Scholarship (APS) and the Alaska Education Grant (AEG) to provide additional transparency for the pass through state financial aid programs;
- Technical adjustments for PERS increases;
- \$11,750.0 to fund the Alaska Performance Scholarship, \$5,841.8 for Alaska Education Grants, and \$3,294.9 for the current WWAMI program. Even though the Higher Education Investment Fund was recapitalized, the funding source for these programs is Unrestricted General Funds (UGF) for FY23.

- A UGF increment of \$1,647.5 for expansion of WWAMI from 20 to 30 spots. Acknowledging that the logistics of expanding the WWAMI program will take time to implement the Legislature converted this increment to a multi-year appropriation for FY2023 and FY2024. Additionally, two pieces of Legislative intent language were added regarding this increment:
 - *It is the intent of the Legislature that the Department of Education and Early Development and the Alaska Commission on Postsecondary Education (ACPE) work to expand the number of seats for Alaska in the WWAMI program from 20 to 30, for implementation in FY24. Further, ACPE and the University of Alaska shall coordinate and plan for their separate and combined needs for the program expansion, and report to the Co-Chairs of Finance and the Legislative Finance Division by December 20, 2022, policy, program, and budget needs for implementation of this expansion.*
 - *It is the intent of the legislature that the Department of Education and Early Development and the Alaska Commission on Postsecondary Education (ACPE) work with the University of Alaska and University of Washington School of Medicine to undertake a concerted effort to recruit students from Rural Alaska to apply to Alaska's medical school program. Because of the shortage of medical doctors in Rural Alaska it is imperative that more students from rural areas be admitted into medical school.*

On a positive note for students and higher education in Alaska, HB 322 *An Act relating to the Alaska marine highway system fund; relating to the Alaska marine highway system vessel replacement fund; relating to the Alaska higher education investment fund* was signed into Law and the HEIF was recapitalized in the operating budget bill. HB 322 protects the Higher Education Investment Fund (HEIF) from the end of year budget sweep. The Governor did veto \$52,035.5 from the amount of \$394,600.0 that the Legislature proposed to recapitalize the Fund leaving the amount for HEIF at \$342,564.5. The explanation for the veto was *Adjustment to reflect investment market value of the Higher Education Investment Fund as of June 22, 2022.* (see Veto summary document attached) This change in the HEIF will provide more certainty and sustainable funding for these programs for the future.

June 30 was the end of the Fiscal Year and staff has been working to ensure a clean close out of FY2022. The close out period goes through August 31. Senior Managers continue to meet consistently to review and revise our operating expenditures to ensure oversight, monitoring and control.

Legislative Session Update:

The 32nd Legislative Session adjourned on May 18. I am pleased to share ACPE's bill HB 114 did pass this session and the Governor has shared that he intends to sign the bill into law. During the last days of session, HB 114 was amended to include a number of other Education bills including the Alaska Reads Act. This posed some concerns about passage. However, the Senate passed the amended version and the House concurred on the last day of session. Staff has already

begun the work on identifying all the regulation updates that are needed with the changes in the bill. One of the amendments to HB 114 was to incorporate HB 147, *an Act relating to the teacher education loan program; and providing for an effective date*. This will provide retroactive forgiveness and changes the rural definition which expands forgiveness to the Bethel and Kodiak areas.

Another bill that passed at the end of session was HB 226, *An Act relating to the compensation of certain employees of the executive branch, judicial branch, and University of Alaska; relating to the compensation of certain employees of the legislative branch; and increasing the salaries of certain attorneys and administrative law judges employed by the state*. As an FYI, if this bill is signed by the Governor it will include a salary increase for exempt employees that would apply to ACPE staff as a matter of law.

ACPE continued its commitment to supporting FAFSA completion initiatives across Alaska. Through expanding participation from new educational institutions and being responsive to previous participant feedback, the spring 2022 Alaska FAFSA Completion initiative pivoted to engaging with Alaskans through social media campaigns, delivering new website resources, and the cross-promotion of FAFSA completion partner events across Alaska. As a part of this initiative, ACPE sent each legislator a letter requesting their assistance in providing information on FAFSA Completion to their constituents. ACPE is committed to delivering financial access resources that are relevant to Alaska's students and believes that legislators hold a unique position and connection with Alaskans from all over the State that will make this Initiative a success.

Outsourcing Projects Update:

Staff continue to be immersed in the loan servicing and loan origination outsourcing projects. Staff met the date of April 18 for Phase I conversion of our new loan originations to CampusDoor. Initial evaluations are that the new loan origination process with CampusDoor is going well. Staff are monitoring for any negative impacts on borrowers or education institutions as we fine tune the new process. We are also meeting on Phase II deliverables and reviewing the current proposed October 2022 deadline for legacy loan servicing with American Education Services (AES). Due to the complexity of the next phase, current analysis suggests a more reasonable deadline will be in the spring of 2023. This is a very complex project which requires participation from a large number of ACPE staff, the originations vendor CampusDoor, the servicing vendor American Education Services, and a contract project manager to coordinate project activities among all the participants.

Human Resources Update:

Recruitment efforts and staff changes over the last quarter resulted in the separation of two employees, with former College Intern Grace Carter having separated as of May 20th, and Accountant Ryan Feldmeier on July 6th. These activities have also resulted in the hire of one employee, Student Intern Krishna Sanguni as of June 27th. There have been no other appointments or separations as of July 8th, 2022. There are a total of seven (7) employees eligible to retire in calendar year 2022.

Currently, there are eleven vacant positions, including: one in the Executive Office, two in Finance, one in Postsecondary Planning Activities - Outreach, and seven in Program Operations. There are currently two active recruitments: one for the Intern position to dual fill, and one for a Financial Aid Specialist position. There are no immediate plans to take action on the nine remaining vacancies, but management retains the flexibility to do so if needed to provide support for agency initiatives. At present ACPE has 46 positions filled: 11 in Anchorage, 35 in Juneau. The breakdown of those positions by divisions is as follows: ISS-11, Finance-11, Program Operations-15, Postsecondary Planning Activities - Outreach-6, and Executive Office-3.

COVID-19 Update:

As COVID cases are decreasing and alert levels have been reduced, all staff are now required to be in the office in Juneau and Anchorage every Wednesday. This in-office time will provide opportunities for much-needed reconnection with coworkers, in-office collaboration for project teams, and reestablishment of the close relationships and welcoming culture that ACPE benefited from prior to COVID. As always, we are committed to the health and safety of all our staff and encourage healthy habits while in the office.

Strategic Planning

Senior Managers spent two days of intensive work sessions with Erin Sedor of Black Fox Strategy to kick off the Strategic Planning project. The time was well spent and very productive. Ms. Sedor will share information on the project, provide an overview and timeline of the process with Commissioners, and answer questions during the Commission meeting.

Juneau and Anchorage Lease/Space Update:

We are working with State of Alaska leasing to negotiate a smaller footprint in our current Juneau office space.

Alaska Student Loan Corporation Meeting:

The Alaska Student Loan Corporation (ASLC) Board held their regularly scheduled meeting on May 12, 2022. Barbara Adams was nominated, elected, and accepted the position of Chair of ASLC and Micaela Fowler was nominated, elected, and accepted the position of Vice Chair. Genevieve Wojtusik was delegated as the new Board member for the Department of Revenue replacing Anna MacKinnon who retired. Additionally, Governor Dunleavy appointed Donald Handeland to the ASLC Board. During this meeting, the Board received a presentation from Zach Hana, Chief Investment Officer for the Department of Revenue on Investment Portfolio Management, Performance, Asset Allocation and Policy Review with discussion of the Investment Policy by Mr. Hana and Lee Donner of Hilltop Securities. The Board voted to accept the Alaska Student Loan Corporation Investment Policy and Procedures with no material changes based on recommendation from Staff, DOR Investment Management team, and Financial Advisor. The Board also approved and adopted Loan Program Variable Interest Rates for FY2022-2023.

Professional Organization Meetings/Presentations:

I attended regular monthly and semi-monthly meetings with the Education Finance Council, State Higher Education Officers Association, Western Interstate Commission for Higher Education (WICHE), and the Alaska Business Education Compact.

Other Meetings:

- Continued meetings with Alaska Association of School Boards and a group of Southeast Alaska organizations to discuss partnering with ACPE to support and develop a 7-12 Grade Bridging Framework
- Bi-weekly meetings with University of Alaska Paul Layer, Vice President for Academics, Students & Research and Michelle Rizk, Vice President University Relations
- Meetings with Lee Donner Hilltop Securities
- WWAMI discussions with University of Washington Medical School
- In-person legislative meetings and participation in numerous legislative committee hearings to present or answer questions
- Virtual orientation presentations for new Commission/Corporation members
- Initial meetings with Erin Sedor, Black Fox Strategy to provide background information on ACPE to begin Strategic Planning project
- Participated in the SHARP Council quarterly business meeting
- Participated in the Alaska Statewide Education Leaders Collaboration meetings
- Provided an update on ACPE at the Alaska CAN spring meeting
- Participated in daily meetings with AES, CampusDoor, and ACPE staff to ensure timely completion of Phase I.
- EFC Leaders Coaching Group
- Consistent individual and group meetings with Senior Managers
- Provided an orientation for new two new Assistant Attorneys General and their supervisor to ensure a smooth transition
- Bi-monthly meetings with Chair Bicchinella
- Attended Governor’s press event for HB 114 in Anchorage

As always, it is my pleasure and I am humbled to serve the Commission and lead this talented team of individuals to support Alaskans and their access to higher education opportunities. I welcome the new Commissioners and encourage each of you to reach out to me to share your ideas and thoughts regarding how we can better serve Alaskans. As always, I extend my sincere appreciation to staff and the commitment they share every day as they seek to support higher education needs in the State.

Attachments/Links:

1. Bills of Interest Chart 2022 (Updated)
2. [OMB Veto Summary](#)
3. [HB 281 Operating Budget](#)
4. [SOA FY2023 Governor’s Operating Budget DEED ACPE](#)

5. FAFSA Completion Initiative Letter to Legislators



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BILLS OF INTEREST 2022

Bill	Short Title	Sponsor	Status	Last Action
HB 18	TEACHERS: NATIONAL BOARD CERTIFICATION	KREISS-TOMKINS	(H) RLS	2/7/2022
HB 19	LIMITED TEACHER CERTIFICATES; LANGUAGES	KREISS-TOMKINS	Awaiting Transmittal to GOV	7/14/22
HB 25	PUBLIC SCHOOLS: SOCIAL/EMOTIONAL LEARNING	HOPKINS	(H) STA	05/19/2021
HB 43	EXTEND SPECIAL EDUCATION SERVICE AGENCY	STORY	(H) FIN	03/26/2021
SB 19		STEVENS	Passed	06/29/2021
HB 48	AK PERFORMANCE SCHOLARSHIP; ELIGIBILITY	STORY	(H) EDC	02/28/2022
HB 49	APPROP: EARLY LITERACY PROGRAMS	STORY	(H) EDC	02/18/2021
HB 60	PUBLIC SCHOOLS: MENTAL HEALTH EDUCATION	CLAMAN	(H) FIN	02/07/2022
SB 80		GRAY-JACKSON	(S) FIN	03/15/2022
HB 69	APPROP: OPERATING BUDGET/LOANS/FUNDS	GOVERNOR (Rules)	CHAPTER 1 SSSLA 21	01/18/2022
SB 49			(S) FIN	01/25/2021
HB 71	APPROP: MENTAL HEALTH BUDGET	GOVERNOR (Rules)	CHAPTER 1 FSSLA 21	08/16/2021
SB 51			(S) FIN	01/25/2021
HB 76	EXTENDING COVID 19 DISASTER EMERGENCY	GOVERNOR (Rules)	Passed	02/11/2022
SB 56			(S) FIN	02/12/2021
HB 78	FUNDING FOR CORRESPONDENCE PROGRAMS	GOVERNOR (Rules)	(H) EDC	02/18/2021
SB 58			(S) EDC	03/03/2021
HB 108	CONCURRENT SECONDARY & TRADE SCHOOL	MCCARTY	(H) EDC	04/09/2021

10. Executive Director Report

HB 114 SB 94	EDUCATION & SUPPLEMENTAL LOAN PROGRAMS	GOVERNOR (Rules)	Transmitted to the GOV	6/27/22
HB 129	ALASKA PERFORMANCE SCHOLARSHIP AMOUNT	FIELDS	(H) EDC	03/08/2021
HB 132	SCHOOL APPRENTICESHIP PROGS; TAX CREDITS	(H) L&C	(S) EDC Then, L&C, FIN	1/18/2022
HB 147	RURAL DEF. TEACHER EDUCATION LOAN PROGRAM	ZULKOSKY	Passed	03/09/2022
HB 229	ALASKA HIGHER EDUCATION INVESTMENT FUND	JOSEPHSON	(H) FIN	02/14/2022
HB 2001 SB 2001	APPROP: OPERATING BUDGET/LOANS/FUNDS	GOVERNOR (Rules)	(H) FIN (S) FIN	6/23/2021 6/23/2021
HB 3003 SB 3001	APPROP: OPERATING; PERM FUND; EDUCATION	GOVERNOR (Rules)	CHAPTER 1 TSSLA 21 (S) FIN	10/04/2021 8/23/2021
SB 8	PRE-K/ELEM ED PROGRAMS/FUNDING; READING	BEGICH	(S) EDC	02/03/2021
SB 10	FREE/REDUCED TUITION FOR ESSENTIAL WORKER	BEGICH	(H) FIN	02/28/2022
SB 15	OPEN MEETINGS ACT; PENALTY	COSTELLO	(S) FIN	04/21/2021
SB 20	OUT OF STATE TEACHER RECIPROCITY	STEVENS	Awaiting Transmittal to GOV	7/14/22
SB 32	COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS	STEVENS	(H) RLS	03/02/2022
SB 34	STATE-TRIBAL EDUCATION COMPACT SCHOOLS	STEVENS	(S) EDC, Then JUD	01/25/2021
SB 42	VIRTUAL AND EARLY EDUCATION, READING	HUGHES	(S) EDC, Then FIN	01/25/2021
SB 72	SEC. SCHOOL CIVICS EDUCATION	STEVENS	(H) EDC	03/11/2022

10. Executive Director Report

SB 111	EARLY EDUCATION; READING INTERVENTION	(S) EDC	(S) FIN	04/26/2021
SB 225	TEACHER REGISTERED APPRENTICE PROGRAMS	SENATE EDUCATION	(S) EDC Then L&C, FIN	03/04/2022
SJR 10	CONST. AM: IN-PERSON PUBLIC EDUCATION	COSTELLO	(S) EDC, Then JUD	03/10/2021

Updated July 14, 2022



Alaska Commission on Postsecondary Education

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Dear Legislator,

On behalf of the Alaska Commission on Postsecondary Education (ACPE) and Alaska Student Loan Corporation (ASLC), thank you for your continued support and commitment to the educational needs of Alaskans. ACPE's mission is to *promote access to and success in education and career training beyond high school*. As such, we develop and promote educational and financial pathways for all Alaskans to attain educational credentials and degrees to build a stronger, more educated workforce to meet the needs of Alaska's economy now and into the future.

In addition to the initiatives and resources ACPE shared with you earlier this Legislative Session, we would like to provide you with information about the current Alaska FAFSA Completion initiative. This initiative, led by ACPE, is a partnership with a variety of postsecondary institutions and organizations across Alaska.

Through our cross-sector collaboration, Alaskans will gain awareness and access to the guidance needed to complete the FAFSA. Alaskans have access to a centralized location www.acpe.alaska.gov/alaskafafsacompletion in which they can identify the following resources:

- [Alaska FAFSA Ambassador Resource Directory](#)
- Local FAFSA completion events organized by postsecondary campuses & organizations
- Information about FAFSA Completion incentives (gift cards)
- [ACPE Success Center](#)
- [Youcanbook.me Appointment Scheduler](#)
- [FAFSA Time Alaska](#)

I encourage you to review the ACPE resources listed above and the attached FAFSA talking points. I welcome the opportunity to connect with you further to provide more information regarding our FAFSA Completion initiative and ask that you share this information with your constituents.

I look forward to future opportunities for communication and collaboration as we seek to develop and support enhanced access to postsecondary pathways for all Alaskans.

Respectfully,

Sana Efird
Executive Director, ACPE



MEMORANDUM

TO: Members, Alaska Commission on Postsecondary Education
THROUGH: Sana Efird, Executive Director
FROM: Julie Pierce, Chief Finance Officer
DATE: July 21, 2022
SUBJECT: Finance Report

FY2023 Operating Budget

Following is a summary of the Commission’s approved FY2023 Budget.

Budget Line	Interagency (ASLC Receipts)	Unrestricted General Fund	General Fund Program Receipts	Statutory Designated Program Receipts	Total
Personal Services	\$ 6,815.7	433.5	23.3	-	\$7,272.5
Travel	32.4	-	-	-	32.4
Contractual	2,981.9	82.8	29.2	150.0	3,243.9
Supplies	108.2	-	-	-	108.2
WWAMI		4,942.4			4,942.4
AEG	-	5,841.8	-	-	5,841.8
TEL	-	1,017.5	-	-	1,017.5
APS	-	11,750.0	-	-	11,750.0
Total	\$ 9,938.2	24,068	52.5	150.0	\$ 34,208.7
Positions	52.74	-	0.26	-	53.00

Changes from the last time the FY23 Budget was presented includes the following:

- **Interagency Receipts** (ASLC receipts)
 - Personal services line
 - An increase of \$294.0 for an overall personal service salary cost adjustment increase.

- **Unrestricted General Fund** – This category represents funding for WWAMI, AEG and APS programs that were previously funded by Alaska Higher Education Investment Fund (AHEIF).
 - An increase of \$1,017.5 to fund loan forgiveness associated with the expanded eligibility for the Teacher Education Loan (TEL) program.
 - An increase of \$2.0 for personal services for administering the expanded eligibility TEL program.

- **General Fund Program Receipts** – This category represents funding received from institutional authorization fees.
 - Personal services line
 - An increase of \$0.9 for a portion of the overall personal service salary cost adjustment increase.

- **Statutory Designated Program Receipts** – no change. These receipts represent private grants to support ACPE’s Postsecondary Planning Activities programs.

FY2022 Summary Operating Budget and Actual Expenditures/Obligations

Following is a summary of the Interagency (ASLC Receipts) FY2022 operating budget adjusted internally between line items and approximate actual expenditures/obligations for the period ended May 2022.

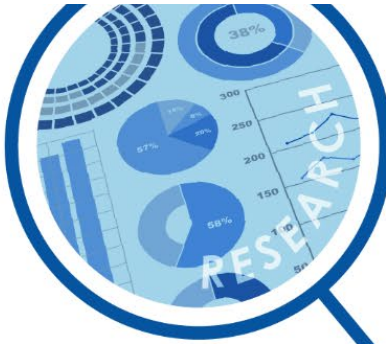
Fiscal Year 2022 - for the period ended May 2022			
Interagency (ASLC Receipts)			
Summary Budget and Actual Expenditures/Obligations			
Category	Budget	Total Actual Expenditures or Obligations	Unobligated Balance
Personal Services	6,654,000	5,739,000	915,000
Travel	32,400	21,400	11,000
Contractual	3,124,300	2,358,300	766,000
Commodities	125,800	6,800	119,000
Total	9,936,500	8,125,500	1,811,000

Alaska Student Loan Corporation

The Corporation Board met on May 12, 2022 to review and approve interest rates on variable rate Alaska Supplemental Education Loans (ASEL). The Board approved a motion to set interest rates as proposed by staff. The Corporation issued variable rate ASEL loans from July 1, 2002, through June 30, 2006. The Corporation no longer originates variable rate ASEL loans.

The next Corporation Board meeting is scheduled for November 3, 2022 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.



PROGRAM OPERATIONS

Quarterly Report

March – June 2022



DIVISION OF PROGRAM OPERATIONS-QUARTER HIGHLIGHTS

Financial Aid Updates

Volume for both in-school loan programs continues to decline compared to prior years. The total Alaska Supplemental Education Loans (ASEL) decreased 18% in program year 2022 compared to 2021 and the total Family Education Loans (FEL) decreased 44% over the same period. Postsecondary enrollment rates, both nationally and in Alaska, have declined in the last few years, and with a strong labor market fewer students are going, staying, or returning to their postsecondary studies. This has an impact on ASEL and FEL volume among other things.

Refinance loans saw a major increase of 155% in program year 2022 compared to 2021. Although 70% of all refinance loans in 2022 were internal loans refinanced with better terms, refinancing internal loans benefits ACPE and the customer by keeping the loans in the portfolio while providing the customer with a lower interest rate and their desired repayment term.

Alaska Performance Scholarship (APS) and Alaska Education Grant (AEG) disbursements were relatively flat between 2022 and 2021, with a small decrease in both programs observed in 2022.

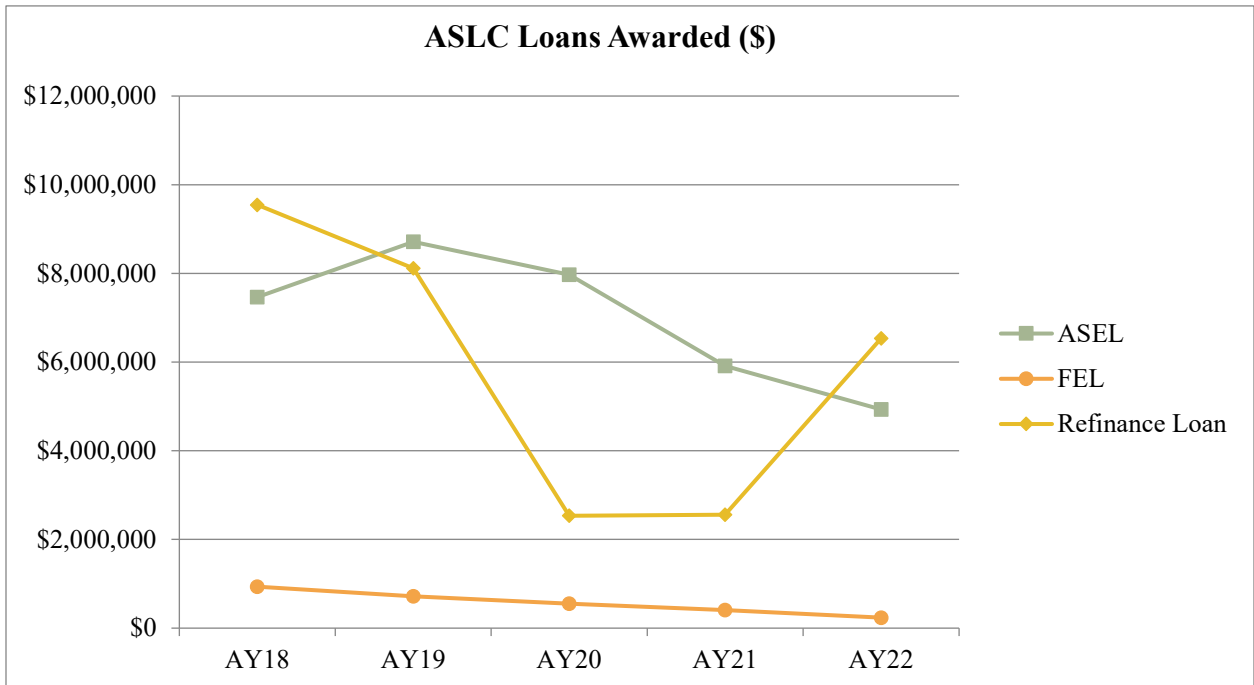
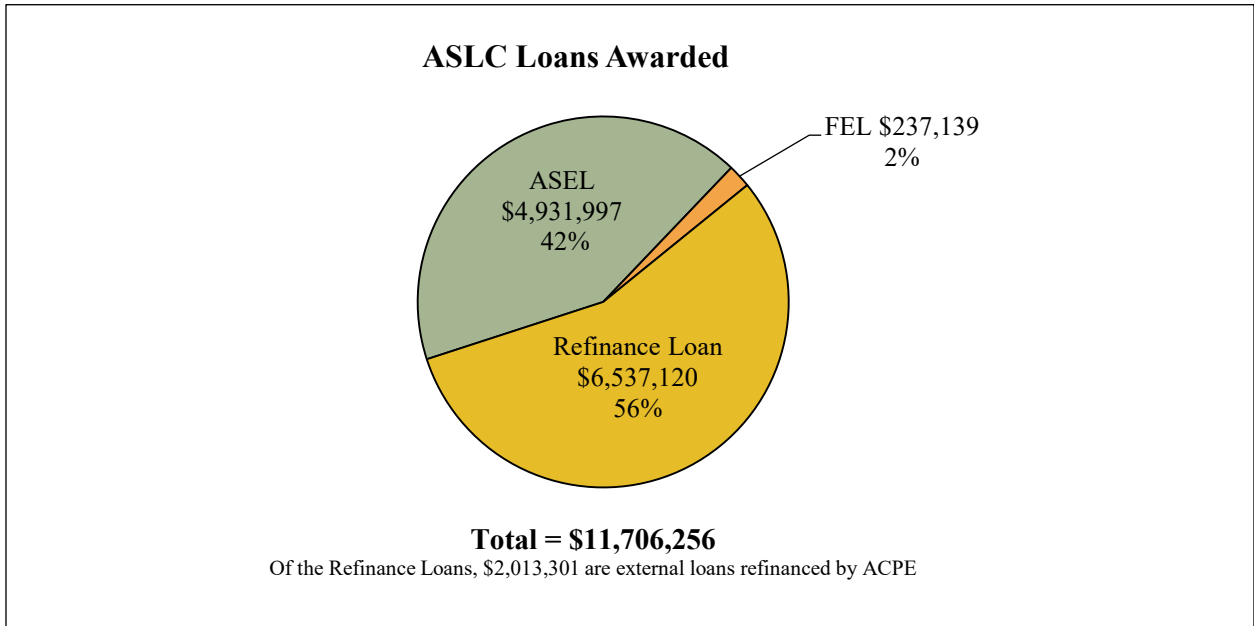
Project Updates

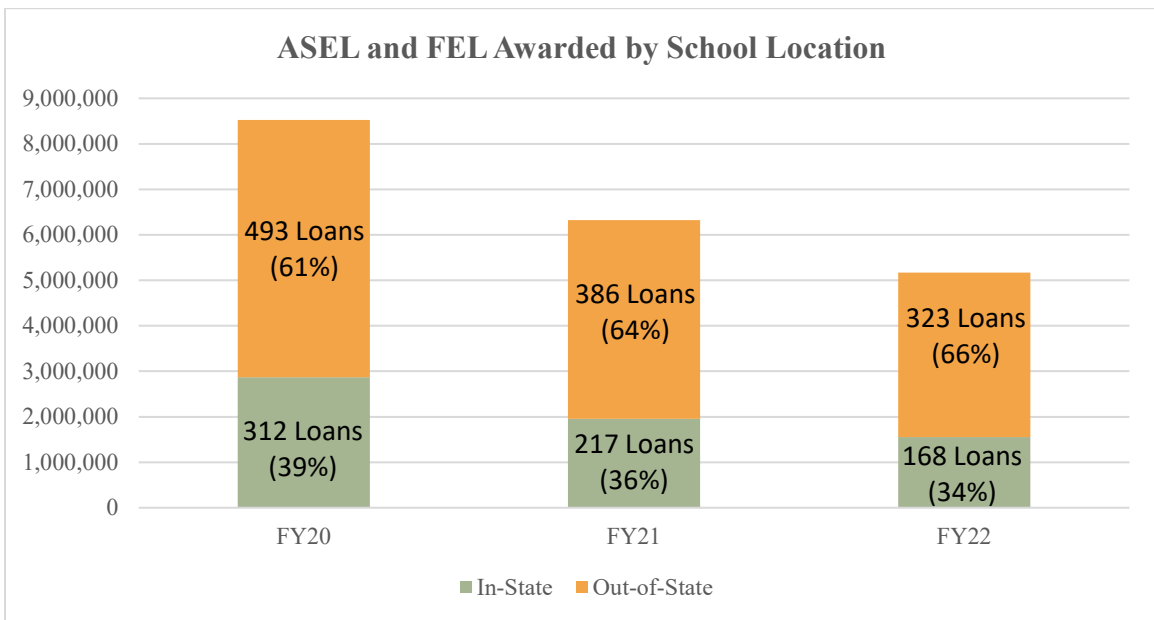
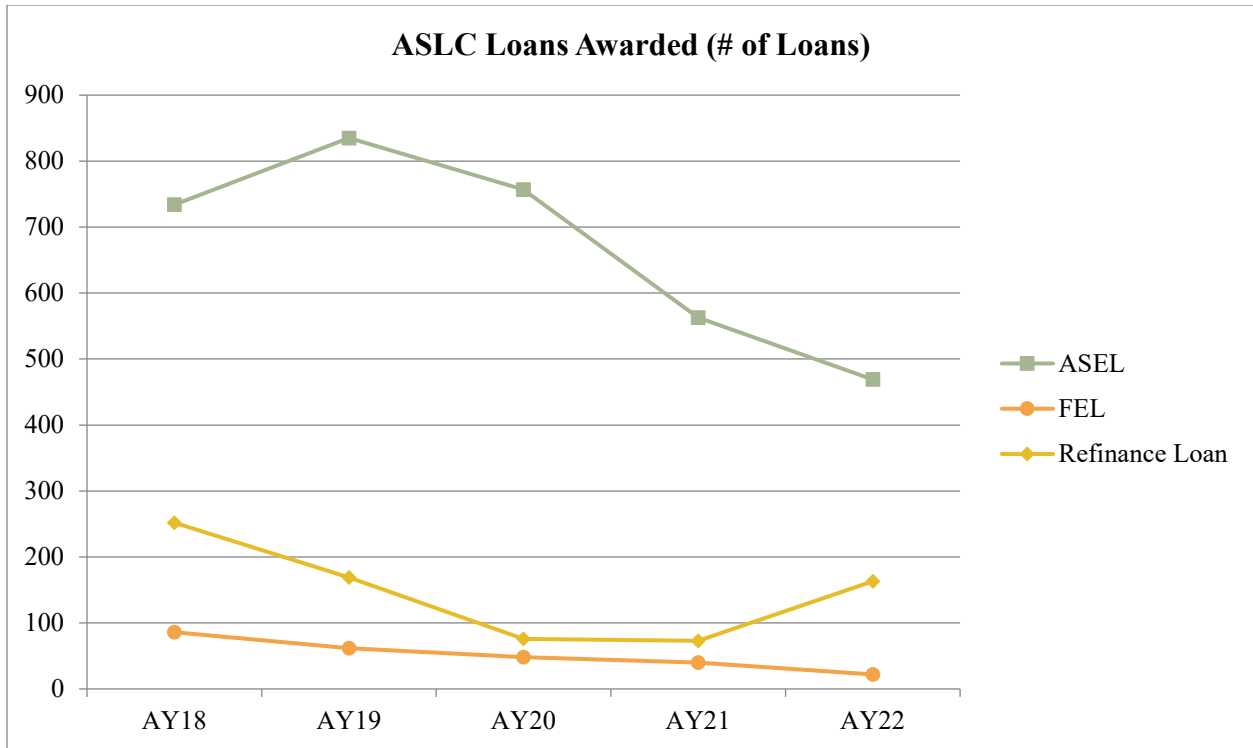
The team experienced a major win on the overall outsourcing project with the successful cutover to CampusDoor (CD) for loan originations in April 2022. For all but a few small career-specific loan programs, students are utilizing CD's application process to obtain student loans from ACPE. The applications for the career-specific loan programs are expected to be in place with CD by August 2022.

American Education Services (AES) is servicing the newly originated loans from CD. The next major phase of the outsourcing project is to transfer servicing of the legacy loans currently serviced by ACPE to AES. This is a very complex process since ACPE services loans originated from the 1980's through 2022 and there have been many program changes over time that need to be retained through the transfer to AES. This phase of the project is scheduled for implementation in April 2023.

LOAN ORIGINATIONS

Program Year 21/22 through June 2022





Loans Awarded

Loan Type	2021-2022		2020-2021		% Change	
	# of Loans	Amount Awarded	# of Loans	Amount Awarded	# of Loans	Amount Awarded
Family Education Loans	22	\$237,139	40	\$408,115	-47.50%	-44.96%
AK Supplemental Loans	469	\$4,931,997	563	\$5,914,957	-19.18%	-18.08%
Refinance Loans	163	\$6,537,120	73	\$2,556,388	123.29%	155.72%
Total:	639	\$11,607,481	676	\$8,879,460	-5.47%	30.72%

ASEL Loans Awarded – by FICO Band

FICO Band	In-State		Out-of-State	
	# of Loans	Percent of Total In-State Loans	# of Loans	Percent of Total Out-of-State Loans
720+	74	16.04%	205	44.62%
680-719	52	10.77%	67	14.07%
650-679	40	7.69%	31	6.81%

REFI Loans Awarded – by FICO Band

FICO Band	# of Loans	Percent of Total Refinance Loans
780+	49	30.06%
720-779	72	44.17%
680-719	42	25.77%

Loans Awarded – by Enrollment Intensity¹

Intensity Level	2021-2022		2020-2021		% Change
	# of Loans	Percentage	# of Loans	Percentage	
On-Time	95	19.33%	113	17.60%	-18.58%
Full-Time	355	72.48%	427	74.08%	-19.20%
Half-Time	41	8.19%	63	8.31%	-38.10%
Total	491		603		-21.06%

¹ Enrollment intensity statistics reflect only loan programs in which all three intensity levels are available (ASEL and FEL).

Special Programs

Loan Type	2021-2022		2020-2021		% Change	
	# of Loans	Amount Awarded	# of Loans	Amount Awarded	# of Loans	Amount Awarded
Winn Brindle	1	\$59,900	2	\$59,643	-50.00%	0.43%
WWAMI Medical Education Loan	58	\$1,354,679	58	\$1,318,273	0.00%	2.76%
WICHE PSEP Loan	5	\$119,400	9	\$205,910	-44.44%	-42.01%
Total:	64	\$1,377,916	69	\$1,769,803	-7.25%	-22.14%

ACPE Loans Serviced by AES - Loan Detail by Loan Status

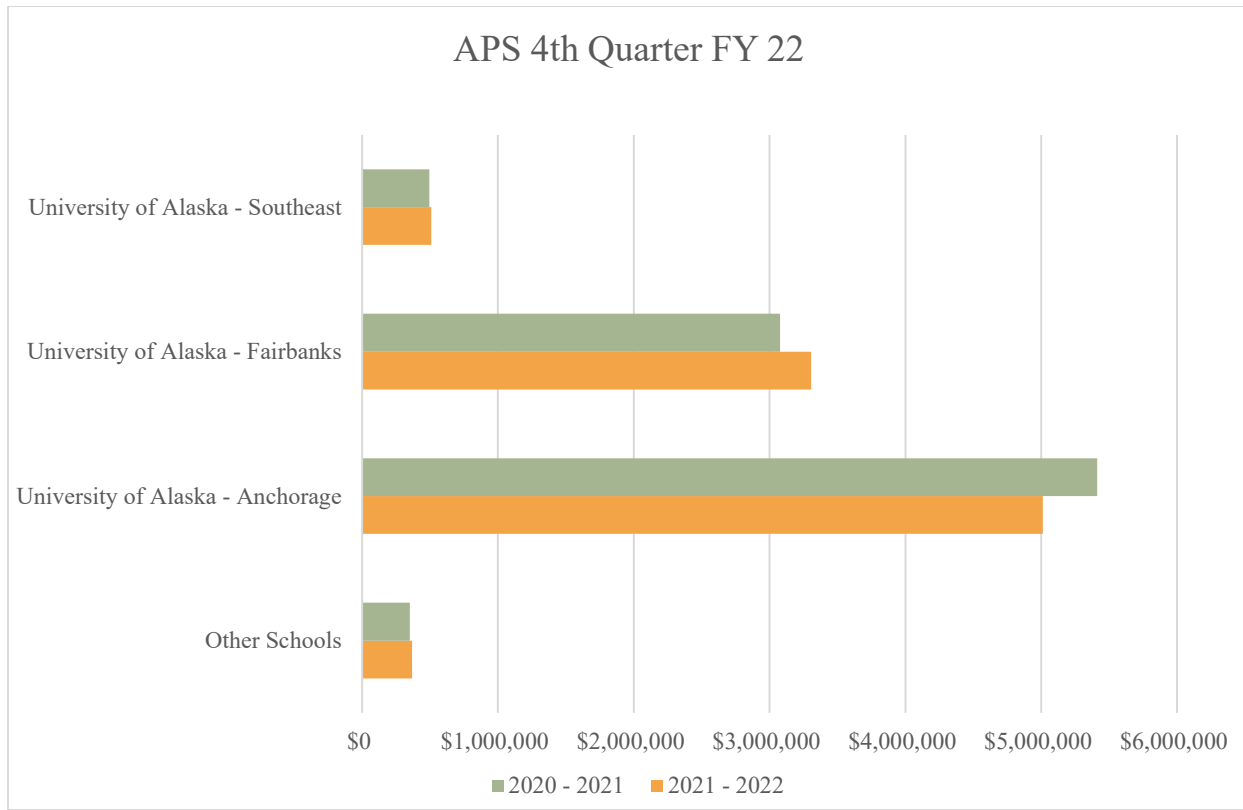
	# of Loans	Principal Amount	Interest Amount	Total Loan Amount
In-School	18	\$86,586	\$35,020	\$121,606
Grace	0	\$0	\$0	\$0
Repay- Current	4,388	\$18,723,221	\$938,681	\$19,661,902
Repay- Past Due	775	\$3,565,185	\$109,488	\$3,674,673
Claim	89	\$380,916	\$23,912	\$404,828
Forbearance	462	\$1,859,848	\$98,535	\$1,958,382
Deferment	463	\$2,010,604	\$172,561	\$2,183,165
Total	6,195	\$26,626,360	\$1,378,196	\$28,004,556

FFELP Complaints

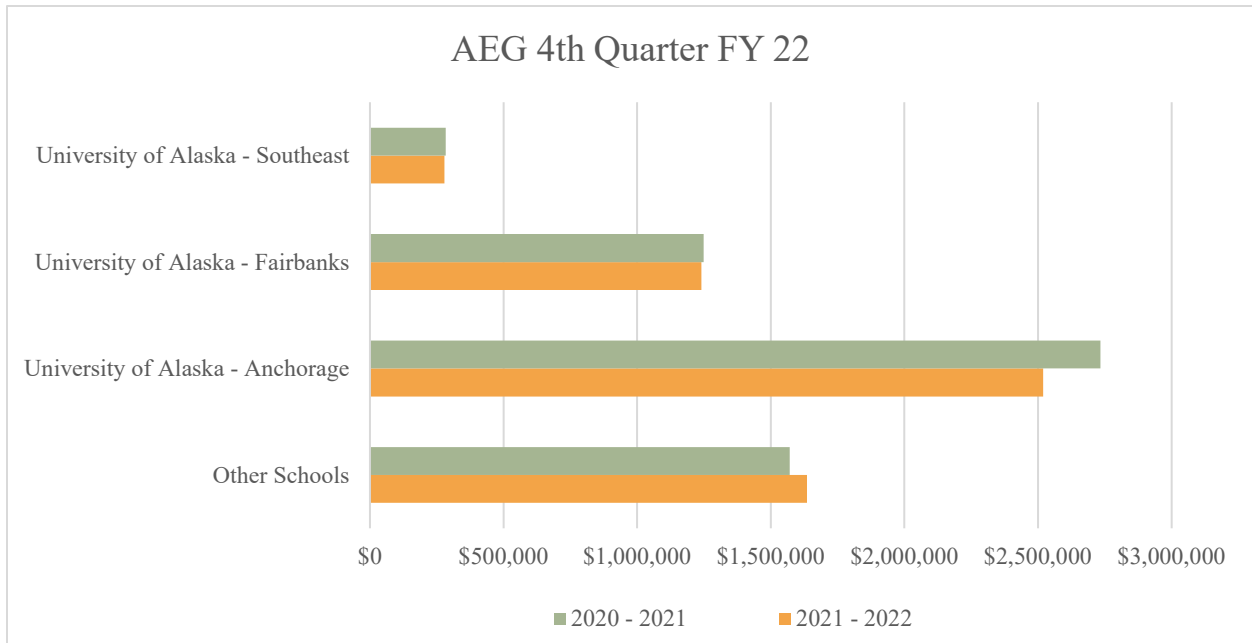
	Quarter 4
# of Complaints	0
Complaint Descriptions	N/A

ALASKA PERFORMANCE SCHOLARSHIP & ALASKA EDUCATION GRANT

Program Year 21/22 through June 2022

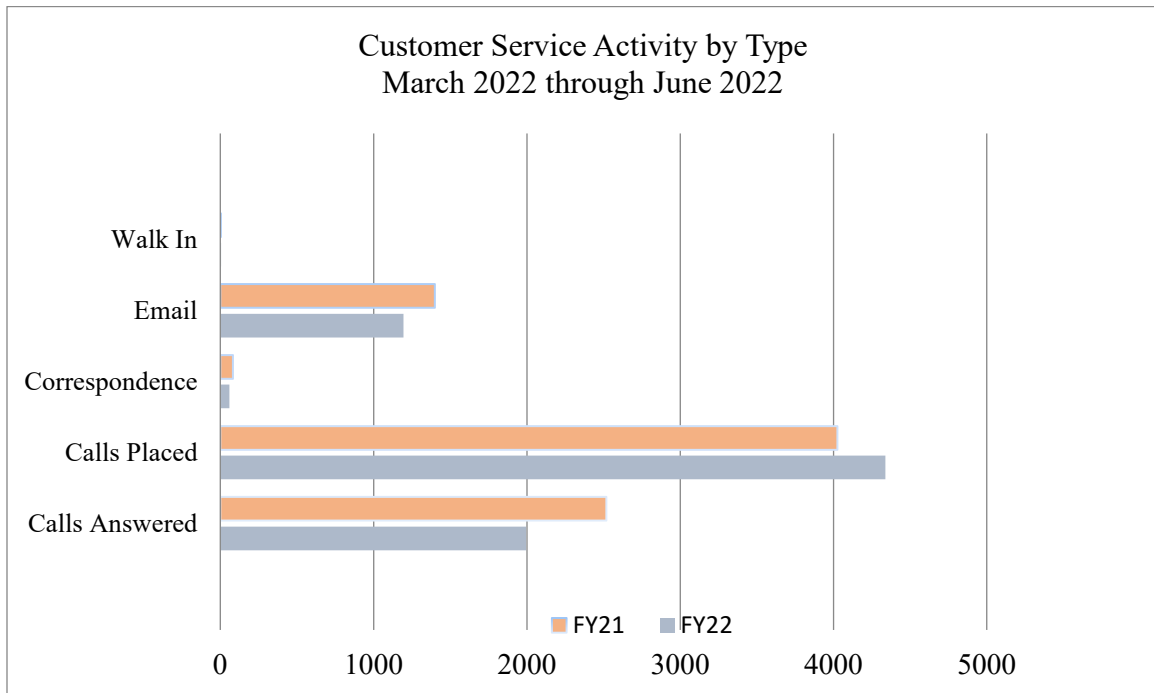


Other Schools	2020 - 2021	2021 - 2022
Alaska Bible College	\$36,852	\$35,663
Alaska Career College	\$41,608	\$32,691
Alaska Christian College	\$30,314	\$24,370
Alaska Driving Academy	\$1,784	\$0
Alaska Pacific University	\$82,621	\$136,710
Amundsen Educational Center	\$4,755	\$0
AVTEC	\$64,789	\$58,250
Charter College	\$49,142	\$44,591
Embry Riddle Aeronautical University, Alaska Campus	\$0	\$2,689
Glenda's Salon & Training Center	\$0	\$4,400
Ilisagvik College	\$2,378	\$8,025
Land and Sea Aviation Alaska	\$4,755	\$9,510
Metroasis Advanced Training Center	\$8,322	\$0
Northern Industrial Training	\$13,076	\$0
Trend Setters	\$5,944	\$1,783
Wayland Baptist University - Anchorage/Fairbanks	\$5,945	\$9,213
Total	\$352,285	\$367,895
Grand Total	\$9,336,631	\$9,194,559



Other Schools	2020 - 2021	2021 - 2022
Alaska Bible College	\$30,750	\$31,000
Alaska Career College	\$586,314	\$502,611
Alaska Christian College	\$269,000	\$188,752
Alaska Pacific University	\$196,500	\$232,500
AVTEC	\$63,500	\$19,000
Charter College	\$385,254	\$582,765
Embry Riddle Aeronautical University, Alaska Campus	\$750	\$750
Ilisagvik College	\$8,500	\$36,000
Wayland Baptist University - Anchorage/Fairbanks	\$30,501	\$42,250
Total	\$1,571,069	\$1,635,628
Grand Total	\$5,836,192	\$5,674,107

CUSTOMER SERVICE



Call Center Activity – March 2022 through June 2022

	2021 – 2022	2020-2021	% Change
Calls Received in IVR	4218	5093	-17.18%
Calls Received in CS Queue	2117	2697	-21.51%
Calls Answered by CS	1995	2518	-20.77%
Hold Time in CS Queue	2:06	2:28	-14.87%
Calls Placed	4338	4026	7.19%

Payment Information – March 2022 through June 2022

Automatically Processed

Method	# of Borrowers	Amount Received	% of Total Dollars
Web Pay	15,016	\$5,305,788	63.73%
Premiere Payments	1,076	\$531,970	6.39%
TelPay/IVR	620	\$472,265	5.67%
Bill Pay	639	\$144,265	1.73%
Third Party Payer AWG	150	\$61,526	0.74%
Third Party Payer	75	\$47,609	0.57%
State AWG	66	\$20,317	0.24%
PFD	11	\$10,982	0.13%
Total	17,653	\$6,594,722	79.21%

Scanned

Method	# of Borrowers	Amount Received	% of Total Dollars
AWG Checks	1,192	\$418,240	5.02%
Local Payments-Scanned	166	\$324,178	3.89%
Coupon Checks	315	\$106,300	1.28%
Total	1,673	\$848,718	10.19%

Manually Processed

Method	# of Borrowers	Amount Received	% of Total Dollars
External Consolidation	21	\$881,894	10.60%
Local Payments-Not Scanned	-	\$0	0.00%
Total	21	\$881,894	10.60%
Total ACPE Processed	19,347	\$8,325,334	100.00%
AES Processed Payments		\$3,131,657	
Grand total of Payments		\$11,456,991	

Alaska Commission on Postsecondary Education

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MEMORANDUM

TO: Members, Alaska Commission on Postsecondary Education
THROUGH: Sana Efird, Executive Director
FROM: Kate Hillenbrand, Director of Communications & Outreach
DATE: June 30, 2022
SUBJECT: Outreach Report

The ACPE Communications & Outreach division delivers postsecondary awareness and financial literacy resources in support of ACPE’s mission to *promote access to and success in education and career training beyond high school*. Throughout the second quarter of 2022, Outreach connected with students, families, and ACPE stakeholders through 220 telephonic or virtual service sessions; organized and/or presented in nearly 75 work sessions, trainings or webinars; and reached close to 6,000 Alaskans through these efforts. Year to date (July 1, 2021-June 30, 2022), Outreach connected with over 22,000 students, families, and ACPE stakeholders.

COMMUNICATIONS & OUTREACH ACTIVITIES

ACPE Outreach Activities		
Service Interactions	April - June 2022	YTD 2021-22
Telephonic & Virtual Service Interactions*	220	1,110
Virtual/In-Person Sessions, Webinars, Trainings**	73	227
Virtual/In-Person Session Attendees***	5,992	22,079
Top Reason for Service Interaction	Topic Distribution	ACPE Outreach Campaigns
APS/AEG/ACPE Loans	26%	ACPE Outreach delivered communications on FAFSA, APS/AEG, and ACPE loan programs.
FAFSA	58%	
Other/Not Sure	16%	

*Includes Success Center phone calls, Zoom sessions (1:1 & group), AKCIS Helpdesk, etc.

**Includes group/school presentations, FAFSA Time Alaska, AKCIS trainings & webinars, I Know I Can, Kids2College, etc.

***Total number of attendees in Virtual Sessions section – does not include Telephonic & Virtual Service Interactions totals



Outreach developed and implemented marketing initiatives specific to Alaska FAFSA Completion efforts and increasing ACPE Loan Program volume. Efforts included large-scale email campaigns, and were deployed through ConstantContact. Email campaigns reached a substantial number Alaskans with an open rate of 35%, a rate 13% higher than the national average. Social media campaigns focused on encouraging FAFSA Completion, reaching 109,000 Alaskans. Targeted age populations, ranged from 18-54; the intent to solicit engagement of traditional-aged students, adult students, and parents and/or student supporters to advocate for FAFSA completion.

Alaska Career Information System (AKCIS)

AKCIS is a cost-effective online platform for comprehensive career, education, and financial aid information. It is an interactive planning tool with a personal, portable online portfolio. ACPE makes AKCIS available across Alaska at no cost to sites through a single statewide license.

2021-2022 Year in Review

AKCIS is available through 360 active sites – including every Alaska Job Center, WIOA grantees, and in 50 school districts. 93% (50/54) of school districts report AKCIS is their dedicated Personal Learning & Career Planning (PLCP) tool of choice. Usage increased substantially this year with an up-tick in Total and Portfolio Logins and over 1.5 million page views. The 74% increase in Portfolio Logins shows the increased emphasis in student-centered college and career planning.

	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021 **	2021-2022**
Active Sites	335	365	380	376	376	378	360
Total Logins*	127,525	120,358	103,235	92,047	71,247	61,762	94,191
Portfolio Logins	78,721	73,213	62,849	56,047	42,900	37,780	65,764
Staff Logins	2,208	2,085	2,231	2,168	1,581	2,176	1,271
Admin Logins	2,427	2,213	2,050	1,631	1,490	1,535	2,917

*includes portfolio, zip code, site admin, and staff logins

**Enterprise only – with the new Google Analytics 4 (GA4) AKCIS PLCP logins will be reported in subsequent years

2021-2022 Training Highlights:

People Reached		2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
In-person and Distance Workshops		2,363	2,602	2,888	3,232	3,071	2,558	12,517
<i>Audience:</i>	<i>Student/Parent</i>	1,525	1,915	2,373	2,476	1,425	1,543	11,979
	<i>Educator/Other</i>	838	452	515	756	924	1,022	538
Online Videos and Resources				500	621	3,818	3,416	1,338



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2021-2022 Implementation Highlights

The AKCIS Partnership Coordinator focused on continued PLCP implementation planning with school administrators, CTE coordinators, counselors, and lead faculty in Alaska schools/districts. Highlights include:

- Matanuska Susitna Borough School District rolled out a new course for the SY 22, “Credit, College, Community, and Career” (4Cs). With AKCIS.org as the course foundation, middle and high school teachers takes students through interest inventories, Career Clusters and pathways, to explore career and postsecondary education and training options, and learn more about financial aid. The district created a list of activities each student 6th-12th grade should work on throughout the school year.
- Northwest Arctic Borough School District incorporated social emotional learning (SEL) and Career Readiness in their Homeroom course. The district counseling team and lead teachers participated in a Train-the-Trainer style professional development series in AKCIS. Through weekly Personal Learning and Career Planning activities students explored careers, set goals, and made postsecondary education and career training plans.
- Alaska LIVE Job Shadows recorded videos have had over 252 views this school year. These four interactive, exploratory, online videos promote learning about Alaska’s priority and support occupations, postsecondary institutions and programs of study, and industry and the occupations they employ.
- The AKCIS Localization project ensured the timely update of several categories of Alaska-specific perishable data including wages and employment/outlook for 650 careers, approximately 100 Alaska postsecondary schools and training programs, 800 Alaska-specific scholarships and grants, and Alaska monthly expenses for 17 hub locations for the Reality Check (the budget assessment tool).
- DEED CTE received a grant to create a course for district/communities without dedicated school counselors and career counselors. This course included cultural relevance, finding local resources, the importance of student PLCPs through AKCIS, and concludes with the written PLCP implementation plan being submitted to DEED CTE. The AKCIS Partnership Coordinator will use the implementation plans to determine future training offerings and where support may be needed.

2021-2022 Educator Testimonials

“Thanks for all of your support this year in helping to set up and support AKCIS in the Region. I am working on a funding proposal program designed to continue to build on career awareness and career planning, and...increasing the use of AKCIS with the goal of having each high school student in the region completing a personal learning and career plan. Included in this proposal is a request for funding for two full-time career counselors who will focus on building a career plan with each high school student in their prospective two school districts, and I would like to involve you and the great team at AKCIS in developing how this works, and also take advantage of the AKCIS resources for this.” – Regional CTE Director



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ALASKA POSTSECONDARY ACCESS & COMPLETION NETWORK (AlaskaCAN)

AlaskaCAN Administrative Liaison

The Administrative Liaison for AlaskaCAN is formally tasked with performing a variety of duties to support the AlaskaCAN Board of Directors and the progress of the organization toward its goal of *65% of working-age Alaskans with a postsecondary credential by the year of 2025*. This quarter saw active involvement in the work of all AlaskaCAN Committees, which play an instrumental role in fulfilling the AlaskaCAN mission and advancing its operating priorities.

This quarter, the AlaskaCAN Professional Development Committee organized and hosted the AlaskaCAN 2022 Spring Convening (May 2), which expanded on the role of cultural identity in postsecondary planning introduced during the first day of the annual AlaskaCAN 2022 Conference (March 1-3).

Liaison efforts in this endeavor included:

- Participation in planning meetings
- Statewide outreach to increase membership and attendance in the Convening
- Communication and promotion of the Convening
- Development and implementation of the Convening marketing materials
- Coordination of the Convening activities and agenda
- Technology support for the Convening
- 65by2025.org website maintenance
- Coordination of other administrative tasks

ALASKA COLLEGE & CAREER ADVISING CONSORTIUM (ACAC)

ACAC Statewide Initiatives: FAFSA Time Alaska and FAFSA Wednesdays

ACPE's FAFSA outreach is comprised of two ongoing key components: FAFSA Time Alaska events and weekly assistance via FAFSA Wednesdays. FAFSA Time Alaska was created for group attendance (school, community, etc.). FAFSA Time Alaska events require registration and involvement of a school representative (teacher, counselor, etc.). ACPE provides site coordinators with free resources and information (handouts, materials, etc.) to host a successful FAFSA completion event. Participating students and families receive detailed walk-through of the FAFSA process. FAFSA Wednesdays series is geared towards individuals or families. Registration is not required. Individuals can drop in at any time between 3PM and 6PM on Zoom to receive assistance with FAFSA completion.

This quarter the major focus was to promote the *2022 Alaska FAFSA Completion Campaign* through development and implementation of marketing materials to use on social media platforms. The materials included purposeful images and language to entice the audience about the FAFSA. The goal of the Campaign was to increase FAFSA completion in the state.



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Toll Free: (800) 577-3367
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TTY: Dial 711 or (800) 770-8973
Fax: (907) 269-7991
acpe.alaska.gov

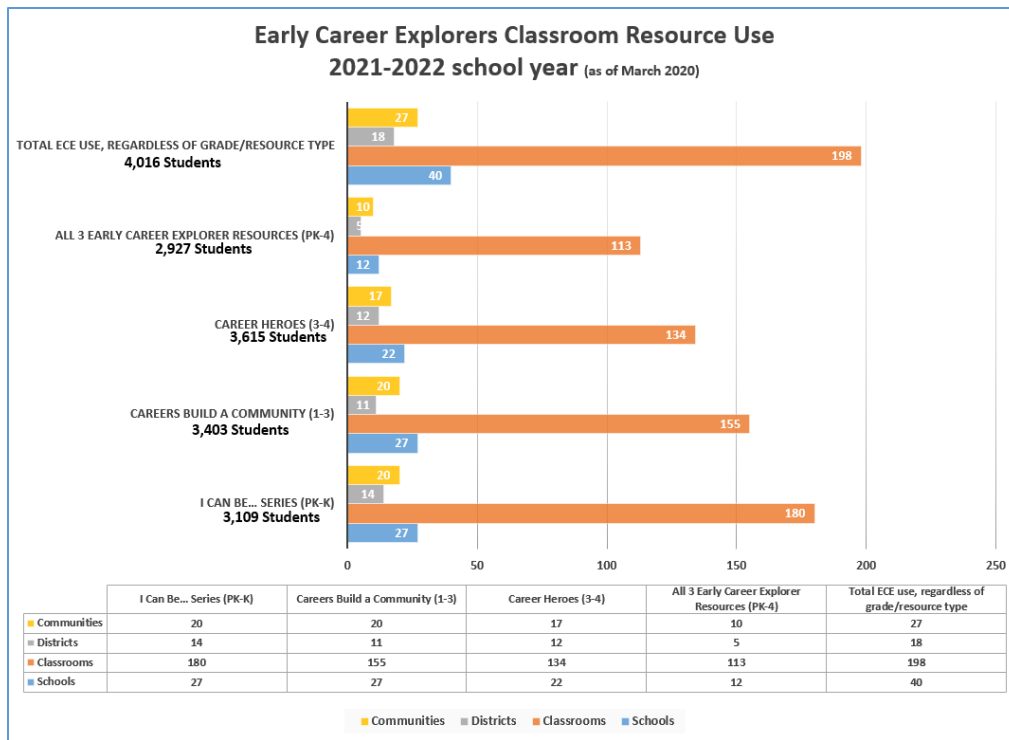
EARLY COLLEGE & CAREER EXPLORATION PROGRAMS:

Early Career Explorers (ECE) – Pre-K-4th grade Career Exploration Resources

Early Career Explorers classroom resources allow pre-K through elementary teachers to incorporate career exploration with traditional subjects. These downloadable resources are available for free.

2021-2022 Participation:

- A total of 4,016 students in 198 classrooms used Early Career Explorer resources this year.
- ECE resources were used in 40 schools, across 27 communities and 18 school districts.



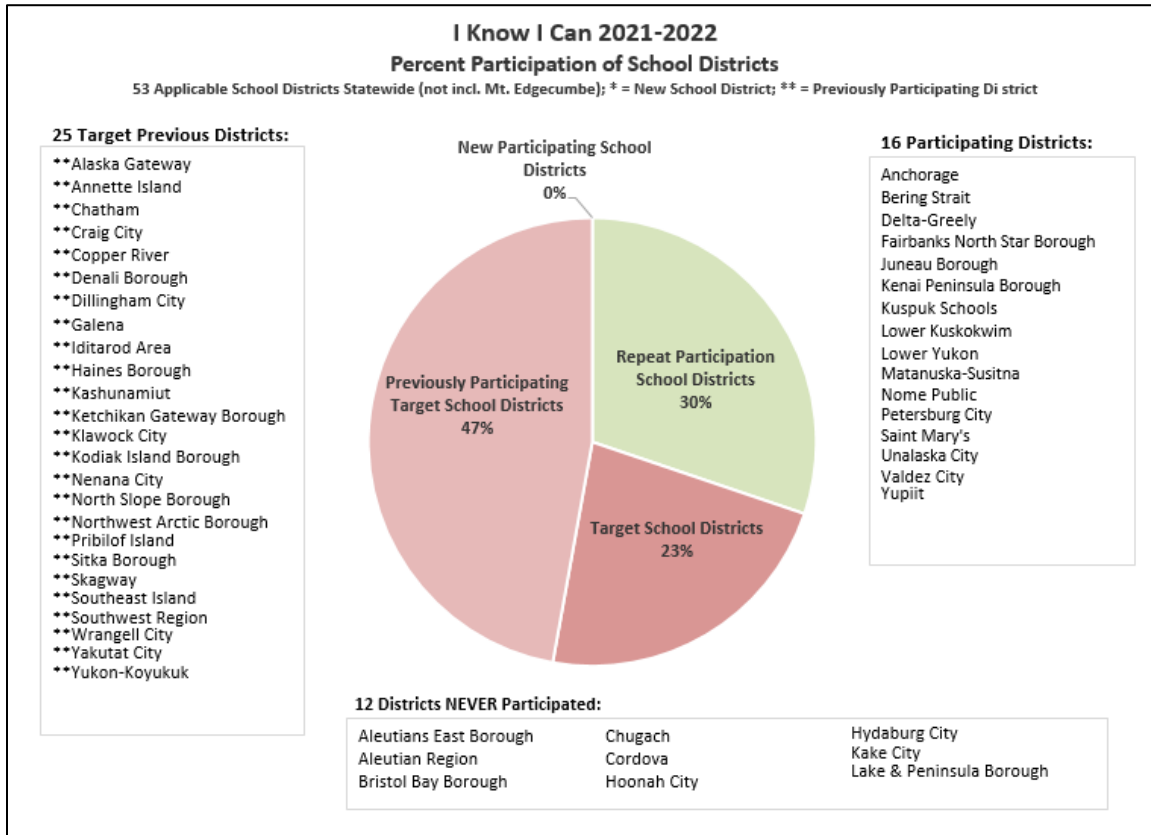
I Know I Can (IKIC) – 1st-3rd grade College and Career Exploration Program

I Know I Can is sponsored by Alaska 529 in partnership with ACPE. Local alumni across the state read and discuss an age-appropriate storybook, introducing primary grades to early career exploration and training options, along with social emotional learning (SEL) concepts found throughout the story. Through reading, discussion, and an age appropriate career exploration activity, students build very early college and career plans, while enhancing their reading, writing, spelling, public speaking, artistic creativity, and SEL skills. Two years later, students receive their very own postcards in the mail, reminding them of their early career dreams and next steps for achieving their academic and career goals. This year a Yup’ik translation was introduced, connecting Yugtun readers with students, and worked with K-5 students.



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2021-2022 Participation:

- I Know I Can served 1,077 students from 33 schools across 29 communities (*an increase of 5 schools and 7 communities compared to last year*).
- Sixteen of 53 applicable school districts participated this year (30% of districts).
- Eighteen participating schools (55%) received the Yugtun translation this year.
- One community organization and one afterschool program participated for their first time.
- Three sites participated for their first time (9% new sites), including one afterschool and one community program.
- Forty-one events at 24 schools were hosted by ACPE (65%); 18 events at 9 schools were hosted by the school or a local coordinator (24%)

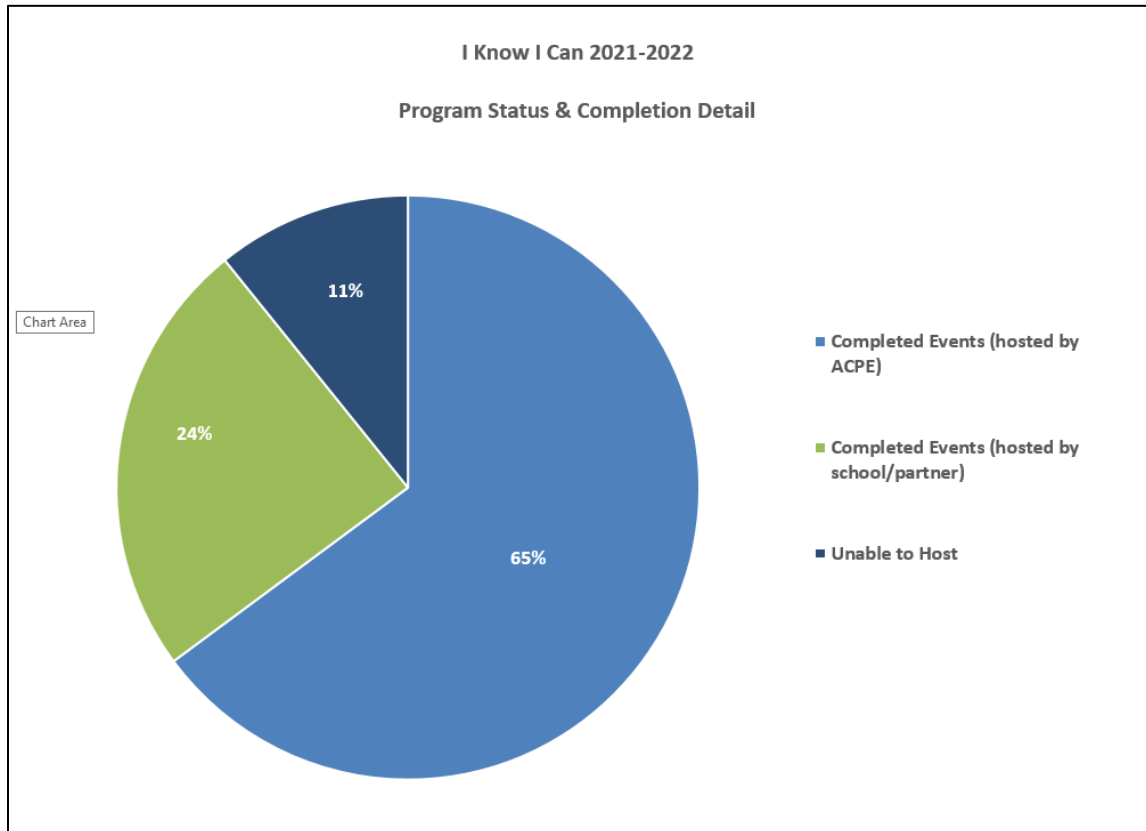
Yugtun (Central Yupi'ik) Translation:

After working with the publisher and professional translators, a Yugtun/English version of the *I Know I Can* story was created. Lower Kuskokwim, Lower Yukon, Saint Mary's and Nome Public school districts received copies of this new translation for their students.



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2021-2022 User Testimonials:

“This was the most engaging, fun, and productive virtual session we had all year. The delivery of the material and attitude of the presenters are the main reason our students were so engaged. One student guardian let us know their student has re-read the book twice (less than an hour after the presentation concluded). He continues to say "I know I can," his demeanor at school has improved, and he has handled adversity with a better attitude. The positive affects stemming from the presentation are already being felt in our school! – Aniak Teacher

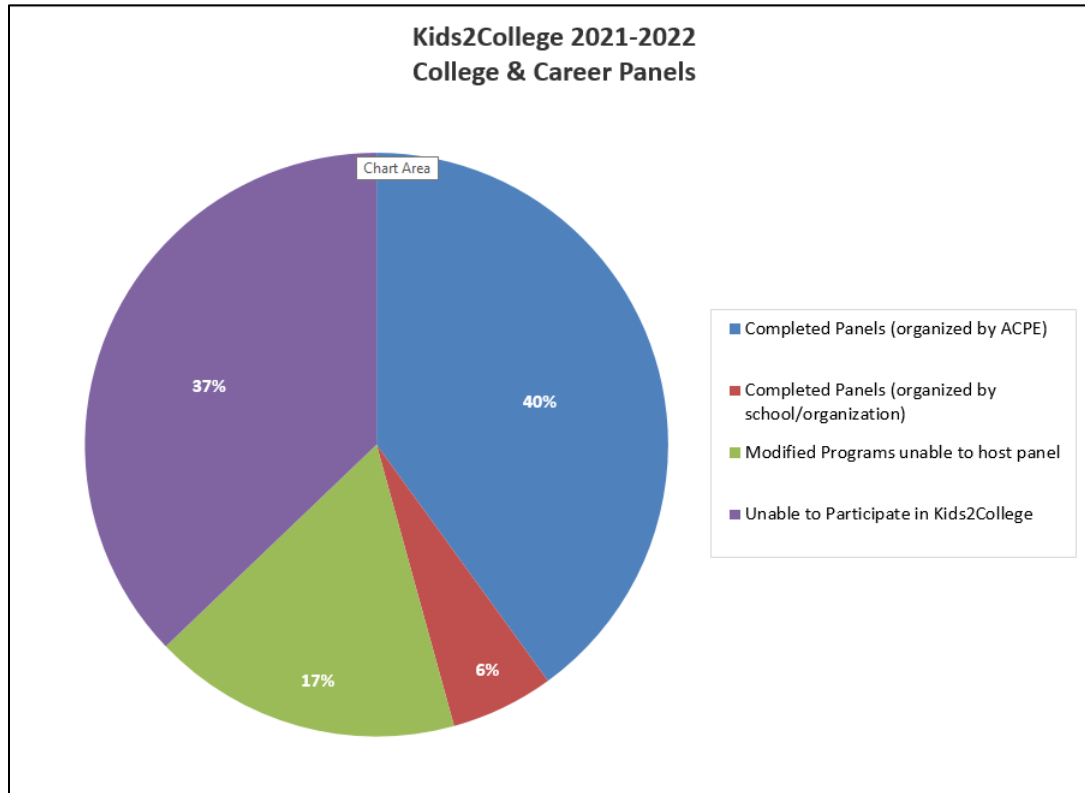
Kids2College (K2C) – 5th-8th grade College and Career Exploration Program

Kids2College is co-sponsored by Alaska 529 and ACPE. The program provides schools with a 6-lesson curriculum, teacher training and support, college & career panels, campus events and/or virtual campus tours. This year saw 14% new school participation, with three new schools and 4th-12th grade students. We continue to provide flexibility for different grade levels, with synchronous and asynchronous options available in classrooms, homeschools, and extracurricular programs.



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2021-2022 Participation:

- Kids2College served 734 students from 22 schools in 21 communities (an increase of 5 schools and 8 communities from last year).
- Ten schools (412 students) participated in virtual campus events; all schools were offered virtual tours of six Alaskan campuses and AVTEC, plus recorded campus events.
- Of the 22 participating schools, 64% had virtual college and career panels organized by ACPE, 9% hosted their own local panels, and 27% were unable to host panels with their curriculum.
- Of the 35 schools that signed up this year, 13 schools (37%) were unable to participate.
- Eight campuses participated as partners, with six campuses hosting 2-day multi-campus virtual events (3 campuses each) and two hosting local in-person events.
- Our website now includes 4 pre-recorded virtual campus events plus a College Life Q&A and Campus Event Q&A with questions that professors didn't get to answer live during the events.

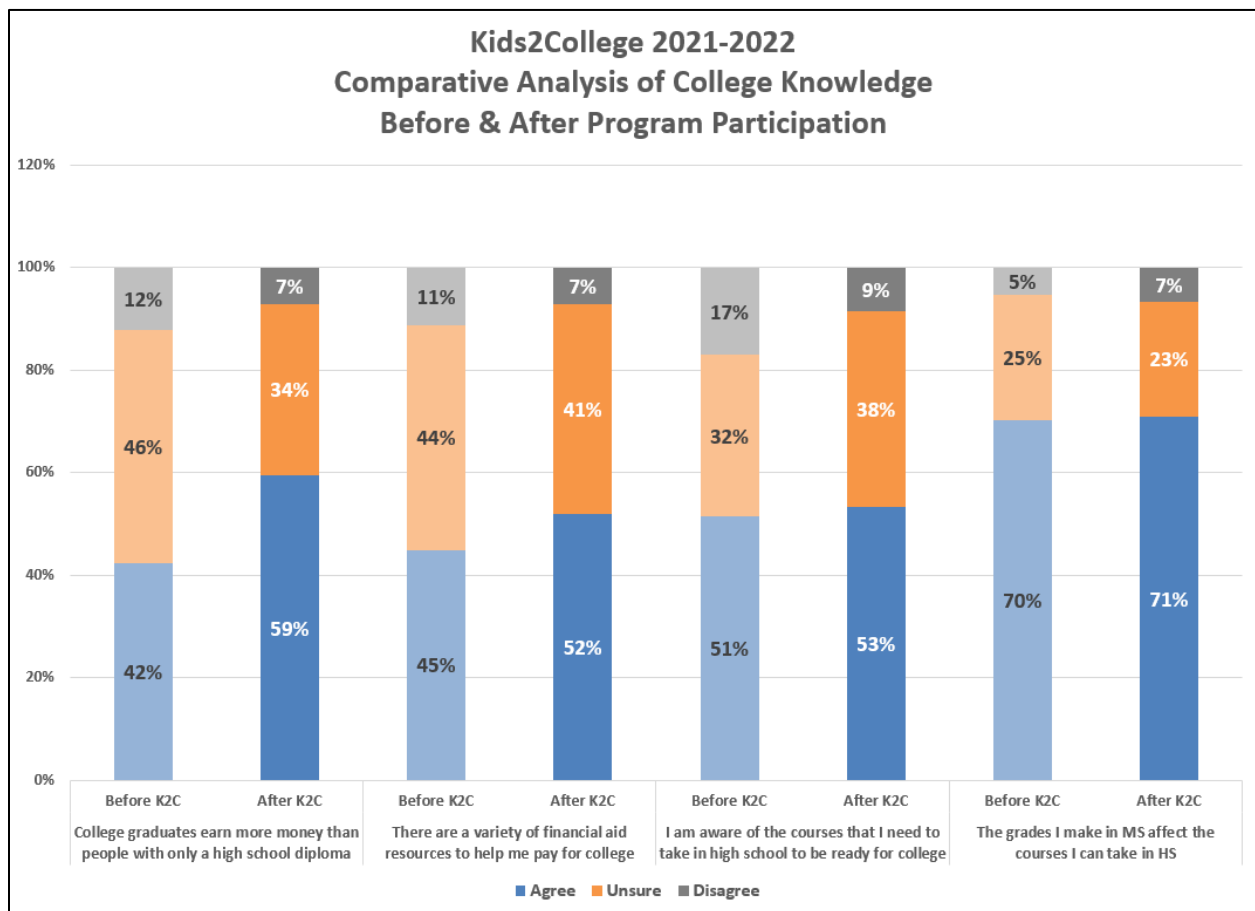


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2021-2022 Outcomes:

Post-program, 77% of student survey respondents intend to take action towards college & career success (a 6% increase from pre-surveys). Students’ pre- and post-survey results show a 7% increase in awareness of financial aid resources, one of the biggest perceived limiting factors for students deciding whether or not to pursue postsecondary education. We also see a 17% increase in students recognizing the greater income potential of those with postsecondary credentials. We work closely with educators to ensure students learn of all options for education after high school.



2021-2022 User Testimonials:

“This entire program was a great opportunity. It should be mandatory at a certain grade levels.” – Bethel Teacher

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Postsecondary Education**P.O. Box 110505
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acpe.alaska.gov**MEMORANDUM**

TO: Members, Alaska Commission on Postsecondary Education
THROUGH: Sana Efird, Executive Director
FROM: Jamie Oliphant, Director of Information Support Services (ISS)
DATE: 7/1/2022
SUBJECT: ISS activities

Alternative Loan Originations/Servicing Outsourcing Projects and Program Year 2023

On April 18th ACPE successfully completed the first round of application processing and servicing with Campus Door (CD) and American Education Services (AES). Customers applying for an Alaska Supplemental Education Loan, Family Education Loan, Winn Brindle Memorial Loan and Alaska Refinance Loan will now be directed to our partner Campus Door. Once the applications are complete and approved, Campus Door will disburse the funds to the schools, or payoff prior lenders in the case of a Refinance Loan, and send the loan information over to AES for servicing. We are proud to say the loan information successfully transferred over to AES for our May month end reporting.

ACPE has transitioned into our oversight role of this process. Through secure file transfer protocol, ACPE receives detail reports that are reviewed daily. ISS successfully has combined this new incoming data with our current loan data so our Finance and Operational teams can continue to analyze and process our financial reporting needs. Our programming team continues to be heavily involved in streamlining the collection of this data to provide the necessary information for our ACPE team to review and do their oversight in the most effective way possible.

As part of this first round, our web team took on the task of overhauling the look and feel of the ACPE website. This includes streamlining text, adding in more icons, color and taking a more intentional “call to action” in our marketing of the loan products we offer. We started this web redesign project with the implementation of the new program loan pages and are now in the process of carrying through the design to all the top navigation pages as well as our top search pages.

Our business analyst unit continues to work with Operations, Campus Door and AES on transitioning the application process for our WWAMI and WICHE loans. We are in the first round of testing with CD with an anticipated implementation date mid to late July.

In addition to outsourcing newly originated loans, there are other loan activities that happen each program year. This consists of updating the interest rates on our variable rate loans and sending both the annual privacy and debt notification letters to borrowers. ISS is prepared for all of this to run the first week of July.

With the successful implementation of the first round of outsourcing and the updates complete for program year activity, the ISS team has started to transition our attention to phase II of the outsourcing project which includes transferring our legacy loans, loans that are currently being serviced by ACPE, to AES. This transfer includes multiple file exchanges and data validation. We have agreed with AES to use the same protocols as we did with the FFELP outsourcing however, this has proven somewhat challenging with our alternative state loans. Alternative and ACPE loans are unique, ISS has started data mapping conversation with AES to ensure both understanding and confirm methodology translations for AES to accurately service these loans.

The implementation date for Phase II has been extended to April 2023. All of our current contracts and software licensing agreements have either been renewed or renegotiated with this new date in mind. Throughout this outsourcing project ISS has taken a proactive approach on anticipating data needs and are taking the opportunity now to ensure we have the tools in place for our new oversight and administrative needs. Our network team has been enhancing and creating new servers and databases based on technical specifications identified by our programming and business analyst teams. We continue to work with operations and finance defining and anticipating future needs.

Other Agency-wide Projects and Activity

Our Network team has been busy updating our Microsoft products this past quarter including updating the window's operating system version and switching over to Microsoft Edge from Internet Explorer for browsing. Technical group policy updates and new procedures have been put in place to streamline the updating process. We have also renegotiated our Microsoft licensing for the next three years allowing ACPE to continue to benefit from educational pricing keeping our costs as low as possible. Our infrastructure is a hybrid of both state and ACPE services allowing for a robust cost effective way to maintain and deliver products and services to our customers.

As mentioned in the outsourcing progress above, Network used the opportunity of creating new updated servers to decommission old servers prior to them becoming out of date and unsupported. Upcoming projects include downsizing the office footprint and continued effort to virtualize our IT Infrastructure. In preparation for this Network has completed another round of recycling. This allows for a safe and environmentally friendly way of disposing old equipment.

Every decision made is based on our continued effort to ensure the IT infrastructure, systems and processes is 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 on this written report.

Human Resources Update:

Recruitment efforts and staff changes over the last quarter resulted in the separation of two employees, with former College Intern Grace Carter having separated as of May 20th, and Accountant Ryan Feldmeier July 6th. These activities have also resulted in the hire of one employee, Student Intern Krishna Sanguni as of June 27th. There have been no other appointments or separations as of July 8th, 2022. There are a total of seven (7) employees eligible to retire in calendar year 2022.

Currently, there are eleven vacant positions, including: one in the Executive Office, two in Finance, one in Postsecondary Planning Activities - Outreach, and seven in Program Operations. There are currently two active recruitments: one for the Intern position to dual fill, and one for a Financial Aid Specialist position. There are no immediate plans to take action on the nine remaining vacancies, but management retains the flexibility to do so if needed to provide support for agency initiatives. At present ACPE has 46 positions filled: 11 in Anchorage, 35 in Juneau. The breakdown of those positions by divisions is as follows: ISS-11, Finance-11, Program Operations-15, Postsecondary Planning Activities - Outreach-6, and Executive Office-3.

ACPE is currently comprised of 30 women (65%) and 16 men (35%). The average age/tenure of ACPE employees is 47 years old and 11 years, respectively. ACPE employees fall into the following racial and ethnic demographics: forty (40) White (88%), two (2) Alaska Native/American Indian (4%), two (2) Asian (4%), one (1) Hispanic (2%), and one (1) of Two or more Races (2%).



Pat Pitney, President

Pat Pitney was selected as interim president of the University of Alaska in August 2020, and appointed to the permanent position in April 2022. She previously served as the director of Alaska’s Division of Legislative Finance and as the state’s Budget Director. Prior to her state service, Pitney spent 23 years with the University of Alaska, serving as UAF vice chancellor for administrative services and in positions at the UA system office. Pitney moved to Fairbanks in 1987 from Montana. She earned her MBA from UAF and an engineering physics degree from Murray State University (Kentucky). She has three adult children (all UA graduates with degrees from UAF, UAA and UAS) and three grandchildren. She was a member of the 1984 U.S. Olympic Team and won a gold medal in women’s air rifle.



Dr. Paul Lauer, Ph.D. Vice President for Academics, Students & Research

Dr. Paul W. Layer oversees academic and research programs for the University of Alaska system, which has three accredited universities: UA Anchorage, UA Fairbanks and UA Southeast. In addition, he serves as the co-chair of the Alaska State Committee for Research.

Dr. Layer is also a Professor of Geophysics at the University of Alaska Fairbanks. He served as department head/chair for the Department of Geology & Geophysics from 1995 to 2003, and then again in 2007. He also served as dean of UAF's College of Natural Science & Mathematics from 2009 to 2017.

Dr. Layer has had a long affiliation with the University of Alaska Fairbanks since 1989. He has published over 120 papers in his research areas of radiometric geochronology and tectonics, and built strong national and international collaborations in support of his research.

Dr. Layer received his BS in geology from Michigan State University, and his MS and PhD degrees in geophysics from Stanford University. He spent three years as a post-doctoral fellow at the University of Toronto, Department of Physics.



THE STATE
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GOVERNOR MIKE DUNLEAVY

Alaska Commission on Postsecondary Education

INSTITUTIONAL AUTHORIZATION

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acpe.alaska.gov

MEMORANDUM

TO: Alaska Commission on Postsecondary Education Members
THROUGH: Sana Efird, Executive Director
FROM: Tyler Eggen, Institutional Authorization Program Coordinator
DATE: June 30, 2022
RE: **Compliance Activities Report for June 30, 2022**

Quarter Applications

- Renewal of Authorization
 - Amundsen's Education Center
 - Outer Coast
 - The Master's University & Seminary
- Amendment to Authorization
 - Alaska Pacific University (Management)
 - Charter College (Management & Program)
 - Glenda's Training Center (Location)
 - Northern Industrial Training (Location)
- Institutions qualifying for exemption from authorization in the quarter.

Location	Initial Certification	Recertification
Alaska	4	5
Out-of-State	11	15

Commission Meeting
July 2022

Institutional Monitoring

The **Alaska Academy of Advanced Cosmetology & Massage Institute's** application for Renewal of Authorization was denied by the Commission at the January 12, 2022 quarterly meeting. The Institute was provided notice of the decision, including the ability to appeal the Commission's decision to the Department of Administration, Office of Administrative Hearings (OAH). The Institute had elected to appeal the decision, however, the Institute withdrew their appeal on April 20, 2022.

Charter College has informed ACPE of its desire to move its "main campus" designation from Vancouver, WA back to Anchorage, AK. The College has been granted the reclassification of the transition of main campuses from its accreditor, the Accrediting Bureau of Health Education Schools (ABHES), contingent upon approval by the U.S. Department of Education. If approved by the U.S. Department of Education, an ABHES site certification visit would be conducted at the Anchorage campus between August and early November 2022. The results of the evaluation would be considered by the ABHES Commission at its January 2023 meeting.

The College and ACPE will be in communications with ABHES, U.S. Department of Education, the Washington Student Achievement Council, and the National Council for State Authorization Reciprocity Agreement (NC-SARA) until this change has been completed.

Federal Motor Carrier Safety Administration's Entry Level Driver Training

On February 7th, 2022, the new Entry-Level Driver Training (ELDT) mandate set by the Federal Motor Carrier Safety Administration (FMCSA) went into effect. The ELDT regulation sets the baseline for training requirements for entry level drivers. All Commercial Driving License (CDL) training providers will have to apply and be approved by the FMCSA for students seeking to obtain their CDL, upgrading from Class B to Class A CDL, and HAZMAT, Passenger, and School Bus endorsements for the first time. If a person possesses a CDL or endorsements prior to February 7, 2022, these new requirements will not affect them.

State of Alaska, Department of Administration, Division of Motor Vehicles (DMV) has adopted new regulations regarding a change to reflect this change, and altering the requirements for commercial driving schools to register with ELDT rather than the Professional Truck Driving Institute (PTDI), which will cease providing and recognizing PTDI certification after February 7, 2022. The new DMV regulations will be in effect starting June 25, 2022. All authorized institutions providing CDL training have been in compliance with the ELDT mandate since February 2022.

Learning Community Grant – Regulations and Outcomes

In February 2020, a \$15,000 grant was awarded to the Commission from the State Higher Education Executive Officers Association (SHEEO) to support the modernization of institutional authorization regulations and the development of standardized outcome metrics. At the October 2021 Commission meeting, the Commission adopted the proposed regulation changes which were submitted to the Department of Law for a final legal review. In March 2022, the Department of Law completed their review and presented Staff with refined regulation changes. A re-adoption of the new proposed regulations will be presented at the July 2022 Commission meeting. After which time, it would be resubmitted to the Department of Law for either approval or disapproval of the regulations. If approved they would be transmitted to the Lieutenant Governor's office for filing. Unless returned by the Lieutenant Governor, the Lt. Governor's office files the approved regulations, which become effective 30 days after filing.

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 resolution cannot be reached, the student may file a formal written complaint with the Commission.

There are no Formal Complaints this quarter.



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Staff Report Amundsen Educational Center Renewal of Authorization

Summary

Amundsen Educational Center (AEC) is a faith-based, non-profit, vocational training school that primarily serves Alaska Native students. AEC has operated since 2001 as a construction trade school but expanded in 2008 by purchasing New Frontier Vocational Technical Center (NFVTC), an office occupations training school that had been authorized since 1985. In 2014 a new facility was completed, and operations and administration of all programs were consolidated under one roof.

Building Hope Construction LLC, a wholly owned subsidiary of AEC, holds a General Contractor license and provides students with hands-on construction trades experience. During the course of the 9-month residential construction program, the students and instructor build a house from foundation to finish, either under contract or to put on the market.

Chief Administrator	Michael Swanson, Executive Director	Financial Statements	Financially Sound
Address	995 Roald Ave Soldotna AK 99669	FY21 Tuition Revenues	\$19,197
Year Founded	1996	FY 2021 Enrollment	5
Authorized Since	2001	FY 2021 Complaints	0
Surety Amount/Type	\$40,000 / Bond	FY 2021 Completion Rate**	80%
Fee Paid	\$0*	FY 2021 Placement Rate**	100%

*AEC qualified for a waiver of the renewal fee under 20 AAC 17.055(c) as a 501(c)(3) with an annual enrollment of less than 30 students.

** Completion and Placement are not calculated for the short courses of study

Enrollment and Finances

AEC as of late has had low enrollments in the single digits annually. However, its students have been impacted greatly by their training and in turn, able to serve in their communities. Students helped build the AEC campuses (including their own student housing) as well as 16 homes in the greater Kenai/Soldotna area, contributing to several million dollars' worth of local real estate. The institution has undergone a significant review of its programs, including changes to its core programming and introducing a greater range of elective credits, which are technical skill obtainment or personal/spiritual growth, including personal finance, Quickbooks, Life Skills, and Bible Studies. Additionally, AEC is introducing a Construction Internship for graduates of the Advanced Residential Construction program to allow employment opportunities and mentorship. The internship provides a learning lab for further skill development, industry knowledge, and habits for career success. It can also allow specialization in specific trade areas (framing, mudding & taping, etc.)

However, AEC does not depend on tuition revenue for operations. As a religious institution, revenues come from donations or contributions. Additionally, the residential construction program sells the house that is built annually for a modest profit. Most importantly, AEC receives Alaska Technical Vocational Education Program (TVEP) grant funds allocated by the Alaska Legislature. The FY2020 grant accounted for 41% of AEC revenues. The law governing TVEP fund allocations (AS 23.15.835 (d)) sunsets on June 30, 2024.

Future Aspirations

In or after Fall 2023, AEC will bring back its Private Pilot Ground School (program exempted as a short course of study in 2015), with the plans to admit its first students into the Amundsen Aviation and Technical High School. The high school students would be given dual-credit CTE opportunities with the AEC programs, and potentially allowing students to obtain their Diploma in Residential Construction at the time they graduate high school. AEC would be providing the classroom space and administrative support to the high school program, however, the high school would have its own funding sources, housing, administrators and teachers. Initially, the high school will have a net zero impact on the financial soundness of AEC, and over time, adding staff and financial resources to AEC. Under Alaska Statute 14.48.030(a)(1), the high school component is considered a no purview for the purposes of authorization.

14b. Institutional Standards and Evaluations

Program name	Program length	Tuition and Fees
Residential Construction	1100 hours	\$7,900
Advanced Residential Construction	1100 hours	\$7,900
Residential Construction Internship	120 hours(minimum)	\$10/training hour

†Residential fees (room and board) are an additional \$8,000 for longer programs, varies for internship

Site Visit

A virtual review of student records was conducted during the renewal of authorization application process with technical assistance provided and feedback to areas needing improvement. A physical site inspection will take place in the future.

Staff finds the application is in compliance with applicable statutes and regulations.

Evaluation

Minimum Standards Component - AS 14.48.060	Staff Evaluation/Comments
1. Program and courses meet stated objectives	Hands-on curriculum that prepares students for immediate employment
2. Adequacy of space, equipment, and resources	Verified
3. Appropriateness of staff/faculty credentials	Compliant licenses
4. Catalog/brochure compliance	Compliant, technical assistance provided
5. Credential compliance	Certificate and diploma
6. Adequacy of records	Reviewed at remote site visit, technical assistance provided
7. Compliance with applicable laws	Fire inspection received; no observations of non-compliance with other applicable laws
8. Financial soundness	Compliant
9. Advertising and sales	Compliant
10. Administrators are of good reputation	Compliant
11. Student housing, if any	Appropriate, Safe and Adequate
12. Refund policy compliance	Reviewed and documented
13. Costs and charges compliance	Compliant

Recommendation

Staff recommends a three year authorization of Amundsen Educational Center, through July 31, 2025. Staff will follow future TVEP funding allocations by the Legislature and report any significant reductions.

Motion Needed:

“Move to renew authorization for Amundsen Educational Center through July 31, 2025.”



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Alaska Commission on Postsecondary Education

INSTITUTIONAL AUTHORIZATION

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Staff Report Outer Coast Renewal of Authorization

Summary

The Outer Coast project is an endeavor to open a new collegiate educational entity in Sitka, to be housed at the Sheldon Jackson campus. The goal of the project is to create a small, two-year, institution, offering a single Associate Degree in General Studies, built upon the three pillars of Academics, Service & Labor, and Self-governance. In 2018, Outer Coast operated a summer program for sixteen high school students and in 2019 they had twenty three students. In 2020, they went virtual for the summer program with ten students enrolled.

At the January 2020 Commission Meeting, Outer Coast was approved for initial authorization with certain conditions, which allowed Outer Coast to conduct two semesters prior to renewal. Those conditions were to determine two fall academic course offerings, seek approval for academic credit from Alaska Pacific University (APU) for the course offerings, and to submit an updated catalog to ACPE for review. Those conditions were met in July 2020 and in July 2021. At the July 2021 Commission Meeting, Outer Coast was granted a renewal of authorization for one year.

Executive Director	Bryden Sweeney-Taylor	Programs and Operations Manager	Frank Eccher
Address	110 College Drive Sitka, AK 99835	Financial Statements	Financially Sound
		FY21 Tuition Revenue	\$132,965
Year Founded	2015	FY21 Complaints	None
Authorized Since	2020	FY21 Enrollment	Fall: 10 Spring: 10

Surety Amount/ Type	\$50,000/ Bond	FY21 Completion Rate	93%
Fee Paid	\$0*	FY20 Placement Rate	n/a

*qualified for a waiver of the fee under 20 AAC 17.055(c) as a 501(3)(c) with an annual enrollment of less than 30 students.

Program name	Program length	Tuition and Fees
Outer Coast Semester	600 hours	\$12,500

Review

Outer Coast has been delivering academic credit bearing programs through an agreement with Alaska Pacific University (APU), which is in effect until July 2023. Outer Coast plans to renew that agreement later this year. The programs are based upon the institution’s pillars regarding Academic, Service & Labor, and Self-governance, and are approved by APU faculty and ACPE staff. Additionally, this last year Outer Coast refreshed its branding and marketing to more effectively communicate the value of an Outer Coast education to prospective students and partners. Outer Coast has several student services, including but not limited to new student orientation, counselling, physical education, and residence life.

Program Surveys

Based upon feedback provided by the Commission at the July 2021 meeting, Outer Coast underwent a five year program review, including responses from surveys from alumni. Amongst one of the questions, was where their alumni were now. Of the 48 responses to the survey, 65% reported continuing their education in a college or university, and 17% responded that they were still in high school. The remaining students had sought employment or were employed and taking classes. Of the respondents who continued their higher education (31), it is noted that five students stayed enrolled in Alaska (four institutions) and seven students enrolled in institutions found on the U.S. News & World Report for Best National University Top 15. Survey results from students participating this last year showed positive responses to their overall experience, likelihood to recommend Outer Coast to a peer, level of engagement with courses, and overall experiences of courses.

Financial Soundness

Questions were posed during the July 2021 Commission meeting regarding Outer Coast’s funding sources and long term financial sustainability. Prior to being authorized and once obtaining authorization, Outer Coast has demonstrated growth regarding its ability to be financially sound, increasing its revenue and reserves, as well as committed funding for fiscal year 2023. While Outer Coast is modeled after Deep Springs College, there are a number of other free to low tuition colleges and universities currently operating and accredited in the United States.

Future Aspirations

Previously the institution explored the option of obtaining accreditation through the Western Association of Schools and Colleges (WASC) Senior College & University Commission (WSCUC), through their Incubation Policy. However, in the late fall of 2021, WSCUC announced it was putting the policy on pause, thus forcing Outer Coast to pursue accreditation opportunities elsewhere. Outer Coast announced it has begun conversations with University of Alaska Southeast (UAS) with the intent of UAS stewarding Outer Coast through the accreditation process by establishing Outer Coast as a branch campus of UAS. The Northwest Commission on Colleges and Universities (NWCCU), which accredits UAS, has been included in these conversations. UAS would need to submit a substantive change application to NWCCU on Outer Coast's behalf, potentially within the next year for Outer Coast to be recognized as an accredited branch campus. Staff reviewed the accreditation timeline process of existing authorized institutions whose sole campus was based in Alaska and found that it has taken between two to five years to obtain initial accreditation status after an institution has been first authorized by ACPE.

Program name	Program length	Tuition and Fees
Outer Coast Semester	600 hours	\$12,500

Site Visit

A virtual review of student records was conducted during the renewal of authorization application process with no issues identified. A physical site inspection will take place in the future.

Staff finds the application is in compliance with applicable statutes and regulations.

Evaluation

Minimum Standards Component - AS 14.48.060	Staff Evaluation/Comments
1. Program and courses meet stated objectives	Students report courses and experiences are valuable and effective. Courses will be approved by APU curriculum committee and by ACPE Staff.
2. Adequacy of space, equipment, and resources	Program is located on a former college campus with classrooms, dorms, kitchen and common areas
3. Appropriateness of staff/faculty credentials	Faculty position descriptions reviewed. Faculty will be approved by APU curriculum committee
4. Catalog/brochure compliance	Compliant
5. Credential compliance	Certificate awarded, college credit is available
6. Adequacy of records	Reviewed at remote site visit

14b. Institutional Standards and Evaluations

7. Compliance with applicable laws	Fire inspection received; no observations of non-compliance with other applicable laws
8. Financial soundness	Compliant
9. Advertising and sales	Compliant
10. Administrators are of good reputation	Background check - no adverse findings
11. Student housing, if any	Maintained by Sitka Fine Arts Camp
12. Refund policy compliance	Reviewed and documented
13. Costs and charges compliance	Compliant

Recommendation

Staff recommends a two year authorization of Outer Coast, through July 31, 2024.

Motion Needed:

“Move to renew authorization for Outer Coast through July 31, 2024.”



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Alaska Commission on Postsecondary Education

INSTITUTIONAL AUTHORIZATION

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Staff Report The Masters University & Seminary Renewal of Authorization

Summary

The Master's University and Seminary (TMS) is located in Santa Clarita, CA. It is regionally accredited with The Western Association of Schools and Colleges (WASC). The Commission initially authorized the institution to operate in July of 2018. The institution's mission statement is to "empower students for a life of enduring commitment to Christ, biblical fidelity, moral integrity, intellectual growth and lasting contribution to the Kingdom of God worldwide." TMS currently has seven satellite campuses hosted by churches, with the Anchorage location housed at Anchorage Grace Church. The institution was last renewed for authorization in July 2020.

President	Dr. Sam Horn, President	Anchorage Administrator	Dr. Jeff Crotts 12407 Pintail St. Anchorage, AK 99516
Address	13248 Roscoe Blvd Los Angeles, CA 91352	Renewal Fee Received	\$1,120
		2021 Revenue	\$23,835,263
Year Founded	1986	2021 Enrollment	2 Students
Authorized Since	2018	FY21 Completion Rate	0
Financial Statements	Financially Sound	FY21 Retention Rate	100%

Surety Amount/ Type	\$10,000/ Bond		FY21 Complaints	None
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Review

Previously in 2018, WASC placed the institution on probationary status, with a two year window to correct eight deficiencies. The institution was cited for lack of board independence, potential conflicts of interest, poor personnel and management practices, and uninformed leadership relative to higher education subject matter. In 2019, WASC reduced the deficiencies to four, and as a result of the implemented corrective action measures, and a site visit conducted in July 2020, the probationary status was removed and accreditation was reaffirmed for a period of six years.

The campus offers two-way live courses, onsite courses and online courses training men for pastoral ministry. In Alaska, there are six onsite courses, aimed at mentoring and teaching students in the context of real ministry. For example, the pastor who preaches on Sunday will help lead the students in their Preaching Workshop course. The two-way live courses originate out of the main campus in California, being taught by a faculty resident there. When the institution sought initial authorization, it was estimated that up to seven students would participate.

Program name	Program length	Tuition and Fees
Bachelor of Theology	98 credit hours	\$41,650
Master of Divinity	98 credit hours	\$41,650

Site Visit

A virtual review of student records was conducted during the renewal of authorization application process with no issues identified. A physical site inspection will take place when staff are authorized to travel.

Staff finds the application is in compliance with applicable statutes and regulations.

Evaluation

Minimum Standards Component - AS 14.48.060	Staff Evaluation/Comments
1. Program and courses meet stated objectives	Institution is accredited by the WASC
2. Adequacy of space, equipment, and resources	Verified
3. Appropriateness of staff/faculty credentials	Compliant
4. Catalog/brochure compliance	Compliant
5. Credential compliance	Degree awarded
6. Adequacy of records	Reviewed at remote site visit

7. Compliance with applicable laws	Fire inspection received; no observations of non-compliance with other applicable laws
8. Financial soundness	Compliant
9. Advertising and sales	Compliant
10. Administrators are of good reputation	Compliant
11. Student housing, if any	Appropriate, Safe and Adequate
12. Refund policy compliance	Reviewed, documented and policy approved
13. Costs and charges compliance	Compliant

Recommendation

Staff recommends a three year authorization of The Masters University and Seminary, through July 31, 2025.

Motion Needed:

“Move to renew authorization for The Masters University and Seminary through July 31, 2025.”



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Staff Report Alaska Pacific University Management Amendment

Summary

Effective June 1, 2022, Board of Trustees of Alaska Pacific University named Dr. Janelle Vanasse as the President of Alaska Pacific University, replacing Valerie Nurr'araaluk Davidson. Vanasse holds a Doctorate in Educational Leadership from Gonzaga University, a Superintendent Endorsement from University of Alaska Southeast, a Master's in Educational Leadership from the University of Alaska Anchorage, and a Bachelor's in Special Education from St. Cloud State University. She has 30 years of diverse experience in education in Alaska, most recently serving as the Superintendent of Mount Edgecumbe High School, as well as serving in roles in the Lower Kuskokwim School District and as the Executive Director of Yuut Elitnaurviat in Bethel.

Review

Statute requires Commission compliance review of minimum standards when there is a change in administration at an authorized institution.

AS 14.48.060(b)(3), the education or experience qualifications of ... administrators are such as may reasonably ensure that the students will receive education consistent with the objectives of the course or program of study; and

AS 14.48.060(b)(10) ... are of good reputation and character...

Staff finds and has documented that the change in administration is in compliance with applicable statutes.

Recommended Commission Action:

Staff recommends approval of Dr. Janelle Vanasse as President of Alaska Pacific University.

Motion Needed:

“Move to approve the Change of Management for Alaska Pacific University.”



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Staff Report Charter College Program and Management Amendments

Summary

Charter College currently offers 24 programs through its Anchorage and Wasilla campuses. The offerings include seven certificate, eleven associate, and four baccalaureate degree programs. Most degrees are offered online, but there are a variety located in Alaska that are delivered via blended delivery. The College is owned and operated by Prospect Education, LLC, of Reno, Nevada, with 12 additional campuses located in Washington, California, Montana and New Mexico. The College is nationally accredited by the Accrediting Bureau of Health Education Schools (ABHES) with the Nursing program accredited through the Accreditation Commission for Education in Nursing (ACEN). Charter College is an NC-SARA participant through the state of Washington, however, Alaska residents are enrolled through Charter College Anchorage.

The institution is seeking authorization to amend adding a new program and new management.

Chief Administrator	Joshua Swayne, CEO, Prospect Education		Addresses	2221 E. Northern Lights Blvd. Anchorage, AK 99508 5911 Old Seward Hwy Anchorage, AK 99518 721 W. Parks Hwy Wasilla, AK 99654
Year Founded	1985		Authorized Since	1985
Surety Amount/Type	\$250,000 / Bond		Fee Paid	\$300

- New Programs

Program or degree name	Program length	Tuition/Fee Cost
AAS in Radiologic Technology*	93 quarter credit hours	\$35,712

*To be as a blended program

Review

The Associate of Applied Science in Radiology Technology Program is a blended program with didactic instruction, lab application, and clinical rotations in positional, clinics, and health care agencies. Charter College has articulation agreements with over 16 hospitals or health care agencies to provide the clinical experiences in four states including Alaska. Graduates of the program could seek entry-level employment in the radiology field, or work as a radiology technician if they pass the American Registry Radiology Technician Certificate Exam. Once obtaining state and institutional accreditor approval, the College will pursue programmatic accreditation with the Joint Review Committee on Education in Radiology Technology.

According to Alaska Department of Labor and Workforce Development projections, the area of Radiological Technicians are forecasted for employment growth of 7.76%, and 9% nationally according to the U.S. Department of Labor.

The required application and supporting materials were reviewed by commission staff and comply with statutes and regulations.

- Management

Summary

In December 2021, Charter College eliminated that Campus President position at Charter College and began the hiring process for Campus Managers at all 14 locations nationwide. As a result, Joshua Bicchinella stepped into a different role as Program Manager/Compliance Officer, leaving the opening of a Campus Manager position vacant at both the Anchorage and Wasilla locations.

Charter College has hired Gabriel Gonzales as the Campus Manager-Anchorage, with a start date of May 16, 2022. Gonzales holds a Master of Science in Logistics & Supply Chain Management from Embry Riddle Aeronautical University- Worldwide, a Bachelor of Applied Science in Business Administration and an Associate of Applied Science in Logistics from Wayland Baptist University- Anchorage Campus. Gonzales has over 20 years of experience within the Department of Defense and the public sector.

Additionally Charlie Soule was promoted internally as the Campus Manager-Wasilla in early 2022. Soule holds an Associate of Applied Science in Applied Health from Charter

College and a Certificate in Medical Assistant from Alaska Career College. Since starting at Charter College, Soule has served in a variety of positions including Career Services Officer and Externship Coordinator prior to being promoted to the Campus Manager position.

Review

Statute requires Commission compliance review of minimum standards when there is a change in administration at an authorized institution.

*AS 14.48.060(b)(3), the education or experience qualifications of ... administrators are such as may reasonably ensure that the students will receive education consistent with the objectives of the course or program of study; and
AS 14.48.060(b)(10) ... are of good reputation and character...*

Staff finds and has documented that the change in administration is in compliance with applicable statutes.

Recommendation:

Staff recommends authorization of the programs in this amendment application through January 31, 2027, which is commensurate with the current period of authorization, contingent on accreditation approval, and the change in management.

Motion Needed:

“Move to approve the program and management amendments to Charter College’s authorization.”



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Staff Report Glenda's Training Center Location Amendment

Summary

Glenda's Training Center has been an authorized school for nine years, attached to Glenda's Salon which has been in operation for seventeen years as a hair salon in Wasilla. The institution was purchased by Autumn Pease-Dygert this last year, and received its initial authorization (due to change of owner) in January 2022 for two years. The school offers seven Board of Barber and Hairdresser programs.

Chief Administrator	Autumn Pease-Dygert	Enrollment	45 since new owner
Primary Address	2061 E. Palmer-Wasilla Hwy, Wasilla, AK 99654	New Address	2093 E. Palmer-Wasilla Hwy, Wasilla, AK 99654
Authorized Since	2009	Year Founded	2004
Surety Amount/Type	\$30,000/ Bond	Fee Paid	\$100.00

Review

Since the change of ownership, the institution has had an increase enrollment that has created a waiting list for students, and as a result, was looking for a new location in the greater Palmer-Wasilla area. However, a location opened up right next door to the current location, and the institution would like to expand next door, as it is sharing a parking lot. The esthetician program would move to the new location, while the other Board of Barbers and Hairdressers programs would remain at the present location.

Under Board of Barbers and Hairdresser regulations (12 AAC 09.125), the school will need to obtain another school license. In order to do, there are a variety of requirements such as health and sanitary conditions, space classroom and practical operation instructional areas, and

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many more. In order for a new school license to be issued, the institution must have authorization from the Commission to apply. Instruction cannot begin in the new location until both Commission and Board of Barber and Hairdresser’s have approved of the new location.

Requirements

1. Site Information, adequacy of space, equipment, and resources	Noted during remote site visit, will require Board of Barber and Hairdresser inspection.
2. Adequacy of records	Compliant
3. Fire Inspection Report	Compliant
4. Floor Plan	Reviewed and documented
5. Lease Agreement	Reviewed and documented
6. Liability Insurance	Reviewed and documented
7. Surety	No change required

Staff Recommended Action

Staff recommends authorization of this location amendment application for Glenda’s Training Center to operate from 2093 E. Palmer-Wasilla Hwy, Wasilla, AK 99654, through January 31, 2024 commensurate with the next renewal of authorization, contingent upon obtaining Board of Barber and Hairdresser approval.

Motion Needed:

“Move to approve the location amendment to Glenda’s Training Center’s authorization, contingent upon approval by the Board of Barbers and Hairdressers.”



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Staff Report Northern Industrial Training Location Amendment

Summary

Northern Industrial Training (NIT) is a family-owned vocational school in Palmer that offers programs primarily to prepare students for employment in the oil, gas, trucking and construction trades. Programs include a commercial truck driving course following the Federal Motor Carriers Safety Association's (FMSCA) Entry Level Driver Training regulations and several construction courses accredited by the National Center for Construction Education & Research (NCCER). NIT is accredited by the American Welding Society (AWS), a national professional organization, as a Test Facility.

Chief Administrator	Joey Crum, CEO	Enrollment	216
Primary Address	1740 N Terrilou Ct Palmer, AK 99645	New Address	3400 International Street, Suite B Fairbanks, AK 99701
Authorized Since	2003	Year Founded	2003
Surety Amount/Type	\$350,000/ Bond	Fee Paid	\$100.00

Review

Due to the growing demand for truck drivers, the institution is looking to expand in the Fairbanks market. Initially, NIT would be offering CDL programs, utilizing existing faculty and equipment to start courses. The institution has an agreement with the Friends Community Church's parking lot as a range for training and practice. The church is located just blocks away from where the classroom would be located. In time, the institution would expand its program

offerings to programs that are either currently authorized, or exempt from authorization due to a short course of study.

In May 2022, NIT received its Department of Motor Vehicles facility certificate to operate a commercial driving school at this location.

Requirements

1. Site Information, adequacy of space, equipment, and resources	Noted during remote site visit and approved by Department of Motor Vehicles
2. Adequacy of records	Noted during remote site visit
3. Fire Inspection Report	Compliant
4. Floor Plan	Reviewed and documented
5. Lease Agreement	Reviewed and documented
6. Liability Insurance	Reviewed and documented
7. Surety	No change required

Staff Recommended Action

Staff recommends authorization of this location amendment application for Northern Industrial Training to operate from 3400 International Street, Fairbanks, AK 99701, through October 31, 2023 commensurate with the next renewal of authorization.

Motion Needed:

“Move to approve the location amendment to Northern Industrial Training’s authorization.”



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Regulations Change Institutional Authorization Fees and Processes Staff Report

Issue

In 2018, ACPE began identifying areas of focus for improvement regarding Institutional Authorization processes and fees after receiving results from a survey from eleven authorized institutions. In that survey, several areas were highlighted as needing improvement, including the requirements for renewal of authorization, amendment of authorization, fees, financial soundness, surety bonds, and many others. The Commission adopted the previously proposed regulations at the October 2021 Commission meeting. In March 2022, the Department of Law reviewed the materials and returned them back to ACPE with technical edits, some of which were determined to be substantive. The Department of Law review recommended to have the proposed and previously approved regulations readopted by the Commission.

Institutional Authorization Background

Alaska Statutes 14.48 establishes the state's Institutional Authorization program. It requires entities offering any education credentials or postsecondary education beyond high school to meet minimum academic, administrative, and financial standards, as well as other conditions. The primary purpose of Institutional Authorization is education consumer protection, to protect postsecondary students from false or misleading practices, and to ensure institutions and entities offering postsecondary education in Alaska have the ability to deliver the advertised education or training. Alaska Administrative Code 20 AAC 17 implements these statutes by setting out the documentation required to demonstrate meeting these statutory requirements.

Learning Community Grant

ACPE applied for and was awarded a \$15,000 State Authorization Learning Community grant from the State Higher Education Executive Officers Association (SHEEO), together with eleven other states. Over the last year, ACPE received professional development, technical assistance, and peer learning opportunities that supported and informed state authorization improvement efforts in Alaska.

The focus of this project was on Institutional Authorization regulation changes, which were well developed from prior years' work. Another area of focus was the development of standardized outcome metrics. This area of technical assistance was the most valuable from the learning community, as several state teams were also implementing outcome measures. The goal is to develop standardized metrics regarding education program quality, then collect and publish the data on the Commission's existing Alaska Career Information System (AKCIS) platform.

Proposed Final Draft of Changes to Alaska Administrative Code

Attached are the proposed regulation changes.

Changes to the Adopted Regulations to Alaska Administrative Code from October 2021 Commission Meeting to the Proposed Regulations

During the course of its legal review, the Department of Law primarily recommended nonsubstantive technical edits to the regulations. However, the Department of Law did recommend some substantive changes from the October 2021 adopted regulations to the July 2022 proposed regulations, which include:

- 20 AAC 17.018 Appeals Process
 - July 2022 proposed regulations added a process for institutions to appeal the Commission staff's imposition of a late fee under 20 AAC 17.055(a)(6). The Department of Law requested this change to provide due process procedures for aggrieved institutions.
- 20 AAC 17.045 Bonding Requirements
 - July 2022 proposed regulations reinserted the option for an institution to meet bonding requirements utilizing a cash deposit. Previously it was subject to be removed as no institution uses a cash deposit, however, the Commission is statutorily bound under AS 14.48.100(e) to accept a cash deposit.
- 20 AAC 17.055 Fees
 - July 2022 proposed regulations changed the amount of a late fee from \$500, in the October 2021 proposed regulations, back to \$250. Based upon a review, it was determined that the \$500 amount was on the higher end of direct costs expended during a late fee scenario. Staff have moved the late fee back to \$250, as it is in regulation today.

- 20 AAC 20.910 Access to institutional authorization files
 - The July 2022 proposed regulations remove an addition made in the October 2021 proposed regulations related to the access to institutional authorization files. The addition was determined to be unnecessary given existing procedures in statutes and regulations addressing the Public Records Act. (AS 40.25100-AS 40.25.295)

Summary of Process to Adoption

This proposal, when adopted, will streamline authorization processes, align fees with services, and provide greater oversight of institutional financial health, student consumer protections, and monitoring of changes. At the July 2022 Commission meeting, staff will provide a final draft for adoption from the Department of Law review, and any staff recommendation. Because the Department of Law has already conducted the bulk of its legal review of the proposed regulations, we expect that the proposed regulations, if adopted, will be transmitted relatively quickly to the Lieutenant Governor's office for filing. Unless returned by the Lieutenant Governor, the Lieutenant Governor's office files the approved regulations, which become effective 30 days after filing.

Staff Recommended Action

Staff recommends that the Commission move to adopt the July 2022 amendments to Alaska Administrative Code, Title 20, Chapter 17, which shall replace the October 2021 previously adopted regulation amendments.

Motion:

"Move to adopt the regulation changes to Alaska Administrative Code, Title 20, Chapter 17."

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20 AAC 17.015 is repealed and readopted to read:

20 AAC 17.015. Exemptions. (a) Except as provided in (d) of this section, the commission staff shall exempt from the authorization provisions of AS 14.48 and this chapter the following educational programs, and institutions providing only the following educational programs:

(1) a program sponsored by and conducted solely for the members of a bona fide trade, business, professional, labor, or fraternal organization that is maintained in good faith for purposes other than operating an educational institution;

(2) a program that does not offer educational credentials;

(3) a program that is continuing professional education offered solely as preparation for tests leading to certification in specific disciplines, but not purporting to provide occupational competencies;

(4) a program or institution that is operated by another state agency or political subdivision of the state;

(5) a program that is regulated by another agency or political subdivision of the state that sets and enforces standards equivalent to AS 14.48.060;

(6) a short course of study that is not more than 15 days or 120 hours in duration, including all required class, laboratory, externship, and independent study hours;

(7) a program that is provided without charging tuition or fees, except for the actual cost of materials and supplies needed to successfully meet the learning objectives of the program;

(8) a program that does not result in the awarding of a degree, and that is

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sponsored by and conducted solely for the membership of a bona fide religious organization;

(9) a flight-training course that maintains current certification under 14 C.F.R. Part 141 or 142;

(10) an apprenticeship or other on-the-job training program through which the trainee is a paid employee and does not pay tuition, and that is offered by an entity that is not a postsecondary educational institution;

(11) an online or distance delivered program that does not have a physical presence within the state.

(b) An institution that qualifies for exemption from authorization under (a)(1) - (10) of this section and that requires a certificate of exemption shall submit an application provided by the commission and pay the fee described in 20 AAC 17.055(a). The requested certification expires five years from the exemption certification date or when programs change from that which was described in the application for exemption. An application that qualifies for exemption from authorization under (a)(11) of this section shall submit an application provided by the commission and pay the fee described in 20 AAC 17.055(a). An institution that qualifies under (a)(11) of this section must reapply biennially and certify that the educational programs and institution continue to meet requirements for exempt status under this section.

(c) For the purposes of (a) of this section,

(1) a fraternal organization is a civic, service, or charitable organization in the state, not for pecuniary profit, that is a branch, lodge, or chapter of a national or state organization and exists for the common business, fellowship, or other interest of its members; the term does not include a college or high school fraternity;

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(2) a labor organization is one, not for pecuniary profit, that is constituted to bargain collectively or deal with employers, including the state and its political subdivisions, concerning grievances, terms or conditions of employment, or other mutual aid or protection in connection with employees;

(3) a trade, business, or professional organization is one, not for pecuniary profit, that is composed of persons all of whom are or were actively engaged in the same trade, business, or profession;

(4) a religious organization is one that is tax-exempt under 26 U.S.C. 501(c)(3) as a religious organization and that offers and provides postsecondary education solely in the form of religious training to persons who hold or seek to learn the particular religious faith or beliefs of that religious organization;

(5) a short course of study is one that

(A) results in its own certificate or credential and is not part of a sequence of classes for which the institution of enrollment awards any program credential or certificate;

(B) does not include a requirement that students register for or make a financial commitment to a longer program in addition to the individual class;

(C) has documented vocational or academic transfer value as a stand-alone unit; and

(D) is not advertised as leading to any professional credential or certification for which the certifying entity publishes a curriculum that exceeds 120 hours.

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(d) An institution exempted under this section from some of the requirements of AS 14.48 and this chapter is not exempted from the requirements of AS 14.48.060(b), 14.48.130, 14.48.150, 14.48.170, and 14.48.180 - 14.48.210 and the regulations in this chapter that implement, interpret, or make specific those sections. An institution exempted from authorization requirements under (a)(1) or (8) of this section must include a conspicuous statement on marketing, admissions, enrollment materials, and certificates or diplomas setting out verbatim (a)(1) or (8) of this section, whichever is applicable, and informing that the institution is exempt from authorization requirements under AS 14.48 and this chapter. An institution exempt from authorization requirements under (a)(11) of this section must include a conspicuous statement on the institution's marketing in the state, indicating that the program is exempt from authorization under AS 14.48 and this chapter, because the program is online or distance delivered and the institution does not have a physical presence in the state.

(e) An institution exempted from authorization provisions of AS 14.48 and this chapter must retain the document required under AS 14.48.165(b) for a period of at least one year after the student's last date of attendance.

(f) Upon written application to the commission documenting that the applicant qualifies under this subsection, the commission staff shall exempt from 20 AAC 17.205 - 20 AAC 17.255 an institution that

(1) is regionally or nationally accredited; and

(2) is a branch campus of an out-of-state institution that is authorized to operate in its home state.

(g) The commission may request documentation of an institution's qualification for

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exemption from authorization under this chapter at any time. (Eff. 12/30/77, Register 64; am 8/20/86, Register 99; am 1/30/87, Register 101; am 9/15/88, Register 107; am 3/25/90, Register 113; am 5/4/90, Register 114; am 10/11/95, Register 136; am 4/24/98, Register 146; am 4/20/2000, Register 154; am 4/27/2001, Register 158; am 3/1/2002, Register 161; am 12/31/2005, Register 176; am 10/18/2007, Register 184; am 12/29/2010, Register 196; am 10/3/2011, Register 200; am 2/21/2014, Register 209; am 2/22/2015, Register 213; am ___ / ___ / ___, Register ___)

Authority: AS 14.42.030 AS 14.48.030 AS 14.48.210
AS 14.48.020 AS 14.48.050

20 AAC 17.018 is amended to read:

20 AAC 17.018. Appeal process. (a) An applicant who is denied an exemption under 20 AAC 17.015, **denied** [OR] participation in W-SARA under 20 AAC 17.016, **or assessed a late fee under 20 AAC 17.055(a)(6)** may submit a request for reconsideration in writing to the executive director not later than 30 days after notification of the **action** [DENIAL]. The request for reconsideration must clearly state each objection to the **action** [DENIAL], the justification for each objection, and the reasons why the applicant is entitled to **the requested relief** [APPROVAL OF THE APPLICATION] under AS 14.48 and this chapter. The executive director may request additional information from the applicant and shall mail or distribute a written determination not later than 30 days after receipt of the request for reconsideration.

(b) Not later than 30 days after the mailing or distribution of the executive director's decision on the request for reconsideration, the applicant may submit a written request to the

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commission for a hearing on appeal. The hearing shall be conducted in accordance with AS 44.62 (Administrative Procedure Act) by the office of administrative hearings (AS 44.64.010). The request for a hearing must clearly state each objection to the **action** [DENIAL] and the justification for each objection. The appellant has the burden to prove by a preponderance of the evidence that the appellant is entitled to the requested relief under AS 14.48 and this chapter.

(c) The appellant's status as a participant or non-participant under 20 AAC 17.016 remains unchanged during any reconsideration or appeal process. (Eff. 4/27/2001, Register 158; am 12/31/2005, Register 176; am 5/21/2021, Register 238; am ___/___/___, Register ___)

Authority: AS 14.48.020 AS 14.48.050 AS 14.48.100

AS 14.48.030 **AS 14.48.090** AS 14.48.110

20 AAC 17.020 is repealed and readopted to read:

20 AAC 17.020. Application for authorization to operate. (a) A person or entity that wishes to operate a postsecondary educational institution in the state, and that does not meet the exemption criteria set out in 20 AAC 17.015(a), must apply to the commission for authorization, using an application provided by the commission.

(b) The complete application, including the fee required by 20 AAC 17.055(a), evidence of bonding, cash deposit, or other security required by 20 AAC 17.045, and all required forms and documents, must be received by the commission at least 90 days before the next scheduled commission meeting.

(c) Upon receipt of the required application, materials, and fees, the commission staff

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shall review the submittal for compliance with AS 14.48 and this chapter. The commission staff shall notify the applicant of any deficiencies and shall establish a deadline for receipt of any additional materials.

(d) The commission staff may assess a late fee, in accordance with 20 AAC 17.055(a), if an institution fails to provide the information necessary to complete an application on or before the deadline set by the commission staff. An incomplete application may be deferred to the next regularly scheduled commission meeting.

(e) The commission staff shall establish a date for on-site evaluation during the application period.

(f) The commission will approve, approve with conditions, deny, or grant a continuation period to provide additional supporting documentation for an incomplete application. The initial authorization period may not exceed 18 months.

(g) In its review of the content of education programs and curricula of a religious nature, the commission will not address the merits of the religious teachings.

(h) In order to determine academic soundness, the commission may engage one or more third-party experts in each field for which the applicant is applying to instruct. The applicant shall bear the cost of the expert review and shall pay the cost before the commission considers the application. (Eff. 12/30/77, Register 64; am 8/20/86, Register 99; am 3/16/91, Register 117; am 10/11/95, Register 136; am 8/26/98, Register 147; am 4/20/2000, Register 154; am 12/31/2005, Register 176; am 12/29/2010, Register 196; am ___/___/___, Register ___)

Authority: AS 14.42.030 AS 14.48.070 AS 14.48.090

AS 14.48.050

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20 AAC 17.025 is repealed and readopted to read:

20 AAC 17.025. Renewal of authorization to operate. (a) A request for renewal of an authorization to operate, including a completed application and accompanying documents, must be submitted, on forms provided by the commission, at least 90 days before the date on which the institution's current authorization is scheduled to expire. The commission staff may assess a late fee, in accordance with 20 AAC 17.055(a), if an institution fails to provide the information on or before the deadline.

(b) An institution must have enrolled students during its current authorization period or document pending enrollments for the upcoming period in order to be considered for renewal of an authorization to operate.

(c) The commission staff shall review the application for completeness. Upon review, if the application is not complete, the commission staff shall inform the applicant of any deficiencies and shall establish a deadline for receipt of any additional materials.

(d) The commission staff may assess a late fee, in accordance with 20 AAC 17.055(a), if an institution fails to provide the information necessary to complete an application on or before the deadline set by the commission staff.

(e) An incomplete application may be deferred to the next regularly scheduled commission meeting. During this period, the institution with the incomplete application may not operate other than under an approved teach-out plan until the commission authorizes the renewal.

(f) The commission staff shall establish a date for on-site evaluation during the authorization period.

(g) The commission will approve, approve with conditions, deny, or grant a continuation

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period to provide additional supporting documentation for an incomplete application. Renewal of authorization may be for a period of up to five years. (Eff. 12/30/77, Register 64; am 8/20/86, Register 99; am 4/27/2001, Register 158; am 3/1/2002, Register 161; am 12/31/2005, Register 176; am 12/29/2010, Register 196; am ___/___/____, Register ____)

Authority: AS 14.42.030 AS 14.48.070 AS 14.48.090
AS 14.48.050

20 AAC 17.030(a) is repealed and readopted to read:

(a) A person or entity desiring to function as an agent or independent recruiter shall apply to the commission for an agent's permit. The complete application as required under AS 14.48.080(a), including the fee required by 20 AAC 17.055(b), evidence of bonding, cash deposit, or other security required under 20 AAC 17.045, and all forms and documents required by the application instructions, must be received by the commission at least 90 days before the next scheduled commission meeting.

20 AAC 17.030(b) is amended to read:

(b) Upon receipt of the completed application, accompanying documents, appropriate fees, and evidence of bonding, the commission **staff shall place the application on the commission's agenda for** [WILL] review **and action** [THE MATERIALS AND GRANT OR DENY AN AGENT'S PERMIT TO THE APPLICANT]. The commission will notify the applicant in writing of its decision.

(Eff. 12/30/77, Register 64; am 10/11/95, Register 136; am 8/26/98, Register 147; am

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12/29/2010, Register 196; am ___/___/____, Register ____)

Authority: AS 14.42.030 AS 14.48.050 AS 14.48.080

20 AAC 17.040(a) is amended to read:

(a) In the event of a change in **an institution's** [SENIOR MANAGEMENT OF AN INSTITUTION, A CHANGE IN THE] mission, educational program, [OR] program delivery methods, **tuition charged, or fees charged** [OF AN INSTITUTION], or a change of **physical location** [ADDRESS] of the school or any of its facilities, the institution and its agents shall notify the commission in writing of the change at least **90 days** [ONE CALENDAR QUARTER] before the effective date of the change or as soon as plans for change are known. **The institution shall provide copies of communication from accrediting agencies or oversight bodies that document changes in status that depart from the information provided with the most recent authorization application.**

20 AAC 17.040(b) is amended to read:

(b) A change described in (a) of this section, or any departure from program information specified in the institution's most recent authorization application must be approved by the commission before implementation, **except that the commission staff may administratively approve** [WITH THE EXCEPTION OF] a change in curriculum, [OR] instructional delivery method, **or senior management, if the change is not significant** [THAT IS SOLELY TO CONFORM WITH UPDATES TO PREVIOUSLY APPROVED INSTRUCTIONAL TECHNOLOGIES OR MATERIALS]. **The institution shall notify the commission staff**

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before the change.

20 AAC 17.040(c) is amended to read:

(c) An institution with an authorization to operate shall notify the commission before entering into contracts or negotiations related to sale of the institution. At least 30 days before the effective date of a change of ownership of an institution, the new owner shall submit **an** [A NEW] application for **initial** authorization **and application fee** [TO OPERATE]. The completed application must include the required fee under **20 AAC 17.055(a)** [20 AAC 17.055, EVIDENCE OF BONDING OR OTHER SECURITY ISSUED IN THE NAME OF THE NEW OWNER, FINANCIAL STATEMENTS FOR THE NEW OWNER, THE DOCUMENTATION REQUIRED FOR A REQUEST FOR RENEWAL OF AUTHORIZATION], a description of any changes to be made at the institution as a result of the change in ownership, the effective date of the change [IN OWNERSHIP], and a statement of the assets and obligations that will be transferred. Upon determination that the application is complete, the commission staff shall place the application on the agenda for the next commission meeting. An institution that administers financial aid on behalf of the commission must have a change in ownership approved in order to be eligible to continue to administer that aid. Upon approval by the commission, the commission will issue to the institution an authorization to operate.

20 AAC 17.040(e) is repealed:

(e) Repealed ___/___/___.

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20 AAC 17.040 is amended by adding new subsections to read:

(f) An authorization to operate an institution is restricted to the fields or courses specifically indicated in the application for authorization. The holder of an authorization shall present a program amendment application and the fee required by 20 AAC 17.055(a) for approval of additional fields or courses in which the holder seeks to offer instruction. An institution may offer courses of study only at locations for which it has been approved.

(g) For the purposes of this section, "ownership" means a controlling interest held by a person, including a partnership or corporation, in an educational institution. (Eff. 12/30/77, Register 64; am 3/15/85, Register 93; am 6/27/87, Register 102; am 10/11/95, Register 136; am 3/13/96, Register 137; am 8/26/98, Register 147; am 4/20/2000, Register 154; am 1/30/2003, Register 165; am 12/31/2005, Register 176; am 11/24/2007, Register 184; am 12/29/2010, Register 196; am __/__/__, Register __)

Authority: AS 14.42.030 AS 14.48.060 AS 14.48.070
AS 14.48.050

20 AAC 17.045(a) is amended to read:

(a) Except as provided in (e) of this section, a postsecondary educational institution and an agent shall post a surety bond, a cash deposit, or commission-approved negotiable securities as required by AS 14.48.100 and in an amount determined under this section. The surety bond, cash deposit, or negotiable securities must be executed solely in favor of and filed with the commission. The commission may increase or decrease the bonding requirement to conform to the level set in (b) [OR (h)] of this section or 20 AAC 17.102 based on updated financial or other

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information [RECEIVED DURING A RENEWAL PERIOD].

20 AAC 17.045(b) is amended to read:

(b) Except as provided in **20 AAC 17.102** [(e) OF THIS SECTION], the amount of the required surety bond, cash deposit, or commission-approved negotiable securities is based, for an existing institution, upon the highest amount of revenue received by the institution for all students enrolled in all programs during an academic or a vocational program period, **in the most recent calendar, or fiscal, 12-month period** [TERM, OR SEMESTER IN THE PREVIOUS ACADEMIC YEAR]; or for new institutions or institutions that have added or deleted programs, the highest amount of revenue **that** the commission staff projects will be earned by the institution for all students enrolled in all programs during an academic or a vocational program period [, TERM, OR SEMESTER] in the upcoming academic year. The amount of the bond is determined as follows:

POSTSECONDARY EDUCATIONAL INSTITUTIONS

Institution Revenue	[BOND AMOUNT	
	(PAY-AS-YOU-GO SCHOOLS)]	Bond Amount (Other)
Up to \$25,000	[\$ 3,750]	\$ 5,000
\$ 25,001 - \$ 50,000	[\$ 7,500]	\$ 10,000
\$ 50,001 - \$100,000	[\$15,000]	\$ 20,000
\$100,001 - \$150,000	[\$22,500]	\$ 30,000

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\$150,001 - \$200,000	[\$30,000]	\$ 40,000
\$200,001 - \$250,000	[\$37,500]	\$ 50,000
\$250,001 - \$300,000	[\$45,000]	\$ 60,000
\$300,001 - \$400,000	[\$60,000]	\$ 80,000
\$400,001 - \$500,000	[\$75,000]	\$100,000
\$500,001 - \$750,000	[\$112,500]	\$150,000
\$750,001 - \$1,000,000	[\$150,000]	\$200,000
\$1,000,001 and above	[\$200,000]	\$250,000

AGENTS

Institution Revenue	Bond Amount
Up to \$ 25,000	\$ 2,500
\$ 25,001 - \$50,000	\$ 5,000
\$ 50,001 - \$100,000	\$10,000
\$100,001 - \$150,000	\$15,000
\$150,001 - \$200,000	\$20,000
\$200,001 - \$250,000	\$25,000
\$250,001 - \$300,000	\$30,000
\$300,001 - \$350,000	\$35,000
\$350,001 - \$400,000	\$40,000
\$400,001 - \$450,000	\$45,000
\$450,001 and above	\$50,000

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20 AAC 17.045(h) is repealed:

(h) Repealed ___/___/____.

20 AAC 17.045(i) is repealed:

(i) Repealed ___/___/____.

20 AAC 17.045(j) is repealed:

(j) Repealed ___/___/____. (Eff. 3/6/86, Register 97; am 5/8/88, Register 106; am 9/15/88, Register 107; am 12/8/88, Register 108; am 5/4/90, Register 114; am 8/18/91, Register 117; am 4/24/98, Register 146; am 8/26/98, Register 147; am 4/20/2000, Register 154; am 12/31/2005, Register 176; am 12/29/2010, Register 196; am 2/22/2015, Register 213: am ___/___/____, Register ____)

Authority: AS 14.42.030 AS 14.48.050 AS 14.48.100

20 AAC 17.055(a) is amended to read:

(a) An institution shall pay [THE FOLLOWING] fees **required under 20 AAC 17.015 - 20 AAC 17.040 and 20 AAC 17.062 by check or other approved electronic method as follows:**

(1) application fee for **initial** [NEW] authorization, **or change in ownership under 20 AAC 17.040(c), \$2,750 for up to three programs, plus \$750 for each additional program, but no more than \$5,000** [\$2,500];

(2) **annual reporting** fee **to retain** [FOR RENEWAL OF] authorization, **1.2**

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[THREE] percent of [AVERAGE OF] the total annual tuition and fee receipts in the most recent **annual reporting** [AUTHORIZATION] period, in an amount of at least **\$400** [\$500], but no more than **\$1,000** [\$2,500];

(3) [APPLICATION] fee **to amend an authorization to change an institution's mission, to add a site inspection, or to add a new program, \$750 each** [FOR APPROVAL REQUIRED UNDER 20 AAC 17.040(b), \$100];

(4) fee **to amend an authorization** for a change of **the school** site or **any of its facilities** [AN ADDITIONAL SITE INSPECTION], \$500; [AND]

(5) application fee **for an exemption** under **20 AAC 17.015, \$250;** [20 AAC 17.015(h), \$100]

(6) late fees under 20 AAC 17.020(d), 20 AAC 17.025(a) and (d), and 20 AAC 17.062, \$250; and

(7) fee for an administrative approval as to curriculum, instructional delivery method, or change in senior management necessary to maintain authorization, and not requiring action by the commission, \$200.

20 AAC 17.055(b) is amended to read:

(b) An agent **or independent recruiter** shall pay the following fees:

- (1) application fee for an initial agent's permit, \$500; and
- (2) application fee for renewal of an agent's permit, \$250.

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20 AAC 17.055(c) is repealed:

(c) Repealed ___/___/____. (Eff. 12/30/77, Register 64; am 8/20/86, Register 99; am 4/24/98, Register 146; am 12/31/2005, Register 176; am 2/24/2011, Register 197; am ___/___/____, Register ____)

Authority: AS 14.42.030 AS 14.48.050 AS 14.48.100
AS 14.48.030 AS 14.48.090

20 AAC 17.060(b) is repealed:

(b) Repealed ___/___/____.

20 AAC 17.060(e) is amended to read:

(e) An institution shall establish and maintain minimum admission standards to determine that a prospective student is qualified to study in a course or program with a reasonable likelihood of success. If the field for which the student is to train requires the individual to meet specific requirements for occupational licensing under AS 08 or for employment, an institution shall assess the prospective student's ability to obtain qualifications in those areas. **If the generally accepted employment standards of the field of study or AS 08 do not allow individuals to practice or obtain employment based on criminal background, health history, or the absence of particular qualifications, an institution shall require documentation of the prospective student's qualification in these areas before enrollment.**

An institution must demonstrate to the commission that its admission requirements establish a standard of competency, knowledge, and aptitude allowing a prospective student to complete the

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program of study and obtain employment in the field for which the training is preparatory. An institution providing instruction in an occupation for which licensure under AS 08 is required must document that the instruction offered by the institution meets the requirements of AS 08 applicable to that occupation, or must clearly indicate that the instruction is only avocational.

20 AAC 17.060(i) is repealed:

(i) Repealed __/__/____.

20 AAC 17.060(j) is repealed:

(j) Repealed __/__/____.

20 AAC 17.060(k) is repealed:

(k) Repealed __/__/____.

20 AAC 17.060(l) is repealed:

(l) Repealed __/__/____. (Eff. 12/30/77, Register 64; am 5/10/78, Register 66; am 3/15/85, Register 93; am 8/20/86, Register 99; am 1/30/87, Register 101; am 3/25/90, Register 113; am 5/4/90, Register 114; am 10/11/95, Register 136; am 6/13/97, Register 142; am 4/24/98, Register 146; am 4/20/2000, Register 154; am 4/27/2001, Register 158; am 12/29/2010, Register 196; am 6/24/2012, Register 202; am 2/21/2014, Register 209; am __/__/____, Register ____)

Authority: AS 14.42.030 AS 14.48.060 AS 14.48.070

AS 14.48.050

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20 AAC 17.062 is repealed and readopted to read:

20 AAC 17.062. Annual reporting standards. (a) An authorized institution shall annually submit, with the fee described in 20 AAC 17.055(a), in a format provided by the commission, a report for each education program offered. The report must include annual performance indicators in accordance with this section, documentation of financial soundness in accordance with 20 AAC 17.102, surety in compliance with 20 AAC 17.045, and documentation of life safety requirements in conformance with 20 AAC 17.060. Institutions that report to the United States Department of Education, National Center for Education Statistics' Integrated Postsecondary Education Data System (IPEDS) are not required to provide annual performance reports unless there has been a change from what was reported to IPEDS. Annual reporting is due on or before December 1. The commission staff may assess a late fee, in accordance with 20 AAC 17.055(a), if an institution fails to provide the information on or before the required date.

(b) A career, technical, or vocational institution authorized by the commission shall provide, on an annual basis and on a form provided by the commission, the following information by institution and program:

- (1) the number of students enrolled;
- (2) demographic statistics, including race, gender, and age;
- (3) the number of students who withdrew;
- (4) the number of students who were unable to complete due to circumstances

beyond their control, including

- (A) death; or

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(B) mobilization of the branch of the United States armed forces in which the students serve;

(5) the number of students who completed;

(6) the type and number of credential awarded, including degrees, certificates, and other diplomas;

(7) the number of students who completed their program within 150 percent of the normal or expected time for completion;

(8) the number of graduates placed for employment, if the institution offers a placement service; and

(9) the number of graduates taking professional licensure examinations, and the pass rate for those graduates.

(c) Data must include all students enrolled at the institution during the 12 months beginning July 1 and ending June 30 of the year before the report.

(d) An institution that offers an employment placement service shall maintain in the student's file written evidence of the placement that includes the date of employment, the employer name, contact information, and the graduate's job title.

(e) An institution with average annual institutional or individual program withdrawal rates exceeding 25 percent or annual average institutional or individual program placement rates less than 70 percent shall provide a written explanation of the circumstances contributing to these rates and describe what actions the institution will take to lower the withdrawal rates or increase the placement rates.

(f) An institution shall request graduates to complete a commission-approved exit

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survey, developed by the institution, to assess satisfaction with the program and the institution. The institution shall maintain the completed exist surveys for review by the commission upon request.

(g) A career, technical, or vocational institution authorized by the commission shall maintain substantiating documentation for reports prepared under (b) of this section, and, upon request, provide the documentation to the commission.

(h) An institution shall provide reports prepared under this section to prospective students upon request.

(i) The commission staff shall use the information collected under this section to calculate statistics. The commission may make data collected under this section or results of commission calculations publically available. (Eff. 6/13/97, Register 142; am 4/24/98, Register 146; am 4/20/2000, Register 154; am 4/27/2001, Register 158; am 11/24/2007, Register 184; am 12/29/2010, Register 196; am __/__/____, Register ____)

Authority: AS 14.42.030 AS 14.48.060 AS 14.48.090
 AS 14.48.050 AS 14.48.070

20 AAC 17.065(e)(3) is amended to read:

(3) its advertisements, solicitations, and representations to students or prospective students are clearly limited to the program purposes described in this subsection, and do not advertise or represent the provision of general educational programs or of their programs as being substantially similar or equivalent to those institutions meeting the requirements of 20 AAC 17.020 - 20 AAC 17.030 and 20 AAC 17.205 - 20 AAC 17.255 [20 AAC 17.205 -

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20 AAC 17.250].

20 AAC 17.065(f)(3) is amended to read:

(3) its advertisements, solicitations, and representations to students or prospective students are clearly limited to the program purposes described in this subsection, and do not advertise or represent the provision of general educational programs or of their programs as being substantially similar or equivalent to those institutions meeting the requirements of 20 AAC 17.020 - 20 AAC 17.030 and **20 AAC 17.205 - 20 AAC 17.255** [20 AAC 17.205 - 20 AAC 17.250], unless the school or branch of a school is authorized by the commission under state law. (Eff. 12/30/77, Register 64; am 11/5/92, Register 124; am 10/11/95, Register 136; am 4/20/2000, Register 154; am 3/1/2002, Register 161; am 12/31/2005, Register 176; am 9/23/2006, Register 179; am 12/29/2010, Register 196; am ___/___/___, Register ____)

Authority: AS 14.42.030 AS 14.48.050 AS 14.48.060
AS 14.48.020

20 AAC 17.070(d) is repealed and readopted to read:

(d) An institution must clearly describe whether the delivery method of the courses offered is online, on-ground, or a combination. If the method is a combination, the institution must include the maximum percentage of coursework that is delivered online, or clearly indicate which courses are delivered online.

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20 AAC 17.070(e) is amended to read:

(e) An institution may not represent that it is accredited unless it is accredited **within the meaning given in 20 AAC 17.900(b)** [AS THAT TERM IS DEFINED IN 20 AAC 17.900(a)(8)].

20 AAC 17.070(k) is amended to read:

(k) An institution may not advertise that it will provide or offer collegiate instruction or degree programs unless the institution is accredited as a collegiate level institution and the degree advertised is within the scope of the institution's accreditation. An institution whose degree programs were specifically exempted under **20 AAC 17.015(a)(8)** [20 AAC 17.015(a)(6)] before March 1, 2002 may continue to offer the exempted degrees only.

20 AAC 17.070 is amended by adding a new subsection to read:

(n) An institution may not advertise that a program prepares a student for employment in a profession unless that program meets any applicable state licensure requirements for that profession. (Eff. 12/30/77, Register 64; am 3/25/90, Register 113; am 5/4/90, Register 114; am 10/11/95, Register 136; am 4/24/98, Register 146; am 3/1/2002, Register 161; am 12/29/2010, Register 196; am 10/3/2011, Register 200; am 2/21/2014, Register 209; am __/__/__, Register __)

Authority: AS 14.42.030 AS 14.48.050 AS 14.48.060

The introductory language of 20 AAC 17.075 is amended to read:

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20 AAC 17.075. Catalog [OR BROCHURE]. An institution shall provide prospective students with a copy of its catalog [OR BROCHURE]. The catalog [OR BROCHURE] must contain the following information:

• • •

20 AAC 17.075(7) is amended to read:

(7) a schedule of tuition and fees, books, supplies, equipment, services, rentals, deposits, housing, and any other student costs, as appropriate, **including costs for testing or licensure that are required for entry into the field or profession;**

20 AAC 17.075(10) is amended to read:

(10) a description of the school's **facility or campus** [PHYSICAL PLANT]; (Eff. 3/15/85, Register 93; am 10/17/87, Register 104; am 5/4/90, Register 114; am 3/13/91, Register 117; am 4/20/2000, Register 154; am 12/31/2005, Register 176; am 12/29/2010, Register 196; am __/__/__, Register __)

Authority: **AS 14.42.030** AS 14.48.050 AS 14.48.060

20 AAC 17.090(a) is amended to read:

20 AAC 17.090. Supervisors and instructors. (a) An institution must have a designated supervisor who is directly responsible for the content and method of instruction, the selection, supervision, and evaluation of instructors, the organization of classes, **the** maintenance of facilities and equipment, **the** [AND] maintenance of proper scholastic records, **and, if**

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applicable, the operation of the online education learning management system.

20 AAC 17.090 is amended by adding a new subsection to read:

(d) An institution the offers distance-delivered education shall ensure that all instructors that use the online education learning management system demonstrate competency in the use of that system. (Eff. 3/15/85, Register 93; am 5/4/90, Register 114; am 10/11/95, Register 136; am ___ / ___ / ___, Register ___)

Authority: AS 14.42.030 AS 14.48.050 AS 14.48.060

20 AAC 17.095 is amended by adding a new subsection to read:

(g) The institution must have appropriate and adequate technology systems and infrastructure to support its management and operational functions, academic programs, and support services, wherever offered and however delivered. Demonstrations of these systems may be requested, as the commission considers necessary. (Eff. 3/15/85, Register 93; am 3/1/2002, Register 161; am ___ / ___ / ___, Register ___)

Authority: AS 14.42.030 AS 14.48.050 AS 14.48.060

20 AAC 17 is amended by adding a new section to read:

20 AAC 17.102. Financial soundness. (a) An institution shall provide evidence to the commission the institution is financially sound and can reasonably fulfill its commitments to students and creditors. When an institution applies for an authorization to operate, renewal of an authorization to operate, or an authorization to operate under a change of ownership, or as the

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commission determines is needed, the institution shall submit financial statements audited by an independent, licensed certified public accountant, and supporting documentation, unless the institution qualifies to submit unaudited financial statements under (e) of this section. The commission may require additional documentation, as the commission considers necessary.

(b) If an applicant for initial authorization has not yet begun operations, the commission may allow the applicant to submit alternative documents to those required in (a) of this section. Alternative documents include a business plan with market analysis, a budget, and documentation of working capital sufficient for at least one year of operation, as supported by budget projections and other documentation, as required by the commission, as evidence of financial soundness.

(c) For the purposes of this chapter, a postsecondary educational institution is financially sound if audited financial statements or financial statements submitted in accordance with (e) of this section indicate that the institution meets its debt obligations and obligations to students. A postsecondary educational institution is not financially sound if

(1) its financial statements or the commission staff's investigation shows

(A) operating losses;

(B) negative cash flows from operations;

(C) adverse financial ratios; or

(D) conditions or events similar to those described in (A) - (C) of this

paragraph that raise substantial doubts that the institution will be able to continue to fulfill its commitments to students and creditors;

(2) its accrediting agency, if any, has found it not to be financially sound; or

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(3) the United States Department of Education has

(A) made a final determination that the institution is not financially sound; or

(B) placed the institution on reimbursement status.

(d) A postsecondary educational institution that is not financially sound under this section shall

(1) provide a surety bond, cash deposit, or commission-approved negotiable securities in the amount of the greater of

(A) the highest amount of revenue received by the institution for all students enrolled, including all tuition and fee revenues, in all programs during an academic or vocational program period, in the most recent calendar, or fiscal, 12-month period, as applicable; or

(B) the highest amount of revenue for all students projected by the commission that the postsecondary educational institution would receive during an academic or vocational program period of the current year;

(2) maintain a commission-approved, detailed teach-out plan;

(3) clearly and conspicuously disclose to all students and applicants that the commission has determined the institution to be financially unsound, and provide information on how to contact the commission for more information; and

(4) pay for an independent financial soundness review annually from a firm approved by the commission, until

(A) the commission determines the institution to be financially sound; or

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(B) the teach-out plan has been completed and the institution has closed.

(e) The commission will accept unaudited financial statements from the institution to assess the institution's financial soundness as follows:

(1) if an institution has annual tuition revenues of less than \$200,000, the institution must provide the commission with financial statements, prepared in accordance with generally accepted accounting principles, and a compilation report with full disclosure for the most recently completed fiscal year; the report must be prepared by a licensed, independent accounting service;

(2) if an institution has annual tuition revenues of less than \$300,000 but more than \$200,000, the institution must provide the commission a licensed certified public accountant's review report; the report must state that the institution's financial statements for the most recently completed fiscal year were prepared in accordance with generally accepted accounting principles.

(f) A financial statement must include

- (1) an accounting report or opinion letter;
- (2) a balance sheet;
- (3) an income statement;
- (4) a statement of cash flows; and
- (5) notes to the financial statement.

(g) To meet annual financial reporting requirements of 20 AAC 17.062, an institution shall provide one of the following to the commission:

- (1) internally prepared financial statements; the statements must include a

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balance sheet, an income statement, and a statement of cash flows;

(2) a compilation report with full disclosure; or

(3) financial statements audited by an independent licensed certified public

accountant.

(h) For the purposes of this section, financial reporting must cover the most recent fiscal year. In this subsection, "fiscal year" means the most recent 12-month period that ends before October 1 of the year in which the report is submitted. (Eff. ___/___/___, Register _____)

Authority: AS 14.42.030 AS 14.48.060 AS 14.48.100
AS 14.48.050 AS 14.48.070

20 AAC 17.110(b) is repealed and readopted to read:

(b) Student records must include

(1) demographic records, including

(A) name, address, and date of birth;

(B) veteran status, if any; and

(C) a legible copy of the government-issued photographic identification

presented by the student for identify verification before enrollment;

(2) academic records, including

(A) entrance tests and other data used to determine the student's

qualification for admission;

(B) the name of each course or program taken;

(C) the final grade and date of completion or discontinuance of each

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course;

(D) the date that the certificate or diploma was issued, and a copy of the certificate or diploma; and

(E) evidence that the student has been informed regularly of grades and rate of progress in each course;

(3) attendance records, including

(A) the schedule of classes and required hours of attendance;

(B) the date of enrollment, leaves of absence, withdrawals, and return dates, as applicable; and

(C) actual attendance with dates and hours present, excused absences, unexcused absences with hours made up, and leave of absence forms as approved by the commission and signed by the student and school official, as applicable to a course or program;

(4) financial records, including an account ledger that reflects the student's balance, including debits, payments made, financial aid received, and refunds received, as applicable;

(5) other records, including

(A) placement efforts to employ the student, including the place of employment or reemployment, as applicable; and

(B) student licensure activities or achievement if the program is in a field that requires licensure; and

(6) documentation of compliance with AS 14.48.165.

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20 AAC 17.110(c) is amended to read:

(c) If an institution closes, the institution shall **provide transcripts in an electronic format accepted by** [DEPOSIT ALL SCHOLASTIC RECORDS WITH] the commission **not later than** [WITHIN] 30 days after closing.

(Eff. 3/15/85, Register 93; am 3/13/91, Register 117; am 4/20/2000, Register 154; am 3/1/2002, Register 161; am 12/31/2005, Register 176; am 12/29/2010, Register 196; am ___/___/___, Register ____)

Authority: AS 14.42.030 AS 14.48.060 **AS 14.48.165**
AS 14.48.050 AS 14.48.150

20 AAC 17.115(a) is amended to read:

(a) An applicant who is not accepted by an institution shall be given a refund of all tuition and fees paid. The student may be charged a non-refundable application fee. The application fee may not exceed **\$100** [\$75].

(Eff. 3/15/85, Register 93; am 4/2/86, Register 97; am 7/11/87, Register 103; am 5/4/90, Register 114; am 10/11/95, Register 136; am 6/13/97, Register 142; am 4/24/98, Register 146; am 4/20/2000, Register 154; am 4/27/2001, Register 158; am 1/30/2003, Register 165; am 12/31/2005, Register 176; am 6/7/2007, Register 182; am 12/29/2010, Register 196; am 5/26/2011, Register 198; am ___/___/___, Register ____)

Authority: **AS 14.42.030** AS 14.48.050 AS 14.48.060

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20 AAC 17.205 is amended to read:

20 AAC 17.205. Use of the terms university or [,] college [, JUNIOR COLLEGE, COMMUNITY COLLEGE, OR CAREER COLLEGE]. (a) An institution seeking to operate as a university or [,] college [, JUNIOR COLLEGE, COMMUNITY COLLEGE, OR CAREER COLLEGE,] must be accredited, must meet requirements for authorization under 20 AAC 17.010 - 20 AAC 17.145 and must meet the requirements of 20 AAC 17.205 - 20 AAC 17.255 [20 AAC 17.205 - 20 AAC 17.250].

(b) An institution may use the terms "university [,]" or "college [,]" ["JUNIOR COLLEGE," "COMMUNITY COLLEGE," OR "CAREER COLLEGE"] as specified in 20 AAC 17.065 [,] only if the institution meets the standards required to offer the approved and appropriate degree programs as set out in 20 AAC 17.205 - 20 AAC 17.255 [20 AAC 17.205 - 20 AAC 17.250]. (Eff. 4/19/90, Register 114; am 11/5/92, Register 124; am 3/1/2002, Register 161; am 12/29/2010, Register 196; am ___/___/___, Register ___)

Authority: AS 14.42.030 AS 14.48.020 AS 14.48.060
AS 14.48.010 AS 14.48.050 AS 14.48.070

20 AAC 17.210 is repealed and readopted to read:

20 AAC 17.210. General guidance for degree program criteria. The commission will seek general guidance for the establishment of minimum criteria for degree programs from the following associations charged with developing standards for higher education:

(1) guidance for degree program criteria will be developed from the most recent policy statements of the American Association of Collegiate Registrars and Admissions Officers;

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(2) further guidance for all degree programs will be obtained from the most recent criteria of the Northwest Commission on Colleges and Universities or the accrediting body of the institution. (Eff. 4/19/90, Register 114; am 11/5/92, Register 124; am 12/31/2005, Register 176; am 12/29/2010, Register 196; am ___/___/___, Register ___)

Authority: AS 14.42.030 AS 14.48.050 AS 14.48.060

20 AAC 17.225(a) is amended to read:

(a) A degree program must **meet accreditation** [BE WITHIN THE SCOPE OF AN ACCREDITED INSTITUTION'S ACCREDITATION, AND MUST ADHERE TO THE] standards **of its accreditor** [UNDER (b) OF THIS SECTION]. If a postsecondary institution wishes to establish a new degree program or degree program title, the institution must present the following information to the commission:

(1) a rationale that the program or degree title could not reasonably be included in a program or degree title already approved by the commission;

(2) evidence that the new program or degree title is needed, based upon

(A) student interest;

(B) state, regional, national or international need; or

(C) contributions that the new program or degree title will provide to existing institutional programs or departments;

(3) evidence that a plan for review of the new program or degree title is in place;

and

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(4) evidence that commission requirements for initiation of a new program or degree title have been satisfied.

20 AAC 17.225(b) is repealed:

(b) Repealed ___/___/_____.

20 AAC 17.225(c) is repealed:

(c) Repealed ___/___/_____.

20 AAC 17.225(e) is amended to read:

(e) Non-traditional external or off-campus programs, **and online or distance delivered programs**, must meet all applicable requirements for campus-based programs, including comparability and quality of course content, faculty qualifications, criteria for evaluation, and accessibility to appropriate library and academic support resources.

(Eff. 4/19/90, Register 114; am 11/5/92, Register 124; am 4/24/98, Register 146; am 8/26/98, Register 147; am 4/20/2000, Register 154; am 3/1/2002, Register 161; am 1/30/2003, Register 165; am 12/31/2005, Register 176; am 12/29/2010, Register 196; am 2/22/2015, Register 213; am ___/___/_____, Register _____)

Authority: AS 14.42.030 AS 14.48.060 AS 14.48.070
AS 14.48.050

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20 AAC 17.230 is amended to read:

20 AAC 17.230. Financial and record-keeping [RECORD KEEPING] standards. (a)

An institution offering a degree program shall meet the **financial and record-keeping** requirements of **its accreditor** [STANDARD SEVEN - FINANCE IN THE ACCREDITATION HANDBOOK OF THE NORTHWEST COMMISSION ON COLLEGES AND UNIVERSITIES, 2013 EDITION, ADOPTED BY REFERENCE, OR AN EQUIVALENT FINANCIAL REPORTING SYSTEM APPROVED BY THE COMMISSION. AN EQUIVALENT FINANCIAL REPORTING SYSTEM MUST INCLUDE AN ANNUAL AUDIT OF THE SCHOOL'S FINANCIAL RECORDS CONDUCTED BY AN EXTERNAL CERTIFIED PUBLIC ACCOUNTANT, PRESENTATION OF ADEQUACY AND STABILITY OF INCOME AS MEASURED BY AT LEAST THREE YEARS' HISTORY, AND AN ACCOUNTING SYSTEM THAT FOLLOWS THE GENERALLY ACCEPTED ACCOUNTING PRINCIPLES FOR POSTSECONDARY INSTITUTIONS].

(b) An institution's plans for student scholastic and financial record retention and disposal must meet the requirements of 20 AAC 17.110, and must either meet the recommended standards of the American Association of Collegiate Registrars and Admission Officers (AACRAO) in **Student Records Management: Retention,** [OF RECORDS: GUIDE FOR RETENTION AND] **Disposal, and Archive** of Student Records, **2019** [2010] edition, and *Academic Record and Transcript Guide*, **2020** [2011] edition, adopted by reference, or provide for an equivalent record retention and disposal system approved by the commission.

Requirements for an approved system include

- (1) compliance with state and federal law regarding record establishment,

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maintenance, retention, disposal, access, and security;

(2) protocols for transfer of record custody;

(3) procedures for notification of changes in the location of, or means of access to, retained records, and identification of the responsible records manager. (Eff. 4/19/90, Register 114; am 11/5/92, Register 124; am 4/24/98, Register 146; am 8/26/98, Register 147; am 1/30/2003, Register 165; am 12/31/2005, Register 176; am 12/29/2010, Register 196; am 11/16/2012, Register 204; am 2/22/2015, Register 213; am ___/___/___, Register ___)

Authority: AS 14.42.030 AS 14.48.060 AS 14.48.070

AS 14.48.050

Editor's note: [THE ACCREDITATION HANDBOOK ADOPTED BY REFERENCE IN 20 AAC 17.230(a), CAN BE OBTAINED BY WRITING TO THE NORTHWEST COMMISSION ON COLLEGES AND UNIVERSITIES AT: 8060 165TH AVE., N.E. SUITE 100, REDMOND, WA 98052. AN ELECTRONIC VERSION IS AVAILABLE AT [HTTP://WWW.NWCCU.ORG](http://www.nwccu.org). THE COMMISSION'S TELEPHONE NUMBER IS (425) 558-4224.]

Publications from the American Association of Collegiate Registrars and Admission Officers (AACRAO) and adopted by reference in 20 AAC 17.230 can be obtained through the AACRAO Online Bookstore at accrao.org/research-publications/online-bookstore [[HTTP://WWW.AACRAO.ORG /PUBLICATIONS](http://www.aacrao.org/publications)]. The AACRAO distribution center's telephone number is (240) 396-5986 [(301) 490-7651].

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20 AAC 17.235(a) is amended to read:

20 AAC 17.235. Learning resource program. (a) An [EXCEPT AS PROVIDED IN (b) OF THIS SECTION, AN] institution that offers a degree program must have a library [, SUPPLEMENTARY PROGRAM,] and academic support services **that conform to the most recent requirements and standards of the institution's accreditor** [AT ITS FACILITY THAT ARE CONVENIENTLY ACCESSIBLE TO STUDENTS AND FACULTY, AND THAT INCLUDE SUFFICIENT FACILITIES, MATERIALS, AND EQUIPMENT TO SUPPORT AND ENHANCE THE EDUCATIONAL PHILOSOPHY, MISSION, AND OBJECTIVES OF THE INSTITUTION. THE STANDARDS FOR LIBRARIES IN HIGHER EDUCATION, 2011, OF THE ASSOCIATION OF COLLEGE AND RESEARCH LIBRARIES/AMERICAN LIBRARY ASSOCIATION, IS ADOPTED BY REFERENCE, AND PROVIDES GUIDANCE TO MEET STANDARDS RELATING TO LIBRARY STAFFING, BUDGET, COLLECTION SIZE, ANNUAL ACCESSIONS, SPACE REQUIREMENTS, AND EQUIPMENT FOR DISTRIBUTION AND PRODUCTION].

20 AAC 17.235(b) is repealed:

(b) Repealed __ / __ / ____.

20 AAC 17.235(c) is repealed:

(c) Repealed __ / __ / ____.

20 AAC 17.235(d) is repealed:

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(d) Repealed ___/___/____.

(Eff. 4/19/90, Register 114; am 11/5/92, Register 124; am 8/26/98, Register 147; am 1/30/2003, Register 165; am 12/31/2005, Register 176; am 11/16/2012, Register 204; am ___/___/____, Register ____)

Authority: AS 14.42.030 AS 14.48.060 AS 14.48.070
AS 14.48.050

[EDITOR'S NOTE: THE STANDARDS FOR LIBRARIES IN HIGHER EDUCATION, ADOPTED BY REFERENCE IN 20 AAC 17.235 CAN BE OBTAINED FROM THE INTERNET AT [HTTP://WWW.ALA.ORG/ACRL/STANDARDS/STANDARDSLIBRARIES](http://www.ala.org/acrl/standards/standardslibraries) OR FROM THE ASSOCIATION OF COLLEGE AND RESEARCH LIBRARIES, A DIVISION OF THE AMERICAN LIBRARY ASSOCIATION, 50 EAST HURON STREET, CHICAGO, ILLINOIS 60611. THE ASSOCIATION'S TELEPHONE NUMBER IS (800) 545-2433.]

20 AAC 17.245 is repealed and readopted to read:

20 AAC 17.245. Facility standards. An institution shall meet the requirements for facility standards established by its accreditor. (Eff. 4/19/90, Register 114; am 11/5/92, Register 124; am 4/24/98, Register 146; am 8/26/98, Register 147; am 1/30/2003, Register 165; am 12/31/2005, Register 176; am 12/29/2010, Register 196; am 2/22/2015, Register 213; am ___/___/____, Register ____)

Authority: AS 14.42.030 AS 14.48.060 AS 14.48.070

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AS 14.48.050

[EDITOR'S NOTE: THE ACCREDITATION HANDBOOK, ADOPTED BY REFERENCE IN 20 AAC 17.245, CAN BE OBTAINED BY WRITING TO THE NORTHWEST COMMISSION ON COLLEGES AND UNIVERSITIES AT: 8060 165TH AVENUE N.E., SUITE 100, REDMOND, WASHINGTON 98052. AN ELECTRONIC VERSION IS AVAILABLE ONLINE AT HTTP://WWW.NWCCU.ORG. THE COMMISSION'S TELEPHONE NUMBER IS (425) 558-4224.]

20 AAC 17 is amended by adding a new section to read:

20 AAC 17.255. Reporting. Not later than 30 days after the accreditor notifies the institution, the institution shall report to the commission any determination, decision, or action, from the institution's accreditor that impacts the institution. (Eff. __/__/__, Register __)

Authority: AS 14.42.030 AS 14.48.060 AS 14.48.070

AS 14.48.050

20 AAC 17.900 is repealed and readopted to read:

20 AAC 17.900. Definitions. (a) In the definition of "agent" in AS 14.48.210, "any purpose" means any purpose that is subject to regulation under AS 14.48.

(b) In this chapter,

(1) "accredited" means accredited by a national accreditation association, or the regional accreditation association for the area where the school is located, that is recognized by

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the Secretary of Education of the United States Department of Education;

(2) "annual tuition revenues" includes all tuition and fee revenues received from all funding sources;

(3) "business day" means a day other than Saturday, Sunday, or a state holiday;

(4) "collegiate level" means programs of study for which credit hours are awarded that are applicable toward an associate, baccalaureate, or higher degree;

(5) "commission" means the Alaska Commission on Postsecondary Education;

(6) "course" means a sequence of studies with prescribed objectives, successful completion of which may result in awarding of credit or the equivalent;

(7) "course of study" means an interrelated sequence of courses for which, upon successful completion, a certificate or degree is awarded;

(8) "institution" means a postsecondary educational institution;

(9) "licensed certified public accountant" means a person who holds a valid certificate and permit to practice under AS 08.04 and 12 AAC 04, or who is validly licensed as a certified public accountant under the applicable occupational licensing statutes and regulations of another state;

(10) "on-ground" means instruction delivered with the instructor and student in the same room at the same time;

(11) "physical presence" means the presence within the state of paid staff or faculty, or a facility or address; in this paragraph, "faculty" and "staff" does not include site supervisors or mentors for local internships or practica, or adjunct personnel; staff or faculty residing within the state but working from a location other than the facility of a postsecondary

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educational institution does not constitute a physical presence;

(12) "refund" means any amount due to a funding source as a result of a change in financial aid, student enrollment, or attendance status relative to eligibility for and determination of the amount of the financial aid award;

(13) "teach-out plan" means a written plan developed by an institution that provides for the equitable treatment of students, without additional costs, if it ceases to offer a program or ceases to operate before all students have completed their program of study; the plan may include an agreement between institutions for the transfer of credit;

(14) "withdrawal" means written notification of a student's intent to cease attending the institution. (Eff. 12/30/77, Register 64; am 5/10/78, Register 66; am 3/15/85, Register 93; am 5/8/88, Register 106; am 9/30/90, Register 115; am 11/5/92, Register 124; am 4/24/98, Register 146; am 4/20/2000, Register 154; am 4/27/2001, Register 158; am 12/31/2005, Register 176; am 12/29/2010, Register 196; am 10/3/2011, Register 200; am 2/21/2014, Register 209; am ___/___/___, Register ___)

Authority: AS 14.42.030 AS 14.48.050



Alaska Postsecondary Access and Completion Network

65by2025.org

65by2025@gmail.com

TO: Members, Alaska Commission on Postsecondary Education
FROM: Kate Hillenbrand, President
 Alaska Postsecondary Access and Completion Network (AlaskaCAN)
DATE: June 30, 2022
SUBJECT: Alaska Postsecondary Access & Completion Network Activities Update

Throughout the second quarter, the Alaska Postsecondary Access & Completion Network (AlaskaCAN), efforts were focused on the following strategic operating priorities:

- New Board Director Orientation & Officer nominations
- Hosting AlaskaCAN 2022 Spring Convening: Building Cultural Identity as a Postsecondary Strength
- AlaskaCAN Strategic Planning

Board of Director Elections were successfully completed in the first quarter of 2022, with new Board Directors officially taking their seats during the April Board meeting. Upon seating of new Directors, annually Board Officers are then nominated for the following roles: President, Vice President/President-Elect, Treasurer, and Secretary. After a Board vote, the following officers were elected for the 2022-23 year:

- President: Kate Hillenbrand, ACPE
- Vice President/President Elect: Teresa Novakovich, Alaska Primary Care Association
- Treasurer: Dr. Pearl Brower, President/CEO UIC
- Secretary: Leslie Vines, DOLWD

The AlaskaCAN Spring 2022 Convening was well-attended, with over 85 registrants and representation from Alaska postsecondary institutions, school districts and administrators, state agencies, Alaska Native Organizations, and private sector entities. The purpose of AlaskaCAN Convenings is to continue the conversations and strategic engagement based on topics identified by AlaskaCAN Annual Conference attendees. The spring convening was led by presenters from Mt. Edgecumbe, Alaska Humanities Forum, Alaska DOLWD, and ANSEP.

AlaskaCAN engaged with the Foraker Group to re-engage with Strategic Planning. Previous sessions with Foraker established AlaskaCAN's Strategic Plan 2025 with Operating Priorities for 2020-22. As the organization nears the end of its initial phase of Operating Priorities and as the 2025 date draws closer, the Board identified a need to intentionally revisit this Plan and its Priorities. Ongoing work between the Board and Foraker will continue throughout this quarter with the intent to roll out updated plans later in 2022.

As always, AlaskaCAN appreciates ACPE's support and endorsement of the "65% by 2025" statewide attainment goal. Additional Network information is located at www.65by2025.org.

Administrative Action Log
(4th Quarter 2022)

Appeals and Complaints

DATE	DESCRIPTION	ACTION TAKEN
NONE		

Executive Director Decisions

DATE	DESCRIPTION	ACTION TAKEN
03/01/2022	Medical Cancellation	Denied – Special Payment Arrangement was accepted
04/25/2022	Medical Cancellation	Denied – Administrative Write Off approved
04/26/2022	Medical Cancellation	Denied – Special Payment Arrangement was accepted
06/01/2022	Medical Cancellation	Approved for two loans; denied for five loans and Special Payment Arrangement was accepted

16b. Commissioner Affiliations

Commissioner Affiliations

Member	Current	Former
Dr. Barbara Adams	Nenana City Public School – School Board, Advisory North Seat American Educational Research Association – Member American Evaluation Association – Member National Rural Education Association – Member National Council of Teachers of Mathematics – Member Mixed Methods International Research Association – Member Fairbanks Retriever Club – Member, Formerly Treasurer Nenana Community Church – Member	Nenana City Public School – School Board, Advisory North Seat American Educational Research Association – Member American Evaluation Association – Member National Rural Education Association – Member National Council of Teachers of Mathematics – Member Mixed Methods International Research Association – Member Fairbanks Retriever Club – Member, Formerly Treasurer Nenana Community Church – Member
Joshua Bicchinella	Alaska Commission on Postsecondary Education- Chair Charter College- Program Manager 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	
John Brown	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) Alaskans for Palmer Hayflats (APH) Mat-Su Principal Association (MSPA) Wasilla Chamber of Commerce (WCC)	

16b. Commissioner Affiliations

Commissioner Affiliations

Member	Current	Former
Rodolfo Garcia	Georgeson Botanical Garden Friends The American Society of Biochemistry and Molecular Biology The Society of Physics Students- UAF Chapter Psi Chi Honors Society- UAF Chapter Geoscience Club- UAF Chapter Associated Students of UAF- Senator and Chair of Rules Committee for 2020-2021 academic year	
Dr. 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, Member Soldotna Chamber of Commerce	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 Member; Sexual Abstinence Curriculum Task Force, Rocklin Unified School District, Member; Task Force on Postsecondary Education, Member
Senator Mia Costello	Alaska State House of Representatives Finance Committee: 2011 - 2014 Alaska State Senate Chair, Labor and Commerce Committee 2015-Present Member, Judiciary Committee 2015-Present Member, Regulatory Review Committee 2015-Present Other Political and Government Positions Governor’s Office Deputy Director of Communications Legislative aide	

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16b. Commissioner Affiliations

Commissioner Affiliations

Member	Current	Former
	<p>State Public Information Officer Intern coordinator for U.S. Senator Ted Stevens Governor’s Outdoor Recreation and Trails Advisory Council Governor’s Council on Physical Fitness and Sports Statehood Celebration Commission</p> <p>Business and Professional Positions Coach, NineStar Education and Employment Services Teacher, Anchorage and Juneau School Districts Public relations executive Owner, Mia Costello Consulting</p> <p>Service Organizations and Community Involvement Alaska Outdoor Council National Rifle Association Alaska Airmen’s Association Anchorage Republican Women’s Club, Juneau Big Brothers Big Sisters Masters Swimming</p>	
Donald Handeland	American Society of Civil Engineers	Alaska State Board of Education and Early Development Alaska Advisory Task Force on Higher Education and Career Readiness Alaska Association of Student Governments Executive Board
Karla Head		
Darroll Hargraves		
Lisa Parker	Elected and Appointed Positions: University of Alaska Board of Regents – 2015 - present Alaska Commission on Postsecondary Education – March 2017 – present Alaska Commission on Postsecondary Education – Vice Chair April 2021 – Present City Council Soldotna, Alaska – 2002-2007; 2016 – Present Vice Mayor, City of Soldotna – October 2020 – Present	

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16b. Commissioner Affiliations

Commissioner Affiliations

Member	Current	Former
	<p>Alaska Municipal League Board of Directors – November 2017 – November 2021</p> <p>Alaska Reapportionment Board, Vice-Chair, 1990</p> <p>Anchorage Charter Commission, 1975 (elected to Commission at age 19)</p> <p>Other Political and Government Positions</p> <p>Governor’s Sustainability Conference – June 2015</p> <p>Governor’s Oil and Gas Policy Transition Team – December 2014</p> <p>Kenai Peninsula Planning Commission – December 2010 – January 2012</p> <p>Kenai Peninsula Borough Board of Adjustment – December 2008 – December 2010</p> <p>Governor’s Conference of Alaskans, 2004</p> <p>U.S. Department of Transportation, Pipeline Safety Standard Committee 1994-1999, Committee Chair – 1994-1998, Reappointed 2004 – 2011</p> <p>Governor’s Water Quality Work Group, 1996-1997</p> <p>Governor’s Natural Resources Policy Transition Team, Chair Subcommittee on Oil, Gas, and Mining, 1995</p> <p>Business and Professional Organizations:</p> <p>Resource Development Council Board of Directors – 2004 – Present</p> <p>Alaska Chamber of Commerce Board of Directors – 2009 – 2018</p> <p>Anchorage, Alaska Downtown Rotary – 2013 – 2016</p> <p>Soldotna, Alaska Rotary – 2016 - 2018</p> <p>Kenai Peninsula Food Bank Board of Directors – 2013 – 2015</p> <p>University of Alaska, Kenai River Campus, College Council 1997-2003, Vice-Chair 1999-2002</p> <p>Blood Bank of Alaska, Board of Directors 2000-2002</p> <p>Kenai Watershed Forum Board of Directors, 1999-2002</p> <p>Alaska – Alberta Bilateral Council, 2002. Appointed by Governor Tony Knowles</p> <p>American Planning Association, Alaska Chapter, Regional Vice-President South Central Alaska 1997-1999</p> <p>Alaska Trails Plan Review Taskforce, Governor’s Trail & Recreational Access for Alaska Citizens Advisory Board, 1999</p> <p>International Oil Spill Conference Technical Review Committee, 1994-1995</p>	

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16b. Commissioner Affiliations

Commissioner Affiliations

Member	Current	Former
	Alaska Common Ground, Board of Directors, 1991-1993 Kenai Peninsula Community Care Center, Board of Directors, 1992-January 2007 National Association of Environmental Professionals, 1988-1998 Mining and Petroleum Training Services, Board of Directors, 1984-1992	
Representative Andi Story	Alaska State House of Representatives Co-Chair, Education Committee Ways and Means Committee Fisheries Committee State Affairs Committee Military and Veterans’ Affairs Committee Other political and Government Positions Alaska Native Language Preservation Advisory Council – House Liaison (nonvoting) Western Interstate Commission for Higher Education (WICHE) Legislative Advisory Committee - member UAS College of Education External Advisory Committee – member National Conference of State Legislatures’ (NCSL) International Education Study Group – member Governor’s Teacher Retention and Recruitment Working Group - former member Juneau School District Board of Education – member 2003-2018 Alaska Association of School Boards Board of Directors, 2009 – 2018, President 2015	
Trish Zugg		