

Iowa Coordinating Council for Post-High School Education (ICCPHSE)
Iowa Board of Regents Office
11260 Aurora Avenue
Urbandale, Iowa

ICCPHSE Executive Committee Meeting Minutes – July 28, 2016

1-2. Welcome, Call to Order, and Roll Call—Dan Kinney, Chair

The ICCPHSE Executive Committee met face-to-face at the Iowa Board of Regents on Thursday, July 28, 2016, at 10:00 AM. Chairperson Dan Kinney called the meeting to order. The executive committee members present were as follows:

- Diana Gonzalez, Permanent Secretary
- Dan Kinney, Chair
- John Sellars, Immediate Past Chair and Treasurer
- Jeremy Varner, Recording Secretary

3. Approval of Minutes—Jeremy Varner

Chair Sellars asked for a motion to approve the minutes of the April 25, 2016, meeting of ICCPHSE.

Action: A motion was made by Diana Gonzalez and seconded by John Sellars to approve the minutes. The minutes were unanimously approved.

4. Treasurer’s Report—John Sellars

John Sellars presented the treasurer’s report through June 30, 2016. No fees will be requested this year. John noted the council’s account has \$2,600 and the ICCPHSE usually spends less than that annually. It was determined that the council can go at least one year without charging fees.

Action: A motion was made by Diana Gonzalez and seconded by Dan Kinney to approve the treasurer’s report. The report was unanimously approved.

There was discussion about Way-Up Conference and Kay Memorial funds, for which the ICCPHSE serves as fiscal agent. There was discussion about the small amounts involved and whether the funds should be transferred back. A motion was made by Jeremy Varner and seconded by Diana Gonzalez to transfer the Way-Up fund balance back to them.

There was discussion about the ICCPHSE account moving from Graceland University to the next ICCPHSE treasurer’s institution with John Sellar’s retirement.

5. Programs without Concerns for Ratification—Diana Gonzalez

Diana presented the following programs, without concerns, for ratification:

Western Iowa Tech Community College

Electromechanical Technology / Electromechanical Engineering Technology

Diploma

CIP # 1504030100

On-Campus

Western Iowa Tech Community College

Welding Technology / Welder

Associate of Applied Science

CIP # 4805080200

On-Campus

Des Moines Area Community College

Commercial Photography

Associate of Applied Science

CIP # 5004060200

On-Campus

Buena Vista University

Strategic Public Relations

Bachelor of Arts

CIP # 09.0902, 09.0903, 09.0900, 09.0906 and 09.0908

On-Campus

Buena Vista University

Biomedical Sciences Major

Bachelor of Science

CIP # 26.0102

On-Campus

Buena Vista University

Pre-Professional Art Therapy

Bachelor of Arts

CIP # 51.2301

On-Campus

Buena Vista University

Scientific Illustration / Pre-Medical Illustration

Bachelor of Arts

CIP # 51.2703

On-Campus

Iowa State University
Major in Entrepreneurship
Bachelor of Science
CIP # 52.0701
On-Campus

Morningside College
Bachelor of Science in Organizational Management
Bachelor of Science
CIP # 52.0213
On-line, distance learning

Hamilton Technical College
Heating, Ventilation, Air Conditioning & Refrigeration
Certificate/Diploma
CIP #47.0201
On Campus, Davenport

Action: A motion was made by Diana Gonzalez to recommend the executive committee ratify the first list since there were no concerns or objections; seconded by John Sellars. Motion passed.

FYI—Programs submitted pending 20-day review.

University of Iowa
Masters of Science in Athletic Training
Masters of Science
CIP # 51.0913
On Campus, Iowa City

There was discussion about the ICCPHSE notice of intent process. A planning meeting will be scheduled to discuss further.

6. Meeting Schedule for 2016-17 (Including meeting locations)—Diana Gonzalez

The following meeting dates and locations were proposed for 2016-17:

- October 26, 2016 (Iowa State University – The meeting will take place directly after the Campus Safety and Security Summit to be held at the Scheman Building at approximately 4:15 PM.)
- 2017 Dates:
 - January 18, 2017 (conference call, if needed)
 - April 2017, 10:00 AM – 2:00 PM (Date and location to be determined.)

7. Topics and Speakers for 2016-17 Meetings—John Sellars

There was discussion about possible topics and speakers for 2016-2017 meetings. Some of the following were suggested:

- Smarter Balanced Assessment Implementation
- Developmental Education
- Higher Learning Commission Accreditation including Criterion Five

Ideas for topics are continuing to be solicited.

8. Letter from Incoming Chair Dan Kinney to Membership—Diana Gonzalez

Chair Kinney is working with Diana Gonzalez on a letter to be sent to the general membership in early September. The letter is a general introduction from the new chair and will list activities/meetings for the coming year.

9. Notification of Changes to the ICCPHSE Listserv—Diana Gonzalez

Diana indicated that all personnel changes to the listserv need to be given to Laura Dickson. Dan will include a reminder of the importance of notifying Diana of changes to the ICCPHSE listserv in his letter to members. A reminder will also be included on the October meeting agenda

10. Membership for 2016-17—Diana Gonzalez

Diana requested that any changes to the membership list be submitted to her. Upcoming changes include the following:

- Student membership to be dropped.
- Iowa State Board of Education member and alternate to be named in August.

11. Fall 2017 Enrollment Report Data Collection—Diana Gonzalez

Dan's letter will include a reminder for institutions to participate in the ICCPHSE fall enrollment report which is important for policymakers. Data is due by the end of September, and the results will be finalized in October. Jeremy noted community college data will be submitted one week later than prior years due to changes to state reporting procedures. There was discussion about whether to capture nonresident online enrollment; the consensus view was to collect the data if the Iowa College Student Aid Commission requests it.

12. Fall 2016 Veterans Enrollment and Credit Report Data Collection—Jeremy Varner

Jeremy reported on veteran data reporting mandated as part of the Home Base Iowa initiative. Home Base Iowa is intended to help veterans make a smooth transition to civilian life in Iowa. The data reporting requirements support efforts to ensure veterans receive appropriate credit for prior military education, training, or experience. This year will be the second year of reporting and no changes are expected. Data reporting is on the aggregate level on five data elements and last year included five

fiscal years of data. All public universities, community colleges, and Iowa Tuition Grant eligible independent colleges and universities are mandated to report. The Iowa Department of Education is coordinating data reporting, but the final report will be a product of the ICCPHSE with review. Guidance has been provided to institutions and the deadline for data reporting is October 1. The department will bring summative data to the ICCPHSE at its fall meeting and distribute the final report electronically in November for review and approval. The final report will be provided to the Governor and General Assembly.

13. Home-Base Iowa (HBI) Initiative—Multi-State Collaborative on Military Credit Report Data (MCMC)—Diana Gonzalez

Diana reported that Iowa is participating in the Multi State Collaboration on Military Credit funded by Lumina. The purpose of the project is to develop and discuss practices while facilitate the application of military credit to veterans' academic programs. Many of the effort of the collaboration mirror and support the efforts of Home Base Iowa.

14. 2016-17 Vice-Chair

Diana reported that Jim Wohlpart, interim president at the University of Northern Iowa, has agreed to serve as vice-chair.

15. For the Good of the Order

The meeting was adjourned at 12:38 PM.

Respectfully submitted by:
Jeremy Varner
ICCPHSE Recording Secretary