

***Iowa Coordinating Council for Post-High School Education  
100 Court Avenue, Suite 203  
Des Moines, Iowa 50319  
515/281-3934***

**ICCPHSE Meeting Notes – May 2, 2001**

**1. Call to Order and Introductions**

The Iowa Coordinating Council for Post-High School Education met on Wednesday, May 2, 2001, at 10:00 a.m. at Central College in Pella, Iowa. Acting Chair Robert Paxton called the meeting to order. The Council's members and guests then introduced themselves. The following individuals were present:

State Board of Education Members  
(No reps. were in attendance.)

Department of Education  
Jan Friedel

University Representatives  
Robert Koob, University of Northern Iowa

Representatives of Independent Colleges  
Nancy Williams, American Institute of Bus.

Representative of Private Business Schools  
(No reps. were in attendance.)

Representatives of Iowa Private Specialized  
Schools Association  
(No reps. were in attendance.)

Representatives of the IPTV Board  
(No reps. were in attendance.)

Guests  
Craig Canby, Des Moines University  
Ann Hill Duin, Iowa State University  
John Lewis, Distance Learning Adv. Comm.  
Leslie Sims, University of Iowa

Community College Representative  
Ervin Dennis, Trustee  
Bob Paxton, Iowa Central Comm. College

Member of the Board of Regents  
(No reps. were in attendance.)

Members of the Board of Trustees of  
Member Institutions  
Don Byers  
Bob Lester  
Frank Moore

Iowa College Student Aid Commission  
Representative  
Gary Nichols

Student Representatives  
(No reps. were in attendance.)

Liaison Representatives  
Bob Barak, Board of Regents  
Roger Foelske, Department of Education  
John Hartung, IA Assn. of Ind. Colleges  
and Universities

\*Indicates voting delegate.

## 1. Approval of Minutes

Robert Paxton presented the minutes from the March 7, 2001, meeting.

**Action:** The minutes were approved as presented.

## 2. Treasurer's Report

John Hartung presented a statement of the Council's income and expenditures for the period of July 1, 2000, through March 31, 2001. As of March 31, 2001, the Council had a balance of \$17,584.91 of which \$14,463.47 was in the operational expense account, \$1,910.77 in the Way-Up Conference account, and \$1,210.67 in the Carol Kay Memorial Fund account.

**Action:** The treasurer's report was approved as presented.

## 3. Consent Agenda (Program Notifications)

Interim Approvals—The following programs were published on the Council's program notification listserve site during the month of April. Since no concerns were identified, per ICCPHSE's policy, the institutions were granted interim approval.

### A. Buena Vista University:

1. Distributive: Technology Management (Off-Campus—LeMars, Iowa)
2. Distributive: Health Services Leadership (Off-Campus—LeMars, Iowa)

### B. St. Ambrose University:

1. Master of Business Administration (Off-Campus—Davenport, Iowa)

### C. Waldorf College:

1. Bachelor of Arts Degree in English (On-Campus)
2. Bachelor of Arts in History (On-Campus)
3. Bachelor of Arts Degree in Elementary Education K-6 (On-Campus)

**Action:** Robert Lester moved that the notifications be accepted without concern. Robert Koob seconded the motion and it was approved unanimously.

## 4. ISEEK (Internet System for Education and Economic Knowledge)

Ann Hill Duin of Iowa State University provided the Council with an overview of interactive internet-based education and employment information system currently being utilized by the state of Minnesota. The system provides students, job seekers, employers, and education planners with free up-to-date information, resources, and services in the following areas:

- Career Exploration
- Education Planning
- Employment Search
- Business Growth

The system provides a single entry point to information maintained by numerous Minnesota state agencies and postsecondary institutions on education, training, workforce preparation, and career development. Through its crosswalk design, it integrates data from more than 200 public and private sources so that its users are better informed to make choices about all aspects of career planning and lifelong learning. With more than two million hits per month, the system has become Minnesota's primary resource for career, job, and education information

It was suggested that the higher education community in Iowa should explore the feasibility of the establishment of a similar system for the state of Iowa.

**Action:** The issue was referred to the Council's Executive Committee for the purpose of the development of a proposal for action(s) to be considered by the Council.

## **5. Distance Learning Advisory Committee Report**

John Lewis reported that the Distance Learning web site is up and running. The committee has developed a marketing plan for the service; however, this is an emerging need for oversight by the cooperating sectors for the purpose of reviewing and approving proposed administrative policies and related decisions as they relate to the day-to-day operations of the web site.

**Action:** The request was referred to the Council's Executive Committee for the purpose of development of a process that would facilitate the involvement of representatives of all sectors in oversight of the day to day operational decisions concerning the Distance Learning web site.

## **6. ICCPHSE List Serve**

Bob Barak reported that the Council's List Serve appears to be functioning well. He stated that some have raised the question as to if it is necessary to record all concerns or questions concerning the proposed program on the list serve. It was agreed that it is appropriate, if one elects to do so, to directly contact individuals at the institution that is proposing the new program to obtain additional information and or clarification. It was stated that if institutions are able to get together and resolve perceived concerns, there is no need to bring the issues to the attention of the Council.

A draft of a list of all programs currently offered by all post high school institutions in Iowa was distributed to Council members. They were requested to review the list to ensure its accuracy. All corrections are to be recorded on the draft and returned to Bob Barak as soon as possible. A final version of taxonomy will be distributed to the Council this fall.

## **7. Report of Nomination Committee**

The Nomination Committee composed of David Clinefelter, Mary Jean Montgomery, and Paul Tambrino reported that Mary Sue Coleman had agreed to serve as the Council's Chair-elect for the 2001-02 academic year. The Committee also nominated the following individuals to serve on the Council's Executive Committee for 2001-02 academic year:

Robert Paxton, Chairperson  
Mary Sue Coleman, Chairperson-elect  
Fred Moore, Immediate Past Chairperson

John Hartung, Treasurer  
Roger Foelske, Recording Secretary  
Robert Barak, Permanent Secretary

**Action:** Frank Moore moved that the nominations be closed and that a unanimous ballot be cast. Jan Friedel seconded the motion, and it was approved unanimously

#### **8. Appointment of Audit Committee**

Robert Paxton announced that the Council's Chairperson, Fred Moore, appointed Gary Nichols, Vicki Payseur, and Charles Kniker as members of the Audit Committee for the purpose of auditing the Council's 2000-01 financial records.

#### **9. Adjournment**

The meeting was adjourned at 12:30 p.m.

Respectfully submitted by:

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