

**Alaska Commission on
Postsecondary Education**

PROVIDING EDUCATION & CAREER FUNDING SOLUTIONS

**Spring Quarter Commission
Meeting**

April 17, 2024

ALASKA COMMISSION ON POSTSECONDARY EDUCATION

[Zoom Link](#)

Meeting #: 885 8261 9421

Password: ACPE

Teleconference: (888) 788-0099; Code: 885 8261 9421 #

AGENDA

Wednesday, April 17, 2024

1. 10:00 a.m. Convene/Roll Call
- 2.* Adoption of Agenda
 - *Suggested Motion: move to adopt the agenda of the April 17, 2024, Commission Meeting.*
3. Ethics Disclosure Relative to Adopted Agenda
- 4.* Election of Officers – Chair and Vice Chair
 - *ACPE Bylaws Article III, Section 3.01, **Election of Officers.** The election of officers must take place at the last regularly scheduled meeting of the current fiscal year. Newly elected officers will be seated immediately after election at that same meeting.*
- 5.* Public Testimony:
 - Individuals: 3-minute limit
 - Group Representatives: 5-minute limit
- 6.* Approval of Meeting Minutes from January 11, 2024
 - *Suggested motion: move approval of the meeting minutes from the January 11, 2024, Commission meeting.*
7. 10:15 a.m. University of Alaska Update – Vice President of University Relations & Chief Strategy, Planning and Budget Officer Michelle Rizk
8. 10:30 a.m. Compliance Activities Report – Tyler Eggen, Institutional Authorization Program Coordinator
- 9.* Institutional Standards and Evaluation – Tyler Eggen, Institutional Authorization Program Coordinator
10. Noon Break
11. 1:00 p.m. Professional Student Exchange Program Presentation – Demarée Michelau, President, Western Interstate Commission for Higher Education

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12. 1:45 p.m. Executive Director Report
13. 2:00 p.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
 - e. Human Resources – included in the Executive Director’s Report
- 14.* Resolutions of Appreciation
- *Suggested motion: move the Commission to adopt the Resolution of Appreciation as written for Dr. Barbara Adams*
- 15.* Determine April 2025 Meeting Date
- Wednesday, April 2, 2025
 - Wednesday, April 9, 2025
 - Wednesday, April 16, 2025
 - *Suggested motion: move the Commission to hold its spring 2025 quarterly meeting on April (dd), 2025.*
16. Mission Moment
17. Commissioner and Department Reports:
- a. Alaska Student Loan Corporation – Barbara Adams
 - b. Board of Education and Early Development – Lori Van Diest
 - c. Board of Regents – Karen Perdue and/or Paula Harrison
 - d. Community Colleges – Vacant
 - e. Student Representative – Tina Hamlin
 - f. Alaska Workforce Investment Board – Trish Zugg
18. 3:00 p.m. Miscellaneous:
- a. Administrative Action Log
 - b. Commission Members’ Affiliations
 - c. Future Scheduled Meeting Dates
 1. July 11, 2024
 2. October 27, 2024
 3. January 9, 2025
 - d. ACPE Commonly Used Acronyms
19. 3:10 p.m. Commissioner Closing Comments
- 20.* 3:15 p.m. Adjournment
- *Suggested Motion: move the Commission adjourn the April 17, 2024 meeting.*

***Action Required**

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January 11, 2024

A meeting of the Alaska Commission on Postsecondary Education (ACPE), conducted via distance delivery, originated from the office of the Commission at 3030 Vintage Boulevard, Juneau, Alaska on Thursday, January 11, 2024. Chair John Brown called the meeting to order at approximately 10:00 a.m.

ATTENDEES

Commission members present for all or portions of the meeting: Chair John Brown, Dr. Barbara Adams, Representative Julie Coulombe, Dr. Keith Hamilton, Tina Hamlin, Donald Handeland, Trish Zugg, Senator Löki Tobin, Paula Harrison, Karla Head, Karen Perdue, and Lorri Van Diest.

Commission members absent: none

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

Presenters in attendance: University of Alaska System Vice President Dr. Paul Layer and Erin Sedor, Black Fox Strategy

Institutional representatives in attendance: Sue and Sigel Shroy with MetrOasis Advanced Learning Center, Jana Drake with Shear Fire Academy of Hair Design, Autumn Pease and Perri Lajoie with THE Beauty School, Dawn Fabanich and Amanda Judkins with Style Starts Here Hair Academy, Hilton Hallock with Alaska Pacific University, and Krista Staveland with Generations Southeast Community Learning Center.

ADOPTION OF AGENDA

Commissioner Van Diest moved to adopt the agenda of the January 11, 2024 Commission Meeting. Commissioner Hamlin seconded the motion. By roll call vote, all members present voted aye. The motion carried.

ETHICS DISCLOSURE

Relative to the adopted agenda, no potential violations were disclosed by Commission members.

APPROVAL OF MINUTES

Commissioner Hamlin moved to approve the October 19, 2023 Meeting Minutes and October 20, 2023, Work Session Minutes. Commissioner Van Diest seconded. By roll call vote, all members present voted aye. The motion carried.

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Discussion: *None.*

MEETING DATE

Commissioner Adams moved to schedule the winter 2025 commission meeting on January 9, 2025. Commissioner Van Diest seconded the motion. By roll call vote, all members present voted aye. The motion carried.

Discussion: There was some discussion on if the January 9 date would be too early, however it was noted by staff that it would not be an issue and the Representatives from the Alaska State Legislature noted that any dates further out would conflict with their 2025 Legislative Session schedules.

PUBLIC TESTIMONY

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

EXECUTIVE DIRECTOR REPORT

Executive Director Efirm highlighted that the Governor released his proposed budget on December 15 to the public. ACPE's budget proposed by the Governor is a basic maintenance budget and there were no additional incremental funding requests. However, there were some adjustments in the budget for increases in the PERS retirement system and Personnel costs for benefits and other related items that get adjusted with the changes in insurance.

She also noted that three staff positions were deleted in the Governor's proposed budget: an Administrative Officer, a Loan Services Supervisor, and Procedures and Training Specialists. The three positions had been vacant for a while, as ACPE has been downsizing and changing its model of providing services as they have been outsourcing loan originations and servicing. She noted that they will continue to monitor positions to ensure they are meeting the new required responsibilities as they continue to shift with outsourcing.

She stated that ACPE is working with the Department of Education and Early Development and the Department of Labor and Workforce Development on establishing a partnership between the three entities to improve the outcomes of helping Alaskans find jobs and increase their skills. There have been a number of considerations around reengaging with the College and Career Guidance Program that ACPE held a number of years ago. This program could help support school districts in helping students find a pathway that will lead them to a satisfactory career while also helping meet the workforce development needs of Alaska.

She also pointed out that the Alaska State Legislature had released the pre-file bills for the second session of the 33rd legislature, and that a few were education related. She touched on APS legislation and how it is a priority for the Commission for these bills ([SB 56](#) and [HB 148](#)) to

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move forward this session. She noted that she would be meeting with legislators to advocate for the bills. She also noted that Representative Himschoot had introduced a bill last session, [HB 163](#), which seeks to implement a FAFSA Raffle as an incentive for prospective borrowers to complete an application. She noted that the Alaska Performance Scholarship Outcomes Report would be released in the coming weeks.

She noted that the Corporation rescheduled their February 2024 Meeting and met mid-December 2023 so that they could vote on new interest rates and loan limits for the upcoming academic program year. This change in the schedule was to better align the calendar for the contractors.

Lastly, she noted her involvement in the Complete College America (CCA) conference in December, along with UA's Vice President Dr. Paul Layer and other staff from UA. CCA invited ACPE and UA to participate so that they could decide on whether or not to join the organization. CCA could help support Alaska in increasing its completion rate and in a few other ways.

Discussion: There was some discussion regarding the Complete College America conference and what came of it.

STRATEGIC PLANNING PROJECT UPDATE – ERIN SEDOR, BLACK FOX STRATEGY

Erin Sedor began her presentation by providing some background on the reasoning for and the history of the project. She noted that each step had been carefully articulated to ensure the Commission is lined up with what students, consumers, stakeholders, and employees need out of the process. Leadership made sure that no element of the organization or its partnerships were left out of this process. They approached the task by first defining purpose, growth, and evolution for the organization, so that the Commission can deliver on its vision and mission.

Next, she explained that the project began in three phases, the first one being all about discovery and assessing. It entailed the Senior Managers doing a real deep dive on the organization and involved engagement across the spectrum, so employees, stakeholders, consumers, and even the Commissioners were involved at that point. There were surveys, workshops, listening sessions, and a lot of work to look internally to the organization and all the change it had gone through, and the changes that it needed to continue to go through, as well as getting all of that external perspective on where it needed to be as an organization. Additionally, this helped build on what priorities would strategically bridge the key outputs that came out of the vision and mission refresh.

Continuing on, she explained that phase two was all about alignment and path finding. So how can the organization solve its problems? How does it determine its priorities? Then how does it start and how does the organization begin to build the plan to actually get there? Leadership decided to go back for another round of employee alignment. They explained to staff the vision and mission updates with the approval from Commissioners. Next, they started looking at key outputs and all the elements of that strategic plan and started building the

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foundation for what would become a performance blueprint, which is really sort of the main tool in the crux of how to implement strategy.

Next, she explained phase three, the final phase, which involves building the strategic performance blueprint with Key Performance Indicators (KPIs). She noted the biggest update she would share with Commissioners was the outcome of that piece. She explained that leadership has been building the strategic plan artifacts and are working on getting them to their final form and will then establish the cadence for how they will report and monitor/track the goals and the commitments the Commission is trying to make through the strategic plan. She noted that key outputs would help the organization really spread the word of what it is trying to do, because there are so many pieces that come into play and are so intricate.

As a refresher, she noted the updated vision and mission. She explained that while many were already aware of those updates, she also was aware that some were new to the Commission. She explained that the vision and mission were guiding principles in the organization operating with integrity in everything it does. She noted that this was a multi-faceted piece. Every decision Leadership has made and continues to make is based on compliance, balancing fairness, and responsibility to customers, with the obligation to manage its financial resources to meet future needs. Countless things have to come into play in meeting the needs of everyone involved.

Next, she explained that sitting at the top of the plan are four strategic priorities that address the purpose, growth, evolution elements in terms of strategy:

1. Become the education lender of choice in Alaska and for Alaskans
2. Increase access to, and utilization of, federal and state education funding sources
3. Operate a sustainable organization responsive to students, customers, stakeholders, and employees
4. Position ACPE to help bridge the education gap in Alaska's current and future workforce needs

Next, she explained that under the Strategic Priorities there were seven Strategic Goals:

1. Increase visibility, understanding and awareness of ACPE and its products, resources, partnerships, and programs.
2. Offer loan programs responsive to consumer and organization needs.
3. Modernize and streamline the customer experience.
4. Enhance and refine financial planning resources appropriate for target audiences.
5. Foster an environment where employees thrive as the agency evolves.
6. Improve financial sustainability of ACPE.
7. Identify the current state of higher education programs and resources in Alaska.

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She noted that there is so much happening across Alaska on this front and so many areas that it became important for the team to look into ways to prevent redundant and duplicative work and to create partnerships geared toward working collaboratively to accomplish this vision for the state.

Next, she explained that there are multiple KPIs for each of the goals. She noted that some of these KPIs show up for more than one strategic goal. She touched on a few KPIs to provide examples, but noted they were provided in her presentation slides. She noted that a few KPIs would have longer timeframes than the others in the data-gathering phase. Next, she noted that there are many performance metrics that are being tracked by the management team, but the ones provided were what the team felt like rose to the top and speak specifically to the intent, the objectives, and the goals behind the strategic priorities.

Continuing on, she explained the final steps. Firstly, finalizing and publishing those Strategic plan artifacts before the start of the legislative session. This was important so that the team can get information out to the contacts who really need it and who can impact some of the laws and the regulations that hopefully will help continue moving these things forward. She added that Leadership has noted already seeing a lot of traction on discussion items and things that have gone into this plan. Lastly, she noted that leadership has been implementing and continuing to use that performance blueprint to prioritize and adjust and build internal agility where needed to move the plan forward. They have also been setting and establishing this cadence of monitoring and reporting on a quarterly basis these key KPIs. She then opened for questions.

Discussion: There was some discussion regarding why some specific items were chosen for KPIs as well as some discussion surrounding how the data will be gathered.

APPROVAL OF PROFESSIONAL STUDENT EXCHANGE LOAN PROGRAM FIELDS OF STUDY – KERRY THOMAS, DIRECTOR OF PROGRAM OPERATIONS

Kerry Thomas, Director of Program Operations explained that the memo regarding the biennial certification of the WICHE Professional Student Exchange Program (PSEP) Fields was included in the packet. She noted that every 2 years, the Commission approves the fields of study that Alaska students can participate in with professional student exchange program loans. The criteria for those is that they are professional programs not available in Alaska, that there's a labor shortage in Alaska for the related profession and that the salaries of the professional fields are sufficient to repay the associated debt. The Commission participates in the professional student exchange program through WICHE participation. Every 2 years staff look at the fields that have been offered and other fields available, and the related support fee that students pay to participate and then the salaries in Alaska for those fields.

She explained that included in the memo are the fields that were already approved and the number of active participants, as well as the support fees and salaries in Alaska. She noted that over the last five or so years, the program has seen very low participation and that this year there were actually zero students. She also noted that the reason for that low participation is that it is an expensive program for a student. She explained that it is a sizable fee that students incur annually. So many Alaskans are able to competitively apply for and receive acceptance into

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these programs out of state without utilizing the PSEP program. She added that Leadership like to keep this program available and that it is part of commission membership in WICHE. However, it is really a last resort for Alaskans pursuing these professional careers that aren't available in the State. She then opened for questions.

Commissioner Adams moved approval of continuing participation in the seven fields listed in the report. Commissioner Hamlin seconded the motion. By roll call vote, all members present voted aye. The motion carried.

Discussion: Commissioner Adams asked when the last time there were participants in the program. Director Thomas stated that the prior year there were two students participating and over the last 5 years, it has been under five students per year.

Commissioner Hamlin asked when the programs begin. Director Thomas explained that it was an annual program that typically begins with a fall start date and an admissions process that occurs in the spring or over the summer.

Some additional discussion ensued about participation levels.

UNIVERSITY OF ALASKA UPDATE – Vice President Dr. Paul Layer

Vice President Dr. Paul Layer began his update by first noting some important legislation the University would be tracking during the Legislative Session. He noted the APS legislation and Education Tax Credits. He also mentioned that the University was looking at some Federal Initiatives and ways to align the University with those. He noted that their biggest priority for the budget this year was for their deferred maintenance backlog. He explained that they are working with the state on some potential legislation to give more stable funding to the university to allow them to address their deferred maintenance and facility quality to improve student experience in the long term. Additionally, they are prioritizing providing support for salaries for staff and faculty.

He noted that there was some good news in terms of their enrollments. They were up about 3% in headcount for fall semester. That was the second semester they've seen an increase. He explained that it looked like they are turning the corner on that. He noted that these were still preliminary numbers for the second semester, but it appeared to be that they were up 5% at headcount, and that was at all of their campuses and programs. He explained that they have been very aggressive in some of their messaging and getting support from the board and from the State. He noted that a majority of their growth has been in their career and technical colleges and community campuses where they are seeing a real emphasis on workforce type programs. Again, all schools and colleges, for the most part, are up, with a couple of exceptions.

The Board of Regents met in November and adopted a roadmap to empower Alaska, a system wide strategic initiative. They are not calling it a strategic plan at this point, but it is an initiative to focus efforts from the board's perspective on some key areas. The board identified three "pillars of focus" that all of their academic programs and research and other areas will

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center around. He noted that the first is making sure that they are building an institution that is financially responsible and future focused, that they are looking toward diversifying funding sources and at growing enrollment. The second is establishing the University in the role of State Antarctic leadership. How are they stepping up to meet the challenges that the State is facing when thinking about workforce, environment, and communities. The third is their reputation and ensuring their universities and community campuses are very valuable in their communities and benefit the State. They are looking at improving the quality of their reputation and improving the student experience by improving the quality of their academic programs and graduating more Alaskans. He noted that at their February meeting, the Board would be hearing the ways these three pillars will be implemented.

He noted some of their efforts toward teacher preparation and healthcare, and explained that they are feeling very optimistic within the university, but, of course, have some programs they need to work on. He then opened for questions.

Discussion: There was some discussion regarding the increase in enrollment. Commissioner Zugg expressed her excitement that enrollment has increased. She also noted the importance of enrollment partnerships and their impact. Dr. Layer noted that the all-time high for enrollment was in 2012 and as of 2024; they were down 30% from those high values. He also noted that dual enrollment partnerships are a high priority for the University.

Regent Perdue mentioned that many things influence enrollment and noted the impact that the quality of the facilities have on student retention. She explained that this is why it is a priority to receive additional funding in order to improve the facilities.

INSTITUTIONAL AUTHORIZATION COMPLIANCE REPORT

Institutional Authorization Program Coordinator Tyler Eggen referenced his written report on recent compliance activities starting on page 41 of the meeting packet. Information in the report included:

- Institutional monitoring
 - Alaska Bible College's Teacher Preparation Program was approved by the Alaska State Board of Education and Early Development
 - Alaska Career College's accreditation was renewed for five years by the Accrediting Commission of Career Schools and Colleges
 - Charter College announced a planned closure of its Fife, Washington location due to the lease to the facility expiring in 2025 and property management not renewing the lease
 - Outer Coast and the University of Alaska Southeast announced that Outer Coast will be offering credited UAS courses in the 2024-2025 academic year¹

¹ Outer Coast is planning to offer courses, which can qualify for credit at University of Alaska (UAS) in a similar manner to the existing agreement between Outer Coast and Alaska Pacific University starting in fall 2024. Ongoing branch campus conversations between Outer Coast and UAS mentioned in the January 2024 IA Compliance and Activities Report were determined to be inaccurate and not reflective of the arrangement between Outer Coast and UAS.

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- Institutional Authorization Activities
 - Commission staff are monitoring the 2023-2024 Negotiated Rulemaking cycle
 - The State Authorization Reciprocity Agreement (SARA) renewed the University of Alaska Anchorage's and Charter College's Institutional SARA participation
- Complaints
 - No formal complaints were submitted this quarter

INSTITUTIONAL STANDARDS AND EVALUATION RECOMMENDATIONS:

➤ Renewal of Authorization

- MetrOasis Advanced Training Center

Commissioner Hamlin moved authorization through January 30, 2027, based upon staff recommendation. Commissioner Hamilton seconded the motion. By roll call vote, all members present voted aye. The motion carried.

Discussion: Commissioner Van Diest expressed her appreciation for the institution having their documents submitted on time and for being financially sound. Chair Brown also expressed his respect for the institution having been in business for 28 years and continually serving students in the community. He noted that they are providing a valuable service. Sue and Sigel Shroy expressed their appreciation for the support from the Commission and noted that it is a joy to be in the industry.

- Shear Fire Academy of Hair Design

Commissioner Zugg moved to approve a renewal of authorization through April 31, 2024 based upon staff recommendation. Commissioner Head seconded the motion. By roll call vote, all members present voted aye on the motion. The motion carried.

Discussion: There was some discussion regarding the holdup on providing timely documentation to Commission Staff. The institutional representative, Ms. Drake, stated that she has had difficulty finding a cost effective CPA to review her finances and due to this, has had difficulty meeting deadlines. There was also some discussion about safely storing student records. Mr. Eggen explained that the institution had no records violations during the quarter.

Commissioner Handeland touched on Ms. Drake's comment that CPAs were not cost effective and asked if this was a universal experience. Mr. Eggen explained that he does not know what exact costs institutions are paying and that the Commission has no control over

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what CPAs are charging. He added that with inflation, it is entirely possible rates have increased.

Ms. Drake stated she was perfectly happy following the four recommendations as outlined in the renewal agreement and that she was already working on complying with each of them.

- THE Beauty School – also had a location amendment

Commissioner Van Diest moved authorization through April 30, 2024, based upon staff recommendations. Commissioner Adams seconded the motion. By roll call vote, all members present voted aye. The motion carried.

Discussion: Commissioner Van Diest asked if the institution were okay with the recommendations as outlined by staff. The institutional representative, Autumn Pease explained that the staff recommendations were perfectly reasonable and they would be able to begin working on them immediately. She also noted their difficulty in securing a CPA due to being too small of an organization and due to the cost.

➤ Initial Authorization

- Style Starts Here Hair Academy

Commissioner Van Diest moved to approve Authorization through July 31, 2025, contingent on Board of Barber and Hairdresser approval. Commissioner Adams seconded the motion. By roll call vote, all members present voted aye. The motion carried.

Discussion: Chair Brown thanked the owners for opening up a new business in the Valley and wished them the best.

➤ Program Amendment

- Alaska Pacific University

Commissioner Hamlin moved to amend Alaska Pacific University's Authorization to add the Bachelors of Arts in Environmental Studies degree, contingent upon approval from the Northwest Commission on Colleges and Universities. Commissioner Hamilton seconded the motion. By roll call vote, all members present voted aye. The motion carried.

Discussion: None

- Generations Southeast Community Learning Center

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Regent Perdue moved to amend Generations Southeast Community Learning Center’s authorization, contingent upon staff recommendations. Commissioner Hamlin seconded the motion. By roll call vote, all members present voted aye. The motion carried.

Discussion: Commissioner Zugg commended the institution for providing programs for childcare workers, as it is a highly needed workforce in Alaska.

Commissioner Van Diest asked what the implications would be if an institution failed to meet some of the deadlines outlined in their conditions for authorization. Mr. Eggen explained that it would be brought to the Executive Committee to see if there is a possibility to extend those deadlines. He added this this is not a common occurrence as there has only been one institution to request an extension for these deadlines. AAG Bocanumenth explained that the Executive Committee does not have the authority to change the conditions on an institution’s authorization that was approved by the full commission, however they do have the authority to extend the deadline for a condition long enough to convene the full commission to take up the matter.

MANAGEMENT TEAM REPORTS

➤ Finance

Julie Pierce, CPA, Chief Finance Officer, explained that a summary of the Commission’s FY2025 Governor’s Proposed Budget was included in her report. She noted that the changes from the FY2024 Management Plan Budget include for interagency receipts a net decrease in personal services due to a decrease of three PCNs with a slight but less increase for salary, health insurance and PERS rate adjustments. Overall, the proposed budget was a maintenance budget.

She also noted that the Corporation Board met in November to review and approve the annual financial statements and then in December to approve interest rates on fixed rate loans. She added that the Corporation Board will meet again on May 9th, to review and approve variable interest rate loans and investment policy.

Discussion: None

➤ Program Operations

Kerry Thomas, Director of Program Operations, noted that her team was busy with a few projects over the quarter. She noted that this year, ACPE offered its new higher limit education loans to students, which were approved over a multiyear effort to change the statute around its education loan limits and then the work between ACPE and its contractors to implement those changes. Increases have been seen in overall loan volume, however fewer students are taking out loans. She also noted that they are seeing students are borrowing less than the limit, which is promising to see. Students are only allowed to borrow up to the

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amount of unmet financial need based on the school's financial aid certifications. Less than 20% of students are taking out the maximum \$24,000 per year and about 40% are borrowing around the previous limit or below that. She noted that more data would be available toward the end of the Fiscal Year at the July Commission meeting.

She also explained that their biggest work effort for the quarter was implementing the immediate repayment loan. This is a new loan option for borrowers when they apply for the loan, they have the option to go into immediate repayment rather than defer loan payments during the in-school period. The payment is low at \$50 per loan during the in-school period and then when they graduate or discontinue their education, they transition to a standard repayment that is based on principle and interest. It has been shown that immediate repayment loans have better financial performance because borrowers build that repayment behavior right away and are less likely to default. She noted that this option was scheduled to be implemented by the end of the month, and while they didn't expect many of these loans to be issued in the academic year, the loan will still be available the following year.

Lastly, she touched on the Alaska Performance Scholarship Outcomes Report and the Alaska Higher Education Almanac and stated that staff were working on both publications.

Discussion: Commissioner Zugg asked if the immediate repayment loans would be for loans that have not been applied for yet or could they be applied to loans that students currently have out. Director Thomas stated the immediate repayment loan option would be for new loans and cannot be applied to an existing loan.

➤ Communications and Outreach

Kate Hillenbrand, Director of Communications and Outreach, explained that during this quarter, Outreach staff connected with over 2,000 Alaskans through 219 service interactions and 42 conferences, trainings, webinars and such. She also noted that the new 2024-2025 FAFSA was released. She added that Outreach spent a great deal of time in the last quarter planning and hosting the first ever Alaska FAFSA Summit funded with support from the University of Alaska. The Summit helped ACPE and partners brainstorm ideas to support and increase FAFSA Completion in Alaska. She touched on the changes in the new application for FAFSA and noted that Federal Student Aid (FSA) is continually noting any issues with the updates and would be correcting any errors. She added that staff continue to host FAFSA Trainings and assist Alaskans on completing their applications.

Discussion: Commissioner Hamlin noted that she completed her FAFSA and was very impressed with the new platform.

There was some discussion regarding the FAFSA Training, where to get the information on it, and who would be the most appropriate participants.

➤ Information Support Services

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Jamie Oliphant, Director of Information Support Services (ISS), highlighted that ISS had been focused on decommissioning the Higher Education Loan System (HELMS) the past quarter. HELMS was ACPE's loan servicing platform. Due to the outsourcing of loan originations and servicing, HELMS is no longer needed. However, maintaining the integrity of the underlying data was necessary for retention purposes and for statistical reporting, among other tasks. Therefore, ISS worked to ensure the necessary data was retained. She was happy to report that they have successfully kept the data and have turned off HELMS as of December 20, 2023. The product had been used for almost 30 years so it was a bittersweet accomplishment. She also noted some of the other projects ISS had been working on including: implementing the option for immediate repayment loans, finalizing the tech piece for the success center in Anchorage, and others.

Discussion: none

➤ Human Resources - Written Report

COMMISSIONER REPORTS

Alaska Student Loan Corporation – Commissioner Adams explained that since the Commission had heard from both Executive Director Efirid and Chief Finance Officer Pierce, she wouldn't go into too much detail. She did highlight that there is a rate difference between new loans with immediate repayment. She noted that for a borrower falling within the highest FICO category the difference in APR is 6.25% to 5.7%, which she added is pretty significant. If a borrower is in the lower FICO category it's 10%. She also noted that the Board is expecting an update with regard to the rates in February and another in April, if any shifting needs to happen.

Board of Education and Early Development – Commissioner Van Diest explained that the Board heard an update on the accreditation process of University of Alaska Anchorage's School of Education. She noted that it is on time and going well. She added that the Board is continuing to focus on ensuring all teacher graduates are prepared to teach reading and are compliant with the Reads Act. The UA Dean of Education has assured the Board that the science of reading is taught and assessed in 5 of their courses within the degree program they offer in childhood learning. She also added that the University of Alaska Southeast is working with DEED to redesign the first course in their elementary teaching degree to meet the requirements of the Alaska Reads Act.

Next, she explained that they heard a few different reports including one on the State's Tribal Compacting Project, the 100 Day Report from the Commissioner of DEED, and a final report from the Cook Inlet Tribal Council's Culturally Relevant School Grant Project. She also noted that they approved two regulation change projects for public comment. Lastly, she explained that Joel Isaak had been selected to serve as the Deputy Commissioner of Education.

UA Board of Regents – Regent Perdue reiterated a few points that Dr. Layer stated in his update, including that they are focused on their budget and deferred maintenance. Regent Harrison added

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that she believes the University Staff did a nice job on putting together a good business plan for going forward on the deferred maintenance.

Community Colleges – This seat is vacant so no report was provided.

Student Representative – Commissioner Hamlin explained that she had the opportunity to speak with Dr. Layer and Executive Director Efirid to better understand how she can be most helpful in her seat. She added that students have mentioned issues with the delay on receiving their refunds from the University of Alaska billing department. She noted that the response time from instructors and faculty has also been an issue and that grades are taking longer than they should. She noted that she has heard many students state they would like more in-person classes offered. Lastly, she noted that she would be traveling to Juneau in late February with the Coalition of Student Leaders.

Alaska Workforce Investment Board – Commissioner Zugg explained that they held the Alaska Workforce Convening in late October 2023. During that they heard Executive Director Dirk Craft’s summary. She explained she would highlight a few things from his summary. She noted that there is an unprecedented workforce gap in Alaska and across the nation. The board is focused on how Alaska is uniquely positioned. She noted that the purpose of the convening was to define and align the next phase of Alaska’s workforce development system. They looked at ways to build relationships between stakeholders and communities and assessed the current state of workforce development. They worked on developing short and medium term priorities and action steps. She added that she would provide the link to Executive Director Craft’s summary for Commissioners. She noted that it would explain where the Board would like to take this work and some observations about the state of the Alaskan workforce, adding that the AWIB has the desire, but maybe not the capacity to be influential in workforce development. She noted that there are some immediate steps they will make toward marketing.

She noted a few observations regarding the workforce in Alaska. First, she explained that Alaskans are looking to new industries and AWIB is looking at ways to bring new Alaskans in. They have also seen that young Alaskans are wanting to work. She also noted that career and technical education programs have seen increased enrollment, which is exciting. Lastly, she explained that fixing the workforce gap and preparing the next set of workers are AWIB’s highest priorities.

Alaska Postsecondary Access and Completion Network Report – written report provided in the meeting packet.

MISSION MOMENT

ISS Director Jamie Oliphant stated that this quarter ISS successfully automated a daily process and in doing so made the work much more efficient and cost effective. The process was something that multiple programmers had to touch, but in changing it, they will now have the

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

time to delve into other initiatives for the agency and work toward operating a sustainable organization that is responsive to students.

CLOSING COMMENTS

Representative Coulombe stated she appreciated all the updates surrounding the FAFSA and the Reads Act.

Commissioner Adams thanked the Executive Director and her Senior Staff for all the work they continue to do. She noted that it is exciting to see the progress on all of the strategic initiatives.

Commissioner Hamlin thanked the Team for their hard work and the detailed reports.

Commissioner Zugg stated she is excited to hear a common theme that some training programs are short term and geared toward preparing students for work early and intently, as this will help with the workforce gap.

Commissioner Van Diest also thanked the staff and noted she appreciates the opportunity to ask her “newbie” questions, adding they may continue for a while as she gets acquainted with the Commission.

Commissioner Hamilton stated it was good to be back and he looks forward to the next time the Commission can gather in-person since he missed the in-person meeting in October 2023.

Regent Perdue stated she learned a lot and appreciated all of the information.

Regent Harrison thanked the Team for their work and also noted she learned a lot.

Chair Brown expressed his appreciation for all the work that Executive Director Efird and her staff do in pulling the reports together and organizing the meetings. He also noted that he would like to advocate for anyone who might be qualified to open a CPA business to be a resource for institutions in Alaska to combat those high costs.

ADJOURN

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

The meeting adjourned at approximately 3:14 p.m.

Approved by:

Chair

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

Date



Michelle Rizk

Vice President of University Relations & Chief Strategy, Planning and Budget Officer

University Relations

marizk@alaska.edu | (907) 450-8187

Butrovich Building Ste. 202 Fairbanks, AK 99775

Website: alaska.edu/uarelations

Michelle Rizk was appointed Vice President of University Relations in December 2015.

Michelle previously served as Associate Vice President of Budget for the University from 2006 to 2015. Since joining UA in 1998, she has also served in several other roles in Human Resources,

the Office of Information Technology and at the UA Museum of the North.

Rizk came to Alaska in 1982 when her father was transferred with the United States Air Force. She grew up in North Pole and is a 1997 graduate of the University of Alaska Fairbanks (UAF) where she received a bachelor's degree in international business and Spanish. She later completed her master's of business administration at UAF. In 2013 she was recognized as one of the Alaska Journal of Commerce's "Top Forty under 40" recipients. Rizk and her husband Anthony have two sons, Kobe and Drew. She enjoys running in her free time.



THE STATE
of ALASKA
GOVERNOR MIKE DUNLEAVY

**Alaska Commission on
Postsecondary Education**

INSTITUTIONAL AUTHORIZATION

P.O. Box 110505
Juneau, Alaska 99811-0505
Main: 907.465.6740
Toll free: 800.441.2962
TTY: Dial 711 or 800.770.8973
acpe.alaska.gov

MEMORANDUM

TO: Alaska Commission on Postsecondary Education Members
THROUGH: Sana Efird, Executive Director
FROM: Tyler Eggen, Institutional Authorization Program Coordinator
DATE: March 27, 2024
RE: **Compliance and Activities Report for March 27, 2024**

Quarter Applications

Renewal of Authorization

Shear Fire Academy of Hair Design
THE Beauty School
Alaska Vocational Training Center
Center for Employment Education
Yuut Elitnaurviat- The People’s Learning Center Inc.

Initial Authorization

Institute of Massage Fairbanks
Mat-Su CNA Training Program

Program Amendment

Alaska Pacific University
Generations Southeast Community Learning Center

Location Amendment

Alaska Bible College

Special Report

Charter College

Exemptions

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

Location	Certification this Quarter
Alaska	9
Out-of-State	11

Administrative Approvals

Alaska Institute of Oriental Medicine, Acupuncture, & Massage Therapy

- Review and approve course name change of the Thai Yoga course.
- Review and approve curriculum, length of program, and tuition changes to the Massage Therapy Program.

Charter College

- Review and approve changes to AAS in Respiratory Therapy Program.

Generations Southeast Community Learning Center

- Review and approve short course exemption-Wilderness First Aid.

Northern Industrial Training

- Review and approve short course exemption-Pro Truck Driver 4 Week Alternative Schedule.

Shear Fire Academy of Hair Design

- Review and approve tuition changes to Hairdressing and Esthetician programs.

Institutional Monitoring

Commission staff are monitoring House Bill 55, which is the reauthorize the Technical Vocational Education Program (TVEP) funding allocation, administered by the Alaska Workforce Investment Board. Two Authorized Institutions, **Amundsen Educational Center** and **Yuut Elitnaurviat, The People's Learning Center Inc.**, are recipients of this funding source, as well as several training providers that are Exempt from Institutional Authorization.

The State of Alaska, Department of Administration, Division of Motor Vehicles published a [notice](#) of proposed regulations, which includes changes to administering commercial driving examinations and instructor qualifications. Commission staff's review indicates none of the proposed changes conflict with Commission statutes or regulations.

Commission staff conducted a site inspection of **Northern Industrial Training's** Fairbanks location while in the area conducting other Commission work. No life and safety violations were observed.

Institutional Authorization Activities

The **U.S. Department of Education** [2023-2024 Negotiated Rulemaking cycle](#) concluded their first three rounds on public hearings, which included State Authorization, Accreditation, and Distance Education. However, as the negotiators did not reach consensus on the proposed language regarding any of those sections of the rules, the Department of Education will release final proposed language in the coming months taking into account the information presented during the rulemaking process.

This final proposed language will have a thirty day public comment window and the Department is required to respond to those comments. If the Department is able to publish final rules by November 1, 2024, they will go into effect July 1, 2025. If they are delayed beyond November 1, 2024, the earliest the proposed changes could go into effect is July 1, 2026.

Commission staff will continue to monitor the 2023-24 Negotiated Rulemaking cycle and share information accordingly.

State Authorization Reciprocity Agreement

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

Alaska's State Renewal was approved by the WICHE Executive Committee at their March 2024 meeting. As such, Alaska's participation in SARA is valid for two years. This Commission quarter, Commission staff renewed **Alaska Pacific University's** Institutional SARA participation, and approved **Alaska Career College's** initial participation.

The [2024 cycle](#) of the SARA Policy Modification Process is now underway in which 51 proposals have been submitted. Commission staff will work with members from the W-SARA RSC to review proposed amendments and eventually vote to approve or not approve on each proposal. Commission staff will attend a W-SARA RSC meeting in person in May 2024 in Colorado with the travel expenses being reimbursed by WICHE.

Lastly, the [NC-SARA Board](#) voted at its February 2024 meeting to increase the annual participating fees for SARA participating institutions. This increase is minimal in nature and the first fee increase since SARA's creation in 2014. Alaska is one of 16 states or territories that does not have a [state fee structure](#) for SARA participation.

Complaints

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

There were six Informal Complaints this quarter; three were provided the Formal Complaint Form, one was redirected back to the Institution's Grievance Policy, one was sent in six months after the student's last attendance, and one was submitted anonymously.

In accordance with [regulations](#), the Commission will file for the record, but take no action on complaints that:

- (1) are filed more than six months after the end of the enrollment period to which the complaint refers, more than six months after the date an institution ceases operations, or more than six months after the complainant ceases to attend an institution, whichever date is earliest;
- (2) do not allege violations of Alaska Statutes or Regulations;
- (3) are made anonymously; or
- (4) at the time of filing, are the subject of a judicial proceeding.

To date, one Formal Complaint was submitted this quarter and returned back to the complainant for additional documentation to meet requirements found in [regulations](#) to submit a Formal complaint.



Staff Report

Shear Fire Academy of Hair Design Renewal of Authorization

Summary

Shear Fire Academy of Hair Design (Shear Fire) has operated as a cosmetology school in Palmer since 2008. The owner, Jana R.P. Drake, has been a licensed Hairdresser since 2000 and a licensed instructor since 2005. After only teaching Hairdressing for several years, the school added an Esthetics program in 2018, and a short course of study Braiding course in 2019, programs lead to professional licensure under the Board of Barbers and Hairdressers.

Chief Administrator	Jana R. P. Drake	Financial Statements	Financially Unsound
Address	1012 S Colony Way Palmer, AK 99645	FY22 Tuition Revenues	\$51,563.00
Year Founded	2005	Enrollment Data	17
Authorized Since	2008	Complaints since last Authorization	0
		Surety Amount/Type	\$80,000/Bond

Program name	Program length	Cost
Hairdressing	1650 hrs	\$9,150
Esthetics	350 hrs	\$7,225
Braiding	40 hrs	\$350

Review

At the January 2024 Commission Meeting, the Commission approved Shear Fire for a three month Renewal of Authorization due to the inability to provide financial statements in accordance with regulations. As such, the Institution's Renewal of Authorization was contingent upon the following:

9. Institutional Standards and Evaluation

- Maintain a Commission approved teach-out plan, to be submitted to Commission staff no later January 31, 2024.
- Provide disclosure notice of financial status with Commission for student signature, to be submitted to Commission staff no later than January 31, 2024, until the Institution has been determined to be financially sound.
- Increase bonding to \$50,000, which is the amount of expenses that students have paid out of pocket and the amount that the students would be responsible for to their creditors, no later than February 29, 2024. Increased bonding is to be maintained until the Institution is determined to be financially sound.
- Delivery of Calendar Year 2022 Financial Statements by February 29, 2024.

Materials Review

After the January 2024 Commission meeting, Commission staff provided the Institution documentation of the required materials. Materials were submitted in a timely manner and follow up requests were responded to appropriately.

Prior to the February 29, 2024 deadline, Shear Fire delivered its Calendar Year 2022 financial statements to ACPE. Upon Commission staff review, as well as the opinion of the Commission's third party auditor for financial soundness tests, Shear Fire was determined to be financially unsound. Commission staff's review of the financial statements indicated no operating losses or negative cash flows from operation. However the following adverse financial ratios were present:

- Current Ratio of 0.42,
- 7.40 days of cash on hand, and
- 4.03 months of expenses in reserve at December 31, 2022.

The Commission's third party auditor determined that the ratio results fall into a range that indicate insufficient liquidity and capitulation, and thusly, considered adverse financial ratios.

Actions Taken

After the January 2024 Commission meeting, Shear Fire submitted an Administrative Approval application to increase the program tuition rates of the Hairdressing and Esthetics programs to align with market values of the programs in Alaska, and account for increased expenses to run the programs presently. The increased rates were as follows:

- Hairdressing- \$7,550 to \$9,150
- Esthetics- \$5,025 to \$7,225

The application was Administratively Approved by Commission staff and took effect March 1, 2024.

Evaluation

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

Recommendation:

Commission staff recommends a one year Renewal of Authorization for Shear Fire Academy of Hair Design, through April 30, 2025, contingent upon the following:

- Providing the disclosure notice of financial status with Commission for student signature, until the Institution has been determined to be financially sound.
- Maintaining the Commission approved teach-out plan, including quarterly student account ledgers, to be delivered to the Commission no more than ten business days after the end of fiscal quarter cycle, as a requirement of the teach out plan, until the Institution has been determined to be financially sound.
- Maintaining current surety bonding at \$80,000. This bonding requirement would be maintained until the Institution is determined to be financially sound.
- Delivery of unaudited financial statements, in accordance with 20 AAC 17.102(g)(1), which would include balance sheets, an income statement, and a statement of cash flows. The statements would continue to be delivered to the Commission no more than ten business days after the fiscal quarter has ended, until the Institution has been determined to be financially sound.

The basis for this recommendation is consistent with historical Commission actions and current regulations. As such, Shear Fire would be required to submit a Renewal of Authorization application no later than January 15, 2025, which financial statements prepared in accordance with regulations, reflective of calendar year 2023.

Motion Needed:

Motion to approve Shear Fire Academy of Hair Design, through April 30, 2026, based upon staff recommendations.



Staff Report
THE Beauty School
Renewal of Authorization

Summary

THE Beauty School, formerly known as Glenda's Training Center, has been an Authorized school for fourteen years. Autumn Pease purchased the Institution in 2022. Six programs offered by THE Beauty School are regulated by the Board of Barbers and Hairdressers and the Massage Therapy program is regulated by the Board of Massage Therapists.

Chief Administrator	Autumn Pease	Financial Statements	Financially Sound
Address	2061 E. Palmer-Wasilla Hwy, Wasilla, AK 99654 2093 E. Palmer-Wasilla Hwy, Wasilla, AK 99654	FY22 Tuition Revenues Enrollment Data	\$399,690 73
Authorized Since	2009	Complaints since last Authorization	0
Authorized Under New Owner Since	2022	Surety Amount/Type	\$150,000/Bond

Program name	Program length	Cost
Hairdressing	1650 hrs	\$10,400
Barbering	1650 hrs	\$10,475
Non-Chemical Barbering	1350 hrs	\$9,450
Instructor	600 hrs	\$6,150
Esthetics	350 hrs	\$7,525
12-hour Manicurist	12 hrs	\$625
Massage Therapy	625 hrs	\$13,500

Review

At the January 2024 Commission Meeting, the Commission approved THE Beauty School for a three month Renewal of Authorization due to the inability to provide financial statements in accordance with regulations. As such, the Institution's Renewal of Authorization was contingent upon the following:

- Maintain a Commission approved teach-out plan, to be submitted to Commission staff by no later January 31, 2024.
- Provide disclosure notice of financial status with Commission for student signature, to be submitted to Commission staff by no later than January 31, 2024, until the Institution is determined to be financially sound.
- Increase bonding to \$150,000, by no later than February 29, 2024, which is to be maintained the Institution is determined to be financially sound.
- Delivery of Calendar Year 2022 Financial Statements by February 29, 2024.

Materials Review

After the January 2024 Commission meeting, Commission staff provided the Institution documentation of the required materials. Materials were submitted in a timely manner and follow up requests were responded to appropriately.

Prior to the February 29, 2024 deadline, THE Beauty School delivered its Calendar Year 2022 financial statements to ACPE. The findings of financial statements indicated that the Institution is financially sound.

Evaluation

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

Recommendation:

As THE Beauty School was determined to be financially sound, the Institution is no longer required to provide disclosure notice of financial status to prospective students, effective the date of Commission action. The Institution has the ability to update its current students, and prospective students, of the Institution's financial soundness. Furthermore, THE Beauty School may choose to lower its surety bond coverage in accordance with ACPE regulations.

Therefore, staff recommends a three year Renewal of Authorization for THE Beauty School, through April 30, 2027.

The basis for this recommendation is due to Commission staff not identifying any lack of compliance with regulations, absent delivering the required financial statements prior to the January 2024 Commission meeting, in which other factors hindered the Institution's ability to deliver them on time.

Motion Needed:

Motion to approve THE Beauty School, for a Renewal of Authorization, through April 30, 2027.



Staff Report
Alaska Vocational Training Center
Renewal of Authorization

Summary

Alaska Vocational Training Center (AVTC) has been offering a Nurse Aid Training program (CNA) since 2016. Since that time, the Institution has been operating under the approval of the Alaska Board of Nursing (BoN). Marcus Murchison, who is the primary instructor and a registered nurse, owns the school. The CNA program offered by AVTC is an intensive program offered 3 days a week, 12 hours a day for 6 weeks.

Chief Administrator	Marcus Murchison	Financial Statements	Financially Sound
Address	1565 Bragaw Street, Suite 104 Anchorage, AK 99507	FY22 Tuition Revenues	\$134,800
Year Founded	2016	Enrollment Data	73
Authorized Since	2020	Complaints since last Authorization	0
		Surety Amount/Type	\$10,000/Bond

Program name	Program length	Cost
CNA Program	140 hrs	\$1,800

Review

The schedule is designed so that a student may maintain a job while in school. The program curriculum is approved by the BoN. According to 12 AAC 44.858 Training Program Pass Rate, a BoN approved certified nurse aide training program must achieve at least an 80% cumulative annual pass rate for first time test takers. AVTC's pass rate is 81%.

Updates since Last Renewal of Authorization

Since the last Renewal of Authorization in April 2021, AVTC expanded the number of clinical sites from one to three, obtained more medical beds for the facility, and transitioned to teaching the didactic courses online. During the Commission quarter, Murchison indicated

that he was planning on selling AVTC and had prospective buyer. Commission staff assisted AVTC with the required paperwork to continue operations while the new owner submits Initial Authorization, per regulatory requirements.

Annual Report 2023 Data

Program Name	Number of Students	Completion Rate
CNA Program	73	98%

Site Visit & Student Experience Survey

Commission staff conducted a Site Visit, which observed no violations or concerns regarding life and safety matters and space, equipment, and resources. There was one violation regarding the review of student records. The Institution provided appropriate follow-up to correct the one violation (documentation of compliance of meningitis notice).

Commission staff conducted a Student Experience Survey with 16 student on the day of the Site Visit. The students' responses indicated themes regarding positive experiences with the course being offered online and how informative it was. The students' survey results also indicated that the Institution could improve with newer mannequins. Additionally, the survey responses also demonstrated the Institution's compliance with enrollment contract and catalog regulations.

Materials Review

Materials were submitted in a timely manner and follow up requests were responded to appropriately.

Evaluation

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

Recommendation:

Staff recommends an Authorization for nine months for Alaska Vocational Training Center, through April 30, 2025. The basis of for this recommendation is that the buyer has submitted their Initial Authorization application and is likely to be heard at the July 2024 Commission meeting. This would also provide six months for the AVTC's surety bond to remain in effect after the change of owner and an additional three months for a buffer for unforeseen circumstances.

Motion Needed:

"Move to approve authorization for Alaska Vocational Training Center, through April 30, 2025, based upon staff recommendations."



Staff Report
Center for Employment Education
Renewal of Authorization

Summary

Center for Employment Education (CEE), a non-profit corporation that has operated in Anchorage since 1994, offers Authorized and Exempt instruction in professional truck driving, hazardous materials training, and construction technology. Their most popular Authorized course, the 6-Week Basic Driver Training. Driver training is also overseen by the Alaska Department of Administration, Division of Motor Vehicles (DMV) and the Federal Motor Carriers Safety Administration (FMCSA). CEE is approved by the DMV and FMSCA as a commercial and non-commercial driving school and as a road skills test facility, which allows their licensed staff to conduct road skills exams.

Chief Administrator	John Lovdahl, President	Financial Statements	Financially Sound
Address	520 E. 34 th Ave. Ste 201 Anchorage, AK 99503 2864 Tria Rd. Fairbanks, AK 99709	FY22 Tuition Revenues	\$386,889
Year Founded	1994	Enrollment Data	239(all programs)
Authorized Since	1994	Complaints since last Authorization	0
		Surety Amount/Type	\$40,000/Bond

Program name	Program length	Cost
6- Week Basic Driver Training CDL A	215 hrs	\$10,366.50
ELDT Theory Course- CDL A and CDL B(in person)	56 hrs	\$1,175
ELDT Theory Course- CDL A and CDL B(online)	varies	\$250
ELDT Passenger Bus Theory Course (in person)	24 hrs	\$540
ELDT Passenger Bus Theory Course (online)	varies	\$200
ELDT Hazardous Materials Endorsement Theory Course (in-person)	8 hrs	\$290

9. Institutional Standards and Evaluation

ELDT Hazardous Materials Endorsement Theory Course (online)	Varies	\$200
ELDT CDL A Behind-the-Wheel Skills Training	50 hrs	\$7,570
ELDT CDL B Behind-the-Wheel Skills Training	30 hrs	\$5,570
ELDT CDL B Passenger Behind-the-Wheels Skills Training	20 hrs	\$3,170
ELDT CDL C Passenger Behind-the-Wheels Skills Training	12 hrs	\$1,570
20-Hour CDL A (removing restrictions on current CDL A)	20 hrs	\$3,170
20-Hour CDL B (removing restrictions on current CDL B)	20 hrs	\$3,170
5-Hour Road Skills Refresher- CDL A/B	5 hrs	\$870
CDL B Passenger Bus Airbrake Restriction Removal	5 hrs	\$870
Long Commercial Vehicle (LCV)	40 hrs	\$3,270
49 CFR 172.704 Transportation Awareness	4 hrs	\$200
Hazardous Material Transportation Specialist	32 hrs	\$750
Hazardous Waste Operations & Emergency Response (HAZWOPER)	40 hrs	\$850
HAZWOPER First-Responder or Site Worker with Minimal Exposure	24 hrs	\$650
HAZWOPER Hazardous Materials Technician	24 hrs	\$650
HAZWOPER Refresher	8 hrs	\$250
First Aid/CPR/AED	8 hrs	\$120
Forklift Training	8 hrs	\$300
Flagger Training	8 hrs	\$200
MSHA (Mining Safety & Health Administration)	16 hrs	\$200
Qualified Rigger/Signalperson	16 hrs	\$500
Boom Truck	24 hrs	\$675
OSHA 10 Hour General or Construction	10 hrs	\$500
OSHA 30 Hour General or Construction	30 hrs	\$750

Updates since Last Renewal of Authorization

CEE, like all commercial driving schools, made the switch from the Professional Truck Driving Institute certification to the FMSCA Entry-Level Driver Training (ELDT) requirements. The switch was minor in nature, other than the use of the Training Provider Registry, or electronic portal for uploading documentation regarding individuals completing all ELDT components of Theory, Behind the Wheel Range, and Behind the Wheel Public. CEE's parent company, the Alaska Teamster Employer Service Training Trust, has a need for more apprentices in the next five years due to major projects starting in Alaska.

Annual Report 2023 Data

Program Name	Number of Students	Completion Rate	Placement Rate
6- Week Basic Driver Training CDL A	13	80%	100%

Site Visit & Student Experience Survey

Commission staff conducted a Site Visit of the Anchorage location, which observed no violation or concern regarding life and safety matters and space, equipment, and resources. Commission staff also viewed the Fairbanks location during a recent trip to the area on Commission business.

Commission staff conducted a Student Experience Survey with the singular student on the day of the Site Visit. Due to confidentially concerns of reporting the results from a singular student, specific data cannot be shared. However, Commission staff report nothing to lack of compliance as a result of the survey.

Materials Review

Materials were submitted in a timely manner and follow up requests were responded to appropriately.

Evaluation

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

Recommendation:

Staff recommends an Authorization for three years for Center for Employment Education, through April 30, 2027.

Motion Needed:

"Move to approve authorization for Center for Employment Education, through January 31, 2027, based upon staff recommendations."



Staff Report
Yuut Elitnaurviat- The People's Learning Center
Renewal of Authorization

Summary

Yuut Elitnaurviat – The People's Learning Center (Yuut) is a non-profit regional training center located in Bethel, whose mission is to provide education and training to residents of the Yukon-Kuskokwim Delta region so they can obtain gainful employment in high-wage local jobs. Programs include courses offered in partnership with University of Alaska Fairbanks that qualify for college credit, a CDL course approved by the Alaska Department of Administration, Division of Motor Vehicles (DMV) and the Federal Motor Carriers Safety Administration (FMCSA), and construction courses taught by a National Center for Construction Education & Research (NCCER) Master Trainer. Yuut is approved by the DMV as a commercial and non-commercial driving school and as a road skills test facility, which allows their licensed staff to conduct road skills exams. Additionally, Yuut offers an Aviation Technician Maintenance program that meets Federal Aviation Administration requirements to allow individuals to be certified as an Airframe Mechanic, or Powerplant Mechanic, or both.

Chief Administrator	Michael Hoffman, Executive Director	Financial Statements	Financially Sound
Address	610 Akiachak Dr. Bethel, AK 99559	FY22 Tuition Revenues	\$697,960
Year Founded	2002	Enrollment Data	589(all programs)
Authorized Since	2016	Complaints since last Authorization	0
		Surety Amount/Type	\$30,000/Bond

Program name	Program length	Cost
ARLET 100 Basic Alaska Rural Law Enforcement Training	120 hrs	\$7,500
ARLET 200 Advanced Alaska Rural Law Enforcement Training	80 hrs	\$7,500
CONS 106 Construction Mathematics	80 hrs	\$5,100

9. Institutional Standards and Evaluation

CONS 110 Residential Carpentry Level I	160 hrs	\$11,085
CONS 115 Residential Carpentry Level II	160 hrs	\$11,085
CONS 150 Residential Plumbing Level I	80 hrs	\$6,085
CONS 170 Residential Electrical Level I	80 hrs	\$5,525
DEVS 101 Word 2016 Basic	8 hrs	\$35
DEVS 102 Word 2016 Intermediate	8 hrs	\$35
DEVS 103 Word 2016 Advanced	8 hrs	\$35
DEVS 104 Excel 2016 Basic	8 hrs	\$35
DEVS 105 Excel 2016 Intermediate	88 hrs	\$35
DEVS 120 QuickBooks Essentials	24 hrs	\$790
DRIV 100 State of Alaska Instructional Permit	4 hrs	\$35
DRIV 101 Driver Education	8 hrs	\$550
DRIV 102 Defensive Driving	8 hrs	\$100
DRIV 150 Commercial Driver's License Class A	240 hrs	\$8,250
DRIV 155 Commercial Driver's License Class B	80 hrs	\$4,500
EQIP 115 Forklift Operation and Safety	40 hrs	\$1,500
EQIP 119 TLL-Swing Cab Crane Operator	80 hrs	\$3,000
HLTH 107 Nurse Aid Training	240 hrs	\$11,000
HLTH F111- Personal Care Attendant Training	88 hrs	\$1,890
HLTH F113 - Personal Care Attendant to Nurse Aide Bridge	88 hrs	\$1,890
RFMT 100 Workplace Fundamentals	80 hrs	\$5,525
RFMT 107 Gypsum Drywall and Finishing	40 hrs	\$3,025
RFMT 108 Toyo Installation, Troubleshooting, Repair	40 hrs	\$1,000
RFMT 109 Boiler Troubleshooting and Burner Repair	40 hrs	\$2,975
RFMT 120 Electrical Maintenance Fundamentals	80 hrs	\$6,500
RFMT 129 Low Voltage Electrical Fundamentals	40 hrs	\$2,725
RFMT 150 Wastewater Systems	40 hrs	\$3,000
RFMT 160 Plumbing and Electrical Fixtures	80 hrs	\$5,825
RFMT 501 NCCER Instructor Certification Training Program	24 hrs	\$3,365
WELD 100 Introduction to Welding and Fabrication	120 hrs	\$5,525
WELD 101 Welding Safety and Theory	160 hrs	\$12,250
WELD 102 Arc Welding and Basic Layout	160 hrs	\$12,250
WELD 203 MIG Welding and Fabrication	160 hrs	\$12,250
WELD 206 Structural Tubing, Vertical, and Overhead Welding	160 hrs	\$12,250
WELD 211 Structural Welding and Fabrication Techniques	160 hrs	\$12,250
WELD 212 Marine Aluminum Welding and Fab. Tec.	160 hrs	\$12,750
WELD 304 Specialty Equipment Welding and Design	80 hrs	\$12,750
WELD 311 Pipeline and Related Component Welding	160 hrs	\$12,250
WIND 100 Wind Turbine Technician Assistant	40	\$1,500
YAMT 101 Aviation Maintenance Technician General	426 hrs	\$11,300
YAMT 201 Aviation Maintenance Technician Airframe	774 hrs	\$16,300
YAMT 202 Aviation Maintenance Technician Powerplant	756 hrs	\$16,300

Updates since Last Renewal of Authorization

Since Yuut's last Renewal of Authorization, two noticeable accomplishments include the partnership with Alaska Pacific University to offer the Licensing Practical Nursing (LPN) program in Bethel at the Yuut campus and the improvements made to the Alaska Rural Law Enforcement Training Programs (ARLET). The first cohort of LPN students graduated in December 2023, marking a return of LPN's to graduate in Alaska in seven years. The individuals who complete the two ARLET programs would receive enough training comparable to the Village Public Safety Officer (VPSO) program offered by the Alaska Department of Public Safety while staying within the Yukon-Kuskokwim Delta region. The success rate of members from the region has been higher with the ARLET program compared to the VPSO program.

Additional accomplishments would include implementing changes as a result of the COVID-19 pandemic, pursuing a Federal waiver for CDL programs to continue to be offered and aligning with new Federal Safety Motor Carriers Association (FSMCA) Entry Level Driver Training Regulations (ELDT), updating the Federal Aviation Administration curriculum changes related to the Aviation Maintenance Technician program.

Annual Report 2023 Data

Program Name	Number of Students	Completion Rate	Placement Rate
Certified Nurse Aide	21	100%	*
Welding	19	100%	*
Basic VPO/TPO	11	100%	*

**Placement data not provided due to personnel changes responsible for tracking Placement Rate Data and graduates contact information frequently. Yuut has been required to schedule a meeting with Commission staff to ensure the personnel responsible for tracking this data is aware of all Commission statutes, regulations, application materials, and process, to be scheduled by no later than April 16, 2024.*

Site Visit & Student Experience Survey

Commission staff conducted a Site Visit, which observed no violation or concern regarding life and safety matters and space, equipment, and resources. Commission staff also viewed the Fairbanks location during a recent trip to the area on Commission business.

Commission staff conducted a Student Experience Survey with the nine students participating. The students' responses indicated themes regarding students enjoying access to clinical and hands on learning experiences. The survey responses also demonstrated the Institution's compliance with enrollment contract and catalog regulations. The students' survey results also indicated students seeking consistent and reliability internet access.

Materials Review

Materials were submitted in a timely manner and follow up requests were responded to appropriately.

Evaluation

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

Recommendation:

Staff recommends an Authorization for three years for Yuut Elitnaurviat – The People’s Learning Center, through April 30, 2027.

Motion Needed:

“Move to approve authorization for Yuut Elitnaurviat – The People’s Learning Center, through April 30, 2027, based upon staff recommendations.”



Staff Report

Institute of Massage Fairbanks

Initial Authorization

Summary

Created by Annetta and Samuel Atwell in 2023, the Institute of Massage Fairbanks (Institute) plan to offer a 625 hour Massage Therapy program. Annetta Atwell has been a licensed massage therapist for since 2006 and is currently Chair of the Board of Massage Therapists (Board), and wishes to offer the program in the Fairbanks area.

Mission Statement

Our mission at Institute of Massage Fairbanks is to provide a comprehensive education to adult learners and to prepare each person for successful entry into a prosperous and long-lasting career in massage therapy. By providing students with a high standard of ethics, a wealth of knowledge concerning practical applications of massage, and a thorough experience of hands-on practice, we strive to develop our students to bring integrity, expertise, and compassion to the massage profession in Alaska.

Chief Administrator	Annetta Atwell	Year Founded	2023
Address	515 7 th Avenue, Fairbanks, Alaska 99701	Surety Amount/Type	30,000/Bond

Massage Therapy Schedule & Board of Massage Therapists Compliance

The Massage Therapy program offered by the Institute is a 625 hour program which will allow graduates to apply for licensing examination as a Massage Therapist. Students will complete 162 hours in anatomy, physiology, pathology, and kinesiology, 275 hours of massage therapy and practical applications, 50 hours of ethics, business, and law, and 138 hours of clinical practice. The Board previously had this breakdown of hours, however, new regulations that went into effect May 2023 removed them. Due to the Board's lack of curriculum requirements found in regulation, Commission staff sent over curriculum information to the Board's Occupational Licensing Examiner who did not indicate any problems with the materials. Additionally, there is no school license issued or inspection that takes place by the Board.

Programs

Program name	Program length	Cost
Massage Therapy Course	625 hours	\$14,500

Program Costs

The program costs of \$14,500 cover the total cost of tuition, supplies, and fees. When students complete the program, students will bear the cost for the licensure examination (\$265) and professional licensure application (\$565 for initial licensure). Program costs are comparable in value to market demands. Classes will be limited to eight students to ensure each student receives a personalized education and mentoring.

Site Visit

Commission staff conducted the site visit and have verified the facilities, equipment, and planned record keeping of the Institute. No observed violations were found. Information was also provided by Commission staff regarding Renewal of Authorization and Annual Reporting requirements.

Materials Review

Materials were submitted in a timely manner and follow up requests were responded to appropriately.

Evaluation

Minimum Standards Component - AS 14.48.060	Staff Evaluation/Comments
1. Program and courses meet stated objectives	Industry-recognized and approved curriculum preparatory for licensing exams
2. Adequacy of space, equipment, and resources	Verified at Site Visit
3. Appropriateness of staff/faculty credentials	Compliant licenses
4. Catalog/brochure compliance	Compliant
5. Credential compliance	Certificate awarded
6. Adequacy of records	N/A
7. Compliance with applicable laws	Compliant
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	N/A
12. Refund policy compliance	Reviewed and documented
13. Costs and charges compliance	Reviewed and documented

Recommendation:

Staff recommends an authorization for 18 months for the Institute of Massage Fairbanks, through October 31, 2025. The basis for this recommendation is the first cohort of Massage Therapy students will have completed their first year of studying. The 18 month recommendation is the longest an Initial Authorization can be in length, in accordance with 20 AAC 17.020 (f).

Motion Needed:

"Move to approve authorization for the Institute of Massage Fairbanks, through October 31, 2025."



Staff Report

Mat-Su CNA Training Program

Initial Authorization

Summary

In 2019, Maple Springs of Palmer (nursing facility) opened under the leadership of Administrator Jesse Christensen, who identified a growing need for Nurse Aide staff. Christensen would collaborate with Maple Springs Management LLC to establish the Mat-Su CNA Training Program (Mat-Su CNA) to offer a vocational training option for community members, addressing workforce shortages and fulfilling staff needs in the healthcare sector.

Mission Statement

To improve the healthcare of Alaska by growing its own workforce.

Goals:

To provide a solid foundation and cultivate a culture of mentorship in the training and education of our students, enabling and motivating them to deliver high-quality healthcare to members of our community.

Chief Administrator	Jesse Christensen	Year Founded	2020
Address	12039 E Maple Springs Way, Suite B Palmer, AK 99645	Surety Amount/Type	20,000/Bond

CNA Schedule:

The 140 hour program is delivered over six weeks in a combination of remote and in-person trainings that include 60 hours of didactic training, 32 hours of skill lab for practical training and 48 hours of in-facility hands-on clinical training. This meets the standards found in 12 AAC 44.835, to which a program at a minimum must be 140 hours including 60 hours of didactic training and 80 hours of supervised skills and clinical training.

Board of Nursing Compliance:

Mat-Su CNA gained provisional approval from the Board of Nursing (Bon) in May of 2020 and obtained a continuation of the program in 2022 for another two years. According to 12 AAC 44.858 Training Program Pass Rate, a BoN approved Certified Nurse Aide Training program must achieve at least an 80% cumulative annual pass rate for first time test takers. Mat-Su CNA's cumulative pass rate was 85.2% for FY23 (July 2022-June 2023).

Programs

Program name	Program length	Cost
CNA Training	140 hours	\$2,400

Program Costs

The program costs of \$2,400 cover the total cost of tuition, supplies, and fees. When students complete the program, students will bear the cost for the licensure examination (\$60) and professional licensure application (\$275 for initial licensure). Program costs are comparable in value to market demands.

Site Visit

Commission staff conducted the site visit and have verified the facilities, equipment, and current record keeping practices underway. No observed violations were found. Information was also provided by Commission staff regarding Renewal of Authorization and Annual Reporting requirements.

Materials Review

Materials were submitted in a timely manner and follow up requests were responded to appropriately.

Evaluation

Minimum Standards Component - AS 14.48.060	Staff Evaluation/Comments
1. Program and courses meet stated objectives	Industry-recognized and approved curriculum preparatory for licensing exams
2. Adequacy of space, equipment, and resources	Verified at Site Inspection, BoN inspection took place in 2022.
3. Appropriateness of staff/faculty credentials	Compliant licenses
4. Catalog/brochure compliance	Compliant
5. Credential compliance	Certificate awarded
6. Adequacy of records	N/A
7. Compliance with applicable laws	Compliant
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	N/A

9. Institutional Standards and Evaluation

12. Refund policy compliance	Reviewed and documented
13. Costs and charges compliance	Reviewed and documented

Recommendation:

Staff recommends an Authorization for 18 months for Mat-Su CNA Training Program, through October 31, 2025. The basis for this recommendation is due to the Institution operating in accordance with Board of Nursing standards. The 18 month recommendation is the longest an Initial Authorization can be in length, in accordance with 20 AAC 17.020 (f).

Motion Needed:

"Move to approve authorization for Mat-Su CNA Training Program, through October 31, 2025.



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Alaska Commission on Postsecondary Education

INSTITUTIONAL AUTHORIZATION

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Staff Report Alaska Pacific University Program Amendment

Summary

Alaska Pacific University (APU) is a small, private, not-for-profit, liberal arts and sciences university regionally accredited by the Northwest Commission on Colleges and Universities (NWCCU). It has two campuses, in Anchorage and Palmer. Its mission is to "provide a world-class, hands-on, culturally responsive educational experience in collaboration with our students, communities, and Tribal partners. The institution continues progression to become a Tribal university.

The University offers associate, baccalaureate, master and doctoral degrees, as well as postgraduate certificates. APU is a member of the EcoLeague, a consortium of six liberal arts colleges dedicated to ecologically focused education, in which students may participate in semester-long exchanges.

Chief Administrator	Dr. Janelle Vanasse, President	Address	4101 University Dr. Anchorage AK 99508
Year Founded	1959	Authorized Since	1978

- New Programs

Program or degree name	Program length	Tuition/Fee Cost
Environmental Public Health (Certificate)	24 credits	\$20,350
Environmental Public Health (Associates)	64 credits	\$20,350

Review

The Certificate of Environmental Public Health (24 credits) and the Associate of Applied Science in Environmental Public Health, A.A.S. (64 credits) prepare students to fill entry-level public health professional positions as environmental health technicians.

Students who graduate from these programs will engage with underserved communities in a culturally safe manner to perform inspections, propose remediation, and implement actions to ensure the fundamental public health required to protect human health and the environment.

In preparation to offer these programs, APU conducted informal surveys and presentations with stakeholders to identify the need for these programs and obtain feedback on the content and implementation of these programs, as there has been a need for EPH positions statewide, especially in rural Alaska. Several Alaska Native agencies and corporations have signaled support for these programs, as positions have been unfilled.

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

Anticipated Enrollment:

The Institution anticipates starting enrollment with 10 students total for both programs in its first year and growing in time.

Environmental Scientist & Specialist Job Outlook, State & National:

Commission staff used information from the Environmental Scientist & Specialist position for the data below, however, the information below is based upon an individual who likely earned a Bachelor's degree. Other positions could include Environmental Science and Protection Technicians, Occupational Health & Safety Specialist, and Occupational health & Safety Technician.

Alaska Department of Labor and Workforce Development Data:

Mean Wage	Wage by Percentile				
Mean	10 th	25 th	Median	75 th	90 th
\$42.43	\$28.16	\$30.89	\$38.11	\$48.53	\$66.13

Alaska Occupational Forecast							
2020	2030	Growth	Percent Change	Annual Labor force exits	Annual Transfers	Total Annual Separations	Total Annual Openings
598	644	46	7.69%	10	49	59	64

U.S. Bureau of Labor Statistics Data:

Mean Wage	Wage by Percentile				
Mean	10 th	25 th	Median	75 th	90 th
\$36.77	\$22.56	\$28.39	\$36.77	\$48.40	\$62.87

National Occupational Forecast			
Employment, 2022	Projected Employment, 2032	Change, 2022-2032	
		Percent Change	Growth
80,500	85,300	6%	6,900

Comparative Programs

No other comparable program is found in Alaska to offer these programs as certificate and associate degrees based upon the curriculum at APU. The University of Alaska Fairbanks offers a Rural Waste Management and Spill Response Occupational Endorsement and the University of Alaska Anchorage offers a Master of Public Health. However, only a few courses overlap and vary in course level.

Staff Recommendation Action:

Staff recommends amending Alaska Pacific University’s Authorization to add the Environmental Public Health certificate and associates programs, contingent upon approval from the Northwest Commission on Colleges and Universities.

Motion Needed:

"Move to amend Alaska Pacific University’s Authorization to add the Environmental Public Health certificate and associates programs, contingent upon approval from the Northwest Commission on Colleges and Universities."



Staff Report

Generations Southeast Community Learning Center Program Amendment

Summary

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

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

Chief Administrator	Krista Staveland, Generations Southeast Manager	Address	3239 Hospital Dr Juneau AK 99801
Year Founded	1996	Authorized Since	1997

- New Programs

Program or degree name	Program length	Tuition/Fee Cost
Administrative Assistant Level Three	120 hrs	\$4,500

Review

GSCLC currently offers Administrative Assistant Levels One (2021) and Two (2022) through Northern Industrial Training (NIT) and this program would allow for students to obtain further training. Level Three, building on previous levels, would focus on advanced areas of Microsoft Office products, accounting and bookkeeping, and marketing fundamentals. As NIT would be used as a vendor for the program, students would be enrolled as GSCLC students and follow all guidelines found in GSCLC's catalog.

9. Institutional Standards and Evaluation

It is noted that if NIT makes any changes that depart from their approved program, or if there are changes to NIT's institutional status, it may have an impact on GCLC to offer its program. Minor change may be eligible for Administrative Approval, however, significant changes may require an application for Amendment of Authorization to the Commission. NIT is currently in good standing and is Authorized until October 31, 2026.

Anticipated Enrollment:

GSLC anticipates offering this program as based upon interest from those who have completed Administrative Assistant Level Two and having enough prospective students to warrant offering the program.

Secretaries & Administrative Assistants, Except Legal, Medical, and Executive Job Outlook, State & National:

Alaska Department of Labor and Workforce Development Data:

Mean Wage	Wage by Percentile				
Mean	10 th	25 th	Median	75 th	90 th
\$21.20	\$13.07	\$16.83	\$20.41	\$24.98	\$29.63

Alaska Occupational Forecast							
2020	2023	Growth	Percent Change	Annual Labor force exits	Annual Transfers	Total Annual Separations	Total Annual Openings
3355	3683	328	9.78%	179	197	376	409

U.S. Bureau of Labor Statistics Data:

Mean Wage	Wage by Percentile				
Mean	10 th	25 th	Median	75 th	90 th
\$20.87	\$13.94	\$16.65	\$19.71	\$24.00	\$29.23

National Occupational Forecast			
Employment, 2022	Projected Employment, 2032	Change, 2022-2032	
		Percent Change	Growth
2,030,200	1,794,300	-12%	-235,900

Comparative Programs

The only comparable program is the one offered by Northern Industrial Training.

Staff Recommendation Action:

Staff recommends amending Generation Southeast Community Learning Center's Authorization to add the Administrative Assistant Level Three program.

Motion Needed:

"Move to amend Generation Southeast Community Learning Center's Authorization, contingent upon staff recommendations."



THE STATE
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GOVERNOR MIKE DUNLEAVY

Alaska Commission on Postsecondary Education

INSTITUTIONAL AUTHORIZATION

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Staff Report Alaska Bible College Location Amendment

Summary

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

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

- New Location

New Location	Address
Mountain City Church/Mountain City Christian Academy	6401 E Northern Lights Blvd Anchorage, AK 99504

Regulatory Review

Regulations state that "an institution may offer courses of study only at locations for which it has been approved." Due to the courses being offered as dual enrollment, and a postsecondary educational credential is awarded, ABC was subject to a location amendment.

Review

Mountain City Christian Academy (MCCU) and ABC shared a mutual interest to offer dual enrollment courses for the high school students, sharing resources and expanding the mission and visions of MMCU, ABC, and the gospel. The actual courses will vary from semester to semester and year to year, but will primarily consist of one Bible course and general education courses. Per the policies of ABHE and ABC, no student will be able to achieve more than half of any degree or certificate program through dual enrollment.

Requirements

1. Site Information, adequacy of space, equipment, and resources	Noted during remote site visit.
2. Adequacy of records	Reviewed and documented
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	Compliant

Staff Recommendation Action:

Staff recommends amending Alaska Bible College’s Authorization to approve the location amendment.

Motion Needed:

"Move to amend Alaska Bible College’s Authorization."



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Staff Report Charter College Request for Special Action

Summary

Charter College currently offers programs through its Anchorage and Wasilla campuses. Most degrees are offered online, but there are a variety located in Alaska 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 set to open a campus in Utah in 2023. 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).

Chief Administrator	Joshua Swayne, CEO, Prospect Education		Addresses	2221 E. Northern Lights Blvd. Anchorage, AK 99508
Local Administrator	Charles Soule IV, Regional Campus Manager			5911 Old Seward Hwy Anchorage, AK 99518
Year Founded	1985			721 W. Parks Hwy Wasilla, AK 99654 (<i>Closing</i>)
Surety Amount/Type	\$250,000 / Bond \$750,000 / Cash Deposit		Authorized Since	1985

Review

At the July 2023 Commission Meeting, the Commission determined Charter College to be financially unsound. Later, at the August 2023 Commission meeting, the Commission modified the conditions regarding Charter College's Authorization, which included:

- Continued unaudited financial statements, in accordance with 20 AAC 17.102(g)(1), which would include balance sheets, an income statement, and a statement of cash flows. These statements would be for both Alaska and Online programming, as well as Prospect Education LLC. The statements would continue to be delivered to the Commission no more

than ten business days after the financial quarter has ended, until the Institution has been determined to be financially sound.

- Updated student account ledgers by ten week billing cycles of Alaska based students and Online Students, to be delivered to the Commission no more than ten business days after the end of the ten week billing cycle, as a requirement of the teach out plan, until the Institution has been determined to be financially sound.

- Notification to the Commission with any further reduction to staff, faculty, facilities, or operations, due no later than three weeks prior to the next scheduled quarterly Commission meeting, until Institution has been determined to be financially sound.

- Continued disbursement of the financial soundness disclosure for student signature, to be placed in the student's record, until the Institution has been determined to be financially sound.

- Increase the surety bond to \$1,000,000.00 by no later than September 15, 2023. In lieu of the surety bond, the Institution may file with the Commission a cash deposit, or a combination of surety bonds and cash deposit, to meet the \$1,000,000.00 amount specified for the bond. This bond will stay in place until the Commission determines that the Institution is financially sound.

Since the August 2023 meeting, the College met the all of the conditions to its Authorization.

2023 Audited Financial Statements

This Commission quarter, the College delivered its 2023 Audited Financial Statements. Commission staff reviewed the statements and sent them to the Commission's third party auditor for review. Upon review, the College was determined to be financially sound. This included a net income of \$3,088,998, net cash provided by operating activities of \$8,098,909, an increase in cash and cash equivalents of \$7,606,602 from the previous year.

Additionally, the end of the fiscal year resulted in a current ratio of 1.52, 87.17 days cash on hand, and 3.13 months of expense in reserve.

Additional Actions Taken Since 2023

In addition to ensuring that expenses stay commensurate with enrollment and student population levels, the College has opted to close several locations that were not financially feasible to continue operations including Wasilla, AK, Missoula, MT, and Lancaster, CA. Additionally, the Fife, WA location is closing due to lease at the facility expiring in 2025 and property management opting to not renew it.

Recommendation:

Staff recommends removing the Commission's modifications to the Authorization of Charter College, through January 31, 2027. This recommendation is based upon the improved financial soundness of the College.

Motion Needed:

"Move to remove the modifications to Charter College's Authorization."

Alaska Commission on Postsecondary Education

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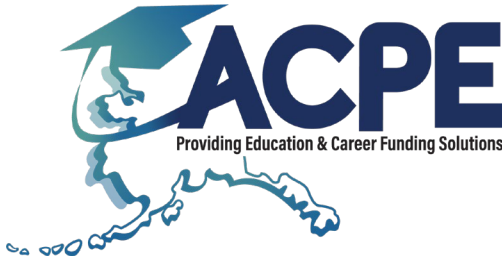
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MEMORANDUM

TO: Members, Alaska Commission on Postsecondary Education
FROM: Sana Efird, Executive Director
DATE: March 28, 2024
SUBJECT: Executive Director Report

This quarter has been focused on legislative activities, including 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 and our programs; gathering information to respond to legislative inquiries on multiple topics; and attending numerous meetings with staff, partners, and stakeholders.

Budget Update:

The House Education Finance Subcommittee closed out the DEED FY2025 Proposed Budget. No changes were made to ACPE's Governor's Proposed Budget. As shared in January, the Alaska Commission on Postsecondary Education's (ACPE) FY2025 Proposed Budget is basically a status quo request with a few technical changes in personal services calculations to accommodate increases in health insurance and PERS rate adjustments. Additionally, ACPE is deleting three vacant full-time positions located in Juneau:

- Administrative Officer
- Loan Services Supervisor
- Procedures and Training Specialist

Senior Managers continue to meet consistently to review and revise the current operating budget to ensure oversight, monitoring and control of expenditures.

Legislative Session:

I have provided testimony in a number of committee hearings, including House Education Committee and House and Senate Finance Committees. A top priority for ACPE is improving the Alaska Performance Scholarship program. We continue to work with legislators and legislative staff to pass legislation to improve the APS program to better meet the needs of Alaskans pursuing higher education and training. As shared in the current [APS 2024 Outcomes Report](#) and [APS 2024 Outcomes Report Summary](#), eligibility for the APS continues to decline. [HB148](#) introduced by the full House Education Committee passed the House on February 26 with a unanimous vote. It was exciting to be on the floor during the vote and to be able to answer specific legislative questions during breaks to ensure correct information was provided before the

final vote. HB 148 was transmitted to the Senate and has been heard in Senate Finance. We are still very hopeful that this bill will pass both bodies this session and be transmitted to the Governor for his signature. As outlined in the Outcomes Report, 2024 APS eligibility as a percent of the total number of public high school graduates continues to show a decline in eligibility and usage. Staff continue to work with schools and families to ensure the program requirements are understood, and are hopeful that the pending legislation is adopted to address some of the known program challenges.

I continue to meet regularly with University of Alaska leadership and am actively involved with legislative strategic planning with both DEED and UA.

Strategic Planning Project:

I continue to meet with Erin Sedor of Black Fox Strategy to finalize all aspects of our Strategic Planning project. Senior Managers met in a two-day in person workshop in February to identify data sources for measuring key performance indicators. We have added Senior Manager in-person meetings for each quarter of the year to finalize base data information, set target outcomes, and monitor progress. I am also happy to report that Dannielle Erickson has agreed to be the point person for collection of data and managing updates to our projects and entering data to ensure ongoing consistency.

Human Resources Update:

Recruitment efforts and staff changes over the last quarter resulted in the appointment of a new Program Coordinator, Kordel Thompson. Mr. Thompson joined the Commission in May 2017 as a Customer Support Specialist. We are excited to promote staff from within and welcome him to this new role.

At present, ACPE has 43 positions filled: 10 in Anchorage, 33 in Juneau. The breakdown of those positions by divisions is as follows: ISS-9, Finance-11, Program Operations-13, Outreach-7, and Executive Office-3. There are a total of seven (7) employees eligible to retire in calendar year 2024.

Currently, there are twelve vacant positions: one (1) in the Executive Office, three (3) in Finance, one (1) in Outreach, one (1) in Information Support Services, and six (6) in Program Operations. Recruitment efforts are underway for an Administrative Assistant in Operations.

ACPE currently has 55 budgeted PCNs, including 44 in Juneau and 11 in Anchorage. Three vacant PCNs are marked for deletion in the Governor's FY2025 Proposed Budget for a proposed total of 52 PCNs, including 41 in Juneau and 11 in Anchorage. The PCNs marked for deletion include an HR Officer in the Executive Office, and a Loan Services Supervisor and Procedures & Training Specialist in Operations. The functions of these positions have been absorbed by our contractors and/or consolidated with other positions. Management continues to review all vacant positions for future need including possible deletion or reclassification to retain the flexibility needed to provide support for agency initiatives.

ACPE is currently comprised of 29 women (67%) and 14 men (33%). The average age/tenure of ACPE employees is 47 years old and 12 years, respectively. ACPE employees fall into the following racial and ethnic demographics: thirty-six (36) White (84%), two (2) Asian (5%), two

(2) Alaska Native/American Indian (5%), two (2) of Two or more Races (5%), and one (1) Hispanic (2%).

Alaska Student Loan Corporation Meeting:

As reported in January, the Alaska Student Loan Corporation (ASLC) Board held their meeting on December 14 which replaced the regularly scheduled February meeting to accommodate our new third party contractor's timelines for implementing interest changes for the upcoming academic program year. In February, Corporation Board members were sent an email to update them on the current national interest rate environment. With the Federal Open Market Committee (FOMC) still monitoring the national financial picture and waiting to implement interest rate reductions, the Board was notified that at this time, ACPE does not recommend any changes to the fixed interest loan rates approved at the December 14 meeting. We continue to monitor the student loan interest rate environment.

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), Alaska Statewide Education Leaders Collaboration, Tribal Workforce Roundtable and the Alaska Business Education Compact.

Other Meetings:

- Met with Department of Law on various Institutional Authorization topics
- Meetings with Lee Donner and Tim Webb from Hilltop Securities regarding loan interest rates and national financial environment for loan interest rates
- Check ins with ACPE Commission Chair and Vice Chair, ASLC Board Chair
- Default Management Team
- Continue Career Guide discussions with DEED, DOLWD, UA, Alaska Association of School Boards, and Legislators
- Continued bi-weekly coordination meetings with UA Vice Presidents Paul Layer and Michelle Rizk
- Attended Education Finance Council's annual membership meeting which provided an opportunity to meet with our outsourcing contractors AES and CampusDoor and Lee Donner and Tim Webb of Hill Top Securities
- Meetings with DOR regarding HEIF sustainability
- Black Fox Strategy Strategic Planning meetings
- Iditarod FAFSA partnership meetings
- Weekly Legislative Director's meetings
- EFC Peer Coaching Group
- EFC Board of Directors
- Governor's Legislative Office meeting
- Boards and Commissions meetings
- Meetings with House and Senate Education Legislative Committee members

- FAO FAFSA meeting to discuss resources and concerns
- Strategic Planning meetings with SMs including Financial Planning overview – also 2-day in person workshop
- HR check ins with Bobi Jo Grimes, DEED HR Business Partner
- General Managers meetings
- Participated in JDHS FAFSA Saturday
- Check in with Demarée Michelau, Executive Director of WICHE

As always, I am grateful for the opportunity to serve the Commission and lead this talented team of individuals to support Alaskans and their access to higher education opportunities. I could not be prouder of the dedication and expertise our staff demonstrates to meet the needs of our customers and constituents. I always want to highlight and emphasize the tremendous role they play in providing ACPE programs to Alaskans. I always invite your feedback and discussion and encourage you to reach out to me any time.

Attachments:

1. Bill interest Chart
2. KPI Data Sheet
3. ACPE Logo Story
4. FAFSA Completion Resources Press Release



Alaska Commission on Postsecondary Education

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BILLS OF INTEREST 2024

Bill	Short Title	Sponsor	Status	Last Action
HB 6	PUBLIC SCHOOLS; OPIOID AWARENESS PROGRAM	REPRESENTATIVES RAUSCHER, Armstrong, Story, McKay	(H) HSS Then EDC, FIN	4/14/2023
HB 21	SCHOOL/UNIVERSITY EMPLOYEE HEALTH INSUR	REPRESENTATIVES VANCE, McCabe, McKay, Carpenter	(H) FIN	2/15/2024
HB 27	DESIGNATE SEX FOR SCHOOL-SPONSORED SPORTS	REPRESENTATIVES MCKAY, Tomaszewski	(H) EDC Then HSS	04/19/2023
HB 44	CULTURAL EDUCATION PROGRAM	REPRESENTATIVES STORY, Dibert	(H) EDC Then FIN	2/7/2023
HB 65	INCREASE BASE STUDENT ALLOCATION	REPRESENTATIVES ORTIZ, Fields, Dibert, Carrick, Schrage, Armstrong, Himschoot, Groh, Story, Josephson, Gray, Hannan, Galvin, Mina	(H) FIN	3/27/2023
HB 71	SCHOOL DISTRICT ONLINE CHECKBOOK	REPRESENTATIVE RAUSCHER	(H) EDC	02/13/2023
HB 105	SEX/REPRODUCTION EDUCATION; SCHOOLS	HOUSE RULES BY REQUEST OF THE GOVERNOR	(H) JUD	04/28/2023
HB 106	TEACHER RECRUITMENT; LUMP SUM PAYMENT	HOUSE RULES BY REQUEST OF THE GOVERNOR	(H) FIN	04/28/2023
HB 111	EDUCATION FOR DEAF & HEARING IMPAIRED	REPRESENTATIVES ALLARD, Groh, Gray, McCabe, Vance, Wright, Himschoot, Sumner, Carrick, Rauscher, Edgmon	(H) FIN	05/09/2023
HB 139	CORRESPONDENCE STUDY PROGRAM FUNDING	REPRESENTATIVE RUFFRIDGE	(H) FIN	05/03/2023

HB 147	RETIRED TEACHER CERTIFICATE	REPRESENTATIVES DIBERT, Prax, Armstrong, Mears, Himschoot, McCormick	(H) FIN	03/27/2024
HB 148	AK PERFORMANCE SCHOLARSHIP; ELIGIBILITY	HOUSE EDUCATION	(S) FIN	02/28/2024
HB 163	FAFSA RAFFLE	REPRESENTATIVES HIMSCHOOT, Dibert, Groh, Gray, Coulombe, McCormick, Galvin, Sumner, Mina, Ruffridge, Mears, Tomaszewski, Carrick, Armstrong	(H) JUD Then STA, EDC	04/14/2023
HB 165	CHARTER SCHOOLS;CORRESPONDENCE PROGRAMS	HOUSE WAYS & MEANS	(H) EDC Then FIN	05/08/2023
HB 183	DESIGNATE SEX FOR SCHOOL-SPONSORED SPORTS	REPRESENTATIVES ALLARD, McKay	(H) JUD	03/25/2024
HB 193	INTERNET FOR SCHOOLS	HOUSE FINANCE	Signed into law 3/27 Chapter 1 SL 24	03/28/2024
HB 230	OUT-OF-STATE TCHG EXPERIENCE & SALARIES	REPRESENTATIVES HIMSCHOOT, Ortiz, Dibert, Hannan, Fields, Story	(H) EDC	02/09/2024
HB 236	UA MAJOR MAINTEN. MODERNIZATION FUND	REPRESENTATIVE STAPP, Story, Prax	(H) FIN	03/18/2024
HB 247	READING IMPROVEMENT PLANS FUNDING	REPRESENTATIVES STORY, Dibert, Himschoot	(H)EDC Then FIN	01/24/2024
HB 268	FY25 OPERATING BUDGET	HOUSE RULES BY REQUEST OF THE GOVERNOR	(H) FIN	01/16/2024
HB 269	FY25 CAPITAL BUDGET	HOUSE RULES BY REQUEST OF THE GOVERNOR	(H) FIN	01/16/2024
HB 274	SCREENING/READING INTERVENTION K	HOUSE RULES BY REQUEST OF THE GOVERNOR	(H) FIN	03/20/2024
HB 280	SCHOOL FUNDING; LOCAL CONTRIBUTION	REPRESENTATIVE PRAX	(H) EDC Then FIN	01/18/2024

SB 9	ALASKA SUNSET COMMISSION	SENATOR HUGHES	(S) STA Then JUD, FIN	01/18/2023
SB 11	TEACHERS & PUB EMPLOYEE RETIREMENT PLANS	SENATOR KIEHL	(S) L&C Then FIN	01/18/2023
SB 14	RIP FOR PUBLIC EMPLOYEES/TEACHERS	SENATORS KAWASAKI, Gray-Jackson	(S) L&C Then FIN	02/22/2023
SB 24	PUBLIC SCHOOLS: MENTAL HEALTH EDUCATION	SENATORS GRAY-JACKSON, Tobin, Claman, Hoffman, Stevens, Giessel, Dunbar	(H) HSS Then EDC, FIN	03/11/2024
SB 29	CIVICS EDUCATION; EST AK CVCS ED COMM	SENATORS STEVENS, Tobin, Giessel, Bjorkman, Claman, Bishop, Stedman, Kaufman, Gray-Jackson, Hughes, Dunbar, Wielechowski, Kawasaki	(H) EDC Then FIN	05/08/2023
SB 43	HEALTH AND PERSONAL SAFETY EDUCATION	SENATORS GRAY-JACKSON, Tobin, Dunbar	(S) EDC Then HSS	01/30/2023
SB 52	INCREASE BASE STUDENT ALLOCATION	SENATE EDUCATION	(H) FIN	05/12/2023
SB 56	AK PERFORMANCE SCHOLARSHIP; ELIGIBILITY	SENATORS DUNBAR, Gray-Jackson, Bishop	(S) RLS	02/26/2024
SB 88	RETIREMENT SYSTEMS; DEFINED BENEFIT OPT.	SENATORS GIESSEL, Bishop, Stevens, Kiehl, Kawasaki, Tobin, Wielechowski, Gray-Jackson, Dunbar, Claman, Olson	(H) RLS Then L&C, FIN	02/05/2024
SB 96	SEX/REPRODUCTION EDUCATION; SCHOOLS	SENATE RULES BY REQUEST OF THE GOVERNOR	(S) JUD Then FIN	03/08/2023
SB 97	TEACHER RECRUITMENT; LUMP SUM PAYMENT	SENATE RULES BY REQUEST OF THE GOVERNOR	(S) EDC Then FIN	03/08/2023
SB 99	FINANCIAL LITERACY COURSE IN SCHOOLS	SENATORS WIELECHOWSKI, Giessel, Gray-Jackson, Tobin, Claman, Myers, Kaufman, Bishop, Stedman, Kawasaki, Stevens, Hughes, Shower	(H) FIN	03/20/2024

SB 110	SCHOOL/UNIVERSITY EMPLOYEE HEALTH INSURANCE	SENATOR HUGHES	(S) EDC Then L&C, FIN	03/22/2023
SB 113	REAA FUND: MT. EDGECUMBE, TEACHER HOUSING	SENATE FINANCE	(S) RLS	03/27/2024
SB 120	EXTEND EDUCATION TAX CREDITS	SENATE EDUCATION	(S)FIN	05/05/2023
SB 132	EMPLOYMENT TAX FOR EDUCATION FACILITIES	SENATORS BISHOP, Gray-Jackson, Giessel, Tobin, Dunbar, Kiehl, Stevens	(S) RLS	03/01/2024
SB 136	TEACHER CERTIFICATES; PREPARATION PROGRAM	SENATOR OLSON	(S) EDC	4/24/2023
SB 140	INTERNET FOR SCHOOLS	SENATORS HOFFMAN, Bishop, Claman, Gray-Jackson, Tobin, Kiehl, Dunbar, Olson, Stevens	VETOED BY GOVERNOR	03/18/2024
SB 158	SCHOOL GRANTS AND BOND DEBT REIMBURSEMENT	SENATOR MYERS	(S) EDC Then FIN	1/16/2024
SB 173	AUTHORIZE HANDGUNS SCHOOL EMPLOYEE/VOLUNTEER	SENATOR HUGHES, Shower, Myers	(S) JUD	03/06/2024
SB 178	SCHOOL TERMS	SENATOR BJORKMAN	(S)EDC	01/16/2024
SB 186	FY25 OPERATING BUDGET	SENATE RULES BY REQUEST OF THE GOVERNOR	(S) FIN	1/16/2024
SB 187	FY25 CAPITAL BUDGET	SENATE RULES BY REQUEST OF THE GOVERNOR	(S) FIN	1/16/2024
SB 192	SCREENING/READING INTERVENTION K-3	SENATE RULES BY REQUEST OF THE GOVERNOR	(S) EDC Then FIN	1/18/2024

Updated April 4, 2024

SUMMARY OF PLAN PRIORITIES, GOALS AND KPIS

STRATEGIC PRIORITIES	STRATEGIC GOALS	KPI	DATA SOURCE
Become the education lender of choice in Alaska and for Alaskans	Enhance and refine financial planning resources for appropriate target audiences	Increase utilization of financial planning resources	Constant Contact and Web Analytic Funnel NEW
	Modernize and streamline the customer experience	Positively impact trends in application completions	Available – Web Analytic funnel with CampusDoor
		Positively impact trends in customer satisfaction ratings	Scheduled for Development – Customer Survey
	Increase visibility, understanding and awareness of ACPE and its products, resources, partnerships, and programs	YOY Increase in Alaska Market share based on annual in school loan originations	Enterval Quarterly Report NEW
		YOY increase in-state and out-of-state and refinance loan volume (\$/#)	Quarterly Operations Statistics Currently Reporting to Commission
	Offer loan program responsive to consumer and organization needs	YOY increase in in-state and out-of-state and refinance loan volume (\$/#)	Quarterly Operations Statistics Currently Reporting to Commission
Increase access to, and utilization of federal and state education funding sources	Modernize and streamline the customer experience	Decrease in incomplete application metrics	Available – web analytic funnel with CampusDoor and application status report NEW
		Positively impact trends in declined loan applications	Available – in development with CampusDoor NEW

STRATEGIC PRIORITIES	STRATEGIC GOALS	KPI	DATA SOURCE
	<p>Increase visibility, understanding and awareness of ACPE and its products, resources, partnerships, and programs</p>	<p>Improve APS eligibility and use trends</p> <hr/> <p>YOY increase in in-state and out-of-state and refinance loan volume (\$/#)</p> <hr/> <p>Improve in FAFSA Completion Trends</p>	<p>Available – ASAP – Annual eligibility and quarterly usage Currently reporting to the commission</p> <hr/> <p>Quarterly Operations Statistics Currently Reporting to Commission</p> <hr/> <p>Available – FSA Report or ISIR Data NEW</p> <hr/> <p>Constant Contact and Web Analytic Funnel NEW</p>
<p>Operate a sustainable organization responsive to students, customers, stakeholders, and employees</p>	<p>Improve operational efficiency and financial sustainability of the organization</p> <hr/> <p>Foster an environment where employees thrive as the agency evolves</p>	<p>% complete of oversight and monitoring project</p> <hr/> <p>Increase non ASLC funding sources</p> <hr/> <p>Maintaining operational cost as an established percentage of income generating assets</p> <hr/> <p>YOY increase in in-state and out-of-state and refinance loan volume (\$/#)</p> <hr/> <p>Meet or exceed employee retention for industry standard</p>	<p>Project site and lead Internal Management Discussion</p> <hr/> <p>Available – internal budget report NEW</p> <hr/> <p>Available – annual financial statements NEW</p> <hr/> <p>Quarterly Operations Statistics Currently reporting to the Commission</p> <hr/> <p>SOA Retention Rate vs ACPE Retention NEW</p>

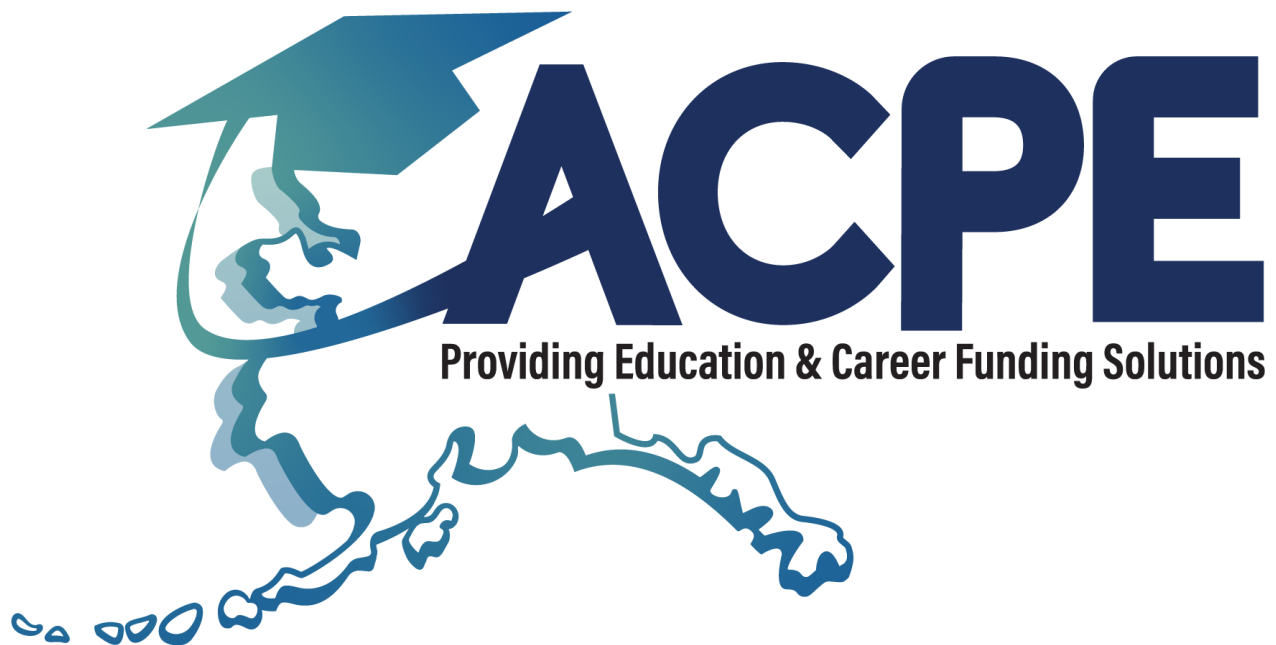
STRATEGIC PRIORITIES	STRATEGIC GOALS	KPI	DATA SOURCE
		Positively impact trends in employee satisfaction ratings	Scheduled for development – employee survey/All-staff deliverables NEW – 18 Months post-conversion
	Modernize and streamline the customer service experience	Positively increase web engagement trends	Available – web analytics TBD NEW – With web projects
Position ACPE to help bridge the gap in Alaska’s current and future workforce needs	Identify the current state of higher education programs and resources in Alaska	Complete inventory	NEW – FY26
	Increase visibility, understanding and awareness of ACPE and its products, resources, partners, and programs	Complete Inventory Tangible commitments	NEW – FY26
	Identify the current state of higher education programs and resources in Alaska	Tangible commitments	NEW – FY 26

ACPE'S LOGO STORY

During ACPE's Strategic Planning process it was important to modernize our logo and ensure alignment between our Strategic Plan and the visual representation of our organization.

Our new logo incorporates Alaska (and Alaskans) as our foundation and carries forward the graduation cap from our previous logo, connecting us to educational attainment and bridging the past with the future.

The inclusion of our new tagline "*Providing Education & Career Funding Solutions*" gives additional context to our purpose. As a result, the ACPE logo now succinctly conveys where we are, who we serve, and what we do.





Press Release

EXECUTIVE DIRECTOR'S OFFICE

February 2024

ACPE DELIVERS NEW FAFSA COMPLETION RESOURCES

JUNEAU- The Alaska Commission on Postsecondary Education (ACPE) continues efforts to increase Free Application for Federal Student Aid (FAFSA) completion rates in Alaska.

With historically low rates of FAFSA completion, Alaska's students lose access to critical funding sources to support postsecondary education and workforce needs. The impact of not completing the FAFSA is broad as it reduces access to critical funding sources and the number of Alaskans with postsecondary credentials prepared to support Alaska's workforce needs.

In recent years, Alaska high school graduating classes have left over **\$12 Million** in Pell Grant funding unused by not completing the FAFSA. Additionally, Alaska students will not receive the Alaska Performance Scholarship, Alaska Education Grant, and many other institution-based financial aid awards without completing the FAFSA.

ACPE, in partnership with organizations across Alaska, leads the Alaska FAFSA Completion Initiative (AFCI). Through this initiative, the following FAFSA completion resources are now available to all Alaskans:

- [Master the FAFSA Training](#)
- FAFSA Video Series
 - [Create Your FAFSA Account](#)
 - [FAFSA Line-by-Line](#)
- [FAFSA At-A-Glance Resource Guide](#)
- ACPE Success Center [Youcanbook.me](#) FAFSA completion scheduler
- [Alaska FAFSA Summit Resources](#)
- [Alaska FAFSA Completion One-Stop Website](#)

An outcome of the Alaska FAFSA Summit is the creation and implementation of the I-Did-A-FAFSA campaign in partnership with the Iditarod. "In conjunction with the inspirational spirit of the Iditarod, our I-Did-A-FAFSA campaign seeks to increase awareness, access, and completion of the FAFSA in communities across Alaska. Ultimately resulting in more Alaskans gaining access to much-needed education funding to pursue their education and career training goals after high school," said ACPE Executive Director Sana Efir. Updates about the I-Did-A-FAFSA campaign will soon be available through the Alaska FAFSA Completion website and on social media.

For more information, visit: acpe.alaska.gov/alaskafafsacompletion.

ABOUT THE ALASKA COMMISSION ON POSTSECONDARY EDUCATION:

Funded by the Alaska Student Loan Corporation, ACPE promotes access to and success in education and career training beyond high school.

THE COMMISSION PROVIDES:

- Education planning tools and resources
- Advocacy and support for postsecondary participation in Alaska
- Financial aid for college and career training
- Education consumer protection through institutional authorization and complaint investigation



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

**Alaska Commission on
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MEMORANDUM

TO: Members, Alaska Commission on Postsecondary Education
THROUGH: Sana Efird, Executive Director
FROM: Julie Pierce, Chief Finance Officer
DATE: April 17, 2024

SUBJECT: Finance Report

FY2025 Operating Budget

Following is a summary of the Commission's FY2025 operating budget request included in the Governor's proposed budget released December 14, 2023. The FY2025 operating budget is still moving through the legislative process.

Budget Line	Interagency (ASLC Receipts)	Designated General Fund - AHEIF	General Fund Program Receipts	Statutory Designated Program Receipts	Total
Personal Services	6,878.3	.0	27.2	.0	6,905.4
Travel	64.4	.0	3.5	.0	67.9
Contractual	3,149.3	516.1	30.2	150.1	3,845.7
Supplies	108.2	.0	.0	.0	108.2
WWAMI	.0	5,140.1	.0	.0	5,140.1
AEG	.0	5,841.8	.0	.0	5,841.8
APS	.0	11,750.0	.0	.0	11,750.0
Total	10,200.1	23,248.0	60.9	150.1	33,659.1
Positions	51.74	-	0.26	-	52

There has been no change in the FY2025 Governors Proposed Operating Budget since the last time it was presented.

Alaska Student Loan Corporation

The Corporation Board met on December 14, 2023 to approve annual and aggregate loan limits and loan program interest rates on fixed rate loans.

The next Corporation Board meeting is scheduled for May 9, 2024 to approve annual interest rates for variable rate loans and Investment policy.

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

**Program Operations Report:
December 2023 – February 2024**



DIVISION OF PROGRAM OPERATIONS-QUARTER HIGHLIGHTS

Financial Aid Updates

Loans

Loan volume reflected in this report is through February 2024. There will be minimal additional loan volume in the Family Education Loan (FEL) and Alaska Supplemental Education Loans (ASEL) programs this fiscal year. Year to date, ASEL is approximately \$1M higher than it was at this time last year even though 21 fewer loans have been originated. This increase is due to the higher loan limits put in place this academic year. Refinance loan volume is approximately \$200,000 less this year compared to the same time last year. A large refinance loan prescreened credit postcard was mailed in February and additional volume is expected before year-end.

Alaska Performance Scholarship (APS)

The [2024 Alaska Performance Scholarship Outcomes Report](#), issued to the legislature in late January, shows the program continues to deliver on its goals to provide incentive for students to excel in high school, prepare students for college and career training, persist and complete college, and retain skilled Alaskans in Alaska. Attached to this report is a [one-page highlight](#) of the program outcomes for details on these goals and other related information.

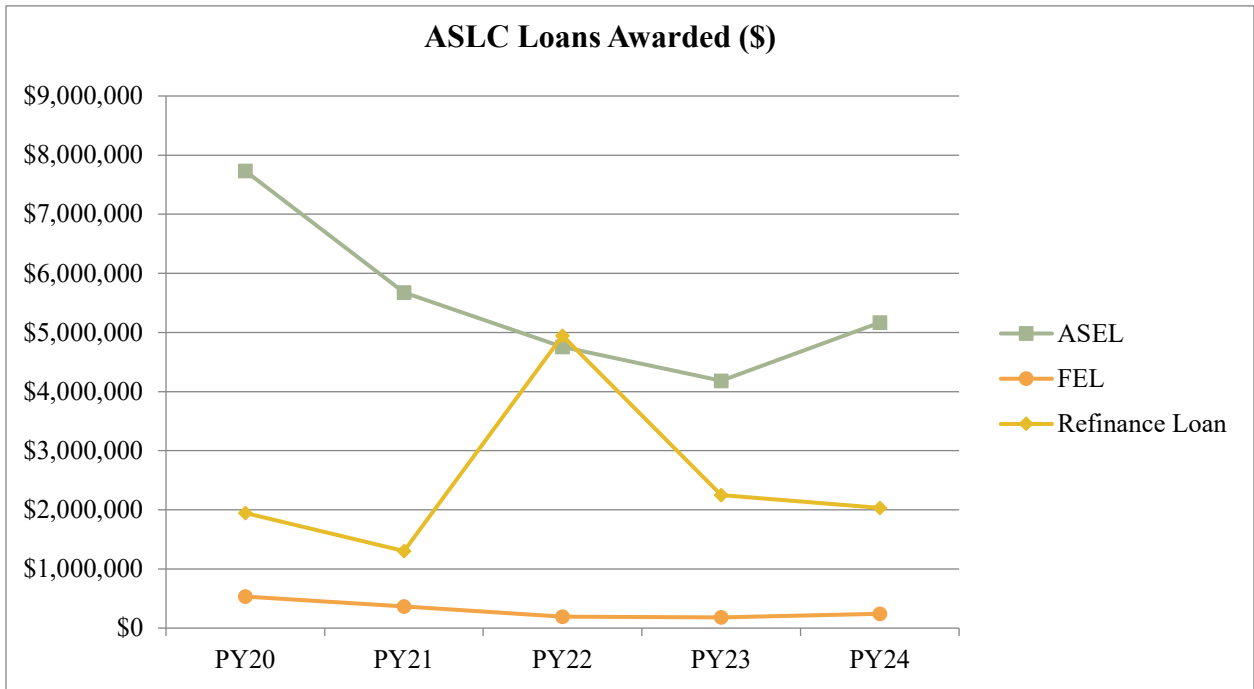
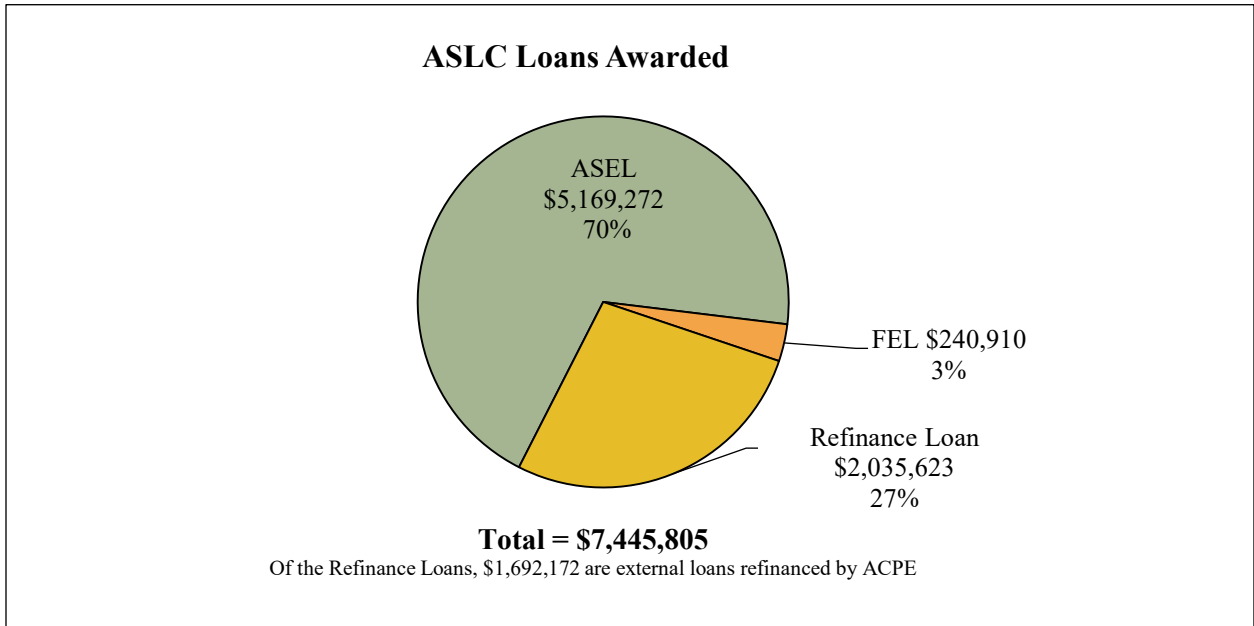
ACPE continues to support the legislature's work on APS legislation this session. If passed, the bills under consideration will increase the scholarship amount, create additional pathways for initial eligibility, reward high performing college and career training students through a step up in scholarship level and amount, and provide an additional two years to use the scholarship after high school. The current APS eligibility requirements, including the rigorous curriculum and qualifying test score, are required for the class of 2024 regardless of whether the legislation passes this session.

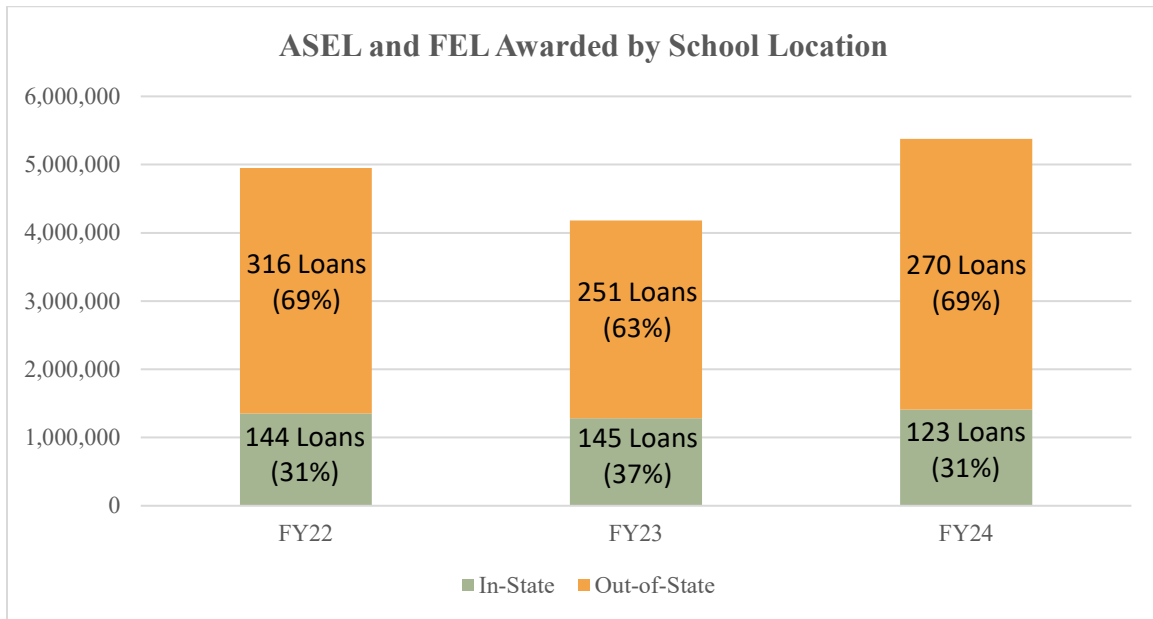
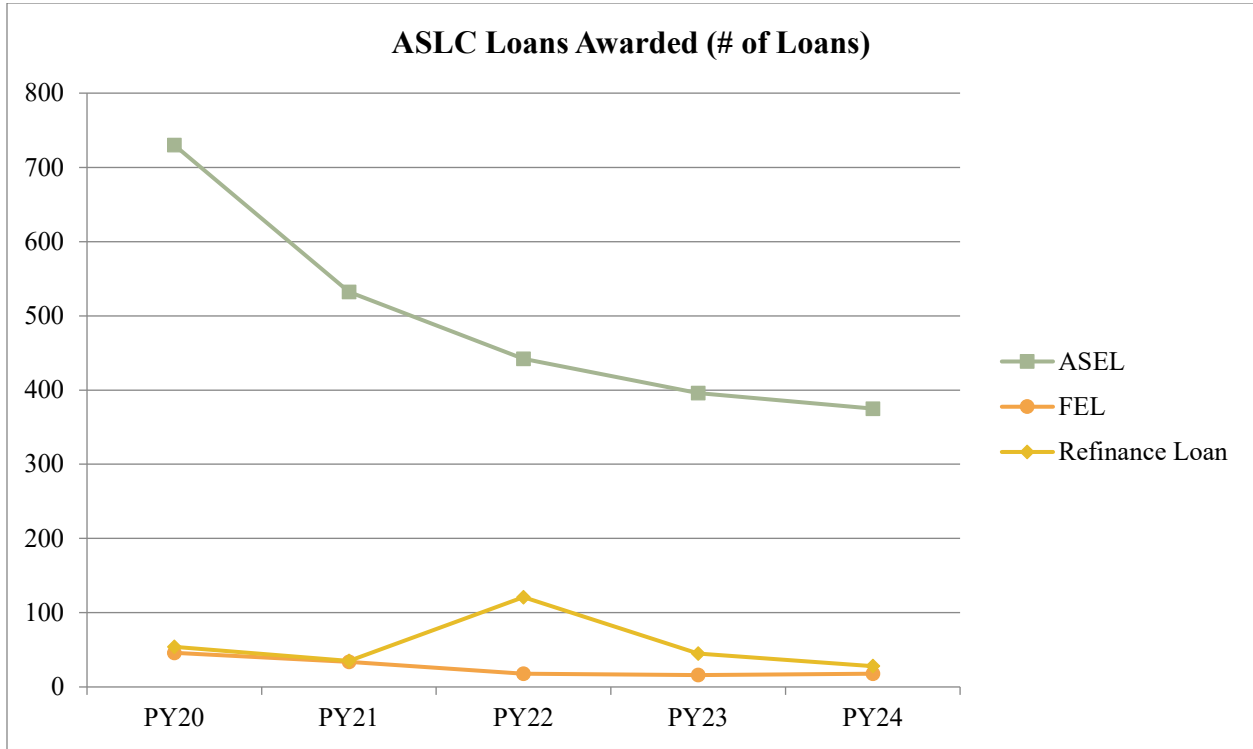
Publications

The 2024 Alaska Higher Education Almanac is scheduled for publication in late April. This is the seventh edition of this valuable resource for education stakeholders and policymakers. ACPE will solicit feedback between this edition and the next in order to refine and improve the content and ensure it provides useful and relevant information to users.

LOAN ORIGINATIONS

Program Year 23/24 through February 2024





Loans Awarded

Loan Type	2023-2024		2022-2023		% Change	
	# of Loans	Amount Awarded	# of Loans	Amount Awarded	# of Loans	Amount Awarded
Family Education Loans	18	\$240,910	16	\$180,866	12.50%	33.20%
AK Supplemental Loans	375	\$5,169,272	396	\$4,183,674	-5.30%	23.56%
Refinance Loans	28	\$2,035,623	45	\$2,249,274	-37.78%	-9.50%
Total:	421	\$7,445,805	457	\$6,613,814	-7.88%	12.58%

Loans Awarded – by Enrollment Intensity¹

Intensity Level	2023-2024		2022-2023		% Change
	# of Loans	Percentage	# of Loans	Percentage	
Full-Time	373	94.91%	388	94.17%	4.02%
Half-Time	20	5.09%	24	5.83%	20.00%

Special Programs

Loan Type	2023-2024		2022-2023		% Change	
	# of Loans	Amount Awarded	# of Loans	Amount Awarded	# of Loans	Amount Awarded
Winn Brindle	2	\$39,827	2	\$71,017	0.00%	-43.92%
WWAMI Medical Education Loan	59	\$1,481,595	60	\$1,428,080	-1.67%	3.75%
WICHE PSEP Loan	0	\$0	2	\$45,125	-100.00%	-100.00%
Total:	61	\$25,827	64	\$1,533,979	-4.69%	-98.32%

¹ Enrollment intensity statistics reflect only ASEL and FEL loan programs.

ACPE Loans Serviced by AES - FFELP

	# of Loans	Principal Amount	Interest Amount	Total Loan Amount
In-School	5	\$34,422	\$18,097	\$52,519
Grace	0	\$0	\$0	\$0
Repay- Current	2,843	\$12,824,898	\$880,169	\$13,705,068
Repay- Past Due	402	\$1,636,348	\$75,180	\$1,711,528
Claim	83	\$388,054	\$39,815	\$427,869
Forbearance	261	\$1,141,498	\$82,460	\$1,223,958
Deferment	292	\$1,095,036	\$126,077	\$1,221,113
Total	3,886	\$17,120,256	\$1,221,798	\$18,342,054

ACPE Loans Serviced by AES - Alternative Loans

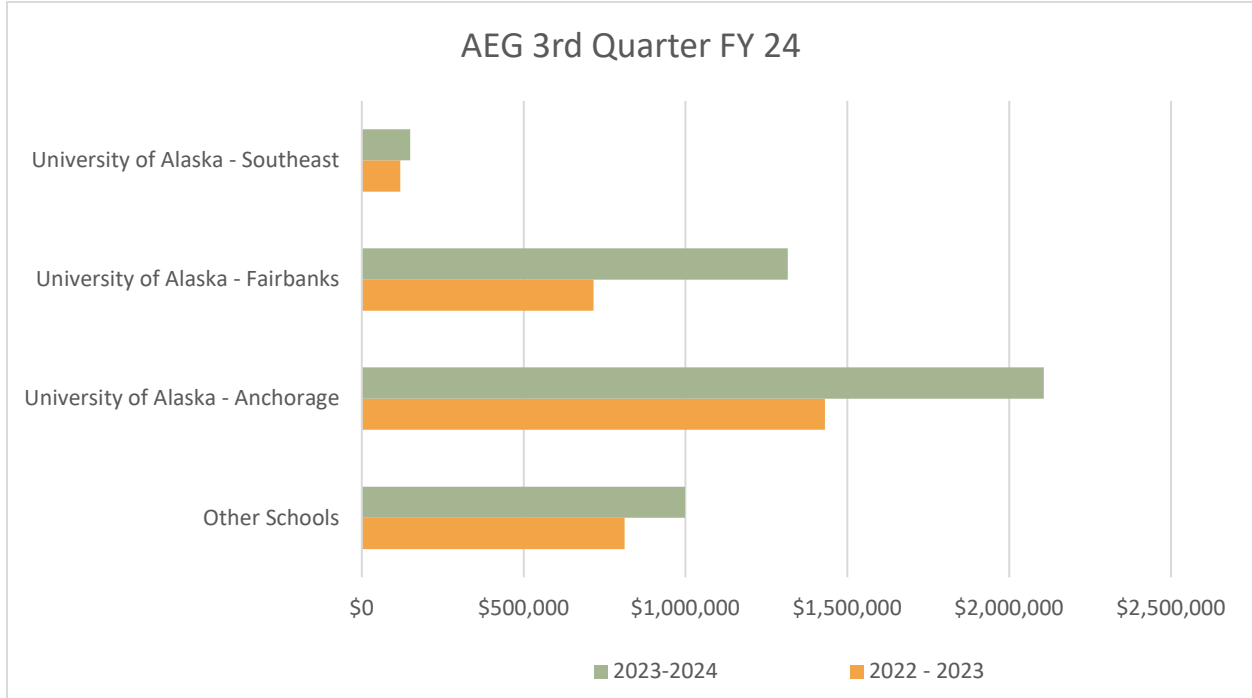
	# of Loans	Principal Amount	Interest Amount	Total Loan Amount
In-School	1,065	\$12,846,347	\$796,647	\$13,644,059
Grace	402	\$5,454,019	\$392,377	\$5,846,798
Repay- Current	4,618	\$41,218,864	\$208,748	\$41,432,230
Repay- Past Due	452	\$3,686,853	\$84,062	\$3,771,367
Forbearance	150	\$2,150,854	\$34,935	\$2,185,939
Deferment	521	\$4,541,977	\$438,480	\$4,980,978
Total	7,208	\$69,898,914	\$1,955,249	\$71,861,371

Vendor Complaints

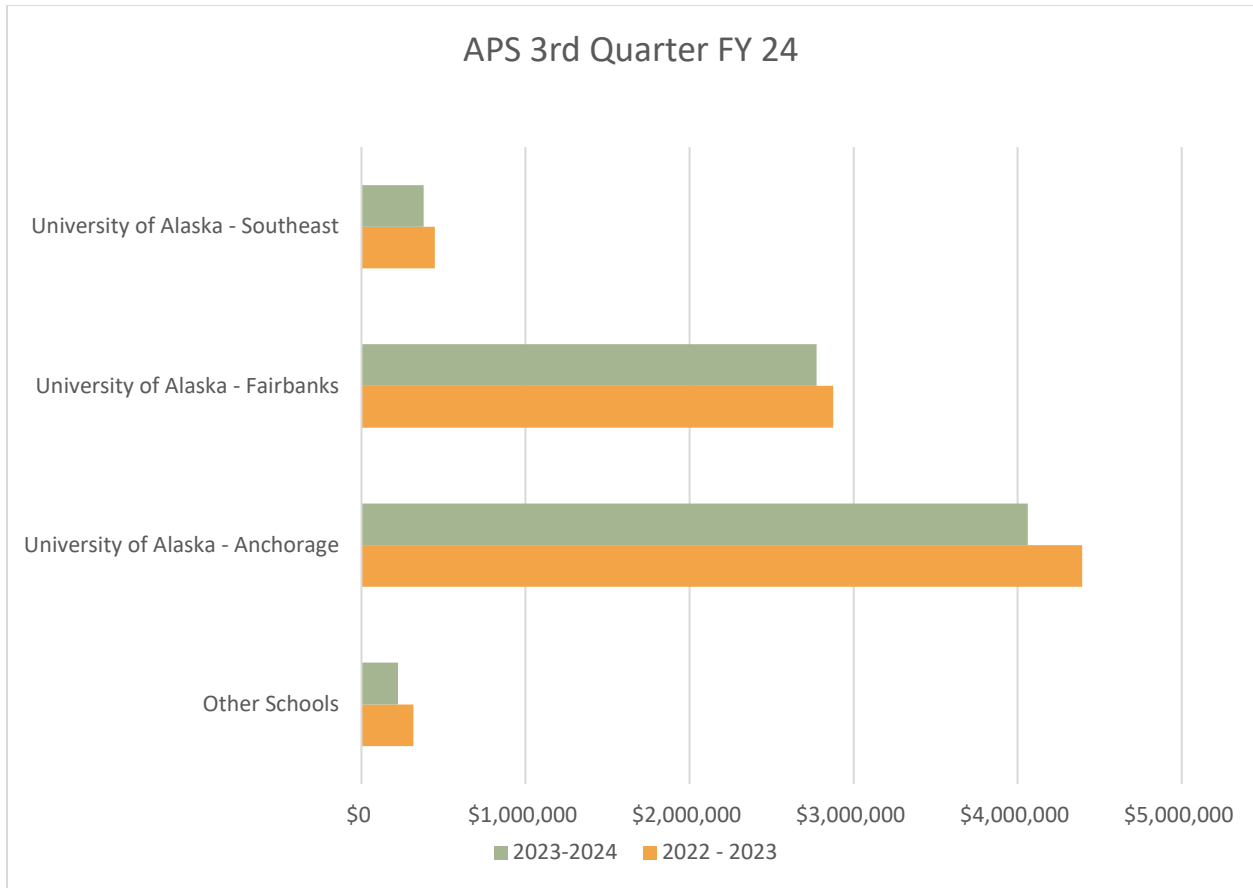
# of AES Complaints	2
Complaint Descriptions	Related to account status pre and post conversion
# of TSI Complaints	3
Complaint Descriptions	Customer service related to attempts of contact and account info
# of CampusDoor Complaints	0
Complaint Descriptions	

ALASKA PERFORMANCE SCHOLARSHIP & ALASKA EDUCATION GRANT

Program Year 23/24 through February 2024

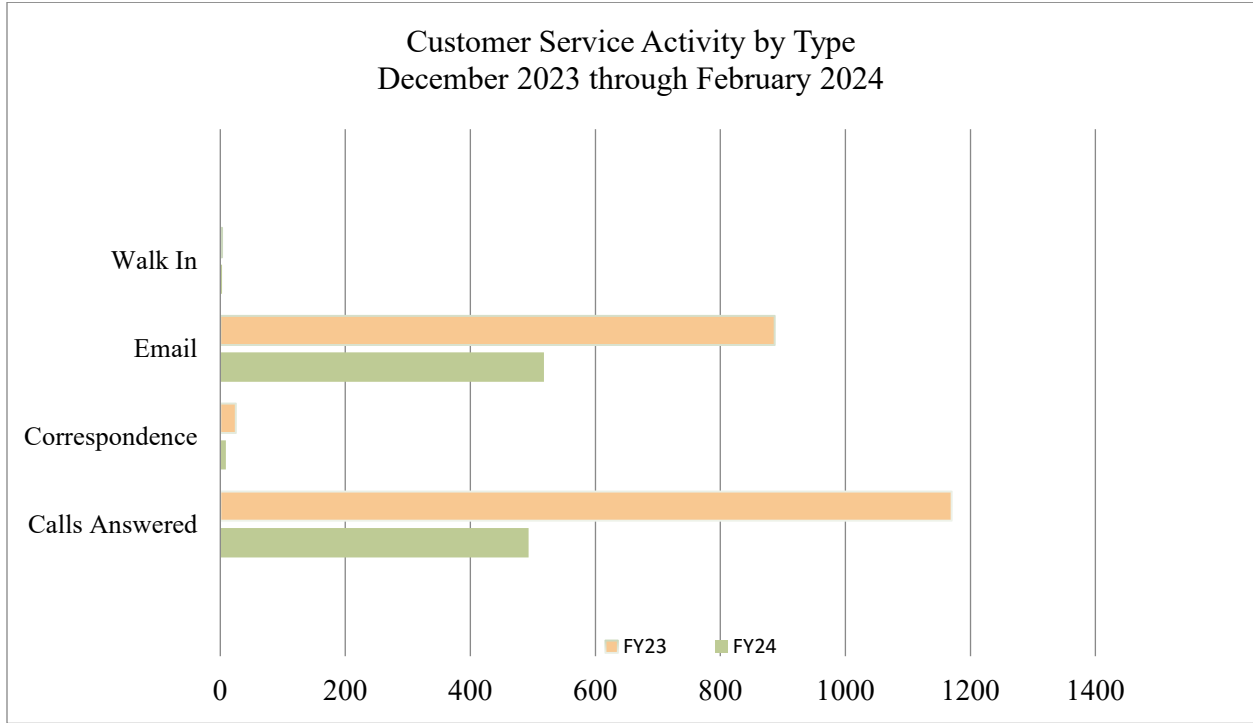


Other Schools	2023-2024	2022 - 2023
Alaska Bible College	\$27,750	\$24,000
Alaska Career College	\$258,199	\$261,478
Alaska Christian College	\$81,275	\$122,500
Alaska Pacific University	\$185,500	\$139,250
AVTEC	\$41,500	\$58,500
Charter College	\$355,647	\$197,180
Embry Riddle Aeronautical University	\$2,000	\$0
Ilisagvik College	\$34,250	\$0
Wayland Baptist University - Anchorage/Fairbanks	\$12,500	\$8,500
Total	\$998,621	\$811,408
Grand Total	\$4,570,905	\$3,077,474



Other Schools	2023-2024	2022 - 2023
Alaska Bible College	\$17,240	\$32,098
Alaska Career College	\$26,746	\$16,048
Alaska Christian College	\$3,566	\$9,510
Alaska Pacific University	\$130,171	\$138,492
AVTEC	\$33,288	\$66,572
Charter College	\$5,154	\$25,564
Embry Riddle	\$5,944	\$5,067
Glenda's salon & Training Center		\$4,755
Ilisagvik College	\$0	\$0
Land and Sea Aviation Alaska		\$4,755
Metroasis Advanced Training Center	\$0	\$2,378
Northern Industrial Training	\$0	\$8,322
Trendsetters	\$0	\$0
Wayland Baptist University - Anchorage/Fairbanks	\$0	\$2,378
Total	\$222,109	\$315,939
Grand Total	\$7,435,836	\$8,031,097

CUSTOMER SERVICE



Call Center Activity – December 2023 through February 2024

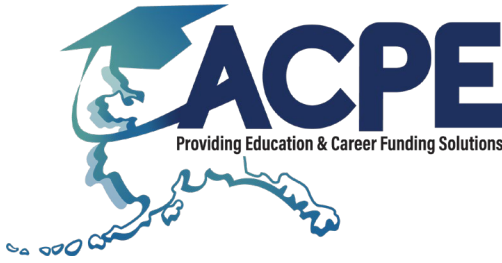
	2023 - 2024	2022 - 2023	% Change
Calls Received in CS Queue	528	1,342	-60.66%
Calls Answered by CS	493	1,170	-57.86%
Hold Time in CS Queue	1:10	4:24	-73.48%
Calls Received in IVR	1,013	2,501	-59.50%

Payment Information – December 2023 through February 2024

Payments Processed

Method	Amount Received	% of Total Dollars
Borrower/Cosigner	\$4,163,523	78.56%
Garnishments (AWG, PFD)	\$284,093	5.36%
External Consolidation	\$851,916	16.08%
Total	\$5,299,532	

Alaska Commission on Postsecondary Education



OUTREACH

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

MEMORANDUM

TO: Members, Alaska Commission on Postsecondary Education
THROUGH: Sana Efirid, Executive Director
FROM: Kate Hillenbrand, Director of Communications & Outreach
DATE: March 27, 2024
SUBJECT: Communications & Outreach Report

The ACPE Communications & Outreach division delivers postsecondary awareness and financial literacy resources in support of ACPE’s mission. From January 2024 to the date of writing this report, Outreach connected with students, families, and stakeholders through 324 telephonic, in-person, or virtual sessions; organized and/or presented in 64 trainings or webinars; and reached 2,152 Alaskans.

COMMUNICATIONS & OUTREACH ACTIVITIES

Service Interactions	Jan – Mar 2024
1) Telephonic/In-Person/Virtual Service Sessions	324
2)Virtual/In-Person Sessions, Webinars, Trainings	64
3)Virtual/In-Person Session Attendees	2,152
Top Reason for Service Interactions	Topic Distribution
FAFSA & Financial Aid	87%
APS/AEG/ACPE Loans	7%
Other/Not Sure	6%

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

Strategic Planning, Logo, ACPE Website Update: The launch of ACPE’s Strategic Plan, Mission, Vision, new logo, and website is a multi-phase process. The official internal launch of the final Strategic Plan document, new ACPE logo, brand guidelines, etc. occurred at the beginning of March 2024. The external launch of the Strategic Plan, Mission, Vision, new logo, and some minor website design updates is scheduled for April 3, 2024. Currently, behind-the-scenes, staff are working to update the software that runs the ACPE website to ensure compliance, compatibility, and functionality. This project is a critical first step to ensure the structure of our website is working

correctly as we move towards implementing a website rebrand project. Opportunities for staff, stakeholder, Senior Manager, and Commissioner feedback will be shared in the coming months.

The Free Application for Federal Student Aid (FAFSA) received a great deal of attention this quarter. The *Better FAFSA* launched through Federal Student Aid in December 2023 and was a top priority to address, support, and promote for Outreach.

FAFSA Summit Outcomes (ongoing): ACPE, in partnership with the University of Alaska, Department of Labor & Workforce Development, and the Department of Education & Early Development established the I-Did-A-FAFSA Campaign in affiliation with the Iditarod. These efforts, to promote awareness and completion of the FAFSA, resulted in social media campaigns, press releases, and ACPE FAFSA education materials distributed to students in districts through the Teacher on the Trail program.

Master the FAFSA Re-Launch: Since January, Master the FAFSA included over 200 registrants, representing 80 schools/districts, postsecondary institutions, State of Alaska agencies, and community organizations.

FAFSA for Legislators: Multiple FAFSA communications were sent to Legislators regarding *Better FAFSA* and ACPE's efforts and resources available to increase FAFSA completion rates. These communications included emails, letters, and created content and graphics for Legislators to include in their constituent newsletters.

FAFSA Completion Resources: Upon the release of *Better FAFSA*, ACPE's AFCI (Alaska FAFSA Completion Initiative) website was completely redesigned to deliver a more intuitive user experience with better descriptions and more clearly defined audiences for content now available. The FAFSA content created and launched offers a variety of on-demand resources for students, parents, educators, and other stakeholders. These resources include:

- [ACPE's Guide to FAFSA Completion](#)
- [FAFSA At-A-Glance Resource Guide](#)
- [Mythbusting: FAFSA Edition](#)
- [I-Did-A-FAFSA](#)
- [Create Your FAFSA Account \[Recording\]](#)
- [FAFSA Line-by-Line \[Recording\]](#)
- [What's New? 2024-25 FAFSA \[Recording\]](#)

Print/Mail and Email Outreach: Multiple large-scale communications also were disseminated this quarter.

- Education Refinance Loan Pre-Qualified Mailer: In conjunction with TransUnion, a postcard mailer was sent to approximately 19,000 Alaskans who are pre-qualified for the ACPE Education Refinance Loan (REFI).
- FAFSA Mailer: A postcard mailer was sent to approximately 9,000+ 18 year old Alaskans with the reminder to complete the FAFSA and connect with ACPE for assistance.
- FAFSA Email: Email campaign to approximately 22,000 parents of students aged 17-19 received email communications regarding FAFSA completion and ACPE education funding solutions.

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.

- Alaska School Districts: 47/54 continued their commitment to student Personal Learning & Career Plans (PLCPs) during this school year
 - School districts not renewed represent approximately 1% of high school students
- AKCIS Coordinator presented:
 - FY24 Workforce Innovation & Opportunity Act (WIOA) Youth Providers Training
 - Anchorage School District (ASD) Academies - Transitions, Career Information System, and AKCIS.org Training; College & Career Exploration Tactic and CCL Teams
 - Statewide Raven Homeschool Educator Training
 - Statewide Dept of Vocational Rehabilitation Training; DOLWD Regional Manager and Supervisor Training
 - UAF – Bristol Bay Campus Faculty Training for use in ANS_F100 course
 - Zender Environmental RACEJT Training for rural workforce participants
- AKCIS Coordinator represented ACPE/AKCIS at state and national convenings:
 - Alaska ACT State Orgs Council; Alaska Business Education Compact meetings; ASD Community Convenings; Culturally Affirming Career Guides Community of Practice; Disability Innovation Fund Advisory Committee Meeting
 - National Center for Career Development Advisory Committee for Technology in Education and Policy Committees; National State Leaders in Career Development meetings; National ACTE RECESS and Policy Committee – career development meetings
- AKCIS in-person and distance training activities for 158 Educators/Service Providers and 58 Students/Families for a total of 216 total individuals
- AKCIS engagement has increased with 21,000+ Portfolio logins, 25,000+ login sessions, and 539,000 page views for this quarter.
- AKCIS PLCP 360 – Customization for Alaska:
 - Proposed Alaska WIOA Career Plan rolled out to grantee organizations for use
 - Invitations sent to school districts to add District Course List and Pathways to AKCIS Course Planner
 - Virtual Tours available for Alaska campuses increased to 10
 - Operator Level Activation Agreement Processing System created
 - Advisor Accounts added to continue AKCIS promotion as the central system for state agency partners, community organizations, and schools

Kids2Careers (K2C) 5th-12th grade Postsecondary Planning Resources

The [Kids2Careers](#) website offers resources for educators, students, families, and partners to support students in grades 5 through 12, as they explore and plan for education and career training after high school.

Kids2Careers resources include:

- Grade-specific [Student Success Steps](#),
- [Family Guiding Steps](#),
- [Digital Senior Planning Calendar](#),
- [Senior Checklist](#),
- Templates: [Interests, Values, and Activities](#) and [Comparing Colleges & Tracking Deadlines](#)

K2C also offers [panel discussions](#) and [presentations](#) to engage students in important conversations surrounding education pathways, career planning, etc.

Mid-Year Kids2Careers Participation Update:

- Teachers from 26 schools received Kids2Careers Curriculum (Grades 5/6) and training
- 1,444 students signed up for Kids2Careers Curriculum
- 14 classroom Kids2Careers Postsecondary & Career Prep Panels have been completed
- 6 participating campus partners, all with in-person events for Kids2Careers
- Hosted Kids2Careers resource trainings for public and home school educators and partner organizations
- Ongoing collaboration with Anchorage School District to incorporate Kids2Careers resources into districtwide 24-25 College & Career Exploration plans

Early Career Explorers (ECE) – PK-4th grade Classroom Resources

Early Career Explorers are ACPE’s downloadable educational resources available for PK- 4th grade students, allowing ACPE to provide a suite of programs and resources for grades PK-16+. Each resource set includes Teacher Guides and student activities.

- 29 applications, 24 communities, and 15 school districts
 - I Can Be Series (PK-K): 1,598 students; 109 classrooms; 15 schools
 - Careers Build a Community (1-3): 2,067 students; 117 classrooms; 19 schools
 - Career Heroes (3-4): 2,304 students in 128 classrooms and 21 schools

Alaska College & Career Advising Consortium (ACAC)

Alaska FAFSA Completion Initiative (AFCI)

AFCI delivers responsive FAFSA completion resources to education stakeholders, students, and families across Alaska. Through the one-stop AFCI website, new/updated content is now available:

- [ACPE's Guide to FAFSA Completion](#)
- [FAFSA At-A-Glance Resource Guide](#)
- [Mythbusting: FAFSA Edition](#)
- [I-Did-A-FAFSA](#)
- [Create Your FAFSA Account](#) [Recording]
- [FAFSA Line-by-Line](#) [Recording]
- [What's New? 2024-25 FAFSA](#) [Recording]

ACPE's Master the FAFSA Training was revamped and revitalized to meet the current needs of our stakeholders. The goal of Master the FAFSA is to deliver the skills and understanding education stakeholders need, so they can independently assist students and families with FAFSA completion. This supports the concept of increasing the number of trained people available to support FAFSA completion will lead to increased FAFSA completion rates across Alaska.

Master the FAFSA Training is now offered every Monday and Thursday from 2pm – 3:30pm via Zoom. A recording of Master the FAFSA Training as well as the slide deck is also distributed to all registrants for reference. Since January, Master the FAFSA has reached over 200 registrants, representing upwards of 80 organizations (listed below).

Master the FAFSA Organization Representation

- Akiachak Native Community
- Alaska 529
- Alaska Community Foundation
- Alaska DOLWD
- Alaska Housing Finance Corporation
- Alaska Literacy Program
- Alaska Middle College
- Alaska Military Youth Academy
- Alaska Native Tribal Health Consortium
- Alaska Pacific University
- Anchorage School District
- Association of Village Council President
- AVTEC
- Bering Strait School District
- Bettye Davis East Anchorage High School
- Bristol Bay Region Career and Technical Education
- Central Council Tlingit and Haida
- CITCI
- Colony High School
- Cordova Jr/Sr High School
- Department of Education & Early Development
- Dept. of Labor, Mat-Su Job Center
- DOL - Juneau Job Center
- East High School
- Fairbanks Job Center/Department of Labor
- Fairbanks North Star Borough School District
- Haines Borough School District
- Hoonah city schools
- Houston High School
- IDEA Homeschool
- Juneau School District
- Kachemak Bay Campus

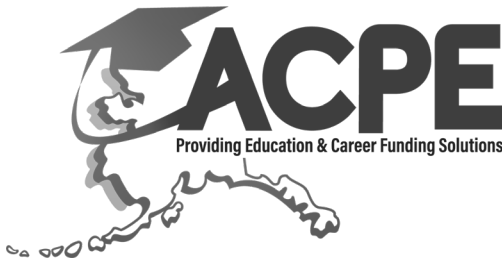
Master the FAFSA Organization Representation (cont.)

- Kenai Peninsula Borough School District
- Kenai Peninsula College
- Klawock City School District
- Kodiak College, UAA
- Kodiak High School
- Kotzebue Middle High School
- KPBSD - Connections Program
- Lake and Peninsula School District
- Lower Kuskokwim School District
- Mat-Su Borough School District
- Mat-Su Central School
- Mat-Su College
- Mat-Su Middle College School
- Native Student Services (UAA)
- Native Village of Noatak
- New Chance Ukraine Relief Program
- Nine Star Education and Employment Services
- Nome-Beltz
- Northwest Arctic Borough School District
- Organized Village of Kake
- Petersburg School District
- Project GRAD Kenai Peninsula
- Sealaska Heritage Institute
- SERRC
- Service High
- Sitka High School
- Sitka Tribe of Alaska
- Soldotna High School
- Spruce Root
- State of Alaska
- Susitna Valley High School
- Tlingit & Haida
- UAA
- UAF Bristol Bay
- UAF Community and Technical College
- UAS Sitka
- University of Alaska
- University of Alaska Community and Technical College
- University of Alaska Fairbanks
- University of Alaska Foundation
- University of Alaska Southeast
- Wasilla High School
- West Anchorage High
- Whaley School
- Yaakoosge Daakahidi High School

Alaska Commission on Postsecondary Education

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Juneau, Alaska 99811-0505

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



MEMORANDUM

TO: Members, Alaska Commission on Postsecondary Education
THROUGH: Sana Efird, Executive Director
FROM: Jamie Oliphant, Director of Information Support Services (ISS)
DATE: 3/27/2024
SUBJECT: ISS activities

Higher Education Loan Management System (HELMS)

ACPE and ISS have successfully completed our first quarter using the newly implemented loan monitoring tools without the use of HELMS, which was decommissioned at the end of December 2023. We have seen more report and data requests come into our business analyst unit to pull historical loan information, however we anticipated this need.

Imaging Correspondence

Our network and programming team completed server, database and software version updates on our correspondence imaging and document repository platform. We continue to enhance the process, mainly error handling, to help staff more efficiently monitor and work incoming mail.

FAFSA

The business analyst and programming team prepped for and successfully received FAFSA data. We are working with Gold Bridge Inc. (GBPI) on the testing of loading the new FAFSA data into the grants and scholarships systems.

New Loan Programs

Successful implementation on Jan 25, 2024 of the immediate flat repayment loan. The design and construction phases are complete for the upcoming program year 25 loans. Testing with Campus Door has started, testing with AES is scheduled for the first week of April. Currently on track for an implementation of early May.

Website Updates

We are working in collaboration with the web team on updating the version of our current content management system. This quarter has been focused on the design and construction of the new version. Testing is planned for early April with implementation into production shortly after.

Network Support

Our network team continues to support staff through user submitted support tickets. We are working with Bridge Data updating software for our server hosts and security systems. This project will continue through next quarter. This past quarter we also worked with the State of Alaska and AT&T switching our cell and mobile services from GCI to AT&T.

As part of the ISS and ACPE culture we continue to embrace Lean and enhance systems and processes. Every decision made is based on our continued effort to ensure the IT infrastructure, systems and processes are operating in an accurate, secure and efficient manner.

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

State of Alaska

Commission on Postsecondary Education

Resolution of Appreciation 2024.01

WHEREAS, Commissioner Barbara Adams, as a representative of the general public faithfully served on the Alaska Commission on Postsecondary Education from April 2020 through April 2024; and

WHEREAS, Commissioner Adams provided the Commission with dedicated and valuable engagement. Furthermore, Commissioner Adams served the Alaska Student Loan Corporation as a member, and as Chair of that Body, providing informed leadership and insight to both entities. Commissioner Adams' expertise was instrumental in the Corporation's efforts to modify its Investment Policy to advance the Commission's services and programs to students and their families through enhancement of the fund's long-term sustainability; and

WHEREAS, Commissioner Adams, as a teacher and education researcher, provided great insight to ensure Alaskan's access to education and the benefits thereof demonstrating a strong commitment to the development of affordable education loan programs to the benefit of our citizens; and

WHEREAS, Commissioner Adams has consistently demonstrated the highest qualities of public service, stewardship, and commitment to higher education;

NOW, THEREFORE BE IT RESOLVED, that the members of the Alaska Commission on Postsecondary Education and its Staff officially recognize Commissioner Adams' service as a member on the Commission and extend their statement of appreciation for her support and contributions to the Commission's efforts;

BE IT FURTHER RESOLVED, that their Resolution be appropriately engrossed and conveyed to Commissioner Adams with a copy to be incorporated in the official minutes of the April 17, 2024, meeting of the Commission.

John Brown, Chair

Sana Efird, Executive Director

2025 APRIL

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		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			

092

Administrative Action Log
(3rd Quarter 2024)

Executive Director Decisions

DATE	DESCRIPTION	ACTION TAKEN
12/19/2023	Settlement Offer	Approved offer of \$6,000 to settle after borrower requested reconsideration of ACPE's counter offer and provided new information.
12/06/2023	Exception Request	Approved an extension of a previously approved discretionary cap on borrower's Administrative Wage Garnishment until borrower is able to provide updated financial information for a new review.

Commissioner Affiliations

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

Commissioner Affiliations

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

Commissioner Affiliations

Member	Current	Former
	Member Soldotna Chamber of Commerce Seattle Pacific University, Board of Trustees Cascades Camp and Conference Center, Board of Directors, Board Treasurer	Member; Sexual Abstinence Curriculum Task Force, Rocklin Unified School District, Member; Task Force on Postsecondary Education, Member

ACPE FUTURE MEETING SCHEDULE

Summer 2024 Quarterly Meeting	July 11, 2024
Fall 2024 Quarterly Meeting	October 24, 2024
Winter 2025 Quarterly Meeting	January 9, 2025

2024

Alaska Commission on Postsecondary Education Acronyms

Sana Efird
Executive Director

Updated 03-2024

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

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

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

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

Campus-Based Aid	Financial aid programs administered by the student's school. The federal government provides the school with a fixed annual allocation, which is awarded by the financial aid administrator to qualifying students. Programs include the Perkins Loan, Supplemental Education Opportunity Grant, and Federal Work-Study. Note that there is no guarantee that every eligible student will receive financial aid through these programs because the awards are made from a fixed pool of money.
Capitalized Interest	Unpaid interest charges added to the principal balance of an educational loan thereby increasing the size of the loan. Interest is then charged on the new balance, including both the unpaid principal and the accrued interest. Capitalizing the interest increases the monthly payment and the amount of money ultimately repaid. Interest is generally capitalized when there is a change in the status of the loan at a time when there is unpaid interest outstanding, such as going from deferment to repayment status. Borrowers can significantly reduce their costs by paying interest each month, even if a payment is not due.
Clearinghouse (or National Student Clearinghouse (NSC))	A non-profit association that maintains a comprehensive electronic registry of postsecondary student records provided by the participating schools. Over 2,700 colleges, 91% of the nation's enrollment, participate. The Clearinghouse process identifies those borrowers who withdraw from school and need to begin repayment; transfer from one school to another; return to school and may be eligible for a deferment; continue in school and are eligible for deferment or in-school extension.
Cohort Default Rate (CDR)	<p data-bbox="573 1381 1414 1703">A measurement of loan cohort performance that identifies the percent of the cohort that is in default at a given time. Cohorts may include schools, states, or calendar groups. Alaska loan cohort rates are calculated annually based on loans entering repayment between January 1 and December 31 of the cohort year, which are greater than six months (180 days) past due at the end of the first 12 months of repayment and have not previously defaulted. These calculations differ from the federal cohort default rate calculations.</p> <p data-bbox="573 1728 1414 1902">The US Department of Education cohort default rate is calculated as the percentage of borrowers who entered repayment on Federal Family Education Loan (FFEL) Program or William D. Ford Federal Direct Loan (Direct Loan) Program loans between Oct. 1st and Sept. 30th of a given year and subsequently defaulted prior</p>

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

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

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

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

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

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

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

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

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

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

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

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

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