

**WEST VIRGINIA
SECRETARY OF STATE
NATALIE E. TENNANT
ADMINISTRATIVE LAW DIVISION**

Form #2

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2012 JUN 21 PM 3: 38

OFFICE WEST VIRGINIA
SECRETARY OF STATE

NOTICE OF A COMMENT PERIOD ON A PROPOSED RULE

AGENCY: WV Council for Community and Technical College Education TITLE NUMBER: 135

RULE TYPE: Procedural CITE AUTHORITY: 18B-2B-6

AMENDMENT TO AN EXISTING RULE: YES NO

IF YES, SERIES NUMBER OF RULE BEING AMENDED: _____

TITLE OF RULE BEING AMENDED: _____

IF NO, SERIES NUMBER OF RULE BEING PROPOSED: Series 33

TITLE OF RULE BEING PROPOSED: Tech Scholars Scholarship Program

IN LIEU OF A PUBLIC HEARING, A COMMENT PERIOD HAS BEEN ESTABLISHED DURING WHICH ANY INTERESTED PERSON MAY SEND COMMENTS CONCERNING THESE PROPOSED RULES. THIS COMMENT PERIOD WILL END ON July 23, 2012 AT 4:00 p.m. ONLY WRITTEN COMMENTS WILL BE ACCEPTED AND ARE TO BE MAILED TO THE FOLLOWING ADDRESS:

James L. Skidmore, Chancellor

WV Council for Community & Technical College

Education

1018 Kanawha Blvd., East, Suite 700

Charleston, WV 25301

THE ISSUES TO BE HEARD SHALL BE LIMITED TO THIS PROPOSED RULE.


Authorized Signature

ATTACH A **BRIEF** SUMMARY OF YOUR PROPOSAL

APPENDIX B

FISCAL NOTE FOR PROPOSED RULES

Rule Title: Tech Scholars Scholarship Program

Type of Rule: Legislative Interpretive Procedural

Agency: WV Council for Community and Technical College Education

Address: 1018 Kanawha Blvd., East, Suite 700
Charleston, WV 25301

Phone Number: 304-558-0265 Email: skidmore@wvctcs.org

Fiscal Note Summary

Summarize in a clear and concise manner what impact this measure will have on costs and revenues of state government.

None

Fiscal Note Detail

Show over-all effect in Item 1 and 2 and, in Item 3, give an explanation of Breakdown by fiscal year, including long-range effect.

FISCAL YEAR			
Effect of Proposal	Current Increase/Decrease (use "--")	Next Increase/Decrease (use "--")	Fiscal Year (Upon Full Implementation)
1. Estimated Total Cost	0.00	0.00	0.00
Personal Services			
Current Expenses			
Repairs & Alterations			
Assets			
Other			
2. Estimated Total Revenues	0.00	0.00	0.00

Tech Scholars Scholarship Program

Rule Title: _____

Rule Title: _____

3. **Explanation of above estimates (including long-range effect):**
Please include any increase or decrease in fees in your estimated total revenues.

NA

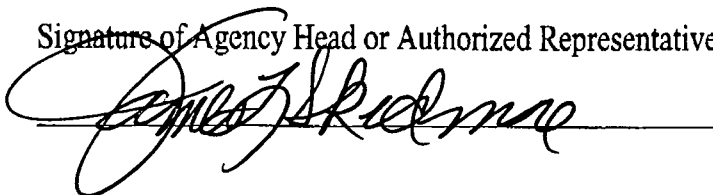
MEMORANDUM

Please identify any areas of vagueness, technical defects, reasons the proposed rule **would not** have a fiscal impact, and/or any special issues **not** captured elsewhere on this form.

This rule sets forth provisions for the administration of grant funding, the application process, the determination and awarding of grants, and the performance evaluation criteria for the Tech Scholars Scholarship program.

Date: June 21, 2012

Signature of Agency Head or Authorized Representative





WEST VIRGINIA COUNCIL FOR COMMUNITY AND TECHNICAL COLLEGE EDUCATION

Nelson B. Robinson Jr., Chair • James L. Skidmore, Chancellor

SUMMARY

Title 135
Procedural Rule

WV Council for Community and Technical College Education

Series 33
Tech Scholars Scholarship Program

The purpose of this rule is to set forth provisions for the administration of grant funding, the application process, the determination and awarding of grants, and the performance evaluation criteria for the Tech Scholars Scholarship Program. The purpose of the Tech Scholars Scholarship Program is to strengthen the quality of the State's technical workforce by providing scholarship funding to attract and graduate more students from applied technology programs that lead to employment in high-demand, high-wage occupations.

**TITLE 135
PROCEDURAL RULE**

**WEST VIRGINIA COUNCIL FOR COMMUNITY AND TECHNICAL COLLEGE
EDUCATION**

**SERIES 33
TECH SCHOLARS SCHOLARSHIP PROGRAM**

§135-33-1. General.

1.1. Scope. - The West Virginia Council for Community and Technical College Education (Council) consistent with provisions of West Virginia Code §18B-2B-6, adopts the procedures and guidelines for the administration of the Tech Scholars Scholarship Program.

1.2. Authority. - West Virginia Code §18B-2B-6

1.3. Filing Date. June 21, 2012

1.4. Effective Date.

§135-33-2. Purpose.

2.1. The purpose of this rule is to set forth provisions for the administration of grant funding, the application process, the determination and awarding of grants, and the performance evaluation criteria for the Tech Scholars Scholarship Program. The purpose of the Tech Scholars Scholarship Program is to strengthen the quality of the State's technical workforce by providing scholarship funding to attract and graduate more students from applied technology programs that lead to employment in high-demand, high-wage occupations.

§135-33-3. Grant Eligibility.

3.1. Under the provisions of this policy, community and technical colleges, and any other institution so designated by West Virginia Code as a community and technical college, are eligible to apply for grant funding to support the Tech Scholars Scholarship Program.

3.2. To be eligible for a grant under this policy, a community and technical college must:

3.2.a. Have a compact approved by the West Virginia Council for Community and Technical College Education (Council);

3.2.b. Include strategies in the institutional compact to improve the quality of the workforce in the geographic region served by the college; and

3.2.c. Agree to all terms, conditions and deliverables as specified in the application for proposal and this policy.

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§135-33-4. Program Provisions.

4.1. Under these provisions, eligible community and technical colleges may partner with employers to provide funding for the Tech Scholars Scholarship Program that provides opportunities for students to enroll and graduate from applied technology programs that, at a minimum, meet the following:

4.1.a. Must be applied technology programs in which documentation can be provided to validate the program prepares students for employment in high-demand, high-wage occupations that have a beginning salary not less than \$30,000 per year and progressing upward over a three-year period and have documented evidence of high-demand for new employees; and

4.1.b. Must lead to an industry recognized credential, a Certificate of Applied Science, an Associate of Applied Science, and on a selected basis an Associate of Science in an applied technology program.

4.2. To be eligible to receive funding to provide scholarships under this program, a community and technical college must have commitments from employers or other private sources to match dollar-for-dollar the grant amount requested. In-kind contributions are not permitted to meet the dollar match requirements, and the grant shall not be used to match donations to the general scholarship fund.

4.3. Funding from the grant must be directed to providing scholarships for a specific applied technology program or programs.

4.4. Community and technical colleges shall develop criteria for awarding Tech Scholar scholarships that include but are not limited to student eligibility, amount of the award, time period, and requirements for retaining the scholarship.

§135-33-5. Grant Application.

5.1. The Chancellor of the West Virginia Council for Community and Technical College Education shall provide grant applications to all eligible institutions with any stated deadline for submission.

5.2. The Chancellor shall appoint a review committee comprised of Council staff and/or other appropriate individuals to review grant applications and make recommendations to the Council for funding.

5.2.a. To expedite the grant approval process, the Council may delegate to the Chancellor the authority to act upon the review committee's recommendations and report to the Council those actions at the next scheduled meeting of the Council.

5.3. Each proposal for Tech Scholars scholarship grant funding shall:

5.3.a. Identify the specific applied technology program or programs to receive scholarship funding

- 5.3.b. Specify goals to be achieved through scholarship funding
- 5.3.c. Specify criteria to be used to award scholarships
- 5.3.d. Identify the specific amount of funding being requested
- 5.3.e. Identify employer partners or other private sources providing funding for the dollar-for-dollar match requirement
- 5.3.f. Provide letters of commitment from employer partners or private donors indicating specific funding amounts committed for scholarships
- 5.3.g. Provide letters from employers indicating a need exists for graduates of the applied technology programs being impacted and the extent of the need, the beginning wage of graduates and the potential wage earnings after three years of employment
- 5.3.h. Identify the number of students to receive scholarships, the anticipated amount for each award and the duration of the scholarship.
- 5.3.i. Provide program data including but not limited to the current enrollment, number of graduates over the past five years, if applicable, fall-to-fall retention rates and job placement rates of graduates for the impacted applied technology programs.

§135-33-6. Accountability and Reporting Requirements.

- 6.1. The community and technical college receiving a grant under the provisions of the Tech Scholars Program shall submit to the Chancellor all requested accountability data and budgetary reports including but not limited to:
 - 6.1.a. Annual and final reports detailing program expenditures;
 - 6.1.b. A final report on goals achieved, number of students served, number of program completers, number of completers placed in employment and other information deemed necessary by the Council to evaluate the performance of the scholarship program.