

HOME BASE IOWA EDUCATION WORKING GROUP REPORT OF RECOMMENDATIONS

EXECUTIVE SUMMARY: RECOMMENDATIONS

1. The Working Group is recommending an education portal on the Home Base Iowa website.
 - a. The team developed a statement of support which can be included on the website demonstrating the commitment of Iowa's educational institutions to veteran students.
"The following institutions support the Home Base Iowa Education Partnership to show support for student veterans and to help them achieve educational success in Iowa. We commit to developing and providing complete, clear, and understandable information about our processes and policies for awarding academic credit for military training/education, and the application of such academic credit to meet degree requirements. We will annually report data defined in Iowa Code Chapters 260C.14(24), 261.9(1)i(1), and 262.9(38)." Nineteen colleges and universities immediately responded with their pledge of support (All public universities and community colleges and Grand View University).
 - b. The team suggests creating a specific section on the education portal that includes:
 - General information on the Iowa Board of Regents policies on military credit transfers
 - A step-by-step process of how to apply for military education credit transfers
 - Names and contact information of all college veteran service representatives
 - Names and contact information of staff who process credit transfers
 - A copy of the Governor's signed proclamation of intent
 - An FAQ section on how to obtain credit through transferring military education credits (The Transfer Credit team, led by Diana Gonzalez, can assist with this information.)
2. The working group is recommending the scheduling and conduct of "signing ceremonies" with all participating college and university Presidents to demonstrate support for the HBI initiative and support for veteran students on their campus.
3. There is already a statewide articulation agreement that states academic credit will be granted for military training. During our discussion, it became apparent that educational institutions would benefit from an in-depth review of the ACE *Guide to Credit for Educational Experiences in the Armed Services*. Chair Gonzalez has arranged for Ms. Michele Spires, ACE Director of Military Programs (Center for Education Attainment and Innovation) to provide a workshop in Iowa on **February 6, 2015**. The audience will include faculty members, admissions staff, and others involved in evaluating transcripts and awarding credit for military experience.
4. Data elements to be reported align with statutory requirements for Iowa's public universities and community colleges:
 - a. Number of first-time enrolled veteran students
 - b. Number of first-time enrolled veterans receiving credit for military training, service, or education (a percentage of total veterans will be calculated when the report is aggregated)
 - c. Average number of credits received by students for military training, service, or experience

- d. Average number of credits applying toward the award of an academic credential (i.e., degree, diploma, or credit certificate). The first intended major should be utilized and any changes in the application of credits based on changes to a student's major during the fiscal year do not need to be captured in the data.
5. The Working Group has outlined in the full report recommendations for continuing work.
6. Attachment E is provided as recommended by MG Orr, Adjutant General. This would expand the requirements for participation by educational institutions beyond the recommendations of this Working Group.

FULL REPORT FROM THE WORKING GROUP (by subgroup)

GOVERNOR'S CHARGE TO THE COMMITTEE: STATEWIDE CONSISTENCY

Develop a more consistent approach among Iowa's three state universities and 15 community colleges for awarding undergraduate credits to a student who also is a veteran for courses that are part of the student's military training or experience. Such credit shall be awarded toward the student's major, minor, pre-requisite, or elective coursework requirements. Encourage Iowa's private colleges and universities to adopt the same approach.

SUBCOMMITTEE REPORT/RECOMMENDATIONS:

Early Articulation Efforts: In **1996**, in order to address the very critical issue of articulation and transfer of credits by veterans, the three state universities and 15 community colleges entered into a statewide articulation agreement for awarding and transferring college credit for educational experience in the armed services; the agreement is re-affirmed annually. The statewide Agreement, available at TransferInIowa.org, specifies the following:

1. "Credit for military courses will be granted according to the guidelines in the American Council on Education's (ACE's) *Guide to Credit for Educational Experiences in the Armed Services* when that recommendation is for vocational certificate and lower and/or upper division baccalaureate degrees.
2. Limitations of credit granted for vocational certificate recommendations made by the ACE will be in concurrence with the current (statewide) Career and Technical Credit Agreement.
3. The receiving institution will determine applicability of transfer credit to specific degree programs.
4. Although community colleges may adopt their own institutional policies for awarding credit for military experiences, the public universities will not accept for transfer any credit earned based on recommendations by the ACE for Military Occupational Specialist (MOS)."

Creation of Sub Group: Following the creation of the Home Base Iowa Group by Governor Branstad and discussion by the Group regarding transfer and articulation of credits, it became obvious that it was necessary to form a team which could have meaningful discussions about the awarding of credit for educational experiences in the armed services. A team was formed which included the following institutional representatives.

Consistency Subcommittee Members:

- Diana Gonzalez – Board of Regents Chief Academic Officer (Chair); ex-officio LACTS member
- Jathan Chicoine – Iowa State University Veterans Services Coordinator
- Julia Heuer – University of Northern Iowa Military & Student Services Coordinator
- Chris LaFerla – Iowa Western Community College Dean of Admissions & Records
- Deb Miller – University of Iowa Associate Director of Admission
- Kathleen Nacos-Burds – Northeast Iowa Community College Vice President of Academic Affairs
- Mary Elizabeth Stivers – Grand View University Provost and Vice President of Academic Affairs
- Matt Thompson – Indian Hills Community College Vice President of Academic Affairs

- Laurie Wolf – Des Moines Area Community College Executive Dean, Student Services; LACTS member
- Karen Zunkel – Iowa State University Director for Undergraduate Programs & Academic Quality

Sub Group Work: The team met twice (May 15, 2014 and June 23, 2014). The purpose of the meetings was to discuss and develop a list of major issues encountered by veterans on the campuses of the public colleges and universities. The team categorized the major issues into the following areas:

⇒ Transfer Policy Issues

During the discussion with the team and with the Liaison Advisory Committee on Transfer Students (LACTS), it became apparent that the colleges and universities would benefit from an in-depth review of the ACE *Guide to Credit for Educational Experiences in the Armed Services*. Therefore, Chair Gonzalez approached Ms. Michele Spires, ACE Director of Military Programs (Center for Education Attainment and Innovation) about providing a workshop in Iowa. The invitation was eagerly accepted and a date confirmed for the workshop – **February 6, 2015**. The audience will include faculty members, admissions staff, and others involved in evaluating transcripts and awarding credit for military experience. The team will work with Ms. Spires on the format and content of the workshop.

During the coming year, the Team will identify “best practices” related to transfer and articulation of credits as well as communication with veterans regarding their military experiences.

⇒ Communication Issues

The team developed a statement of support which can be included in the Home Base Iowa website demonstrating commitment of Iowa colleges and universities to military veterans attending college in Iowa. **“The following institutions support the Home Base Iowa Education Partnership to show support for student veterans and to help them achieve educational success in Iowa. We commit to developing and providing complete, clear, and understandable information about our processes and policies for awarding academic credit for military training/education, and the application of such academic credit to meet degree requirements. We will annually report data defined in Iowa Code Chapters 260C.14(24), 261.9(1)i(1), and 262.9(38).”**

Chair Gonzalez contacted the state university presidents, community college presidents, and president of the Iowa Association of Independent Colleges and Universities to inform them of the statement of support developed by the Team and to request their participation in the statement of support.

To date, the following institutions have indicated their participation in this statement of support:

1. University of Iowa
2. Iowa State University
3. University of Northern Iowa
4. Grand View University
5. Northwest Iowa Community College
6. Iowa Lakes Community College
7. North Iowa Area Community College
8. Northeast Iowa Community College
9. Western Iowa Tech Community College
10. Iowa Central Community College
11. Hawkeye Community College

12. Iowa Western Community College
13. Des Moines Area Community College
14. Iowa Valley Community College District
15. Kirkwood Community College
16. Eastern Iowa Community College
17. Southwestern Community College
18. Indian Hills Community College
19. Southeastern Community College

The team also compiled a list of webinars, workshops, conferences, and other professional development opportunities for campus staff and others to learn more about the transfer process. The list is included in the Attachment A. The team will work with institutional representatives to identify key personnel who would benefit from participation in these professional development opportunities.

⇒ Issues Related to Supporting Engagement of Veterans in Campus Life

The team realizes that there are significant issues related to supporting the engagement of veterans in campus life. **The team identified the following ways to enhance this support:**

1. Identify a point of contact on each campus who can provide guidance regarding transfer and articulation issues. This list can be included on the Home Base Iowa website as well as on the institutions' websites. A preliminary list has already been compiled and is included in Attachment B.
2. Another possibility is to provide a unique space to campus veterans that can be a meeting place or simply a place to go to between classes.
3. Commit to state level participation in the Multi-State Collaborative in Military Credit (MCMC).
4. Participate in the annual statewide veterans conferences. This year, the 5th Annual Iowa Military and Veterans State Conference and Employment Fair, sponsored by the Advisory Council; on Military Education (IA-ACME), will be held on September 29, 2014, at the University of Iowa in Iowa City.
5. A survey was conducted by the Iowa Advisory Council on Military Education (IA-ACME) to determine the level of support provided to veterans by Iowa colleges and universities. The results of the survey will be used by the team during the next phase of discussion.
6. The team also recognized that financial aid is a critical component of attendance at a postsecondary institution, whether it is through veterans' benefits or through Title IV funds. The team intends to bring together a group of institutional experts to address this issue during the coming year.

It is the recommendation of the team to continue to work on these issues during the 2014-2015 academic year. The process of transferring and articulating credits is unique to each postsecondary institution, is overseen by the program faculty, and is predicated on ensuring that transfer students have the requisite skills and knowledge that will contribute to their success in their chosen program of study. A study of those processes will be conducted during the year. Information tools will also be reviewed.

GOVERNOR'S CHARGE TO THE COMMITTEE: COMMUNICATION

Develop strategies for the state universities, community colleges and participating private colleges and universities to recruit veterans and promote educational benefits provided to veterans at each institution. Study best practices for recruiting veterans to attract and retain a better educated workforce. Examine effectiveness of campus veteran support services. Consider opportunities to coordinate this campaign across higher education institutions, the State of Iowa, and private employers.

SUBCOMMITTEE REPORT/RECOMMENDATIONS:

Develop a communications plan to support the efforts of the Home Base Iowa education partnership component. The implementation of an effective communication action plan is recommended to increase the knowledge of Iowa's existing policies concerning veteran credit transfers and demonstrate support of the Governor and the Iowa college, university, and community college Presidents' enhancement of veterans' educational opportunities. The goal is to align the intent and expectations within Iowa's secondary education institutions and ensure that this does not become a burdensome process for them.

Short-Term Recommendations:

We recognize there will be a need for separate publicity efforts involving the implementation of Home Base Iowa (HBI). The initial communication plan for veterans' education benefits is described here with recommended actions.

1. Schedule briefings with the Governor's staff outlining the overall findings of the working group to ensure compliance with the Governor's original intent.
2. Develop talking points that accurately describe the findings and recommendations of the HBI Education Working Group.
3. Develop a statewide proclamation regarding Iowa's policy on acceptance of veteran military education credits at Iowa's colleges and universities to be signed at public ceremonies. An example statement as formulated by the HBI Sub-group on Transfer of Credits is "**The following institutions support the Home Base Iowa Education Partnership to show support for student veterans and to help them achieve education success in Iowa. We commit to developing and providing complete, clear, and understandable information about our processes and policies for awarding academic credit for military training/education, and the application of such academic credit to meet degree requirements. We will annually report data defined in Iowa Code §260C.24.**"
4. Schedule and conduct signing ceremonies with all participating colleges and university Presidents to demonstrate support for the HBI initiative and veteran students in general.
5. Create a specific section on the Home Base Iowa portal of education, including general information on the state's Board of Regents policies on military credit transfers. This section should address:
 - a. A step-by-step process of how to apply for military education credit transfers
 - b. Names and contact information on all college veteran service representatives
 - c. Names and contact information of staff that handle credit transfers
 - d. A copy of the Governor's signed proclamation of intent
 - e. An FAQ section on how to obtain credit through transferring military education credits
6. Collaborate with the Iowa Academic Council on Military Education to maintain an accurate and up-to-date list of veteran service representatives at each Iowa college, university, and area community college.
7. Reach out to each veteran service representative to provide results of the working group in a briefing format, and offer each college the opportunity to sign on as a signatory to a Governor's proclamation.

Long-Term Recommendations:

The following areas will require continued follow-up to ensure the viability of veterans' education benefits in Iowa:

1. Provide continued communication of the standards on college credit transfer. There seems to be some inconsistency in how the military credits are awarded even though the transfer of military education credits is documented in the Statewide Articulation Agreement between Iowa colleges, universities, and area community colleges. More specifically, transferred credits may or may not count towards a student's program of study or fulfill a requirement.
2. Recommend the Governor charter a standing working group or committee to continue to meet long term to review and make recommendations on veteran education benefits in Iowa.

3. Recommend the State of Iowa explore potential partnerships with the American Council on Education to ensure the proper emphasis is placed on motivating veteran secondary education attendance in Iowa.

Public Affairs Subcommittee Members:

- Colonel Robert King (Ret), Chair
- Jathan Chicoine, Veterans Services Coordinator, Iowa State University
- Andrew Gates, Coordinator of Veterans Recruitment and Services, Saint Ambrose College
- Colonel Timothy Glynn, Deputy Chief of Staff, Personnel, Iowa Army National Guard
- Hal Pittman, Former President/CEO, Special Olympics, Iowa

GOVERNOR'S CHARGE TO THE COMMITTEE: ACCOUNTABILITY

Develop a plan to provide consistent data tracking for an annual report to the Governor's Office and Legislature. At minimum the report should include the following: the number of veterans enrolled at state universities and community colleges, including new veterans; the number awarded credit for military training, service or experience; and average military credit earned. Encourage private colleges and universities to participate.

SUBCOMMITTEE REPORT/RECOMMENDATIONS:

The committee studied the charge from Governor Branstad and took direction from the requirement included in Senate File 303, an act signed into law on May 26, 2014 (Attachment D).

Recommendations:

1. Annual reporting beginning December 15, 2015
2. Aggregate data reporting by institution (not individual student records)
3. Reporting will be on a fiscal year basis; summer terms should be included with fall term enrollment
4. Request the Iowa Coordinating Council for Post High School Education (ICCPHSE) to coordinate the reporting with the Iowa Department of Education conducting the work. All Iowa higher education institutions will be requested to participate.
5. Data elements to be reported align with statutory requirements for Iowa's public universities and community colleges:
 - a. Number of first-time enrolled veteran students (see below and Attachment A).
 - b. Number of first-time enrolled veterans receiving credit for military training, service, or education (a percentage of total veterans will be calculated when the report is aggregated).
 - c. Average number of credits received by students for military training, service, or experience.
 - d. Average number of credits applying toward the award of an academic credential (i.e., degree, diploma, or credit certificate). The first intended major should be utilized and any changes in the application of credits based on changes to a student's major during the fiscal year do not need to be captured in the data.
6. Institutions will begin reporting in the fall of 2015 (fiscal year 2015). Iowa's community colleges and public universities will test report in the fall of 2014 (fiscal year 2014) and work through any reporting challenges. As of fall 2015, institutions will report on the prior five fiscal years (fiscal years 2011-2015). *Note: A survey of the 15 community colleges found that many may not be able to report historical data on certain mandated elements; independent college reporting is not mandated.* An ICCPHSE report will be generated in fall 2015 and provided to the Governor and General Assembly.
7. The Committee recommends including certain other veterans not meeting the definition in Iowa Code, Section 35.1. Only a fraction of veterans meet the state statutory definition. The small group recommended including those eligible for GI bill benefits, such as National Guard and Reservists, who do not have 20 years of service. (See Attachment C: Definition of a Veteran)

Next Steps:

1. The Iowa Department of Education and the accountability subgroup will continue exploring the possibility of a unit record approach to reporting. The department is the state approving agency (SAA) for GI bill benefits and there may be options for a more comprehensive report. Such reporting may simplify SAA audit processes and permit more useful analyses.
2. The subgroup will meet in the fall to discuss fiscal year 2014 test reporting.
3. Future discussion will also include the possible addition of two new elements: number graduated and number of credits applying toward award at the time of graduation.

Accountability Subcommittee Members:

- Chair: Jeremy Varner, Administrator, Division of Community Colleges, Iowa Department of Education, jeremy.varner@iowa.gov, 515/281.8260 (Office), 515/419.9988 (Cell)
- Tom Beasley, Consultant, Veterans and Military Education, IDOE
Bureau of Career and Technical Education – 515.725.2865k, thomas.beasley@iowa.gov
- Pradeep Kotamraju, Chief, Bureau of Career and Technical Education – 515.281.4716
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- Paula Nissen, Consultant, Education Outcomes, Bureau of Community Colleges
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- Connie Buhr, Director-Institutional Research/Accreditation, Hawkeye Community College
1501 E. Orange Rd, PO Box 8015, Waterloo, Iowa 50704
319.296.4281, connie.buhr@hawkeyecollege.edu
- Larry Lockwood, Assistant Provost–Registrar, University of Iowa
1 Jessup Hall, Iowa City, Iowa 52242
319.335.0217, larry-lockwood@uiowa.edu
- Laura Doering, University Registrar, Iowa State University
214 Enrollment Services Center, Ames, Iowa 50011
515.294.0760, lidoeri@iastate.edu
- Phil Patton, University Registrar, University of Northern Iowa
118 Gilchrist Hall, Cedar Falls, Iowa 50614
319.273.2244, philip.patton@uni.edu
- Robin Knight, Veterans Services Coordinator, VA School Certifying Official
Hawkeye Community College, 1501 E. Orange Road, PO Box 8015
Waterloo, Iowa 50704, 319.296.2320, x1212, robin.knight@hawkeyecollege.edu
- Michelle Petznick, Registrar – Student Services, North Iowa Area Community College
500 College Drive, Mason City, Iowa 50401, 641.422.4205, petznmic@niacc.edu
- Kim Linduska, Executive Vice President, Academic Affairs,
Des Moines Area Community College, Borgen Administration Center
2006 S Ankeny Boulevard, Ankeny, Iowa 50023
515.964.6443, kjlinduska@dmacc.edu

ATTACHMENT A (Information provided by ACE)

Webinar Links:

Demystifying Military Evaluations

<http://www.acenet.edu/events/Pages/Demystifying-Military-Evaluations.aspx>

Using the Joint Services Transcript

<http://www.acenet.edu/events/Pages/Using-the-JST-and-the-Military-Guide.aspx>

Conferences / Organizations:

Council of College and Military Educators (CCME) ~ Conference January 2015

<http://www.ccmeonline.org/>

DANTES: <http://www.dantes.doded.mil/index.html>

DANTES Pulse: <http://doddantespulse.blogspot.com/>

SOC: <http://www.soc.aascu.org/>

Student Veterans of America (SVA): <http://www.studentveterans.org/>

Iowa Advisory Council on Military Education (IA-ACME) Iowa military and veterans state conference and employment fair - September 29, 2014 - University of Iowa, Iowa City

Resources:

Joint Services Transcript (JST): www.acenet.edu/militaryprograms/jst

ACE's Military Programs: www.acenet.edu/militaryprograms

ACE's Resource Tools for Colleges and Universities: www.acenet.edu/militaryprograms/resources

ACE Faculty Evaluators: www.acenet.edu/evaluators

ACE Military Programs: Transfer Guide: www.acenet.edu/militaryprograms/transferguide

ACE's Joint Statement on the Transfer and Award of Credit

<http://www.acenet.edu/news-room/Pages/Joint-Statement-on-the-Transfer-and-Award-of-Credit.aspx>

ACE's Serving Those Who Serve: www.acenet.edu/stws

Direct Link to JAM Report: Ensuring Success for Returning Veterans

http://www.acenet.edu/links/military/ensuring_success.html

Accommodating Student Veterans with Traumatic Brain Injury and Post-traumatic Stress Disorder: Tips for Campus Faculty and Staff, http://www.acenet.edu/links/military/vet_ptsd_report.html

Toolkit for Veteran Friendly Institutions: <http://www.vetfriendlytoolkit.org/>

Credit for Prior Learning Research and Report - NEW

<http://www.acenet.edu/news-room/Pages/ACE-Research-Brief-Explores-Credit-for-Prior-Learning-Practices.aspx>

Military Guide Home Page – www.acenet.edu/militaryguide

Transcripts Page – www.acenet.edu/militaryprograms/jst

Publications:

Military Advanced Education: <http://www.kmimediagroup.com/mae>

Military Advanced Education ~ Spires Interview (Oct 13)

<http://www.kmimediagroup.com/mae/magazines/429-magazines-mae/mae-2013-volume-8-issue-8-october>

ATTACHMENT B: Transfer Contacts and Veterans Services Contacts

College/University	Transfer Credit Contact	Title	On-Campus Veterans Representative	Title
Iowa State University	Diane Bengtson	Senior Assistant Director, Transfer Admissions	Jathan Chicoine	Veterans Services Coordinator
University of Iowa	Debra Miller	Associate Director, Admissions	Allen Roberts, Jr.	Military and Veteran Educational Specialist
University of Northern Iowa	Jo Loonan	Associate Director, Admissions	Julia Heuer	Coordinator, Military and Veteran Student Services
AIB College of Business	Stacy Henningsen	Transfer Admissions Representative	Randy Terronez	Registrar; VA Certifying Official
Allen College	Molly Quinn	Admissions Counselor	Kathie Walters	Coordinator of Financial Aid Director; VA Certifying Official
Ashford University (Residential)	Kirk Morrison	University Registrar	Lisa Kramer	Financial Aid Director; VA Certifying Official
Briar Cliff University	Deidre Engel	Registrar	Beverly Ahrens	Administrative Secretary; VA Certifying Official
Buena Vista University	DiAnne Fikkert	Transcript Evaluator	Peggy Fredericks	Record Specialist; VA Certifying Official
Central College	Tim Wilkinson	Transfer Student Admissions Counselor	Kari Kaufman	Associate Registrar; School Certifying Official
Clarke University	Kristi Bagstad	Registrar	Kristi Droessler	Registrar; VA Certifying Official
Coe College	Registrar's Office	Registrar's Office	Dr. Evelyn Moore	Registrar; VA Certifying Official
Cornell College	Sharon Grice	Director of Admissions Operations, Transfer Coordinator	Jonna Higgins-Freese	Registrar; VA Certifying Official
Des Moines Area Community College	Laurie Wolf	Executive Dean, Student Services	Don Enright	Veterans Services Coordinator
Des Moines University	Amy Russell	Academic Assistant	Melinda Scherzer	Registrar; VA Certifying Official
Divine Word College	Deborah Hirsch	Registrar	Carolyn Waechter	Financial Aid Officer; VA Certifying Official
Dordt College	Lisa Christians	Academic Records Assistant	Karen Klein	Secretary to the Registrar; VA Certifying Official
Drake University	Nancy Geiger	Student Records Analyst	Nancy Geiger	Student Records Analyst; VA Certifying Official
Eastern Iowa Community College District (Clinton, Muscatine, Scott)	Cathy Langdon	Associate Dean of Student	Clinton CC – Mardel Mommsen Muscatine CC – Robin Mitchell Scott CC – Dee Hill	Clinton – Registrar/VA Certifying Official Muscatine – Registrar/VA Certifying Official Scott – Assistant to Registrar/VA Certifying Official
Ellsworth Community College	Barb Klein	Dean of Enrollment Services and Registrar	Brittany Myers	Veterans Affairs Coordinator
Emmaus Bible College	Stefan Johnson	Enrollment Services Director	Kathy Van Dine	Registrar; VA Certifying Official
Faith Bible College	David Stout	Registrar	David Stout	Registrar; VA Certifying Official
Graceland University	M. Joyce Lighthill	Registrar	M. Joyce Lighthill	Registrar
Grand View University	Rachel Baron	Transcript Analyst	Marsha Pickett	Assistant Registrar; VA Certifying Official
Grinnell College	Cheryle Chase	Registrar	Vickie Rutherford	Records and Data Coordinator; VA Certifying Official
Hawkeye Community College	Lisa Ciesielski	Academic Advising/Orientation Coordinator	Robin Knight	Veterans Services Coordinator
Indian Hills Community College	Darlas Shockley	Executive Dean, Arts and Sciences	Teresa McNitt	Veterans Affairs
Iowa Central Community College	Courtney Kopp	Registrar	Sarah Ramthun	Coordinator of Students Services/ VA Certifying Official
Iowa Lakes Community College	Kendra Hough	Associate Registrar	Dawn Hoffman	Financial Aid Office Associate; VA Certifying Official
Iowa Valley Community College – Grinnell	Unknown, but is part of Iowa Valley CC District with Marshalltown and Ellsworth CCs			
Iowa Wesleyan College	Patricia Brokken	Registrar	Patricia Brokken	Assistant Registrar; VA Certifying Official
Iowa Western Community College	Keri Zimmer	Director Advising	Jill Willard	Enrollment Advisor/Veterans Specialist
ITT Technical Institute	Allisha Kent	Registrar	Daniel Franta; Lora Kelly-Benck	Director of Finance; VA Certifying Official
Kaplan University – Cedar Falls	Jessica Wittenburg	Office of the Registrar	Amy Kramer	Associate Director Financial Aid; VA Certifying Official
Kaplan University – Cedar Rapids		Office of the Registrar	Robert Brooks	Director of Financial Aid; VA Certifying Official
Kaplan University – Urbandale		Office of the Registrar	Brandy Sundt	Financial Aid officer; VA Certifying Official
Kaplan University – Mason City		Office of the Registrar	Tina Eastvold	Senior Financial Aid Officer; VA Certifying Official
Kaplan University – Davenport		Office of the Registrar	Chris Christopherson	Director of Financial Aid; VA Certifying Official
Kirkwood Community College	Laura Riley	Advising Department Coordinator	Vicki Terronez	Veterans Services Coordinator/School Certifying Official
Loras College	Transfer Admission	Loras College Transfer Admission	Aaron Pozdol	VA School Certifying Official
Luther College	Greg Eide	Admissions Transfer Coordinator	Kristi Haindfield	Assistant Registrar; VA Certifying Official
Maharishi University of Management	Lawrence Green	Registrar	Bill Christensen	Director of Financial Aid; VA Certifying Official
Marshalltown Community College	Angie Redmond	Director of Enrollment and Financial Aid	Brittany Myers	Veterans Affairs Coordinator
Mercy College of Health Sciences	Carolyn Bucklin	Registrar	Carolyn Bucklin	Registrar; VA Certifying Official
Morningside College	Cindy Kinney	Admission Counselor – Transfer Students	Mary Peshek	Registrar; VA Certifying Official
Mount Mercy University	Kim Blankenheim	Academic Record Specialist	Jason Clapp	Registrar; VA Certifying Official
North Iowa Area Community College	Michelle Petznick	Registrar	Michelle Petznick	Registrar
Northeast Iowa Community College	Kathleen Nacos-Burds	Vice President of Academic Affairs	Karla Winter; Sheila Becker	Registrar/VA Certifying Official
Northwest Iowa Community College	Beth Frankenstein	Academic Advisor/Special Needs	Beth Sibenaller-Woodall	Registrar; VA Certifying Official
Northwestern College	Jeff Guthmiller	Associate Director Admissions – Transfer and International	Austin Nyhof	Assistant Registrar
Palmer College of Chiropractic	Mindy Leahy	Senior Director – Registrar	Mindy Leahy	Registrar/VA Certifying Official

Saint Ambrose University	Jeff Karll	Admissions Recruiter	Andrew Gates	Coordinator of Veterans Recruitment and Services
Simpson College	Gwen Schroder	Director of Transfer Enrollment	Rhonda Pooley	Assistant to the Registrar/VA Certifying Official
Southeastern Community College	Jan Wolbers	Director Accreditation, Assessment, and Articulation	Dennis Marino; Deanne Enderle	Enrollment Specialist/VA Certifying Official; Secretary – Enrollment Services/VA Certifying Official
Southwestern Community College	Deb Pantini	Director Development	Georgia Paulsen	VA Coordinator
St. Luke's College	Danelle Johannsen	Registrar	Danelle Johannsen	Coordinator of Financial Aid/Registrar/VA Certifying Official
University of Dubuque	Elizabeth Olsen	University Registrar	Elizabeth Olsen	University Registrar/VA Certifying Official
University of Phoenix			Kecia Farr	Enrollment Manager/VA Certifying Official
Upper Iowa University	Holly Streeter	Registrar	Jennifer Yearous	Administrative Assistant/VA Certifying Official
Vatterott College	Mindy Ver Steegt	Director of Educator	Afton Erdmann	Director/VA Certifying Official
Waldorf College	Darrell Barbour	Registrar	Darrell T. Barbour	Registrar/VA Certifying Official
Warburg College	Joel Holthaus	Records Coordinator	Sheree Covert	Registrar/VA Certifying Official
Wartburg Theological Seminary			Kevin Anderson	Registrar/VA Certifying Official
Western Iowa Tech Community College	Juline Albert	Vice President of Instruction and Student Services	Jason Palsma	Admissions Representative
William Penn University	Mike Edwards	Registrar	Mike Edwards	Registrar/VA Certifying Official

ATTACHMENT C: Iowa Code Definition of a Veteran

35.1 DEFINITIONS.

As used in this chapter and chapters 35A through 35D:

1. *"Department"* means the Iowa department of veterans affairs created in section 35A.4.

2. a. *"Veteran"* means a resident of this state who served in the armed forces of the United States at any time during the following dates and who was discharged under honorable conditions:

- (1) World War I from April 6, 1917, through November 11, 1918.
- (2) Occupation of Germany from November 12, 1918, through July 11, 1923.
- (3) American expeditionary forces in Siberia from November 12, 1918, through April 30, 1920.
- (4) Second Haitian suppression of insurrections from 1919 through 1920.
- (5) Second Nicaragua campaign with marines or navy in Nicaragua or on combatant ships from 1926 through 1933.
- (6) Yangtze service with navy and marines in Shanghai or in the Yangtze valley from 1926 through 1927 and 1930 through 1932.
- (7) China service with navy and marines from 1937 through 1939.
- (8) World War II from December 7, 1941, through December 31, 1946.
- (9) Korean Conflict from June 25, 1950, through January 31, 1955.
- (10) Vietnam Conflict from February 28, 1961, through May 7, 1975.
- (11) Lebanon or Grenada service from August 24, 1982, through July 31, 1984.
- (12) Panama service from December 20, 1989, through January 31, 1990.
- (13) Persian Gulf Conflict from August 2, 1990, through the date the president or the Congress of the United States declares a cessation of hostilities.

However, if the United States Congress enacts a date different from August 2, 1990, as the beginning of the Persian Gulf Conflict for purposes of determining whether a veteran is entitled to receive military benefits as a veteran of the Persian Gulf Conflict, that date shall be substituted for August 2, 1990.

b. *"Veteran"* includes the following persons:

(1) Former members of the reserve forces of the United States who served at least twenty years in the reserve forces and who were discharged under honorable conditions. However, a member of the reserve forces of the United States who completed a minimum aggregate of ninety days of active federal service, other than training, and was discharged under honorable conditions, or was retired under Title X of the United States Code shall be included as a veteran.

(2) Former members of the Iowa national guard who served at least twenty years in the Iowa national guard and who were discharged under honorable conditions. However, a member of the Iowa national guard who was activated for federal duty, other than training, for a minimum aggregate of ninety days, and was discharged under honorable conditions or was retired under Title X of the United States Code shall be included as a veteran.

(3) Former members of the active, oceangoing merchant marines who served during World War II at any time between December 7, 1941, and December 31, 1946, both dates inclusive, who were discharged under honorable conditions.

(4) Former members of the women's air force service pilots and other persons who have been conferred veterans status based on their civilian duties during World War II in accordance with federal Pub. L. No. 95-202, 38 U.S.C. § 106.

(5) Former members of the armed forces of the United States if any portion of their term of enlistment would have occurred within the time period specified in paragraph "a", subparagraph (9), but who instead opted to serve five years in the reserve forces of the United States, as allowed by federal law, and who were discharged under honorable conditions.

(6) Members of the reserve forces of the United States who have served at least twenty years in the reserve forces and who continue to serve in the reserve forces.

(7) Members of the Iowa national guard who have served at least twenty years in the Iowa national guard and who continue to serve in the Iowa national guard.

c. A resident of this state who served on federal active duty, other than training, in the armed forces of the United States and who was discharged under honorable conditions.

Attachment D: Home Base Iowa Postsecondary Education Reporting Mandate (Senate File 303)

DIVISION V POSTSECONDARY EDUCATION REPORTING

Sec. 30. Section 260C.14, Code 2014, is amended by adding the following new subsection:

NEW SUBSECTION . 24.

a. Beginning December 15, 2015, annually file a report with the governor and the general assembly providing information and statistics for the previous five academic years on the number of students who are veterans per year who received education credit for military education, training, and service, that number as a percentage of veterans known to be enrolled at the college, the average number of credits received by students, and the average number of credits applied towards the award of a certificate, competency-based credential, postsecondary diploma, or associate degree.

b. For purposes of this subsection, "*veteran*" means a veteran as defined in section 35.1.

Sec. 31. Section 261.9, subsection 1, unnumbered paragraph 1, Code 2014, is amended to read as follows: "*Accredited private institution*" means an institution of higher learning located in Iowa which is operated privately and not controlled or administered by any state agency or any subdivision of the state and which meets the criteria in paragraphs "a" and "b" and all of the criteria in paragraphs "d" through "h" "i", except that institutions defined in paragraph "c" of this subsection are exempt from the requirements of paragraphs "a" and "b":

Sec. 32. Section 261.9, subsection 1, Code 2014, is amended by adding the following new paragraph: NEW PARAGRAPH . i. (1) Adopts a policy to require that the institution shall annually, beginning December 15, 2015, file a report with the governor and the general assembly providing information and statistics for the previous five academic years on the number of students per year who are veterans who received education credit for military education, training, and service, that

number as a percentage of veterans known to be enrolled at the institution, the average number of credits received by students, and the average number of credits applied towards the award or completion of a course of instruction, postsecondary diploma, degree, or other evidences of distinction.

(2) For purposes of this paragraph, “*veteran*” means a veteran as defined in section 35.1.

Sec. 33. Section 262.9, Code 2014, is amended by adding the following new subsection: NEW SUBSECTION . 38.

a. Beginning December 15, 2015, annually file a report with the governor and the general assembly providing information and statistics for the previous five academic years on the number of students who are veterans per year who received education credit for military education, training, and service, that number as a percentage of veterans known to be enrolled at the institution, the average number of credits received by students, and the average number of credits applied towards the award or completion of a course of instruction, postsecondary diploma, degree, or other evidences of distinction. b. For purposes of this subsection, “*veteran*” means a veteran as defined in section 35.1.

Attachment E: Proposal from MG Orr

Home Base Iowa

Certified Higher Education Partner Program

Any institution meeting the following criteria shall be designated by _____ as a “Certified Higher Education Partner”:

Required:

1. On-Campus Resources – Full Time Veterans Services Coordinator or Veterans’ Rep. and office

2. Credit – College Credit for military schools and experience (Joint Services Transcript, Community College of the Air Force credit, ACE recommended credit, CLEP, DSST)
3. Financial Discounts – In-State tuition without residency requirements for former active duty, National Guard, Reserves, spouses and children
4. Flexibility – Re-enrollment without penalty for those called to active duty
5. Service Member Opportunities Colleges (SOC) membership
6. College President Signature on Principles of Excellence laid out in Executive Order 13607
7. MyCAA – Tuition Assistance program for spouses
8. Career Placement Assistance
9. Advisors/Counselors trained and skilled to deal with current veteran issues (PTSD, TBI, etc)
10. Internship opportunities
11. Preferential Registration Dates
12. Veterans Club
13. Deferred Billing options to ensure timing of VA benefit payments does not hinder academic success
14. Book Voucher system to assist student veterans in charging books to student account and pay back over time
15. Deferred billing or some other solution to assist student veterans in buying tools and other supplies required for vocational programs
16. Scholarships
17. Emergency Grant priority
18. VA Work Study positions

Preferred Additional Services:

19. Offer Veterans-Only sections of new student orientation and select classes if sufficient numbers
20. Veterans Center or Lounge (possibility of VA Work Study, computers to sign up for benefits, Vet Rep, meeting area for Vet Club, lounge area, study area, etc.)
21. Veterans Services Support Group (made up of Vet Rep, Advisors, Faculty, Staff) to address issues veterans face and encourage veterans club to meet
22. Housing – discount, separate wing or floor of building, married housing
23. Bus Passes at discounted rate