

AGENDA

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

REVISED

Wednesday, October 13, 2010
10:00 a.m. – 2:00 p.m.
Muse-Norris Center
North Iowa Area Community College
500 College Drive
Mason City, Iowa

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|----|--|---|
| 1. | Welcome | Deb Derr, Chair |
| 2. | Call to Order and Introductions | Deb Derr, Chair |
| 3. | Research Collaboration | Madeline Shea, M.D., University of Iowa Director of FUTURE in Biomedicine Program Chinh Dao – Assistant Professor, Drake Univ. Shawn Ellerbroek – Associate Professor, Wartburg College |
| 4. | Approval of Meeting Minutes – (Attached) April 21, 2010 June 10, 2010 Executive Committee | Roger Utman, Recording Secretary |
| 5. | Treasurer’s Report (Distributed at the meeting) | Gary Steinke, Treasurer |
| 6. | Update from the Division of Community Colleges and Career and Technical Education Senior Year Plus | Roger Utman |
| 7. | Update on Post-Secondary Registration activities | Julie Leeper Iowa College Student Aid Commission |
| 8. | <p>A. <u>Notices of Intent</u> -- Programs without concerns for ratification (Attachment)</p> <p>B. <u>Ratification of programs with questions/concerns resolved:</u></p> <p>William Penn University Change in location: Ankeny</p> <p>Kaplan University BS in Communication University of Northern Iowa withdrew concerns June 1, 2010</p> <p>Master of Science in Criminal Justice Simpson College withdrew concerns July 19, 2010</p> <p>C. <u>Programs with questions/concerns not resolved</u></p> <p>ITT Technical Institute Associate of Science in Criminal Justice Concerns posted by the University of Northern Iowa on</p> | Diana Gonzalez, Permanent Secretary |

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|-----|--|-------------------------------------|
| | <p>August 26, 2010; response posted September 23, 2010</p> <p>Kaplan University Associate of Science in Nursing Concerns posted by: Mount Mercy University Kirkwood Community College Coe College Clarke University Grand View University Mercy College of Health and Sciences The University of Iowa</p> <p>Upper Iowa University – New Center in Davenport/Bettendorf area No Notice of Intent form posted to the listserv -- Request posted by St. Ambrose University</p> <p>Kaplan University – various old filings BS in Criminal Justice Administration & Management Concerns posted by the University of Northern Iowa BS Public Administration & Policy Concerns posted by the University of Northern Iowa BS in Int'l & Comparative Criminal Justice Concerns posted by the University of Northern Iowa BS in Public Health Concerns posted by the University of Iowa Masters of Public Health Concerns posted by the University of Iowa</p> | |
| 9. | Demonstration of on-line enrollment survey developed by the University of Iowa | Diana Gonzalez, Permanent Secretary |
| 10. | Updates <ul style="list-style-type: none"> • Membership for 2010 – 2011 (Attached) • Website information update • Taxonomy – new programs and terminated programs; communication concerning program changes • Ratification of updated Notice of Intent to Offer a New Program or Location (Attached) • Listserv email address listing – (Request for updates will be sent by October 29.) | Diana Gonzalez, Permanent Secretary |
| 11. | For the Good of the Order | Deb Derr, Chair |

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

Iowa Coordinating Council for Post-High School Education (ICCPHSE)
11260 Aurora Avenue
Des Moines, Iowa 50322-7905
515/281-3934

ICCPHSE Executive Committee Meeting Minutes – June 10, 2010

1. Call to Order and Roll Call

The executive committee of the ICCPHSE met via teleconference on Thursday, June 10, 2010, at 10:00 a.m. Chairperson Christopher Blake called the meeting to order. The following executive committee members present were: Christopher Blake, Chair; Diana Gonzalez, Permanent Secretary; Roger Utman, Recording Secretary; Deb Derr (2010-11 Chair); Sally Mason (Chair Elect); and Gary Steinke (Treasurer). Ilene Tuttle, with the Board of Regents Office, was also in attendance.

2. Meeting Schedule and Locations for 2010-2011

The following meeting dates and locations were proposed for 2010-2011: 1) Wednesday, October 13, 2010, at North Iowa Area Community College, Mason City; 2) Wednesday, January 19, 2011, at the Iowa Association of Community College Trustees in Des Moines; and 3) Wednesday, April 20, 2011, at Mount Mercy College in Cedar Rapids.

3. Themes/Topics/Presenters for 2010-2011

Gonzalez reviewed the themes from the past years. Blake asked for topic input for the coming year. Possible themes included: Workforce discussion, the economy and higher education, technology, and a presentation from a state which has a “super board,” which deals with academic regulation within the state. Gonzalez, Steinke, and Utman will discuss possible individuals for the presentations. Topics and the possible dates for these would be: October – Economy and Higher Education; January – Technology (Scott McLeod); and April – Board from another state to discuss the challenges.

4. Programs

For Ratification

A. Programs Proposals Without Concerns

Iowa State University, Ames

Landscape Architecture

Masters (MLA)

CIP # 04.0601/04.0401

On-campus

Landscape Architecture
Master of Science
CIP # 04.0601/04.0401
On-campus

Architecture
Master of Science
CIP # 04.0201
On-campus

St. Ambrose University, Davenport

Proposed program **location** – .6 miles from the main campus

Intent to move 3 existing departments --

Nursing, Occupational Therapy, and Physical Therapy

July 15, 2010 – Projected date for relocation of programs.

August 9, 2010 – Instruction begins in Doctor of Physical Therapy program.

August 25, 2010 – All programs in session.

Kaplan University, Various locations

Phlebotomist

Certificate

CIP # 51.1009

Davenport, Cedar Rapids, Des Moines (Urbandale), Council Bluffs, Mason City and Cedar Falls

Human Services

Associate of Applied Science

CIP # 44.0000

Davenport, Cedar Rapids, Des Moines (Urbandale), Council Bluffs, Mason City and Cedar Falls

Medical Office Management

Associate of Applied Science

CIP # 51.0705

Mason City and Cedar Falls

Medical Transcription

Associate of Applied Science

CIP # 51.0708

Council Bluffs

Accounting
Bachelor of Science
CIP # 52.0301
Mason City and Cedar Falls

Criminal Justice
Bachelor of Science
CIP # 43.0104
Council Bluffs

Health Care Administration
Bachelor of Science
CIP # 51.0701
Davenport, Cedar Rapids, Des Moines (Urbandale), Council Bluffs, Mason City and Cedar Falls

Human Services
Bachelor of Science
CIP # 44.0000
Davenport, Cedar Rapids, Des Moines (Urbandale), Mason City and Cedar Falls

Professional Studies
Bachelor of Science
CIP # 30.9990
Davenport, Mason City and Cedar Falls

Grand View University

Biochemistry
Bachelor of Arts
CIP # 26.02
Main campus

Iowa State University

Industrial Design
Bachelor (BID)
CIP # 50.0404
On-campus

Action: Motion was made by Utman and seconded by Derr to approve the programs without concerns for ratification. The motion passed.

5. Programs with Unresolved Questions/Concerns

William Penn University – AA in Leadership Studies; BA in business Management and Master of Business Leadership, Ankeny – Change in Location (Duplication)

Diana Gonzalez reported. Grand View College had registered a concern, but has withdrawn that concern.

Kaplan University

Bachelor of Science in Communication

Concern posted by the University of Northern Iowa was withdrawn on June 1, 2010.

Kaplan University

Bachelor of Science in International and Comparative Criminal Justice

Bachelor of Science in Criminal Justice Administration and Management – Online

Bachelor of Science in Public Administration and Policy – Online

Concerns were originally posted by the University of Northern Iowa on May 19, 2009. These two institutions were sent a letter from Chair Blake to have the two discuss the situation to resolve the issue and were encouraged again at the April 2010 meeting to resolve the issue. As of this date (06/10/10), no update has been received from either institution. Jeremy Wells from Kaplan University was present April ICCPHSE meeting and made the commitment to make sure that Kaplan addresses the issue with the University of Northern Iowa.

Kaplan University

Master of Science in Criminal Justice

Simpson College had registered a concern. The two institutions are in dialogue and are trying to work out their differences.

Kaplan University

Masters of Public Health

Bachelor of Science in Public Health

The University of Iowa had registered concerns. Since the University of Iowa registered the concern, no further communication has been received.

Derr asked the question about what has happened in the past when issues are not resolved. Gonzalez state that a letter from the ICCPHSE Chair has been sent to both institutions encouraging dialogue.

A letter from the new Chair (Derr) will be sent to Kaplan again encouraging Kaplan to continue with their progress and start conversations where they have not done so already. This issue will be reviewed at the October 2010 meeting. The council will continue to move forward, but will remind institutions that with the proliferation of

programs in specific subject areas, the pool of enrollees becomes very thin when it is spread over a number of institutions.

Action:

For the programs where concerns had been withdrawn (William Penn's Associate in Arts in Leadership Studies; Bachelor of Arts in business Management and Master of Business Leadership and Kaplan's Bachelor of Science in Criminal Justice Administration and Management), the motion was made by Utman and seconded by Gonzalez to ratify those programs. Motion passed.

6. Discussion on Other Issues

Gonzalez is working with the University of Iowa on the format for the 2010 Fall Enrollment report. They are addressing the issue from last year's report that there may have been duplication in the numbers reported for the Postsecondary Enrollment Options (PSEO) and concurrent enrollment numbers.

7. Sector Membership for 2010-2011

Gonzalez mentioned that she still did not have the complete membership information from the community college sector and the independent colleges/universities sector for the coming year's membership. Derr confirmed that Dan Kinney (Iowa Western Community College) would continue to serve on the council for the community colleges and Steinke stated that he would provide the information on the two individuals from the independent colleges/universities. Utman stated that Colleen Hunt would serve in his absence as recording secretary.

8. Other

No other issues. Blake thanked Gonzalez and Ilene Tuttle for their work for the Council this past year and gave Deb Derr his best wishes for this next year as the incoming chair. The meeting was adjourned at 10:52 a.m.

Respectfully submitted by:

Roger Utman
ICCPHSE Recording Secretary

IOWA COORDINATING COUNCIL FOR POST-HIGH SCHOOL EDUCATION (ICCPHSE)
NOTICE OF INTENT TO OFFER A NEW PROGRAM OR LOCATION
Reporting Procedures
OCTOBER 13, 2010

1. ICCPHSE member institutions who propose new programs (whether on-campus or off-campus) or program locations must submit a completed "Notice of Intent" form on the ICCPHSE member listserv prior to implementing a new program or program location. The form is available at the following link:
<http://www.regents.iowa.gov/ICCPHSE/IntenttoOfferForm.doc>
2. Blackout dates are observed from December 15 through January 15 and from August 1 through the first Friday AFTER Labor Day.
3. Upon receiving the listserv notice, ICCPHSE institutions will have 20 calendar days to submit comments about the proposed program or location. Comments on a proposed program/location can be of two types: (1) inquiries; and (2) concerns. Inquiries are questions raised for purposes of clarification, whereas concerns are serious reservations or opposition to a proposed program/location. Inquiries and concerns must be communicated to the proposing institution with a copy to the listserv.
4. If no comments are submitted to the listserv within the 20 calendar day period (with the exception of the blackout dates listed above), the proposal will be ratified at the next Iowa Coordinating Council meeting for implementation.
5. If comments are identified, the institution proposing the new program/location must respond on the listserv to all of the comments within 30 calendar days after the comments are posted to the listserv. Blackout dates do not apply.
6. Following receipt of the proposing institution's response to concerns, the institution which submitted the concerns may withdraw them. Such action must be communicated on the listserv.
7. If concerns are not withdrawn, the institution's remaining concerns about the proposed programs or locations will submit its remaining concerns in writing to the ICCPHSE Permanent Secretary:

Diana Gonzalez, Permanent Secretary
Iowa Coordinating Council for Post-High School Education
11260 Aurora Avenue
Urbandale IA 50322-7905

This written notice must be received at least 15 calendar days prior to a Council meeting, at which time the proposal and concerns will be considered. The proposing institution and institutions raising concerns are encouraged to attend that Council meeting.

8. Depending on the Council's action at the meeting, the following may occur:
 - The proposed program/location may be ratified by the Council.
 - The proposing institution and the institution that raised concerns may determine that additional communication would be beneficial.
 - The Council may decide that a resolution is not possible. In such a case, the unresolved concerns will be forwarded to the appropriate governing board of the institution proposing the program/location. The written comments will also be placed on the ICCPHSE listserv and will be shared with the media in the affected areas.
9. Good faith efforts to resolve concerns may include telephone conversations, face-to-face meetings or other approaches to engage in communication.

PROGRAMS WITHOUT CONCERNS

PROGRAMS TO BE LISTED ON AGENDA FOR OCTOBER 13, 2010 ICCPHSE MEETING

Iowa State University, Ames

Landscape Architecture
Masters (MLA)
CIP # 04.0601/04.0401
On-campus

Landscape Architecture
Master of Science
CIP # 04.0601/04.0401
On-campus

Architecture
Master of Science
CIP # 04.0201
On-campus

St. Ambrose University, Davenport

Proposed program **location** – **.6 miles from the main campus**
Intent to move 3 existing departments --
Nursing, Occupational Therapy and Physical Therapy

July 15, 2010 – projected date for relocation of programs
August 9, 2010 – instruction begins in Doctor of Physical Therapy program
August 25, 2010 – all programs in session

Kaplan University, Various locations

Phlebotomist
Certificate
CIP # 51.1009
Davenport, Cedar Rapids, Des Moines (Urbandale), Council Bluffs, Mason City and Cedar Falls

Human Services
Associate of Applied Science
CIP # 44.0000
Davenport, Cedar Rapids, Des Moines (Urbandale), Council Bluffs, Mason City and Cedar Falls

Medical Office Management
Associate of Applied Science
CIP # 51.0705
Mason City and Cedar Falls

Medical Transcription
Associate of Applied Science
CIP # 51.0708
Council Bluffs

Accounting
Bachelor of Science
CIP # 52.0301
Mason City and Cedar Falls

Criminal Justice
Bachelor of Science
CIP # 43.0104
Council Bluffs

Health Care Administration
Bachelor of Science
CIP # 51.0701
Davenport, Cedar Rapids, Des Moines (Urbandale), Council Bluffs, Mason City and Cedar Falls

Human Services
Bachelor of Science
CIP # 44.0000
Davenport, Cedar Rapids, Des Moines (Urbandale), Mason City and Cedar Falls

Professional Studies
Bachelor of Science
CIP # 30.9990
Davenport, Mason City and Cedar Falls

Grand View University

Biochemistry
Bachelor of Arts
CIP # 26.02
Main campus

Iowa State University

Industrial Design
Bachelor (BID)
CIP # 50.0404
On-campus

Graceland University, Lamoni

Agricultural Business Major
B.A. degree
CIP #01.0101
On-campus – Lamoni

William Penn University, Oskaloosa

Insurance Certificate: Property & Liability

CIP #52.1701

WPU's College for Working Adults in West Des Moines, Oskaloosa and Ankeny

Justice Systems Leadership

B.A.

CIP #43.0100

WPU's College for Working Adults in West Des Moines, Oskaloosa and Ankeny

Graduate program -Business Leadership CIP #52.0213

BA degree completion - Business Management CIP #52.0201

BA degree completion - Justice Systems Leadership CIP #43.0100

Certificate in Insurance – 52.1701

Location: DMAACC Ankeny Campus

Insurance Certificate: Property & Liability

Undergraduate

CIP #52.1701

WPU's College for Working Adults in West Des Moines, Oskaloosa and Ankeny

B.A., Justice Systems Leadership

Undergraduate

CIP #43.0100

WPU's College for Working Adults in West Des Moines, Oskaloosa, Ankeny

Southeastern Community College, West Burlington

Industrial Maintenance Technology

Certificates, Diploma and AAS

CIP #47.0303

Keokuk campus

Helicopter Pilot Training Program

Diploma

CIP #49.0102

On-campus - West Burlington

Des Moines Area Community College, Ankeny

Wine Service Certificate

Certificate

CIP #52.1910

On-campus – Ankeny

Western Iowa Tech Community College, Sioux City

Motorcycle/Power Sports Technology

Associate of Applied Science

CIP #47.0611

On-campus – Sioux City, Denison, Le Mars and Cherokee

Questions/concerns withdrawn –

William Penn University, Oskaloosa

College for Working Adults

AA in Leadership Studies; BA in business Management & Master of Business Leadership

CIP #51.1601

2405 SE Creek View, Ankeny

Kaplan University, Cedar Rapids

Bachelor of Science in Communication

Bachelor of Science

CIP #09.0101

Cedar Rapids, Des Moines (Urbandale), and Cedar Falls campuses

St. Ambrose University

RN (Registered Nurse) to BSN (Bachelor of Science in Nursing)

Bachelor

CIP # 51.1601

#7 Mercy Medical Center - Clinton

Indian Hills Community College

Occupational Therapy Assistant

AAS

CIP # 51.0803

On-campus

Des Moines Area Community College

Clinical Medical Laboratory Technician Program

AAS

CIP # 51.0904

On-campus

Health Information Technology Program

AAS

CIP # 51.0707

On-campus

ITT Technical Institute

Criminal Justice
Associate of Science
CIP # 43.0103
On-campus; Clive

Project Management
Bachelor of Science
CIP # 52.0201
On-campus

Software Development Technology
Associate of Science
CIP # 11.0201
On-campus

Software Applications Development
Bachelor of Science
CIP # 11.0201
On-campus

AIB College of Business

Media Communication
Associate in Applied Science
CIP #10.0105
On-campus

Sports and Event Management
Associate in Applied Science
CIP # 31.0504
On-campus

Health Information Management
Associate in Applied Science
CIP # 51.0706
On-campus

General Studies
Associate in Applied Science
CIP # 24.0102
On-campus

Kirkwood Community College

Humane Officer Training Program
Associate in Applied Science (AAS)
CIP # 01.0599
On-campus

Western Iowa Tech Community College

Professional Photography

Diploma

CIP # 50.0406

Sioux City, Denison, Le Mars and Cherokee

Iowa Western Community College

Sustainable Energy Systems Technology

AAS

CIP # 15.0503

On-campus

Eastern Iowa Community College District

Electro-Mechanical Technology

AAS, diploma, certificate

CIP # 15.0403

Blong Technology Center – Scott Community College

H:\AA\Program submissions chronological list.doc

COORDINATING COUNCIL FOR POST-HIGH SCHOOL EDUCATION
Membership 2010-2011
October 6, 2010

I. Appointed by the State Board of Education

| A. Members of the Board of Education | |
|---|--|
| <u>Member</u> | <u>Alternate</u> |
| Sister Jude Fitzpatrick 601 Grand Ave. Des Moines, IA 50309 (515) 237-5048 (515) 237-5070 (Fax) jfitzpatrick@dmdiocese.org | |
| B. Institutional Representatives | |
| <u>Member</u> | <u>Alternate</u> |
| Dr. Deb Derr, President North Iowa Area Community College 500 College Drive Mason City, IA 50401 (641) 422-4000 (641) 423-1711 (Fax) derrdebr@niacc.edu | Dr. Patricia A. Keir 306 West River Drive Davenport, IA 52801 563-336-3304 563-336-3303 (Fax) pkeir@eicc.edu |
| Dr. Dan Kinney, President Iowa Western Community College 2700 College Road, Box 4C Council Bluffs, IA 51502-3004 (712) 325-3201 (712) 325-3216 (Fax) dkinney@iwcc.edu | Mr. James Mollenhauer 3279 Stone Court Marion, IA 52302 (319) 431-4374 (Cell) jmdm2@mchsi.com Kirkwood Community College |
| Ms. Donna Miller 3520 Dewitt Road Waterloo, IA 50701 (319) 988-3797 Dmiller1@live.com Hawkeye Community College | |
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| C. Representatives of Dept. of Education | |
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| <u>Member</u> | <u>Alternate</u> |
| Dr. Roger Utman, Administrator Div. of Community Colleges & Workforce Preparation Iowa Department of Education Grimes State Office Building 400 East 14 th Street Des Moines IA 50319-0146 (515) 281-3542 (515) 281-6544 (Fax) roger.utman@iowa.gov | Ms. Colleen Hunt, Chief Bureau of Community Colleges & Career & Technical Education Iowa Department of Education Grimes State Office Building 400 East 14 th Street Des Moines, IA 50319-0146 (515) 281-0319 (515) 281-6544 (Fax) Colleen.hunt@iowa.gov |

II. Appointed by the Board of Regents, State of Iowa

| A. Representatives of Member Institutions | |
|---|---|
| <u>Member</u> | <u>Alternate</u> |
| Dr. Sally Mason, President University of Iowa 101 Jessup Hall Iowa City, IA 52242 (319) 335-3549 (319) 335-0807 (Fax) sally-mason@uiowa.edu | Dr. Beth Ingram, Associate Provost University of Iowa 111 Jessup Hall Iowa City, IA 52242 (319) 335-0148 (319) 335-3560 (Fax) Beth-ingram@uiowa.edu |
| Dr. Gregory Geoffroy, President Iowa State University 1750 Beardshear Hall Ames, IA 50011 (515) 294-2042 (515) 294-0565 (Fax) geoffroy@iastate.edu | Dr. Dave Holger Associate Provost & Dean of Graduate College Iowa State University 1550 Beardshear Hall Ames, IA 50011 (515) 294-7184 (515) 294-8844 (Fax) holger@iastate.edu |
| Dr. Ben J. Allen, President University of Northern Iowa 20 Seerley Hall Cedar Falls, IA 50614-0705 (319) 273-2566 (319) 273-6494 (Fax) ben.allen@uni.edu | Dr. Michael Licari, Associate Provost University of Northern Iowa Seerley Hall 1 Cedar Falls, IA 50614-0707 (319) 273-2518 (319) 273-3153 (Fax) Michael.licari@uni.edu |
| Dr. Wallace Loh, Provost University of Iowa 111 Jessup Hall Iowa City, IA 52242 (319) 335-3565 (319) 335-3560 (Fax) wallace-loh@uiowa.edu | Dr. Chet Rzonca, Dean of Continuing Education University of Iowa 250 Continuing Education Facility Iowa City, IA 52242 (319) 335-2527 (319) 335-2740 (Fax) Chet-rzonca@uiowa.edu |

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|---|--|
| Dr. Elizabeth Hoffman, Provost Iowa State University 1550 Beardshear Hall Ames, IA 50011-2021 (515) 294-0070 (515) 294-8844 (Fax) bhoffman@iastate.edu | Dr. Dawn Bratsh-Prince, Associate Provost Iowa State University 1550 Beardshear Hall Ames, IA 50011-2021 (515) 294-9556 (515) 294-8844 (Fax) deprince@iastate.edu |
| Dr. Gloria Gibson, Provost University of Northern Iowa Seerley Hall 1 Cedar Falls, IA 50614-0707 (319) 273-2517 (319) 273-3153 (Fax) gloria.gibson@uni.edu | Dr. Joel Haack, Dean, College of Natural Sciences University of Northern Iowa Biology Research Complex -- BCR 50 Cedar Falls, IA 50614-0181 (319) 273-2585 (319) 273-2893 (Fax) joel.haack@uni.edu |

III. Appointed by the Iowa Association of Independent Colleges and Universities

| A. Members of the Board of Trustees of Member Institutions | |
|---|--|
| <u>Member</u> | <u>Alternate</u> |
| Dr. John Sellars, President Graceland University 1 University Place Lamoni, IA 50140 (641) 784-5128 (641) 784- (Fax) jsellars@graceland.edu | Mr. Robert L. Lester Simpson College 12771 Fulton Street Indianola, IA 50125 (515) 961-3209 rlester@dwx.com |
| Dr. Craig Pearson, Executive Vice President Maharishi University of Management Fairfield, IA 52557 (641) 472-1186 cpearson@mum.edu | Dr. Barbara Quijano Decker, JD SPHR, President Mercy College of Health Sciences 928-6 th Avenue Des Moines, IA 50309 (515) 643-6600 (515) 643-6698 (Fax) bdecker@mercydesmoines.org |
| Dr. Frank Moore, President Central College 2119 Evelyn Street Perry, IA 50220 (515) 465-5432 | Mr. Gary Steinke, President Iowa Assoc of Independent Colleges & Universities 505 Fifth Avenue, Suite 1030 Des Moines, IA 50309-2399 (515) 282-3175 (515) 282-9508 (Fax) president@iaicu.org |

| B. Representatives of Independent Colleges | |
|--|------------------|
| <u>Member</u> | <u>Alternate</u> |
| Dr. Christopher Blake, President Mount Mercy College 1330 Elmhurst Drive NE Cedar Rapids, IA 52402-4797 (319) 368-6464 (319) 363-5270 (Fax) cblake@mtmercy.edu | |
| Dr. John Byrd, President Simpson College 701 North C Street Indianola, IA 50125 (515) 961-1611 John.byrd@simpson.edu | |
| | |

IV. Appointed by Iowa College Student Aid Commission

| <u>Member</u> | <u>Alternate</u> |
|--|--|
| Julie Leeper Iowa College Student Aid Commission 200 Tenth Street, Fourth Floor Des Moines, IA 50309-3609 (515) 725-3420 (515) 725-3401 (Fax) julie.leeper@iowa.gov | Ms. Karen Misjak, Executive Director Iowa College Student Aid Commission 200 Tenth Street, Fourth Floor Des Moines, IA 50309-3609 (515) 725-3410 (515) 725-3401 (Fax) karen.misjak@iowa.gov |

V. Appointed by Iowa Public Broadcasting Board

| <u>Member</u> | <u>Alternate</u> |
|--|---|
| Mr. Terry Rinehart Iowa Public Television PO Box 6450 Johnston, IA 50131-6450 (515) 242-4180 (515) 242-3155 (Fax) terry.rinehart@iptv.org | Tiffany DeJager Iowa Public Television PO Box 6450 Johnston, IA 50131-6450 (515) 242-5421 (515) 242-3155 (Fax) tiffany.dejager@iptv.org |

VI. Appointed by Private for Profit Schools

| <u>Member</u> | <u>Alternate</u> |
|--|--|
| Ms. Susan Spivey, Campus President Kaplan University 3165 Edgewood Parkway, SW Cedar Rapids, IA 52404 (319) 363-0481 (319) 363-3812 (Fax) sspivey@kaplan.edu | Ms. Kersten Shepard Kaplan University 3165 Edgewood Parkway, SW Cedar Rapids, IA 52404 (319) 363-0481 (319) 363-3812 (Fax) kshepard@khec.com |

VII. Student Representatives

| <u>Member</u> | <u>Alternate</u> |
|---|------------------|
| (Community College Sector) | |
| (Regent University Sector) Mr. Adam J. Bentley University of Northern Iowa (319) 273-6228 (office) 319) 321-8053 (cell) admbentley@gmail.com | |
| (Independent Sector) Ms. Denise Little Mount Mercy College dlittle@prairiepride.org | |

VIII. Liaison Representatives – Ex Officio Non Voting

| | |
|---|---|
| <p><u>Iowa Assoc of Ind Colleges & Universities</u></p> <p>Mr. Gary Steinke, President 505 Fifth Avenue, Suite 1030 Des Moines, IA 50309-2399 (515) 282-3175 (515) 282-9508 (Fax) president@iaicu.org</p> | <p><u>Iowa Department of Education</u></p> <p>Mr. Kevin Fangman, Interim Director Grimes State Office Building Des Moines, IA 50319-0146 (515) 281-3436 (515) 281-4122 (Fax) Kevin.fangman@iowa.gov</p> |
| <p><u>Iowa Association of Community College Trustees</u></p> <p>Ms. M. J. Dolan, Executive Director 707 East Locust Des Moines, IA 50309 (515) 282-4692 (515) 282-3743 (Fax) mjdolan@iacct.com</p> | <p><u>Board of Regents, State of Iowa</u></p> <p>Dr. Diana Gonzalez, Chief Academic Officer Board of Regents, State of Iowa 11260 Aurora Avenue Urbandale, IA 50322-7905 (515) 242-6116 (515) 281-6420 (Fax) gonzalez@iastate.edu</p> |

**COORDINATING COUNCIL EXECUTIVE COMMITTEE
2010-2011**

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|---|---|
| <p><u>Chair</u></p> <p>Dr. Deb Derr, President North Iowa Area Community College 500 College Drive Mason City, IA 50401 (641) 422-4000 (641) 423-1711 (Fax) derrdebr@niacc.edu</p> | <p><u>Vice-Chair</u></p> <p>Dr. Sally Mason, President University of Iowa 101 Jessup Hall Iowa City, IA 52242-1316 (319) 335-3549 (319) 335-xxx (fax) Sally-mason@uiowa.edu</p> |
| <p><u>Permanent Secretary</u></p> <p>Dr. Diana Gonzalez, Chief Academic Officer Board of Regents, State of Iowa 11260 Aurora Avenue Urbandale, IA 50322-7905 (515) 242-6116 (515) 281-6420 (Fax) gonzalez@iastate.edu</p> | <p><u>Recording Secretary</u></p> <p>Dr. Roger Utman, Administrator Div. of Community Colleges & Workforce Prep. Iowa Department of Education Grimes State Office Building 400 East 14th Street Des Moines IA 50319-0146 (515) 281-3542 (515) 281-6544 (Fax) roger.utman@iowa.gov</p> |
| <p><u>Treasurer</u></p> <p>Mr. Gary Steinke, President Iowa Assoc of Independent Colleges & Universities 505 Fifth Avenue, Suite 1030 Des Moines, IA 50309-2399 (515) 281-3175 (515) 282-9508 (Fax) president@iaicu.org</p> | <p><u>Immediate Past Chair</u></p> <p>Dr. Christopher Blake, President Mount Mercy College 1330 Elmhurst Drive NE Cedar Rapids, IA 52402 (319) 368-6464 (319) 363-5270 (Fax) cblake@mtmercy.edu</p> |