

AGENDA

Iowa Coordinating Council for Post-High School Education (ICCPHSE)

Wednesday, October 8, 2008

10:00 a.m. – 2:00 p.m.

Training Room 30, Business and Community Services Building (BCS)

The University of Northern Iowa

8120 Jennings Drive, Cedar Falls, Iowa

1.	Welcome	Ben Allen, Chair
2.	Call to Order and Introductions	Ben Allen, Chair
3.	Approval of Meeting Minutes – April 23, 2008 (Will be distributed at the meeting)	Roger Foelske, Recording Secretary
4.	Treasurer's Report – Attachment 2-Year Audit	Gary Steinke, Treasurer Ben Allen and Roger Foelske, Audit Committee members
5.	Panel Discussion on the role and scope of the Coordinating Council to address the following issues: <ul style="list-style-type: none">• Sector view/perceptions• Possibilities• Challenges	Diana Gonzalez - Moderator (short historical perspective, including postsecondary registration) Dan Kinney – community colleges Rich Sours – independent colleges Susan Spivey or designee – for profit independent colleges Betsy Hoffman – Regent universities
6.	Update on senior year plus requirements	Roger Foelske, Permanent Secretary
7.	12:00 noon – Pick up box lunch	
8.	Notices of Intent for ratification – Attachment Programs Submitted Without Concerns	Diana Gonzalez, Permanent Secretary
9.	Updates from College Aid Commission <ul style="list-style-type: none">• Postsecondary registrations• Vatterott College• Viterbo University	Keith Greiner
10.	Updates <ul style="list-style-type: none">• Proposed Sector Membership for 2008-09• Taxonomy (Submitting program eliminations)	Diana Gonzalez, Permanent Secretary
11.	Proposed By-Laws Revisions -- Current By Laws 2005 (Attachment) 2008 Proposed By Laws Revisions (Attachment)	Ben Allen, Chair
12.	For the Good of the Order	Ben Allen, Chair

Future meetings:

January 21, 2009, Drake University, Des Moines

April 15, 2009, Mount Mercy College, Cedar Rapids

IOWA COORDINATING COUNCIL FOR POST HIGH SCHOOL EDUCATION

July 1, 2008 - August 31, 2008

	Budget	To Date	Balance
I. Income			
A. Dues			
Board of Regents	\$0.00	\$0.00	\$0.00
Dept./Education	0.00	0.00	0.00
IAICU	0.00	0.00	0.00
IAPBS/IPSSA	0.00	0.00	0.00
ICSAC	0.00	0.00	0.00
IPTV	0.00	0.00	0.00
	\$0.00	\$0.00	\$0.00
B. Interest Income	500.00	3.24	496.76
C. Articulation Cmt. Carry Over	0.00	0.00	0.00
D. ICCPHSE Carry Over	<u>9,136.63</u>	<u>9,136.63</u>	<u>9,136.63</u>
Total Income	\$9,636.63	\$9,139.87	\$9,633.39
II. Expenses			
A. Council Meetings Expense	\$2,000.00		\$2,000.00
(Includes meetings via ICN)			
B. Secretarial Expense	250.00	0.00	250.00
C. Treasurer's Expense	100.00	0.00	100.00
D. Program Expense	1,000.00	0.00	1,000.00
E. Articulation Subcommittee	1,000.00	0.00	1,000.00
F. Miscellaneous Expense	250.00		250.00
G. Distance Learning Expense	1,500.00	0.00	1,500.00
H. Reserve Fund	<u>3,536.63</u>	<u>\$0.00</u>	<u>3,536.63</u>
Total Expenses	\$9,636.63	\$0.00	\$9,636.63
III. ICCPHSE Balance		<u>\$9,139.87</u>	
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Account Balances 8/31/08			
Iowa State Bank A/C	\$ 12,261.31		
Way Up Balance	1,910.77		
Carol Kay Memorial	1,210.67		
ICCPHSE Balance	9,139.87		
Total of All Accounts		<u>\$12,261.31</u>	

IOWA COORDINATING COUNCIL FOR POST HIGH SCHOOL EDUCATION
Statement of Income and Expenses
July 1, 2008 - August 31, 2008

I. Income

6/30/2008 Balance Forward	\$1,910.77		
7/31/2008	\$0.00	1/31/2009	\$0.00
8/31/2008	\$0.00	2/28/2009	\$0.00
9/31/2008	\$0.00	3/31/2009	\$0.00
10/31/2008	\$0.00	4/30/2009	\$0.00
11/30/2008	\$0.00	5/31/2009	\$0.00
12/31/2008	\$0.00	6/30/2009	\$0.00
Total Income			\$1,910.77

II. Expenses

7/31/2008	\$0.00	1/31/2009	\$0.00
8/31/2008	\$0.00	2/28/2009	\$0.00
9/30/2008	\$0.00	3/31/2009	\$0.00
10/31/2008	\$0.00	4/30/2009	\$0.00
11/30/2008	\$0.00	5/31/2009	\$0.00
12/31/2008	\$0.00	6/30/2009	\$0.00
Total Expenses			\$0.00

III. Way Up Balance 8/31/08	\$1,910.77
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CAROL KAY MEMORIAL

I. Income

6/30/2008 Balance Forward	\$1,210.67		
7/31/2008	\$0.00	1/31/2009	\$0.00
8/31/2008	\$0.00	2/28/2009	\$0.00
9/30/2008	\$0.00	3/31/2009	\$0.00
10/31/2008	\$0.00	4/30/2009	\$0.00
11/30/2008	\$0.00	5/31/2009	\$0.00
12/31/2008	\$0.00	6/30/2009	\$0.00
Total Income			\$1,210.67

II. Expenses

7/31/2008	\$0.00	1/31/2009	\$0.00
8/31/2008	\$0.00	2/28/2009	\$0.00
9/30/2008	\$0.00	3/31/2009	\$0.00
10/31/2008	\$0.00	4/30/2009	\$0.00
11/30/2008	\$0.00	5/31/2009	\$0.00
12/31/2008	\$0.00	6/30/2009	\$0.00
Total Expenses			\$0.00

III. Carol Kay Balance 8/31/08	\$1,210.67
August Balance of Way Up and Carol Kay	\$3,121.44

PROGRAMS WITHOUT CONCERNS

PROGRAMS TO BE LISTED ON AGENDA FOR OCTOBER 8, 2008 ICCPHSE MEETING

Mount Mercy College, Cedar Rapids

Human Resource Management
Bachelor of Business Administration in HR Management
CIP #52.1001
On-campus -- Cedar Rapids

Iowa State University, Ames

Culinary Science
BS
CIP # 01.1001; 12.0504
On-campus -- Ames

Global Resource Systems (GRS)
BS
CIP #30.2001, 01.0701, 03.0101
On-campus -- Ames

Biological Systems Engineering (BSE)
BS
CIP #14.0301
On-campus -- Ames

St. Ambrose University, Davenport

Speech-Language Pathology
Master of Science
CIP #51.0203
On-campus -- Davenport

Kaplan University, Davenport

Master of Science in Information Technology
Master
CIP #11.0103
On-line

Simpson College, Indianola

Master of Arts in Criminal Justice
Masters
CIP #43.01
Indianola, Ankeny and West Des Moines

Mercy College of Health Sciences, Des Moines

Clinical Laboratory Science (Medical Technology)
Certificate (One year)
CIP #51.1005
On-campus – Des Moines

**IOWA COORDINATING COUNCIL FOR POST-HIGH SCHOOL EDUCATION
PROPOSED BY-LAWS
OCTOBER 2008**

Last revisions approved May 2005.

PURPOSE OF THE COUNCIL

The main function of the Council is to provide an effective means of voluntary cooperation and coordination among the various boards and institutions which are ultimately responsible for post-high education in Iowa. Its principal responsibilities are to:

1. Identify opportunities for statewide cooperation which will be beneficial and cost effective for all sectors of post-secondary education in Iowa.
2. Discuss and offer suggestions on proposed state and federal legislation that reflects the best interests of the mission and programs of the institutional members of the Coordinating Council and the constituencies served by these institutions.
3. Provide for review of all proposals for new academic programs and the offering of existing and new programs at new locations and provide advice and counsel to governing boards on these proposals. The Council also provides feedback to the Secretary of State and the Iowa College Student Aid Commission regarding institutions seeking registration in the State of Iowa. The authority of the Council to review new academic program proposals and new locations may be delegated by the chairperson to the Executive Committee or a special subcommittee with approval of the Executive Committee, with reporting to all Council members of their actions.
4. Provide a means for the systematic gathering of data and to make such data available in usable form to the member institutions, their boards, and other agencies in need of such information.

MEMBERSHIP

The general membership of the Council shall consist of all colleges and universities in Iowa that participate in state-supported student financial aid programs administered by the Iowa College Aid Commission and constituent agencies, boards, and associations.

◆ **Voting representatives:**

There shall be 25 voting members distributed as follows:

1. Appointed by the Board of Regents, State of Iowa:
 - A. Three members of the Board of Regents, State of Iowa. One member may be from the Board of Regents Office and one from the Regent universities (Chair of the Council of Provosts or designee).
 - B. The presidents of the University of Iowa, Iowa State University, and the University of Northern Iowa.
2. Appointed by the State Board of Education:
 - A. Three representatives of the State Board of Education. One member may be from the Iowa Department of Education.

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3. Appointed by the Community Colleges:
 - A. Two Community College presidents.
 - B. Two Community College trustees. One member may be from the Community College Trustees Office staff.
4. Appointed by the Iowa Association of Independent Colleges and Universities:
 - A. Three representatives of Boards of Trustees of IAICU institutions. One member may be from the IAICU office.
 - B. Three presidents from independent, not-for-profit colleges and universities.
5. Appointed by the Iowa College Aid Commission:
 - A. One representative from the Commission or the Executive Director.
6. Appointed by the Iowa Public Broadcasting Board:
 - A. One representative from the IPTV Board.
7. Appointed by the Iowa Private for Profit Schools:
 - A. One president of a private for profit school.
 - B. One administrative representative of Iowa Private for Profit Schools.
8. Appointed by the Chairperson of the Council:
 - A. Three student representatives. The student representatives shall be full-time students in good standing at colleges or universities in the sectors represented by the current Chair, Vice-Chair, and immediate past Chair of the Council.

◇ Non-voting representatives:

There shall also be five non-voting (ex-officio) representatives:

1. Director of Department of Education.
2. President of the Iowa Association of Independent Colleges and Universities.
3. Executive Director or designee from the Board of Regents Office who shall serve as the Permanent Secretary.
4. Executive Director of the Iowa Association of Community College Trustees.
5. Executive Director of Iowa Public Television, if not appointed as the IPTV representative.

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- ◇ Alternate representatives. An official representative shall be named by each appointing body to serve in the absence of the appointed representative. The alternate shall be kept fully informed of all work of the Council. Only the official alternate can vote.

CONDUCT OF MEETINGS

The Council shall follow Robert's Rules of Order. A quorum shall be 13 voting members, which must include at least one member from three of the seven segments of the Council.

TERMS OF COUNCIL MEMBERS

Members shall serve at the pleasure of the appointing body.

ADVISORY COMMITTEES

The Council may establish such advisory committees as it deems desirable.

OFFICERS

The Council shall elect a chairperson, a vice-chairperson, and other officers for a one-year term. There shall be a recording secretary, a treasurer, and a permanent secretary.

The officers shall serve as the Executive Committee of the Council and shall select staff and appoint subcommittees, as may be necessary.

MEETINGS

Meetings shall be held at least three times each year at time and place determined by the Council.

POLICIES AND PROCEDURES

The Council shall develop a manual of policies and procedures to assist the Council and its members to achieve the purpose of the Council.

REPORTS

The Council shall make an annual report contain a summary of the work of the Council, its accomplishments, its problems, its recommendations, and such factual data as seems appropriate. This report shall be available to the public.

The Council shall generate such studies, reports, and recommendations as are deemed necessary to assist post-high school educational institutions to serve the needs of lowans more effectively and efficiently.

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FINANCE

The Council, as a voluntary association of all facets of post-high school education in Iowa, shall be financed by an assessment of its own members. Each assessment of members shall be shared on a per vote proportionate basis, excluding only the votes of student members.

The Council shall be authorized to accept contributions, gifts, and grants from other sources when available, unless such involve commitments which are inconsistent with the purpose of the Council.

The Council shall pay expenses of its members and staff as authorized by the Council.