

Iowa Coordinating Council for Post-High School Education  
FFA Enrichment Center—Room 108  
DMACC Campus  
2006 South Ankeny Boulevard  
Ankeny, Iowa

ICCPHSE Meeting Minutes – Wednesday, October 28, 2015

**1. Welcome**

The Iowa Coordinating Council for Post-High School Education (ICCPHSE) met on Wednesday, October 28, 2015, at 4:00 PM at the FFA Enrichment Center. Chair John Sellars welcomed the Council members and guests to the meeting.

**2. Call to Order and Introductions**

Chair Sellars called the meeting to order and made comments about the Campus Safety and Security Summit that preceded the meeting. He said that it was a very informative and well-conducted conference about a critical issue to all colleges. He thanked Diana Gonzalez for her role in making the Summit a success.

The Council members introduced themselves. The following individuals were present:

Members of State Board of Education

None

Institutional Representatives

Daniel Kinney\*

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Jay Nardini\*

Representatives of Department of Education

Jeremy Varner (via phone)\*

Barbara Burrows

Board of Regents - Representatives of Member Institutions

Lon Moeller\*

Terry Hogan\*

Jonathan Wickert\*

Board of Regents

Katie Mulholland\*

Diana Gonzalez\*

Representative of Independent Colleges and Universities

John Sellars\*

Rosemary Link\*

Representative of Iowa College Student Aid Commission  
Julie Leeper\*

Representative of the IPTV Board  
Terry Rinehart\*

Representative of Private for-Profit Schools  
None

Student Representatives  
None

Liaison Representative  
John Sellars (listed above also)

\* Indicates voting delegate.

### 3. Approval of Meeting Minutes—Barbara Burrows

Barbara Burrows presented the minutes from the April 15, 2015, ICCPHSE meeting for approval.

**Action:** Daniel Kinney moved and Diana Gonzalez seconded for approval of the minutes as presented. Motion passed.

Barbara Burrows presented the minutes from the July 21, 2015, Executive Committee Meeting for approval. Terry Hogan pointed out that President Ruud's name was misspelled.

**Action:** Daniel Kinney moved and Jonathan Wickert seconded for approval of the minutes as corrected. Motion passed.

### 4. Treasurer's Report—John Sellars, Treasurer

John Sellars presented the treasurer's report. He commented that the budget document the Council received was a statement of the Council's income and expenditures through October 2, 2015, and included a proposal for next year's budget.

**Action:** Katie Mulholland moved and Jay Nardini seconded for approval of the treasurer's report. Motion passed.

## 5. Notices of Intent—Diana Gonzalez

### A. Programs Without Concerns for Ratification

Diana Gonzalez reported that the colleges listed below had programs without concerns for ratification. Chair Sellars asked for a motion.

#### Eastern Iowa Community College

Medical Informatics

Diploma

CIP # 5127060100

On-campus and Online

#### University of Iowa

Political Science

Bachelor

CIP # 45.1001

On-campus (face-to-face) and Online  
(New Location of an existing program)

Enterprise Leadership

Bachelor

CIP # 52.0213

On-campus (face-to-face) and On-line  
(New Location of an existing program)

Sport and Recreation Management

Bachelor of Science

CIP # 31.0504

Off-campus (Face-to-Face) and On-line  
(New Location of an existing program)

**Action:** Diana Gonzalez moved and Jonathan Wickert seconded to ratify the above noted programs. Motion passed.

### B. Programs Submitted to ICCPHSE Listserv—Pending 20-Day Review

Diana Gonzalez reported that the following college programs were submitted to the ICCPHSE listserv and as of today have completed their 20-day review. She requested that they be ratified.

#### University of Northern Iowa

Teacher Leadership for International Educators

Master's

CIP # 13.1299

Online

Master's in Business Administration

Master's

CIP # 52.0201

Off-Campus (face-to-face)  
(New Location of an existing program)

Masters of Athletic Training  
Master's  
CIP # 51.0913  
On-Campus

Supply Chain Management  
Bachelor  
CIP # 52.0203  
On-Campus

**Action:** Diana Gonzalez moved and Jonathan Wickert seconded to ratify the above noted programs. Motion passed.

**C. Programs With Concerns for Discussion**

Diana Gonzalez reported that the following program has been tabled by the University of Iowa because their new president begins his tenure on Monday, November 2, 2015, and officials want to familiarize him with the proposal before requesting ratification.

**University of Iowa**

Masters of Business Administration  
MBA  
CIP #: 52.0201  
New Location [Dubuque]

**Action:** No action was taken.

**6. Meeting Schedule for 2015-16—Diana Gonzalez**

Diana explained that the fall meeting is usually held on the campus of the Council chair, which would have been at Graceland University, but Diana and many members attended the summit today, so it was decided to hold the Council meeting after that event at DMAAC in Ankeny.

The following meeting dates and locations were proposed for 2015-16:

- January 20, 2016 (Begins at 10:00 AM) – Conference call, if needed.
- April 25, 2016 (10:00 AM – 2:00 PM) – Graceland University

Diana stated that if the January 2016 meeting is not necessary, she will notify the Council. The April meeting will be held at Graceland University. The agenda will contain typical items such as updates on SARA and other matters of importance to the Council. If anyone has other topics of interest to add to the agenda, please contact Diana.

## 7. ICCPHSE Tools—Diana Gonzalez

### **Listserv:**

Diana indicated that all personnel changes (i.e., contact information) to the listserv need to be provided to Laura Dickson. An email will be sent out to the listserv to remind recipients to inform the Board of Regents office of any listserv changes.

### **Taxonomy:**

The Taxonomy is a list of programs offered at each institution. Diana asked the members to check their college's list and let the Board of Regents office know if there are any program updates, particularly if a program has been terminated.

## 8. Membership for 2015-16—Diana Gonzalez

Diana referenced the membership list and stressed that it is important the list be reviewed to ensure the right people are included. She requested that any changes to the list be submitted to her.

## 9. Home-Based Iowa Initiative – Jeremy Varner

Jeremy Varner reviewed the chart provided to briefly discuss the five data items requested of Iowa's colleges and universities:

1. The number of first-time ever enrolled (post-high school graduation) and verified veteran undergraduate students at your institution (this is the main cohort).
2. Of the main cohort from #1, the total number of veteran undergraduate students who received transcribed credits (by the end of the first term ever enrolled at your institution) for military training, service, or education (this becomes the sub-cohort).
3. Of the sub-cohort from #2, the average number of total credits applied to the student's first-time enrolled for military training, service, or experience.
4. Of the sub-cohort, the average number of military credits applied toward the first intended major of an academic credential. Applied credits are defined as credits that meet major/degree program requirements.
5. The total number of verified veterans in note fiscal year served through credit enrollment. (Do not include veteran spouse or family members.) **This may include additional students not counted in the main cohort.**

Jeremy discussed that over the past year, the public colleges and universities participated in a pilot on the reporting structure and data collection. There is a subgroup meeting on the presentation and reporting of this data that is currently working on the narrative to accompany this data. A draft of the inaugural report should be completed within the next few weeks and will be circulated to the coordinating council for feedback. The report is to be submitted to the Governor's office by December 15, 2015, so Jeremy's committee has considered having a brief telephone conference with the council to discuss the draft.

#### **10. Fall 2015 Enrollment Report Survey Update—Diana Gonzalez**

Diana reported that the enrollment data is not yet complete. She stated that when complete she will send the report to council members for review.

#### **11. For the Good of the Order—John Sellars**

Diana referred back to Jeremy's HBI report and asked if the council would like to organize a conference call or share comments on the report's draft via email. Jonathan said he was comfortable to review the report via email and the group agreed.

The meeting was adjourned at 4:27 PM.

Respectfully submitted by:

Barbara Burrows (on behalf of Jeremy Varner, ICCPHSE Recording Secretary)