ACADEMIC AFFAIRS

- Performance Agreements
- New Program Approval
- Private/Out-of-State
- Adult Education
- No Child Left Behind
- Qualified Admissions
- Teacher Education Grant

PERFORMANCE AGREEMENTS

Kansas Statute 74-3202d established performance-based funding for technical colleges, community colleges, state universities and Washburn University. Each institution's receipt of new state funds is contingent upon meeting goals outlined in its Performance Agreement. Institutions submit a Performance Agreement for Board approval once every three years and performance is evaluated annually.

Three-year agreements due July 15, 2010

Coffeyville Community College
Colby Community College
Hutchinson Community College
Kansas City Kansas Community College
Pratt Community College
Pittsburg State University
Washburn University
Flint Hills Technical College
North Central Kansas Technical College

Three-year agreements due July 15, 2011

Barton Community College
Cowley Community College
Dodge Community College
Fort Scott Community College
Highland Community College
Johnson Community College
Labette Community College
Neosho Community College
Emporia State University
Fort Hays State University
Salina Area Technical College
Wichita Area Technical College

Performance Agreement Documents

- Performance Agreement Guidelines and Procedures (pdf)
- Performance Agreement Application (doc)
- Memorandum of Agreement (doc)

Current Agreements

- Performance Agreements 2011-2013 (pdf)
- Performance Agreements 2010-2012 (pdf)
- Performance Agreements 2009-2011 (pdf)

1. What is the Performance Agreement timeline?

Institutions submit performance agreements to Board staff by July 15. Staff reviews the agreements, meets with institutions and suggests revisions, as needed. The Board Academic Affairs Standing Committee (BAASC) reviews performance agreements at meetings held in September and October. The meetings are typically held on the Wednesday the Board meets. The full Board acts on performance agreements at its November meeting.

2. What is the role of Board staff in reviewing performance agreements?

Board staff reviews performance agreements for potential issues and communicate these issues to the institution. The institution makes the final decision about whether to revise the performance agreement. Staff then makes recommendations regarding the performance agreements to BAASC; BAASC makes final recommendations to the Board.

3. Why are Performance Agreements on a calendar year instead of an academic year?

The calendar year cycle allows the Board to approve new funds for institutions in late Spring and award those funds July 1.

4. What are some tips for writing a Performance Agreement?

See "Writing a Successful Performance Agreement".

5. My institution has an approved Performance Agreement and would like make changes. What is the process for doing so?

An institution may request changes to its approved Performance Agreement at any time. Requested changes must be essential and supported by a strong rationale. BAASC acts upon requested changes on behalf of the Board. Please contact Board staff to start the process. Do not submit requested changes as part of the annual performance report.

Performance Reports

All technical colleges, community colleges, state universities and Washburn University annually submit a performance report. The report is due to Board staff on March 1, 2011, and covers the calendar year 2010. Staff reviews the reports and suggests revisions, as needed. The Board Academic Affairs Standing Committee (BAASC) reviews performance reports at meetings held in April and May. The meetings are typically held on the Wednesday the Board meets. The full Board acts on performance reports at is June meeting. Staff will email performance reporting forms to institutions.

Current Reports

- Performance Reports January 1 through December 31, 2010 (pdf)
- Performance Reports January 1 through December 31, 2009 (pdf)
- Performance Reports January 1 through December 31, 2008 (pdf)

1. What is the role of Board staff in reviewing performance reports?

Staff reviews performance reports for potential issues and communicate these issues to the institution. The institution makes the final decision about whether to revise the performance report. Staff makes recommendations regarding the performance reports to BAASC; BAASC makes final recommendations to the Board.

2. What is "continuous directional improvement?"

Continuous directional improvement shall be defined as the following:

A. Improvement over the baseline during the first performance year (for a majority of indicators under a goal); AND

B. Improvement from year to year (for a majority of indicators under a goal) in subsequent years.

3. What is "majority"?

A majority is more than half. As an example, if your performance agreement has three goals, the majority is defined as two goals. The same reasoning applies to indicators.

4. What if directional improvement is demonstrated in exactly 50% of goals?

BAASC has the option to recommend the performance report for full funding. Key factors in the decision to exercise this option will include the general "strength" of the performance agreement and extenuating circumstances that are beyond the control of the institution.

5. What if I discover incorrect baselines or targets in a performance agreement that has already been approved? Can I include corrected data in my performance report?

Please consult with staff before correcting data in the performance agreement.

6. What should I put in the narrative?

The narrative should supplement the information in the summary table instead of repeating it. The narrative should contain any information required for a member of the lay public to understand the goal, the indicators, and the significance/stretch of both. If directional improvement was not demonstrated in an indicator, or if the target was not met, include in the narrative the steps that will be taken to improve future performance. Read the Performance Agreement and Guidelines for additional suggestions on completing the report.

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