



Office of CTE Bi-Weekly Update November 5, 2021

This update is provided by the Indiana Office of Career and Technical Education, housed under the Governor's Workforce Cabinet. The bi-weekly update is the primary way the Office of CTE shares information related to career and technical education with the entire CTE community. We welcome your support in encouraging anyone who would benefit from the information to join our listserv. Individuals can [sign up here](#) and questions regarding content in the update can be sent to CTE@gov.IN.gov.

The Office of CTE is excited to welcome a new staff member to our team! Kim Barkman is transitioning to the office on a full-time basis after working as the Agriculture Education Specialist with the Indiana State Department of Agriculture. Kim will continue to serve as the program specialist for Ag with our office and will also be involved in Teacher Recruitment, Retention and Professional Development. The best way to contact Kim currently is still her existing email address, kbarkman@isda.in.gov.

Next Level Programs of Study

Course Titles and Descriptions: The Department of Education released their annual Course Titles and Descriptions (CTD) document for the 2022-2023 school year earlier this morning in their weekly newsletter. The DOE's document includes all CTE courses available for the upcoming school year, which were shared in our last bi-weekly update: [2022-2023 CTE Course Titles and Descriptions](#).

In conjunction with the release of the CTD, the Department of Education is also sharing a letter today with school leaders that provides information on how schools can thoughtfully plan their course offerings next year, including Next Level Programs of Study and the Indiana College Core. The letter includes several supplementary resources to assist schools in that process.

To avoid confusion and assist with the transition to NLPS courses, the CTE portion of the Course Titles and Descriptions has been divided into two separate sections. The content in each section and additional changes to the CTD are described on Page 2 of the document linked above.

- As a reminder when reviewing the CTE Course Titles and Descriptions, **any required prerequisite may be considered a corequisite**. As long as a student is enrolled in the required prerequisite course and the higher course at the same time, both enrollments will be eligible for CTE funding. NLPS also provides flexibility in the way courses are scheduled that allows instructors to teach the prerequisite content prior to the higher-level course.

In addition to the CTD, the [Master Pathways Document](#) has been updated to include the new programs of study that were recently completed as well as the updated NLPS course codes. Some course names have also been updated to reflect changes for the Perkins V pathways. Over the next couple of

months, our office will be working with other agencies to develop the CTE funding memo, assignment codes and dual credit crosswalks.

Please visit the [CTE Programs of Study](#) webpage to view additional NLPS resources including the [NLPS FAQ Document](#). Additional questions regarding NLPS or CTE Course Titles and Descriptions can be directed to CTE@gov.IN.gov.

NLPS Planning Guide: The GWC and OCTE have developed a new [NLPS Planning Guide](#) to assist schools with the transition process to NLPS. We know that many schools are in the process of deciding their 2022-23 course offerings and that this task has additional challenges this year as Graduation Pathways become a requirement and the Perkins IV pathways are phased out in lieu of Perkins V and NLPS. This document was developed to help schools and career centers take full advantage of the benefits available with NLPS. The guide will help you schedule NLPS courses, decide what programs to offer, and have the necessary background knowledge of the main benefits of NLPS. Check out this new resource [here!](#)

Prior to our next bi-weekly update, Office of CTE staff will develop a recorded webinar that demonstrates how to best use the NLPS Planning Guide. Additional NLPS Implementation Webinars are being planned for later this fall and early next year.

Indiana CTE Career Guide

The Indiana Governor's Workforce Cabinet has once again produced the **Indiana CTE Career Guide**, meant to better educate Hoosier students, parents, counselors and teachers on CTE and over 65 revamped Next Level Programs of Study. The guide retains the vast majority of the content from last year's CTE guide, but is being updated to coincide with the conclusion of the CTE redesign and the full launch of NLPS for the 2022-23 school year.

The updated online version will be made available later in November and career centers, schools, and others can also receive hard copies of the guide. These high-quality, 52-page Career Guides are available for purchase by local Indiana Career Centers and school districts starting today. The Cabinet and Office of CTE are excited to again offer this opportunity after hearing so much positive feedback from many of you on how the Career Guide served as a valuable resource to your staff, students, and families.

You can visit www.incareerguide.com for more information. For pricing and ordering instructions, please visit www.incareerguide.com/price. **Pre-order deadline is Friday, December 17th, and you will receive your Indiana CTE Career Guide shipment in mid-January, 2022.**

CTE Dual Credit Instructor Credentialing

Our office has been receiving several questions regarding the credentialing requirements for CTE dual credit instructors. It is important to understand that the credentialing requirements for a dual credit instructor are the same as a faculty member teaching on campus and are determined by the applicable college or university. This policy is based on the Higher Learning Commission's guidelines for accreditation. We have shared an excerpt regarding Career and Technical Education Instructors from their most recent guidelines document below.

Faculty teaching in career and technical education college-level certificate and occupational associate's degree programs should hold a bachelor's degree in the field and/or a combination of education, training and tested experience. Such qualifications are allowable even in instances where technical/occupational courses transfer, which HLC recognizes is an increasing practice.

These guidelines are different than dual credit within general education courses, such as those within the Indiana College Core, and **do not generally require a master's degree or 18 hours of graduate coursework**. While CTE instructors might not need a master's degree, it is up to each postsecondary institution to establish their dual credit credentialing requirements. These requirements may exceed HLC's guidelines and might vary between department or programs of study. For these reasons, it is always best to check with your postsecondary partner to determine their specific requirements when planning to offer dual credit courses, especially for CTE courses.

CTE Awards for Excellence

The CTE Awards for Excellence (AFE) will again occur in May. After making this change last year due to COVID-19, our team has decided to keep the AFE at the end of the school year moving forward. This is in part to give nominators the ability to have a greater percentage of the school year to identify individuals worthy of being nominated.

Nominations will go live on or around December 1 and submissions will be due by March 1.

EARN Work Study Expansion to High School Students

[Work and Learn Indiana](#) is requesting applications for the newly launched Employment Aid Readiness Network (EARN) grant for high school students. This partnership by the state and the Indiana Chamber matches students and employers to EARN-eligible work-based learning opportunities. The program was previously only available to college students.

More information can be found in [a late October press release](#), including the opportunity to sign up for one of several upcoming webinars to learn more about this new program.