

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

Wednesday, November 6, 2019

3:00 – 4:30 P.M.

11260 Aurora Avenue

Urbandale, IA

REVISED AGENDA

1.	Welcome	Don Doucette, Chair
2.	Call to Order and Introductions	Don Doucette, Chair
3.	Approval of Meeting Minutes – (Attachment) <i>July 23, 2019</i>	Jeremy Varner, Recording Secretary
4.	Membership for 2019-2020 (Attachment) <i>The Chair will ask for any updates and corrections to the membership listing</i>	Don Doucette, Chair
5.	Treasurer's Report (Attachment)	Patricia Draves, Treasurer
6.	Notices of Intent (Attachment) Programs without concerns for ratification	Rachel Boon, Permanent Secretary
7.	Notices of Intent (Attachment) Program with concerns	Don Doucette, Chair
8.	Proposal for edits to ICCPHSE by-laws	Rachel Boon, Permanent Secretary
9.	Fall Enrollment Report Update	Iowa College Aid Commission
10.	Open Education Resource Presentation	OER Action Team Representatives
11.	New Business for the Good of the Order	Don Doucette, Chair

Iowa Coordinating Council for Post-High School Education

Tuesday, July 23, 2019

1:30-3:00 PM

Executive Committee Meeting

ICCPHSE Executive Committee Meeting Minutes

1. Welcome—Don Doucette, Chair

The Iowa Coordinating Council for Post-High School Education (ICCPHSE) Executive Committee met on Tuesday, July 23, 2019, at 1:30PM at the Board of Regents office. Chair Don Doucette welcomed the Council members to the meeting.

Rachel Boon provided a history of ICCPHSE and information about the number of times the full Council and the Executive Committee meet during the year.

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

Chair Doucette called the meeting to order. Executive Committee members introduced themselves. The following individuals were present:

Members of State Board of Education

N/A

Institutional Representatives

Don Doucette, Eastern Iowa Community Colleges*

Representatives of Iowa Department of Education

Chris Russell

Representatives of Board of Regents

Rachel Boon, Iowa Board of Regents*

Representative of Independent Colleges and Universities

Patricia Draves, Graceland University*

Representative of Iowa College Student Aid Commission

N/A

Representative of the IPTV Board

N/A

Representative of Private for-Profit Schools

N/A

Student Representatives

N/A

Guests

Laura Dickson, Board of Regents

* Indicates voting delegate.

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

Chris Russell presented the ICCPHSE meeting minutes from the April 10, 2018, meeting for approval.

Action: Pat Draves moved and Rachel Boon seconded for approval of the minutes as presented. Motion passed unanimously

4. Treasurer’s Report—Patricia Draves, Treasurer

Patricia Draves presented the treasurer’s report. Treasurer Draves presented a statement of the Council’s proposed budget through June 30, 2020. Based on the carryover balance in the budget, the budget reflects that dues will not be collected for the upcoming year. Dues have been based on a formula in the past, but are roughly \$300.00. Most of the expenses consist of the meeting expenses for the one face-to-face meeting per year, and the \$500 support of the annual Way Up Conference. Rachel reviewed the bylaws as they reflect dues payments.

Action: Pat Draves moved to accept the budget (with no dues assessment this year) and Rachel Boon seconded the approval of the budget. Motion passed unanimously.

5. Membership for 2019-2020—Don Doucette, Chair

Chair Doucette shared the next agenda item which involves changes to the 2019-20 Council list of current members. A vacant position for the IACCT member (Institutional Representative) will be filled by September, 2019 when that organization meets to name the replacement representative. Chair Doucette shared that the discussion of membership is partly based on the intents and purposes of the Council. The Committee had a brief conversation regarding the outcomes/purpose areas and roles that the Council fulfills including improving transfer outcomes across the system. The Council may also propose fundamental system-wide approaches to increasing access for all students across higher education.

The current bylaws were reviewed for the various membership categories and voting roles. The committee made a recommendation to review the bylaws because they should reflect the types of membership and current issues facing postsecondary education in Iowa. The Committee discussed that the revised bylaws have the potential to rebuild organizational processes so that the Council becomes even more dynamic. The bylaws have not been updated since 2005 and any proposed changes will be shared with and reviewed by the full Council committee.

Rachel Boon agreed to recommend changes to the bylaws for review at the November meeting. The Council will also discuss whether to annually ratify the membership list. Chair Doucette also suggested that the Council review how the incoming Chair is prepared for the role through mentorship.

6. Proprietary School Representative—Rachel Boon, Permanent Secretary

Rachel Boon shared that two nominations have been received for the “Private, For-Profit” category of ICCPHSE. One from the Cosmetology institutions and one from Waldorf.

This “Private, For-Profit” membership category has been open since 2017. One seat is designated to be a president of a private, for-profit institution as named by an oversight organization. The other is for a member of the body that oversees the “Private, For Profit” institutions in Iowa, which does not currently exist. This body, according to the Iowa College Student Aid Commission (ICSAC), who has an

official listing of this category, needs to cover both the Cosmetology institutions and Waldorf college. Since the bylaws, as written, do not allow for the appointment of this sector, this is an issue to be addressed as a potential bylaws revision. The bylaws also need to anticipate the potential increase in the number of private for-profit institutions in the future that would be covered by such an entity.

The nominations in place for this “Private, For-Profit” sector will be on hold for appointment until there is a mechanism in the bylaws to handle those sectors without an overseeing body. Two options for the bylaws review could be proposed: Nominations where there is an overseeing association and nominations where there is not an overseeing body. In the meantime, any organization is free to attend future Council meetings.

7. Notices of Intent—Rachel Boon, Permanent Secretary

A. Programs Without Concerns for Ratification

Rachel explained the ICCPHSE Notice of Intent process. She reported that the colleges listed below had programs without concerns for ratification. Chair Doucette asked for a motion.

Iowa State University

1. Business Analytics
Bachelor of Science
CIP # 52.1399
On Campus

2. Master of Athletic Training
Master’s Degree
CIP # 51.0913
On Campus

Des Moines Area Community College

Multi/Interdisciplinary Studies
Associate of Applied Science (AAS)
CIP # 30.00000200
On Campus

University of Iowa

Screen Writing Arts
Bachelor of Arts
CIP # 50.0504
On Campus

North Iowa Community College

1. Physical Education Teaching and Coaching
Certificate
CIP # 13.13141000
On Campus/On-line

2. Surgical Technology/Technologist
Associates of Applied Science (AAS)
CIP # 51.09090200
On Campus/On-line/Off Campus (Face-to-Face)

Iowa Valley Community College District

Machine Tool Technology/Machinist
Associates of Applied Science (AAS)
CIP # 48.05010200
On Campus

Graceland University

1. Sustainability Studies
Bachelor of Arts
CIP # 30.3301
On Campus

2. Nutrition and Human Performance
Master of Science
CIP # 31.0505
On-line

St. Ambrose University

Bachelor of Arts in Digital Filmmaking
Bachelor of Arts
CIP # 50.0601
On Campus

Action: Pat Draves moved the proposal and Don Doucette seconded to ratify the above noted programs (without concerns). The motion passed by unanimous consent. There are no current colleges with programs that are waiting to pass the 20-day review period. The Iowa Lakes Cosmetology program ratification decision, which falls under the category of “Programs with Concerns” has been deferred to the November meeting for the full Council decision.

8. 2019-20 Meeting Dates—Rachel Boon, Permanent Secretary

Rachel Boon discussed Fall Council meeting dates and topics. The previous years’ Fall meetings have been aligned with the date and location of the Way Up Conference. This year, that conference is in West Des Moines on November 7th and 8th. The meeting date selected is **Wednesday, November 6th at 2:30pm-4:30pm in the BOR offices**. The potential topics for the Fall meeting include discussion of the bylaws, Future Ready Iowa updates, and the general topics of the council’s transfer and articulation goals.

The Spring meeting is set for **Monday April 6th, 2020, from 9am-10am**. This meeting will be a web/phone based meeting.

11. New Business For the Good of the Order—Don Doucette, Chair

The meeting was adjourned at 2:58 PM.
Respectfully submitted by:

Chris Russell (on behalf of Jeremy Varner, Recording Secretary)

IOWA COORDINATING COUNCIL FOR POST-HIGH SCHOOL EDUCATION
Membership 2019-2020
November 2019

I. Appointed by the State Board of Education

A. Members of the Board of Education	
<u>Member</u>	<u>Alternate</u>
<p>Ms. Bettie Bolar 2155 230th Street Marshalltown, Iowa 50158 (641) 752-0850 bettie.bolar@gmail.com</p>	<p>Mr. Michael C. Bearden Clapsaddle-Garber Associates 16 East Main Street, Suite 400 Marshalltown, Iowa 50158 (641) 752-6701 mbearden@cgaconsultants.com</p>
B. Institutional Representatives	
<u>Member</u>	<u>Alternate</u>
<p>Dr. Daniel Kinney, President Iowa Central Community College Administrative Center One Triton Circle Fort Dodge, IA 50501 (515) 574-1150 (515) 576-7207 (Fax) kinney@iowacentral.edu</p>	<p>Dr. Michael Ash, President Southeastern Community College 1500 West Agency Road P. O. Box 8015 West Burlington, IA 52655 (319) 208-5050 (319) 752-4033 (Fax) mash@scciaowa.edu</p>
<p>Dr. Don Doucette, Chancellor Eastern Iowa Community Colleges 101 West Third Street Davenport, IA 52801 (563) 336-3304 (563) 336-3303 (Fax) ddoucette@eicc.edu</p>	<p>Dr. Lori Sundberg, President Kirkwood Community College 6301 Kirkwood Boulevard SW P.O. Box 2068 Cedar Rapids, Iowa 52406 319-398-5500 lori.sundberg@kirkwood.edu</p>
<p>Mr. Bruce Clark IACCT Board Member 1938 Harrow RD Waterloo, IA 50701 (319) 240-2511 Br4isu@yahoo.com</p>	<p>Ms. Cheryl Langston IACCT Board Member 1710 Northwestern Avenue Ames, IA 50010 (515) 232-8984 heggenlangston@gmail.com</p>

C. Representatives of Dept. of Education	
<u>Member</u>	<u>Alternate</u>
Mr. Jeremy Varner, Administrator Division of Community Colleges Iowa Department of Education 400 East 14 th Street Grimes State Office Building Des Moines, IA 50319-0146 (515) 281-8260 (515) 419-9988 (Cell) (515) 242-5988 (Fax) jeremy.varner@iowa.gov	Dr. Barbara Burrows, Bureau Chief Bureau of Community Colleges Division of Community Colleges Iowa Department of Education 400 East 14 th Street Grimes State Office Building Des Moines, IA 50319-0146 (515) 281-3031 (515) 242-5988 (Fax) barbara.burrows@iowa.gov

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

A. Representatives of Member Institutions	
<u>Member</u>	<u>Alternate</u>
Mr. Bruce Harreld, President University of Iowa 101 Jessup Hall Iowa City, IA 52242 (319) 335-3549 (319) 335-0807 (Fax) bruce-harreld@uiowa.edu	Dr. Tanya Uden-Holman, Associate Provost University of Iowa 111 Jessup Hall Iowa City, IA 52242 (319) 335-0148 (319) 335-3560 (Fax) tanya-uden-holman@uiowa.edu
Dr. Wendy Wintersteen, President Iowa State University 1750 Beardshear Hall Ames, IA 50011 (515) 294-2042 (515) 294-0565 (Fax) wwinters@iastate.edu	Dr. Ann Marie VanDerZanden, Associate Provost Iowa State University 1550 Beardshear Hall Ames, IA 50011 (515) 294-5553 (515) 294-8844 (Fax) vanderza@iastate.edu
Dr. Mark Nook, President University of Northern Iowa 20 Seerley Hall Cedar Falls, IA 50614-0705 (319) 273-2566 (319) 273-6494 (Fax) mark.nook@uni.edu	Dr. Patrick Pease, Associate Provost University of Northern Iowa Seerley Hall 20 Cedar Falls, IA 50614-0707 (319) 273-2518 (319) 273-3153 (Fax) patrick.pease@uni.edu

B. Board of Regents	
<u>Member</u>	<u>Alternate</u>
Regent Nancy Boettger 926 Ironwood Road Harlan, IA 51537 712-744-3290 regent.boettger@iowaregents.edu	Dr. Jason Pontius, Assoc. Chief Academic Officer Board of Regents 11260 Aurora Avenue Urbandale, IA 50322 (515) 281-3934 (515) 281-6420 (Fax) jason.pontius@iowaregents.edu
C. Representatives of Board of Regents	
<u>Member</u>	<u>Alternate</u>
Dr. Jim Wohlpart, Provost University of Northern Iowa Seerley Hall 1 Cedar Falls, IA 50614-0707 (319) 273-2517 (319) 273-3153 (Fax) jim.wohlpart@uni.edu	Dr. Patrick Pease, Associate Provost University of Northern Iowa Seerley Hall 20 Cedar Falls, IA 50614-0707 (319) 273-2518 (319) 273-3153 (Fax) patrick.pease@uni.edu
Dr. Rachel Boon, Chief Academic Officer Board of Regents, State of Iowa 11260 Aurora Avenue Urbandale, IA 50322-7905 (515) 281-3332 (515) 281-6420 (Fax) rachel.boon@iowaregents.edu	Dr. Jason Pontius, Assoc. Chief Academic Officer Board of Regents 11260 Aurora Avenue Urbandale, IA 50322 (515) 281-3934 (515) 281-6420 (Fax) jason.pontius@iowaregents.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. Patricia H. Draves, President Graceland University 1 University Place Lamoni, IA 50140 (641) 784-5111 (641) 784-5058 (Fax) pdraves1@graceland.edu	Dr. Kathleen (Katie) Clauson Bash, Vice President of Institutional Effectiveness Graceland University 1 University Place Lamoni, IA 50140-1699 (641) 784-5064 (641) 784-5058 (Fax) katie.bash@graceland.edu

<p>Dr. Earl "Marty" Martin, President Drake University 2507 University Avenue Des Moines, IA 50311-4505 (515) 271-2191 (515) 271-3016 (Fax) president@drake.edu</p>	<p>Dr. Sue J. Mattison, Provost Drake University 202 Old Main Des Moines, IA 50311-4505 (515) 271-3751 (515) 271-2954 (Fax) sue.mattison@drake.edu</p>
<p>Dr. William R. Duffy II, President Upper Iowa University 605 Washington Street Fayette, IA 52142 (563) 425-5221 duffyw@uiu.edu</p>	<p>Dr. P. Joan Poor, Provost Upper Iowa University 605 Washington Street Fayette, IA 52142 (563) 425-5284 poorp43@uiu.edu</p>

B. Representatives of Independent Colleges	
<u>Member</u>	<u>Alternate</u>
<p>Mr. Gary Steinke, President Iowa Assn of Independent Colleges & Universities 505 Fifth Avenue, Suite 1030 Des Moines, IA 50309-2399 515.282.3175 515.321.0333 gary@iaicu.org</p>	(Vacant)
<p>Dr. Jay Simmons, President Simpson College 701 North C Street Indianola, IA 50125 (515) 961-1611 jay.simmons@simpson.edu</p>	<p>Dr. Mark Gammon, Associate Dean Simpson College 701 North C Street Indianola, IA 50125 (515) 961-1685 mark.gammon@simpson.edu</p>

IV. Appointed by Iowa College Student Aid Commission

<u>Member</u>	<u>Alternate</u>
<p>Dr. Mark Wiederspan, Executive Research Officer Iowa College Student Aid Commission 475 SW Fifth Street, Suite D Des Moines, IA 50309- 4608 (515) 725-3420 (515) 725-3401 (Fax) mark.wiederspan@iowa.gov</p>	<p>Ms. Karen Misjak, Executive Director Iowa College Student Aid Commission 475 SW Fifth Street, Suite D Des Moines, IA 50309- 4608 (515) 725-3410 (515) 725-3401 (Fax) karen.misjak@iowa.gov</p>

V. Appointed by Iowa Public Broadcasting Board

<u>Member</u>	<u>Alternate</u>
Mr. Ken Harrison Iowa Public Television PO Box 6450 Johnston, IA 50131-6450 (515) 725-9720 (515) 725-9838 (Fax) ken.harrison@iptv.org	Ms. Tiffany Morgan Iowa Public Television PO Box 6450 Johnston, IA 50131-6450 (515) 725-9712 (515) 725-9838 (Fax) tiffany.morgan@iptv.org

VI. Appointed by Private for-Profit Schools

<u>Member</u>	<u>Alternate</u>
(Vacant)	(Vacant)

VII. Liaison Representatives – Ex Officio Non Voting

<u>Iowa Assoc. of Ind. Colleges & Universities</u> Dr. Patricia H. Draves, President Graceland University 1 University Place Lamoni, IA 50140 (641) 784-5111 (641) 784-5058 (Fax) pdraves1@graceland.edu	<u>Iowa Department of Education</u> Dr. Ryan Wise, Director Iowa Department of Education 400 East 14 th Street Grimes State Office Building Des Moines, IA 50319-0146 (515) 281-3436 ryan.wise@iowa.gov
<u>Iowa Association of Community College Trustees</u> Ms. MJ Dolan, Executive Director 855 East Court Avenue Des Moines, IA 50309 (515) 282-4692 (515) 282-3743 (Fax) mjdolan@iacct.com	<u>Board of Regents, State of Iowa</u> Dr. Rachel Boon, Chief Academic Officer Board of Regents, State of Iowa 11260 Aurora Avenue Urbandale, IA 50322-7905 (515) 281-3332 (515) 281-6420 (Fax) rachel.boon@iowaregents.edu

**IOWA COORDINATING COUNCIL EXECUTIVE COMMITTEE
2019-2020**

<p><u>Chair</u></p> <p>Dr. Don Doucette, Chancellor Eastern Iowa Community Colleges 101 West Third Street Davenport, IA 52801 (563) 336-3304 (563) 336-3303 (Fax) ddoucette@eicc.edu</p>	<p><u>Vice-Chair</u></p> <p>(Vacant)</p>
<p><u>Permanent Secretary</u></p> <p>Dr. Rachel Boon, Chief Academic Officer Board of Regents, State of Iowa 11260 Aurora Avenue Urbandale, IA 50322-7905 (515) 281-3332 (515) 281-6420 (Fax) rachel.boon@iowaregents.edu</p>	<p><u>Recording Secretary</u></p> <p>Mr. Jeremy Varner, Administrator Division of Community Colleges Iowa Department of Education 400 East 14th Street Grimes State Office Building Des Moines, IA 50319-0146 (515) 281-8260 Cell: (515) 419-9988 jeremy.varner@iowa.gov</p>
<p><u>Treasurer</u></p> <p>Dr. Patricia H. Draves, President Graceland University 1 University Place Lamoni, IA 50140 (641) 784-5111 (641) 784-5058 (Fax) pdraves1@graceland.edu</p>	<p><u>Immediate Past Chair</u></p> <p>Dr. Patricia H. Draves, President Graceland University 1 University Place Lamoni, IA 50140 (641) 784-5111 (641) 784-5058 (Fax) pdraves1@graceland.edu</p>

Iowa Coordinating Council for Post High School Education

		7/1/2019 - 6/30/2020	
		2019-20	
		Budget	Actual
I.	ICCPHSE Beginning Balance	\$2,975.15	\$2,975.15
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
		<hr/>	<hr/>
		\$0.00	\$0.00
	B. Interest Income	0.00	0.00
	C. Articulation Conference	0.00	0.00
		<hr/>	<hr/>
	Total Income	\$0.00	\$0.00
III.	Expenses		
	A Committee and Hospitality Expense	1,000.00	0.00
	B Distance Learning Expense	0.00	0.00
	C Way Up	500.00	500.00
	D Reserve Fund	0.00	0.00
		<hr/>	<hr/>
	Total Expense	\$1,500.00	\$500.00
IV.	ICCPHSE Balance	\$1,475.15	\$2,475.15

Account Balances

Balance 07/2/2019	\$6,096.59	
Plus Revenue	0.00	
Less expenses	500.00	
Ending Balance		<u><u>\$5,596.59</u></u>

Components of Balance

Way Up Balance	\$1,910.77	
Carol Kay Memorial	1,210.67	
ICCPHSE Balance	2,475.15	
Ending Balance		<u><u>\$5,596.59</u></u>

PROGRAMS WITHOUT CONCERNS

**PROGRAMS TO BE LISTED ON AGENDA
FOR RATIFICATION
NOVEMBER 6, 2019
ICCPHSE COMMITTEE MEETING**

Grand View University

Clinical Mental Health Counseling
Master of Science
CIP # 51.1508
On Line (only)

Loras College

Master of Science in Applied Analytics & Graduate Certificate in Applied Analytics
Master of Science
CIP # 30.7101
On Campus & On Line

Morningside College

Criminal Justice
Bachelor of Arts
CIP # 43.01
On Campus

University of Iowa

Education Studies & Human Relations
Bachelor of Arts
CIP # 30.0000
On Campus

(Note: 20-days is 11-03-19)

Attachment B

Programs Submitted – Ratification Pending

Iowa Lakes Community College

Cosmetology / Cosmetologist, General

Associate of Applied Science (AAS)

CIP # 1204010200

On Campus

(**Note:** 20-day review was **04/10/19**)

Note: This program has not been ratified. There were numerous concerns noted by the Cosmetology community.

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 and ~~provide advice and counsel to the Iowa College Aid Commission on these proposals.~~ 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:

~~There shall be 25~~ Voting members **shall be** distributed as follows:

1. Appointed by the Board of Regents, State of Iowa:
 - A. ~~Three~~ **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. ~~Three~~ **One** representatives of the State Board of Education
 - B. Three representatives from the community colleges
3. Appointed by the Iowa Association of Independent Colleges and Universities:
 - A. ~~Three~~ **One** representatives of boards of trustees of IAICU institutions; and
 - B. Three presidents from independent colleges and universities.
4. Appointed by College Aid Commission:
 - A. One representative from the Commission, or their **designee**
~~Executive Director.~~
- ~~5. Appointed by the Iowa Public Broadcasting Board:~~
 - ~~A. One representative from the IPTV Board~~
6. Appointed by the Iowa Private for Profit Schools:
 - A. ~~One president of a~~ **Three representatives of Iowa** private for profit schools;
 - ~~B. One administrative representative of Iowa Private for Profit Schools.~~
7. Appointed by the Chairperson of the Council:

~~Three student representatives—~~ **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.

IOWA COORDINATING COUNCIL FOR POST-HIGH SCHOOL EDUCATION

BYLAWS

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

1. Director of Department of Education, **or a designee of the Director.** (~~if the Director is named a member of the Council, then the Director may designate an assistant to serve in this capacity of consultant.~~)
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.
5. ~~Executive Director of Iowa Public Television, if not appointed as the IPTV representative.~~

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 ~~twelve~~ **50% plus one of the total appointed** members, which must include at least one member from three of the ~~seven~~ **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.

IOWA COORDINATING COUNCIL FOR POST-HIGH SCHOOL EDUCATION

BYLAWS

❖ Meetings:

Meetings shall be held at least two 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 containing 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 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.

Iowa
Open Education
Resources Action
Team

November 6, 2019

About the Team



- Rachel Boon, Board of Regents
- Chris Russell, Iowa Department of Education
- Abbey Elder, Iowa State University
- Kyle Collins, Northeast Iowa Community College
- Ellen Neuhaus, University of Northern Iowa
- Gretchen Bartelson, Northwest Iowa Community College
- Mahrya Burnett, University of Iowa
- Theresa Umscheid, Iowa Lakes Community College
- Teri Koch, Drake University
- Mary Heinzman, St. Ambrose University
- Representative Sharon Steckman (D-Mason City), Iowa Legislature

2019 Survey (January)

- In a survey of 33 of the 42 (78.5%) Iowa colleges and universities, **85% reported interest in supporting the use of OER at their institution.** However, most colleges are in the early planning stages.
- 23 of the 33 colleges (69.7%) had **at least one OER project in place or in development.** Only 3 colleges had more than four OER projects in place. (ISU, St. Ambrose, and Kirkwood).
~2,178 IA students Fall 2018 in OER course
- Northeast Iowa Community College has launched a **“Z-degree program” for an Associate of Arts Degree**, by which students can go through all their required coursework with **zero textbook costs.**

OER Awareness (January 2019 Survey)

- 25 colleges reported student awareness as “Slightly aware” or below
- 11 colleges reported faculty awareness as “Slightly aware” or below
- 20 colleges reported librarian awareness as “Very aware” or higher
- 14 colleges reported bookstore awareness as “Very aware” or higher

Definition of OER

” Open Educational Resources (OER) are teaching, learning, and research resources that are free of cost and access barriers, and which also carry legal permission for open use. Generally, this permission is granted by the use of an open license (for example, Creative Commons licenses) which allows anyone to freely use, adapt and share the resource—anytime, anywhere.”

Vision Statement

Every college student in Iowa will have access to courses or programs fully using OER to support an affordable, high quality education.

Team Goals (open for feedback)

- 1. By 2022**, every college and university in Iowa will have **access to training for faculty and staff** on finding materials and teaching with OER.
- 2. By 2023**, every college and university in Iowa will have access to high quality OER materials through **collaboration on a statewide OER hub**.
- 3. By 2023**, a **collegial network for faculty and staff** will exist across all Iowa higher education institutions to encourage and assist in the adoption of OER materials across academic disciplines.

Team Goals (continued)

4. **By 2025**, every colleges and university in Iowa will have **courses that rely on OER** with no course material costs for students.

5. **By 2025**, **OER-based degree pathways** will be widely available across Iowa colleges and universities.

6. **By 2025**, a **sustainable state infrastructure investment** will be in place for individuals and institutions promoting OER, including research on OER quality, cost savings, and effectiveness.

Tracking Savings

- SPARC Standard: \$116.94 per student, per course
- Example:
 - Econ 101--enrollment of 100 generates \$11,694 in savings to students
 - Each year about 22,000 Iowa high school graduates start college in Iowa. If each had two OER courses a year, they have over \$5.1m in savings each year.

Resource and Communication Hub

<https://iowaer.wordpress.com/>

Reports and Resources

[Iowa OER Toolkit \[Google Drive\]](#)

[OER Used in Iowa Colleges](#)

[Iowa OER Survey Results Archive](#)

[The OER Starter Kit](#)

[External Resources](#)



Training and Events



[Iowa OER Webinar Archive \(coming soon!\)](#)

[Open Education Conferences](#)

Next Steps

- Developing webinar series that will be open to any faculty and staff in the state (and archived on the website)
- Adding resources to the website
- Exploring statewide membership to Open Textbook Network (OTN)
- Goal of statewide convening in 2020 or 2021
- Potential MHEC or other grant funding

OER in Iowa

Webinar Series

Webinar Reminder

This is a reminder that The Iowa OER Action Team (iowaoer.wordpress.com) will be holding its first professional development webinar for educators in the state of Iowa who are interested in learning more about Open Educational Resources THIS WEEK! Don't forget to mark your calendars!.

November 1, 2019

Please join us on Friday, November 1, 2019 from 1:00 to 2:00 p.m. to hear Kate Hess, Library Coordinator at Kirkwood Community College, discuss how she and her colleagues developed an OER adoption support program in 2012, two years after the library began offering open textbook research support to faculty. In this webinar, librarian Kate Hess will discuss the different strategies the college has employed, with varied levels of success, over the past nine years in supporting and promoting OER adoption among their faculty.



To join us, please log into Zoom at <https://uiowa.zoom.us/j/574109295>. If you can't make it on November 1, the webinar will be recorded and distributed after the event.

If you have any questions, please contact Mahrya Burnett at mahrya-burnett@uiowa.edu