

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

Tuesday, July 28, 2020

11:00AM

Virtual Meeting

AGENDA

1.	Welcome <ul style="list-style-type: none">• <i>Welcome President Wintersteen as 2020-21 Chair</i>	Don Doucette, Past Chair
2.	Call to Order and Introductions	Wendy Wintersteen, Chair
3.	Approval of Meeting Minutes – (Attachment) <i>April 6, 2020</i>	Jeremy Varner, Recording Secretary
4.	Treasurer's Report (Attachment) <ul style="list-style-type: none">• <i>Organization Dues – 2020-2021</i>• <i>Way-Up Conference 2020</i>	Patricia Draves, Treasurer
5.	Mechanism for appointment of new members	Rachel Boon, Permanent Secretary
6.	Notices of Intent (Attachment) Programs without concerns for ratification	Rachel Boon, Permanent Secretary
7.	New Business for the Good of the Order	Wendy Wintersteen, Chair

DRAFT -- Iowa Coordinating Council for Post-High School Education

Monday, April 6, 2020

9:00-10:00 AM

Regent Office, 11260 Aurora Ave

Urbandale, IA OR by zoom:

<https://iastate.zoom.us/join> and enter meeting ID: 914 230 417

ICCPHSE Meeting Minutes

1. Welcome—Don Doucette, Chair

The Iowa Coordinating Council for Post-High School Education (ICCPHSE) Committee met on Monday, April 6th at 9am via conference call. Chair Don Doucette welcomed the Council members to the meeting. The members of the board introduced themselves onsite and on the call.

2. Call to Order and Introductions—Don Doucette, Chair

Chair Doucette called the meeting to order at 9:02am. Executive Committee members introduced themselves. The following individuals were present, all via conference call:

Members of State Board of Education

N/A

Institutional Representatives

Don Doucette, Eastern Iowa Community Colleges*

Lori Sundberg, Kirkwood Community College*

Shelli Allen, VP Student Services (for Rob Denson, President), DMACC*

Bruce Clark, IACCT Board Member*

Representatives of Iowa Department of Education

Chris Russell, (Representative for Jeremy Varner)*

Representatives of Board of Regents

Rachel Boon, Iowa Board of Regents*

Wendy Wintersteen, President, Iowa State University*

Tanya Uden-Holman, University of Iowa, Associate Provost for Undergraduate Education*

Ann Marie VanDerZanden, Iowa State University, Associate Provost*

Patrick Pease, University of Northern Iowa, Associate Provost*

Shawn Boyne, Office of the Provost, Iowa State University

Representative of Independent Colleges and Universities

Gary Steinke, President Iowa Association of Independent Colleges and Universities*

Tracy Schuster-Matlock, St. Ambrose, Assoc. VP of Assessment & Inst. Research*

Ralita Akins, Provost, Des Moines University*

Katie Clauson, Graceland University (representative for President)*

Representative of Iowa College Student Aid Commission

Mark Wiederspan, ICSAC Executive Research Officer*

Representative of Private for-Profit Schools

Bob Alsop, President, Waldorf

Student Representatives

N/A

Guests

Laura Dickson, Board of Regents

Jason Pontius, Board of Regents

Julie Ntem, Iowa College Aid

* Indicates voting delegate.

3. Approval of Meeting Minutes—Jeremy Varner, Recording Secretary (Chris Russell, Substitute)

Chris Russell presented the ICCPHSE meeting minutes on behalf of Jeremy Varner for the November 6, 2019 meeting. Committee meeting for approval.

Action: Members moved and seconded the approval of the minutes as presented. Motion passed unanimously.

4. Treasurer's Report—Patricia Draves, Treasurer

Rachel Boon presented the Treasurer's report on behalf of Patricia Draves. No dues are being collected this year and expenses are minimal. Approval of the report was moved and seconded. A statement of the Council's income and expenditures through March, 2020 was shared.

Action: Report was approved unanimously.

5. Proposal for edits to ICCPHSE by-laws—Rachel Boon, Permanent Secretary

Rachel Boon presented the edited bylaw draft and the reasons for edits to the bylaws based on past practices and discussion of the committee. The most significant changes are in membership categories and bodies for appointing members and the revision reduces the total number of members to 16. IPTV is being removed from membership and that was supported by IPTV. Adjustments were made to for-profit schools for 3 representatives as there is not currently an overseeing body for these colleges. The student section is revised to an ad hoc membership. Ex-officio areas were revised. The quorum is changed in language to be 9 members of the 16 total voting members.

Another area of change is to strike the annual report summary of the council's work since a report has not been completed for a number of years. Chris Russell proposed an amendment to the draft to change language to show that appointment of the 3 community college presidents is to be nominated by the Iowa Association of Community College Presidents (IACCP).

Action: The revision to the bylaws with the amendment to the appointment of community college presidents was moved and seconded. The bylaw changes were approved unanimously. Don Doucette thanked Rachel for her work on this process.

6. Mechanism for appointment of new members—Rachel Boon, Permanent Secretary

Rachel Boon shared that nominations for each member will be made and approved during the summer session. If more are nominated than seats available in any category, the executive council will maintain sector balances in meetings. Rachel will send out information to make deadlines for nominations clear.

Action: No action taken.

7. COVID-19 Response issues—Don Doucette, Chair

Update from Department of Education. Chris Russell shared that the IDOE has regularly updated guidance on the IDOE website for any actions taken by the department and state in relation to state code and rule temporary modification (both K-12 and community colleges). Don Doucette shared that the community colleges make independent local board decisions for institutional policy and all have approved college campus closure until April 30. Community Colleges have changed classes to mostly online and are reviewing state and local data regarding if campus closures are extended.

Update from Board of Regents. Rachel Boon shared that each Regent has made local decisions around COVID-19 and that transfer information has been shared between Regents and Community Colleges to aid in student success across that system. For example, adjustments in Regent pass/fail course articulations (all Regents allow for C- or higher to be in Pass status) were made that have helped with student and college transfer questions. Ann Marie VanderZanden shared that the mechanics for the pass/fail policy are being worked out at each Regent as well as additional communication of policy changes out to students.

Update from Iowa College Aid. Mark Wiederspahn shared that ICSAC sent out guidance on various programs (Future Ready Iowa, etc.) on March 19th to explain student eligibility on scholarship and grants with respect to state requirements and reporting. For postsecondary authorization, the team is developing guidance for institutions and a survey to see what institutions are doing with approved programs across the state. ICSAC's outreach programs have all been moved to a virtual space such as Gear Up, Course to College, etc. The FAFSA deadline is still July 1st, 2020. ITG is earlier.

Update from Iowa Private Colleges. Gary Steinke said the 25 members of the Iowa Association of Independent Colleges and Universities generally have made the decision to continue with online classes through end of semester and have cancelled graduation ceremonies and athletics. Since many students are not able to go home, the colleges are maintaining distance requirements and food service on a take and go system. Local board decisions are very similar to community college decisions.

Action: No action taken.

8. Notices of Intent—Rachel Boon, Permanent Secretary

Programs Without Concerns for Ratification

Don Doucette shared each of the proposed programs below. He reported that the colleges listed below each had no concerns for ratification. Chair Doucette asked for a motion.

Des Moines Area Community College (DMACC)

1. Automobile / Automobile Mechanics Technology/Technician
Associate of Applied Science (AAS)
CIP # 4706044200
On Campus – Ankeny

2. Construction Management

Associate of Applied Science (AAS)

CIP # 5220010200

On Campus – Ankeny

3. Electrical, Electronic & Communications Engineering Technician/Technology

Associate of Applied Science (AAS)

CIP # 1503031200

On Campus – Ankeny

4. Cinematography and Film/Video Production

Associate of Applied Science (AAS)

CIP # 5006020200

On Campus – Ankeny

Des Moines University

1. Biomedical Sciences

Ph.D. (Doctorate)

CIP # 26.0102

On Campus

2. Executive Healthcare Leadership

Certificate

CIP # 51.0701

On Line

3. Public Health Practices

Certificate

CIP # 51.2201

On Line

Iowa State University

1. Environmental Engineering

Bachelor of Science

CIP # 14.1401

On Campus

2. Teaching History

Masters of Arts

CIP # 13.1328

On Campus

Hawkeye Community College

Computer Languages

Certificate

CIP # 11.02011000

On Campus

Drake University

Health Informatics and Analytics

Master of Science

CIP # 51.2706

On Campus and On-line

Southeastern Community College

1. Early Childhood Education & Training

Associate of Applied Science (AAS)

CIP # 13.12100200

On Campus

2. Nursing Assistant/Aide and Patient Care Assistant/Aide

Certificate

CIP # 51.39021000

On Campus

Graceland University

Data Science & Analytics

Masters of Science

CIP # 27.0501; 27.0101; 11.0802

On Campus

Iowa Western Community College

1. Civil Engineering Technology/Technician

Diploma

CIP # 1502010100

On Campus

2. Welding Technology, Welder

Diploma

CIP # 4805080100

On Campus

3. Plumbing Technology/Plumber

Diploma

CIP # 4605030100

On Campus

4. Electrical & Power Transmission Installers, Other

Diploma

CIP # 4603990100

On Campus

Western Iowa Technical Community College

Truck & Bus Driver / Commercial Vehicle Operator and Instructor

Certificate

CIP # 49.02051000

On Campus

Kirkwood Community College

Digital Arts

Associate of Applied Science (AAS)

CIP # 50.01020200

On Campus

Action: Rachel Boon moved the proposal for all programs' approval and Mark Wiederspan seconded to ratify the above noted programs (without concerns). The motion passed by unanimous consent.

9. New Business for the Good of the Order – Don Doucette, Chair

Mark Wiederspan shared that ICSAC shared college enrollment numbers and HomeBase Iowa data has been shared with the group since last November's meeting. Another component of this group is to look at research and ICSAC will be releasing Condition of Iowa Higher Education report.

The meeting was adjourned at 9:41 AM.

Respectfully submitted by:

Chris Russell (for Jeremy Varner, Recording Secretary)

Iowa Coordinating Council for Post High School Education

			7/1/2020 - 6/30/2021	
			2020-21	
			Budget	Actual
I.	ICCPHSE Beginning Balance		\$2,432.14	\$2,432.14
II.	Income			
	A. Dues			
	Board of Regents		\$0.00	\$0.00
	Dept./Education		0.00	0.00
	IAICU		0.00	0.00
	IACCT		0.00	0.00
	ICSAC		0.00	0.00
	IPTV		0.00	0.00
	IAPBS/IPSSA		0.00	0.00
			\$0.00	\$0.00
	B. Interest Income		0.00	0.00
	C. Articulation Conference		0.00	0.00
	Total Income		\$0.00	\$0.00
III.	Expenses			
	A Committee and Hospitality Expense		100.00	0.00
	B Distance Learning Expense		0.00	0.00
	C Way Up		500.00	0.00
	D Reserve Fund		0.00	0.00
	Total Expense		\$600.00	\$0.00
IV.	ICCPHSE Balance		\$1,832.14	\$2,432.14

Account Balances

Balance 07/14/20	\$5,553.58	
Plus Revenue	0.00	
Less expenses	0.00	
Ending Balance		\$5,553.58

Components of Balance

Way Up Balance	\$1,910.77	
Carol Kay Memorial	1,210.67	
ICCPHSE Balance	2,432.14	
Ending Balance		\$5,553.58

IOWA COORDINATING COUNCIL FOR POST-HIGH SCHOOL EDUCATION

BYLAWS

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 school education in Iowa. Its principal responsibilities are to:

1. Provide for review of all proposals for new academic programs and the offering of existing programs at new locations. The authority of the Council to review new academic program proposals may be delegated by the chairperson to the executive committee or a special subcommittee with approval of executive committee, with reporting to all council members of their actions.
2. Provide a forum for the systematic gathering of data and conducting studies of issues pertaining to post-high school education in Iowa and making recommendations to governing boards, institutions, and to the public which will aid in the development of statewide coordination.

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.

❖ Representatives:

Voting members shall be distributed as follows:

1. Appointed by the Board of Regents, State of Iowa:
 - A. One representatives appointed by the Board of Regents, State of Iowa
 - B. The president of the University of Iowa, Iowa State University and the University of Northern Iowa.

IOWA COORDINATING COUNCIL FOR POST-HIGH SCHOOL EDUCATION

BYLAWS

2. Appointed by the State Board of Education:
 - A. One representative of the State Board of Education
3. Appointed by the Iowa Association of Community College Presidents:
 - A. Three representatives from the community colleges
4. Appointed by the Iowa Association of Independent Colleges and Universities:
 - A. One representative of boards of trustees of IAICU institutions; and
 - B. Three presidents from independent colleges and universities.
5. Appointed by College Aid Commission:
 - A. One representative from the Commission, or their designee.
6. Appointed by the Iowa Private for Profit Schools:
 - A. Three representatives of Iowa private for profit schools;
7. Appointed by the Chairperson of the Council:

On an ad hoc basis, up to three student representatives may be appointed for up to a one-year term each. 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, or immediate past Chair of the Council.

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BYLAWS

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

1. Director of Department of Education, or a designee of the Director.
2. President of the Iowa Association of Independent Colleges and Universities, or a designee of the President.
3. Executive Director or designee from the Board of Regents staff who shall serve as the Permanent Secretary.
4. Executive Director of the Iowa Association of Community College Trustees.

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

The Council shall follow Robert's Rules of Order. A quorum shall be 50% plus one of the total appointed members, which must include at least one member from three of the six segments of the Council.

❖ Terms of Council Members:

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 and vice-chairperson and other officers, and for terms as it may determine. There shall be a recording secretary, a treasurer, and a permanent secretary who may be a Council member or may be a staff member.

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

❖ Meetings:

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

IOWA COORDINATING COUNCIL FOR POST-HIGH SCHOOL EDUCATION

BYLAWS

❖ 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 generate such studies, reports, and recommendations as are deemed necessary to assist post-high school educational institutions in better serving the needs of lowans.

❖ 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.

Adopted on April 6, 2020

PROGRAMS WITHOUT CONCERNS

**PROGRAMS TO BE LISTED ON AGENDA
FOR RATIFICATION
JULY 28, 2020
ICCPHSE EXECUTIVE COMMITTEE MEETING**

Iowa Western Community College

Construction Management
Associate of Applied Science (AAS)
CIP # 5220010200
On Campus

Iowa Central Community College

1. Digital Arts
Associate of Applied Arts (AAA)
CIP # 5001020200
On Campus and On-line
2. Cyber/Computer Forensics and Counterterrorism
Associate of Applied Science (AAS)
CIP # 4304030200
On-line

Loras College

Master of Science in Biomedical Sciences
Master's Degree
CIP # 26.0102
On Campus