



OFFICE OF THE PRESIDENT

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September 8, 2011

Dear Institutional Presidents, Chancellors and Campus Directors:

I would like to take this opportunity to introduce myself as the Chair of the Iowa Coordinating Council for Post-High School Education for 2011-2012 and to share some of my thoughts about the work of the Iowa Coordinating Council.

The Iowa Coordinating Council membership includes all Iowa post-secondary institutions. Its main function is “to provide an effective means for voluntary cooperation and coordination among the various boards which are ultimately responsible for post-high school education in Iowa.” One of the Coordinating Council’s principal responsibilities is to “provide for review of all proposals for new academic programs, including on-line programs, and the offering of existing programs at new locations.”

To accomplish that responsibility, the Iowa Coordinating Council uses a process which requires the preparation and submission of an Intent to Offer Form. All proposals to offer new academic programs and/or new locations are submitted to the Iowa Coordinating Council listserv to give members an opportunity to review and comment on the proposal(s). The listserv is our key communication tool. This process allows member institutions to enter into a collegial discussion about the higher education needs of the state.

A second responsibility is the annual ICCPHSE enrollment report. This is an important statewide data gathering effort. Last year, we began using an electronic survey which was developed for the Coordinating Council and it has definitely streamlined the process. The survey will be sent to your institutional IPEDS coordinator at the beginning of October. I urge you to ensure that the enrollment survey is completed on a timely basis. The enrollment information is used by a number of state agencies, including the Legislative Services Agency, so 100% participation in the survey is critical. **To ensure that the survey is sent to the appropriate staff member at your institution, please send the name and contact information for your IPEDS keyholder to Dr. Diana Gonzalez, ICCPHSE Permanent Secretary and enrollment survey coordinator, by September 19, 2011.**

The Coordinating Council Executive Committee has developed the meeting schedule for the 2011-2012 academic year. Due to weather-related reasons, we had to cancel our January meeting the last two years. Therefore, during this academic year, we will only have two face-to-face meetings – October 19, 2011 at the University of Iowa and April 19, 2012 at Drake University. Our January meeting will be scheduled as a conference call and the agenda will include only time-sensitive business items. We will continue our practice of having informative presentations at the meetings and anticipate worthwhile interactions with member representatives at the meetings. .

I look forward to working with all of you during the coming year on meeting the goals of the Iowa Coordinating Council. I am confident that we can continue to work collaboratively to provide quality educational services to the citizens of Iowa. Please don’t hesitate to contact me with your comments or suggestions about the Iowa Coordinating Council.

You may also direct any questions or comments to Dr. Gonzalez at 515-242-6116 or gonzalez@iastate.edu.

Best wishes,

Sally Mason, Ph.D.
President
University of Iowa

cc: Diana Gonzalez
ICCPHSE listser