

Iowa Coordinating Council for Post-High School Education
Grand View University
Rodholm Room
2nd Floor, Humphrey Center
1200 Grandview Avenue
Des Moines, Iowa

ICCPHSE Meeting Minutes – April 21, 2010

1. Welcome

The Iowa Coordinating Council for Post-High School Education (ICCPHSE) met on Wednesday, April 21, 2010, at 10:00 a.m. at Grand View University in Des Moines, Iowa. Chair Christopher Blake welcomed the council members and guests to the meeting. Blake mentioned that the meeting was only the second full meeting of the council for the year since the January 20, 2010, meeting was replaced by an ICCPHSE Executive Committee due to winter weather conditions. Blake thanked Grand View University for hosting the meeting and reviewed the meeting agenda.

2. Call to Order and Introductions

Chair Blake called the meeting to order, and then the council members and guests introduced themselves. The following individuals were present

State Board of Education Members

No representatives were present.

Department of Education

Roger Utman*

University Representatives

Ben Allen* (University of Northern Iowa)

Representatives of Independent Colleges

Christopher Blake* (Mount Mercy College)

Christy Roland (AIB College of Business)

Susan Dawson (Allen College)

John Byrd (Simpson College)

Denise Little (Mount Mercy College)

Representatives of Private Proprietor Schools

No representatives were present.

Representatives of the IPTV Board

Terry Rinehart*

Community College Representatives

Shelly Schmit (North Iowa Area Community College) for Deb Derr*
Dan Kinney* (Iowa Western Community College)

Members of the Board of Regents

Chet Rzonca*
Dave Holger*
Elizabeth Whitt*
Gloria Gibson*
Susan Carlson*

Members of the Board of Trustees of Member Institutions

Gary Steinke*(Iowa Association of Independent Colleges and Universities)
John Sellars* (Graceland University)
Ann Fields * (William Penn University)

Iowa College Student Aid Commission Representatives

Keith Greiner*

Student Representatives

No representatives were present.

Liaison Representatives

Diana Gonzalez, Board of Regents*

Guests

Jeremy Varner (Iowa Department of Education)
Ilene Tuttle (Board of Regents)
Barbara Q. Decker (Mercy College of Health Sciences)
Bob Donley (Board of Regents)
David File (Iowa Wesleyan College)
Feroi Menzel (Wartburg College)
Rosemary Link (Simpson College)
Jeremy Wells (Kaplan University)
Kent Henning (Grand View University)
Julie Leeper (Iowa College Student Aid Commission)
Matthew Kanjirathinkal (Divine Word College)
Darrell Barbour (ITT Technical Institute)
Tracy Schuster-Matlock (St. Ambrose University)
Mary Elizabeth Stivers (Grand View University)
Elizabeth Tice (Ashford University)

* Indicates voting delegate.

3. Higher Learning Commission Updates

Chair Blake introduced and welcomed the featured speaker for the day, Dr. Sylvia Manning, president of the Higher Learning Commission (HLC) of the North Central Association of Colleges and Schools. In the first part of Dr. Manning's presentation, she discussed a variety of topics which included the following: 1) information from the recent (April 2010) HLC Annual Meeting in Chicago; 2) the reauthorization of the Higher Education Opportunity Act and the United States Department of Education (USDE) request for input on the negotiated rules; 3) a national discussion on transfer of credits and published transfer policies; 4) distance, online, and correspondence education; and 5) the addition of program/education sites by an institution.

Dr. Manning also mentioned two items which will be for future discussion. She mentioned that the HLC was cited on the issue of the "definition of a credit hour" and how this definition will be an issue in the coming year. Dr. Manning stated that she was not sure where this discussion will lead. The current measure centers on the "Carnegie Unit." However, this measure does not work well when applying it to on-line instruction or other new and emerging fields.

The second item for future discussion is that the USDE wants every state to have a process/entity in place that would authorize the operation of out-of-state postsecondary institutions in the state. This will be a major concern. First, many states have no process or entity that approves so one would have to be created/legislated. The second issue would be for institutions which operate in many states. Those institutions would have to get authorization to operate in each state to do so. The HLC is following this issue closely.

The second part of Dr. Manning's presentation was on the HLC's accreditation models, and more specifically on the HLC's new Pathway model. Pathway is the proposed new model for continued accreditation. The current PEAQ (Program to Evaluate and Advance Quality) model is moving into Pathways. The criteria are not changing, but the process is. The HLC wants to add value to the process. The idea is to ensure basic quality, but still move the organization forward. The Open Pathway model will be for an established institution. The foundational pathway will be for new organizations or those who have problems/issues. Dr. Manning expects that 70 percent of current institutions will probably participate in the open pathway model, and five percent of the institutions will stay with the HLC's current AQIP (Academic Quality Improvement Program).

In 2012, the HLC will start the transition to the Pathway models. The assurance review process in the open pathway model may help the institution focus more on what the institution needs to do. Chair Blake thanked Dr. Manning for her presentation and thanked her for the information.

4. Approval of Meeting Minutes

Roger Utman presented the minutes from the October 21, 2009, ICCPHSE meeting and the January 20, 2010, ICCPHSE Executive Committee meeting.

Action: A motion was made and seconded for approval of the minutes as presented. Motion passed.

5. Treasure's Report

Gary Steinke presented a statement of the council's income and expenditures. The treasury balance was listed at \$3,850.88. Steinke recommended that no dues will be collected for next year because of the cash balance on hand.

Action: A motion was made and seconded for approval of the treasurer's report as presented. Motion passed.

6. Confirmation of Dr. Deb Derr, President of North Iowa Area Community College, as Chair of ICCPHSE for 2010–2011; and Dr. Sally Mason, President of the University of Iowa, ICCPHSE Vice Chair for 2010-11

Chair Blake asked the council to confirm Dr. Deb Derr, president of North Iowa Area Community College, as the ICCPHSE chair for 2010-2011; and Dr. Sally Mason, president of the University of Iowa, as ICCPHSE vice-chair for 2010-2011.

Action: Motion made and seconded to confirm Dr. Derr and Dr. Mason respectively as ICCPHSE chair and ICCPHSE vice chair for 2010-2011. Motion passed.

7. Updates from the Division of Community Colleges and Workforce Preparation, within the Iowa Department of Education

- **Department Updates:** Roger Utman, administrator of the Division of Community Colleges and Workforce Preparation, within the Iowa Department of Education reported that Director Judy Jeffrey will retire on May 3, 2010. Kevin Fangman, administrator of the Division of PK-12 Education within the Iowa Department of Education, will serve as the acting director until a permanent replacement is appointed. There are also a large number of department staff retiring in June. It was noted that Roger Foelske, chief of the Bureau of Career and Technical Education Services, within the division and department, is one of those individuals retiring the end of June. Foelske is a long-time staff member at the department and has been a member of the ICCHSE for many years.

- **Chapters 21, 23, and 24 of Iowa's Administrative Rules:** These rules were approved by the State Board of Education in November 2009. Chapter 21 contains the rules for the community colleges; Chapter 23 contains the rules for adult education; and Chapter 24 contains the rules for the state accreditation process for Iowa's community colleges.
- **Legislative Committees:** The Department of Education continues to work with the legislated committees which began in 2008. These committees include the following: 1) Community College Accreditation Advisory Committee; 2) Community College Faculty Advisory Committee; 3) Community College Professional Development Committee; 4) Senior Year Plus (SYP) Postsecondary Course Audit Committee (from the SYP legislation), and 5) an additional committee which was added this last legislative session, the Community College Faculty Course Load Committee.

Gary Steinke commented on Director Jeffrey and all of the assistance she has provided on a variety of issues. He mentioned how she has always been willing to assist with issues on education and always been most helpful. Jeffrey cares about education and will be missed with those who work in education. Diana Gonzalez commented on Roger Foelske and his many years of service to the ICCPHSE. She thanked him for all of this work and commitment. Keith Greiner recommended that the ICCPHSE pass resolutions commending Judy Jeffrey and Roger Foelske for their many years of service to education and to the state of Iowa.

Resolution: ICCPHSE commends Judy Jeffrey for her commitment to education and many of years of service to the state of Iowa and PK-12 education. Jeffrey exemplifies what it means to be an educator and a public servant.

Resolution: ICCPHSE commends Roger Foelske for his many years of service to the Department of Education, to the state of Iowa, and for his service to the ICCPHSE as its recording secretary.

Action: Gary Steinke made the motion and Ben Allen seconded. Motion passed.

- Roger Utman concluded his report with information of the alternative assessment required under the Senior Year Plus (SYP) legislation passed in 2008. Several secondary school districts have asked for assistance from the Department of Education in providing examples of acceptable alternative assessments for placing high school students into concurrent credit options with the community colleges. The department has made the commitment to work with a variety of stakeholders, which will include the representation from the secondary schools and community colleges to have at least one recommended alternative assessment in place before the end of December 2010.

Action on DE Report: No action was needed.

8. Updates from the Iowa College Student Aid Commission (ICSAC)

Keith Greiner reported on legislation. The State Government Reorganization Bill, Senate File 2088, eliminated the postsecondary registration committee and input from other advisory committees. Since the ICSAC now deals with postsecondary registration for out-of-state institutions, it plans to move forward with the necessary changes in administrative rules. While there will be a change in where the ICSAS is required to take input on new out-of-state institutions, the ICSAC still plans to work cooperatively with the ICCPHSE.

Diana Gonzalez asked for clarification on the status of the administrative rules which govern the registration of out-of-state institutions. Greiner stated that the administrative rules will need to be updated to reflect the changes from the legislation. The ICSAC plans to have a wide distribution of rules as the rules are updated. Gary Steinke asked if this amendment in the reorganization bill came from the ICSAC or the legislature. Greiner stated that it was a legislative issue.

Action on ICSAC Report: No action was needed.

9. For Ratification

A. Programs Without Concerns

Diana Gonzalez reported. Those colleges which had programs have been notified. Chair Blake clarified the process and asked for a motion.

Action: Dan Kinney moved, and Gary Steinke seconded to approve the programs. Motion passed.

Allen College

Doctor of Nursing Practice (DNP)

Practice doctorate -- CIP # 51.1699 -- On-campus; on-line

Kaplan University

Master of Science in Education: Instructional Technology

Master of Science -- CIP # 13.05 --On-line

B.S. in Political Science

Bachelors -- CIP # 45.1001 -- On-line

Bachelor of Science in Healthcare Administration

Bachelor of Science -- CIP # 51.0701 --On-line

Master in Healthcare Administration

Master -- CIP # 51.0701 --On-line

Masters of Science in Psychology

Master of Science -- CIP # 42.101 -- On-line

Mount Mercy College

Masters of Arts in Counseling and Therapy: Couple and Family Therapy Specialization
Master's Degree -- CIP # 51.1505 --Main campus -- Cedar Rapids

Master of Science in Nursing (MSN): Health Promotion/Disease Prevention Focus
Master's Degree -- CIP # 51.1601 --Main Campus -- Cedar Rapids

University of Northern Iowa

Global Studies Major
Bachelor of Arts -- CIP # 30.2001 -- Main campus -- Cedar Falls

Geographic Information Science
Bachelor of Science -- CIP # 45.0799 --Main campus -- Cedar Falls

Graceland University

Bachelor of Arts, Organizational Leadership
Bachelor of Arts -- CIP # 09.0901 -- Centerville

Iowa State University

Information Assurance
Masters -- ME -- CIP # 11.1003 --Main campus -- Ames

Civil Engineering
Masters -- ME -- CIP # 14.0899 --Main campus/distance education

Materials Science
Masters -- ME -- CIP # 40.1001 --Main campus/distance education

Event Management
Bachelor of Science -- CIP # 52.0907 --Main campus -- Ames

Hawkeye Community College

Human Resource Management
Associate in Applied Science -- CIP # 52.1001 --Main campus -- Waterloo

University of Iowa

Bachelor of Arts in Health and Human Physiology
Bachelor of Arts -- CIP #26.0901 --Main campus -- Iowa City

Action: Moved and seconded to approve the presented "Programs Without Concerns."
Motion passed.

B. Programs with Questions/Concerns not resolved per ICCPHSE Procedures

William Penn University

Associate of Arts in Leadership Studies

Bachelor of Arts in Business Management and Master of Business Leadership, Ankeny –
Change in location

Concerns were posted by Grand View University on April 13, 2009. Grand View University has withdrawn their concern.

Action: Chair Blake asked for a motion. It was moved and seconded to approve the program location since Grand View University withdrew its concern. Motion passed.

Kaplan University

Bachelor of Science in Criminal Justice Administration and Management – Online

Bachelor of Science in Public Administration and Policy – Online

Concerns were posted by the University of Northern Iowa on May 19, 2009.

These two institutions have received a letter from Chair Blake to have the two discuss the situation to resolve the issue. Blake asked the record to show that the institutions have not discussed the situation and it is regrettable.

Dan Kinney suggested that Kaplan should work with the University of Northern Iowa to resolve the issue.

Kaplan should make the first move. Jeremy Wells from Kaplan University was present and made the commitment to make sure that Kaplan addresses the issue with the University of Northern Iowa.

Gonzalez talked about the collegiality of the ICCPHSE and how the ICCPHSE operates. Part of the process is to have the dialogue. Blake stated that there needs to have a good faith effort.

Kaplan University

Masters of Public Health -- Online

BS in Public Health – Online

Concerns posted by the University of Iowa on December 23, 2009.

Action: No vote was needed.

10. ICCPHSE Updates and Issues

Diana Gonzalez presented.

- **Membership:** The membership for the ICCPHSE for 2010-11 was sent to the council with the meeting materials. Gonzalez asked members to identify alternates so that the list could be updated. When an alternate is identified, be sure that everyone is aware that only the member or the alternate can vote.
- **Update on the October 21, 2010, ICCPHSE's Action on the Iowa College Student Aid Commission's (ICSAC) Postsecondary Institution Registration Process:** This topic dealt with the criteria utilized by the ICSAC to determine whether the eligibility of the institution was still appropriate. There still needs to be a review of the items used in deciding whether to approve the institution. The request has been made to the ICSAC to review the criteria. Gary Steinke expressed his concern with how the process was handled and what message it may be sending to those outside of the state. Gonzalez stated that we all hold ourselves to high standards and we should want to be sure others are doing so for themselves. Blake asked the question if there is any opportunity to still give input to the Commission. Gonzalez stated that she thinks that it still needs to be addressed. Blake stated that the executive council should have further discussion on this topic during the summer. This issue on registering out of state colleges may have implications because of the changes with the Higher Learning Commission (HLC). The issue may be with whether the main institution is within the HLC accreditation region.
- **Taxonomy—New Programs and Terminated Programs:** ICCPHSE puts the new program information on the web. However, the ICCPHSE is not notified by institutions when programs are terminated. There may need to be further discussion on this.
- **Update Notice of Intent to Offer a New Program or Location Form:** The new form for program approval has just a few changes. The proposed change would be to add a brief program description under #9 on the revised form. If approved, the new form will be placed on the web site.

Action: Moved and seconded to amend the new program/location form to include a brief program description. Motion approved. Everyone will be notified of changes.

- **Listserv Email Address Listings:** Gonzalez requested that each institution review the list to ensure it is up-to-date. Anyone not on the list will not receive information in a timely manner, if at all. Updates to the listserv should be sent to Ilene Tuttle, Board of Regents Office.

11. For the Good of the Order

- Chair Blake expressed his appreciation to the council for inviting Dr. Manning to speak to the Council.
- Dave Holger thanked Blake for his leadership this past year and his way of moving meetings along.
- Gonzalez thanked Blake for using letters to help move the conversations between institutions when there are expressed concerns about programs and program locations.
- Blake thanked Gonzalez for her work on behalf of the council and the executive council for their work during the year.
- Blake extended an invitation to have the council come to Mount Mercy College for one of their future meetings.
- Matthew Kanjirathinkal thanked the council for its work and its continuing efforts on communication.
- Gonzalez requested that if anyone had ideas for speakers/topics for the executive council to consider for the coming year, to please let her know.

The meeting was adjourned at 1:15 p.m.

Respectfully submitted by:

Roger Utman
ICCPHSE Recording Secretary