

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

**ICCPHSE Meeting Notes – October 4, 2000**

**1. Call to Order and Introductions**

The Iowa Coordinating Council for Post-High School Education met on Wednesday, October 4, 2000, at 10:00 a.m. at Iowa Central Community College in Fort Dodge, Iowa. Chair Fred Moore called the meeting to order. The Council's members and guests then introduced themselves. The following individuals were present:

State Board of Education Member  
Mary Jean Montgomery\*  
College\*

Community College Representatives  
Bob Paxton, IA Central Comm.

Paul Tambrino, IA Valley Community  
College District

Department of Education Representative  
Janice Friedel\*

Member of the Board of Regents  
(No representatives were present.)

University Representatives  
Mary Sue Coleman, University of Iowa\*  
Robert Koob, University of Northern Iowa\*  
Richard Seagrave, Iowa State University\*  
Rabindra Mukerjea, Iowa State University

Members of the Bd. of Trustees of  
Member Institutions  
Arthur Wittmack  
Frank Moore\*

Representatives of Independent Colleges  
Richard Ryan, Des Moines University\*  
Fred Moore, Buena Vista University\*  
Nancy Williams, American Institute of Business

Iowa College Student Aid Commission  
Representative  
Gary Nichols\*

Representative of Private Business Schools  
(No representatives were present.)

Student Representatives  
Erin Cross, Buena Vista University\*  
Celeste Gossman

Representative of Iowa Private Specialized  
Schools Association  
Cynthia Becher, La James College of Cosmetology\*  
Education

Liaison Representatives  
Bob Barak, Board of Regents  
Roger Foelske, Department of  
John Hartung, IAICU

Representatives of the IPTV Board  
(No representatives were present.)

Guests  
David Fritz  
Duane Letcher, Western Iowa Tech Community College

\*Indicates voting delegate.

## **2. Approval of Minutes**

Roger Foelske presented the minutes from the May 23, 2000, meeting.

Action: Mary Jean Montgomery moved that the minutes be approved as presented, and the motion was seconded by Richard Ryan. The motion was carried.

## **3. Treasurer's Report**

John Hartung presented a statement of the Council's income and expenditures for the period of July 1 through August 31, 2000. As of August 31, the Council had a balance of \$18,472.98 of which \$15,351.54 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 report was received as presented.

## **4. Coordination (Program Requests)**

### **A. New Business**

#### **1. Eastern Iowa Community College District**

The Eastern Iowa Community College District requested approval to offer an Associate in Applied Science degree program entitled Health Information Technology on a campus(s) within its district.

Action: Jan Friedel moved that the request be approved as submitted, and the motion was seconded by Mary Jean Montgomery. The motion was approved unanimously.

#### **2. Hawkeye Community College**

Hawkeye Community College requested approval to offer an Associate in Applied Science degree program entitled Industrial/Manufacturing Technology/Technician at its Business and Industry Center in Cedar Falls.

Action: Robert Koob moved that the request be approved as submitted, and the motion was seconded by Jan Friedel. The motion was approved unanimously.

#### **3. Loras College**

Loras College requested approval to offer a Bachelor degree major entitled Athletic Training on its campus in Dubuque.

Action: Richard Ryan moved that the request be approved as submitted, and the motion was seconded by Jan Friedel. The motion was approved unanimously.

#### **4. Northwest Iowa Community College**

Northwest Iowa Community College requested approval to offer an Associate in Applied Science degree program entitled Business Systems Networking on its campus in Sheldon.

Action: Jan Friedel moved that the request be approved as submitted, and the motion was seconded by David Fritz. The motion was approved unanimously.

**5. Western Iowa Tech Community College**

Western Iowa Tech Community College requested approval to offer Associate of Applied Science degree programs entitled Medical Office Management and Information Systems Management at its campus in Sioux City.

Action: Jan Friedel moved that the requests be approved as submitted, and the motion was seconded by Mary Jean Montgomery. The motion was approved unanimously.

**B. Interim Approvals**

The following programs were submitted to Council members via its summer approval process. Abstracts of the programs being considered for approval were distributed via a mailing to all council members on July 28, 2000. No objections or concerns were received and the institutions were notified on August 18, 2000, that the requests were approved. Included in this action were the following requests for approval:

**1. Des Moines Area Community College**

Des Moines Area Community College requested approval to offer an Associate of Science degree Career Option program entitled Exercise Science at its campus in Ankeny.

**2. Eastern Iowa Community College District**

Eastern Iowa Community College District requested approval to offer an Associate of Applied Science degree program entitled Construction Management at its campuses within the district.

**3. Iowa State University**

Iowa State University requested approval to offer an Master of Fine Arts Degree in the Department of the Art and Design in the College of Design, a change in the name of Engineering Operations curriculum offered in the College of Engineering, a new interdepartmental Master of Science major in Information Assurance, and a new interdepartmental graduate program entitled Sustainable Agriculture. All of the programs are to be offered at its campus in Ames.

**4. Midland Lutheran College**

Midland Lutheran College of Fremont, Nebraska, requested approval to offer a Baccalaureate Experiential Nursing degree program at Iowa Western Community College's campuses in Council Bluffs, Clarinda, Harlan, and Shenandoah.

**5. North Iowa Area Community College**

North Iowa Area Community College requested approval to offer an Associate Degree of Science program entitled E-Commerce, Web Design, and Development at its campus in Mason City.

Action: Jan Friedel moved that the requests be ratified as approved via the Council's summer approval process on August 18, 2000. The motion was seconded by Mary Sue Coleman and approved unanimously.

**5. National Center for Education Statistics—COOL (College Opportunities On-Line)**

Robert Barak provided the Council with an update on the College Opportunities On-Line (COOL) system, which utilizes data submitted by higher education institutions via the Integrated Post-secondary Educational Data System (IPEDS). The system may be accessed on the Internet at its web-site entitled [www.nces.cool](http://www.nces.cool). Additional IPEDS data may be accessed via the Internet at the National Center for Educational Statistics' web-site entitled <http://nces.ed.gov/ipeds/cool/>.

## **6. Revision to Program Approval Policy**

Robert Barak provided a report on behalf of the Committee that was appointed to review the Council's policy for the approval of new programs and locations. He reported that the Committee was chaired by Paul Tambrino, and its membership consisted of David Buettner, John Hartung, Fred Moore, Robert Koob, Martin Jischke, and Robert Barak was ex-officio. The Committee met twice and had many exchanges by e-mail and fax. It presented its draft proposal at the May meeting of the Council for preliminary consideration and then the Council's Executive Committee review a revised version of the proposal at its summer planning meeting on July 21 at Buena Vista University in Storm Lake.

The Committee recommend the following six changes in the Council's current program review policy:

1. The Council will no longer "approve" or "reject" new program proposals from member institutions.
2. Instead, the Council will "receive" the report, noting comments and discussion (if any).
3. There would be a formal process of summarizing, forwarding the summaries to the appropriate governing board, and disseminating to the media.
4. Governing boards would need to adopt procedures to consider the actions, concerns, and objections at the time that the program is approved. Similar procedures will need to be taken by the independent colleges and universities according to their particular form of governance.
5. Emphasis at Council meetings will be focused on "enlightened discussion" of the pros and cons of a proposed program and not on adversarial relationships.
6. The need to report new programs and/or new program locations will not be eliminated and will be continued per existing policy.

Action: Robert Koob moved that the Council receive the Committee's report and revise Section VI of Council's policy on actions taken by the Council on requests for approval of new programs and locations requests as follows:

### **VI. Policy on Actions Taken by Council on New Programs Proposals**

**Upon receipt of the information on proposed new programs (as described in Sections III and IV above) the Council will adopt one of the following motions:**

- A. **~~Approve proposed program.~~ Receive the report, noting comments and discussion (if any). It is envisioned that the new policy would be accompanied by specific procedures. These procedures would establish a formal process of summarizing the discussion of each proposal (including any objections and /or concerns). Forwarding these summaries to the appropriate governing, coordinating, or association boards, and disseminating these summaries via media mailings across the state. Each of the boards would need to adopt procedures whereby the actions, concerns, objections, etc., will be formally considered at the**

time that the proposed program is being reviewed. This places the responsibility for subsequent action on the appropriate board.

~~B. Defer action pending the collection of additional information.~~

~~C. Reject proposed program based on the following identified concerns (specific concerns must be listed in the motion).~~

Mary Jane Montgomery seconded the motion. Robert Paxton moved to amend the motion by striking the phrase “at the time that the proposed program is being reviewed” from the original motion. Jan Friedel seconded the motion to amend the motion. The amendment was unanimously approved. Then the motion as amended was unanimously approved.

Richard Ryan moved that the Chair establish a committee, that is representative of the sectors to: (1) develop specific procedures for summarizing, forwarding, and disseminating of summaries per the new policy; (2) review procedures for approval of programs in between Council meetings to assure timely approval; and (3) report final recommendations of the Committee at the next regular scheduled meeting of the Council. Robert Koob seconded the motion and it was unanimously approved.

Mary Sue Coleman moved that each sector develop procedures to formally adopt this policy and report to the Council as to the action taken at the Council’s February meeting. The motion was seconded by Nancy Williams and unanimously approved.

#### **7. Update from the Advisory Committee on Distance Learning**

Fred Moore distributed a letter to the Council from John Lewis, the Chair of the Council’s Advisory Committee on Distance Learning. In the letter, Mr. Lewis reported that the Committee’s web-site initiative was announced by Governor Vilsack in early July with a very positive statement about this new service and the leadership of the Coordinating Council. The Committee is now in the process of finishing a marketing plan of which a major element will be a means through which efforts can be most effectively coordinated with those participating institutions in order to gain the maximum benefit with the least confusion. It was reported that currently 14 institutions are participating in the web-site with information on 643 courses being included on the system.

#### **8. For the Good of the Order**

The meeting was adjourned at 12:30 p.m. The next meeting of the ICCPHSE is scheduled for Wednesday, December 6, 2000, 9:30 a.m. – 2:00 p.m., at the University of Northern Iowa in Cedar Falls. The Council’s March 7, 2001, meeting will be held at Des Moines Downtown Higher Education Center; and its May 4, 2001, meeting will be held at Central College in Pella.

Respectfully submitted by:

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