

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)