

Iowa Coordinating Council for Post-High School Education  
University of Iowa  
Press Box – Kinnick Stadium  
825 Stadium Drive  
Iowa City, Iowa 52242

ICCPHSE Meeting Minutes – Wednesday, October 19, 2011

**1. Welcome**

The Iowa Coordinating Council for Post-High School Education (ICCPHSE) met on Wednesday, October 19, 2011, at 10:00 a.m. at the University of Iowa in Iowa City, Iowa. Vice Chair John Sellars welcomed the Council members and guests to the meeting. (Chair Mason was scheduled to arrive later during the meeting.)

**2. Call to Order and Introductions**

Vice Chair Sellars called the meeting to order, and then the Council members and guests introduced themselves. The following individuals were present:

Members of the State Board of Education

None present.

Institutional Representatives

Deb Derr\*

Beverly Simone\*

Representative of the Department of Education

Roger Utman \*

Representatives of Member Institutions

Sally Mason\*

Michael Licari \*

Chet Rzonca \*

Dawn Bratsch-Prince\*

Joel Haack\*

Representatives of the Board of Regents

Diana Gonzalez, Board of Regents

Members of the Board of Trustees of Member Institutions

John Sellars\*

Craig Pearson\*

Gary Steinke\*

Representatives of Independent Colleges

None present.

Representatives of the Iowa College Student Aid Commission

None present.

Representative of the Iowa Public Broadcasting Board

Tiffany DeJager\*

Representatives of Private-for-Profit Schools

Susan Spivey\*

Student Representatives

None present.

Liaison Representatives – Ex-Officio Non-Voting

Jason Glass, Department of Education

Guests

Andrew Baumert

Byron Darnall

Laura Dickson

Tracy Schyster-Mattock

Janet McMahill

Patty Ranike

Mary Elizabeth Stein

Noel Stahle

\* Indicates voting delegate.

### **3. Approval of Meeting Minutes**

Roger Utman presented the minutes from the April 20, 2011, ICCPHSE meeting and the June 17, 2011, ICCPHSE Executive Committee meeting.

**Action:** A motion was made by Beverly Simone and seconded by Deb Derr for approval of the minutes as presented. Motion passed.

### **4. Presentation: Education Blueprint for Reform**

(This presentation was moved forward on the agenda to accommodate Dr. Glass's schedule.) Jason Glass presented on the recently released Iowa Blueprint for Education Reform. Glass began his remarks by saying that he appreciates the history of higher education in Iowa. Glass stated that many are intimidated by the goal of improving Iowa to "first in the nation/world

status.” Iowa schools are good, but there is room for improvement. One question being asked was: “How do we (the state) pull together as a system to assist school districts to get better?” Glass discussed the four levels where schools find themselves. The four are: Poor, Fair, Good, and Excellent. The question for everyone in the state is: “How do you get from one level to another?” Glass went on to discuss different tactics that are used. Brazil, as an example, has made monumental improvement. However, whatever is being considered, you need to be sure there is the right fit. The tactics also depend on the level to which the group is trying to move.

As the process moves forward, what will need to be considered are specialized schools and moving away from the industrial education model of where everyone moves along at the same rate year by year? At higher levels, education becomes less centralized and systems-sponsored opportunities give the ability to try new things. We also need to put the resources behind what people want us to do. Iowa needs to move from good to great. The state can still improve. But we need to look at what we have done well, and then ask, where do we need to go from here? Other countries and states do things differently than us. What good practices can become “best practices?” Not just one single thing can be used to improve the state. It will take multiple approaches to be able to get better. Across systems, the common thread has to be something that can be sustained over a number of years, past the next election cycle, and must have everyone involved in the process.

The three main components of the Education Reform Blueprint include: 1) Quality of Educators; 2) Assessment; and 3) Innovation. The blueprint is a starting point. The Iowa legislature will now need to take a look what needs to happen from here. One issue will be the need to get past the special interests and look at ways to compromise to be able to accomplish the changes the state needs.

Glass talked about the “push back” to some of the ideas presented. There are many different groups that have a variety of issues and want a variety of outcomes. The middle ground people are the ones who will help the state/people move forward. The process will need to include trying to balance listening with moving the project forward. Iowa has paid attention to its educated workforce and has been supportive of education. In 1992, Iowa and Massachusetts were both at the top. But Iowa has slid since then. One of the reasons is complacency. Some schools in Iowa moved ahead, but not all of them. However, informing people is not enough. Iowa must make use of the data in making improvements.

Glass also discussed the Governor’s STEM (Science, Technology, Engineering, and Mathematics) initiative. Iowa needs to have a focus on STEM as an economic driver.

Questions and answers from those present at the meeting:

**With a variety of college courses being offered which do not go directly to improving the teaching process (i.e., anti-bullying, adaptive physical education, etc.), what happens to those courses?** Glass stated that we will need to focus on teaching. We will need to look at the value added measures to judge whether the college classes make a difference.

**Where do you (Glass) stand on alternative teaching pathways?** Glass spoke about alternative pathways as a way to try to address the need for teachers in high demand areas (i.e., math, science, etc.) However, 90 percent of teachers will still need to come from the teacher preparation programs. The alternative plans will also need to address any issues dealing with teacher ethics. Telling people, does not work. Teachers should already know without being told, but it is not the case.

**What are the best practices in trying to move the plan forward?** Glass stated it will be a multi-step process and we will need to look at this process over a number of years. Teacher preparation programs will also need to be more selective of the students who gain entrance to these programs. Glass wants to hear from the colleges which have teacher preparation programs and wants to encourage all teacher preparation programs to become nationally certified.

Glass ended with the following questions which college students with an education major or students who are interested in teaching as a field of study should ask themselves:

- “Are the classes I am taking in a graduate program improving my teaching?”
- “In looking at the quality of teaching, what should it look like?”

## **5. Treasurer’s Report**

Gary Steinke presented a statement of the Council’s income and expenditures. The ICCPHSE treasury balance was listed at \$1,785.66; Way-Up Balance at \$1,910.77; Carol Kay Memorial Fund at \$1,210.67; for a total balance of \$4,907.10. Steinke noted for the minutes that he, Deb Derr, and Terry Rinehart audited the accounts for the different funds. Steinke noted that there were no questions or issues with the audit.

**Action:** A motion was made by Gary Steinke and seconded by Chet Rzonca to approve the audit. Motion passed.

The 2011-12 budget information was presented. Steinke stated that the funds should hold the group for two years. The Way-Up Conference is one of the main costs. If there are additional costs, the Council may have to revisit the issue of dues. It was further stated that most of the Council members had paid and there do not appear to be any issues with collecting the rest. Dues were charged at either \$300 or \$100, depending on the institution or agency. (Diana

Gonzalez mentioned that one of the other main cost items in the budget is connected to covering travel and other costs of speakers.)

**Action:** A motion was made by Gary Steinke and seconded by Deb Derr for approval of the treasurer's report as presented. Motion passed.

## **6. For Ratification**

Chair Mason assumed the chairing of the meeting and asked Diana Gonzalez to present the next agenda item.

### **A. Programs Without Concerns**

Diana Gonzalez reported. The programs without concerns were presented and Gonzalez stated that the colleges which had programs on the list had been notified. Chair Mason clarified the process and asked for a motion.

#### **Vatterott College, Des Moines**

Information Systems and Security Specialist  
Associates of Occupational Studies – AOS degree  
CIP #11.1003  
Des Moines Campus

Electrical Service Technician  
Diploma  
CIP #46.0302  
Des Moines Campus

Commercial Drivers License  
Certificate  
CIP #49.0205  
Des Moines Campus

Heating, Air Conditioning & Refrigeration Technician with Management  
Associates of Occupational Studies  
CIP #15.0503  
Des Moines Campus

Electrical Technician with Management  
Associate of Occupational Studies  
CIP #15.0303  
Des Moines Campus

**St. Ambrose University, Davenport**

Mechanical Engineering  
Bachelor of Science  
CIP #14.1901  
Main campus – Davenport

**Northeast Iowa Community College, Calmar**

Chemical Engineering Technology/Technician  
Associate of Applied Science  
CIP #15.0615  
On campus – Calmar

Large Animal Veterinary Technician  
Associate in Applied Science (AAS)  
CIP #51.0808  
On campus – Calmar

**Northwest Iowa Community College, Sheldon**

State Title: Electrical and Power Transmission Technician  
Local Title: Substation Technician  
Diploma  
CIP #46.0399  
On campus – Sheldon

**Iowa Central Community College, Fort Dodge**

Vehicle Maintenance and Repair Technologies, Other  
AAS  
CIP #47.0699  
On campus – Fort Dodge

**Hawkeye Community College, Waterloo**

Alternative Energy Technology  
Associate of Applied Sciences  
CIP #15.0503  
On campus – Waterloo

**Des Moines Area Community College, Ankeny**

Water Quality & Wastewater Treatment Management & Recycling Technology/Technician  
Associate of Applied Science  
CIP #15.0506  
On campus – Ankeny

State name: Web Page, Digital/Multimedia and Information Resources Design  
Local Name: Web Development  
AAS  
CIP #11.0801  
On campus – Ankeny

**The University of Iowa, Iowa City**

MFA in Spanish Creative Writing  
Master of Fine Arts (MFA)  
CIP #16.0905  
On campus – Iowa City

**Indian Hills Community College, Ottumwa**

Avionics Maintenance Technology/Technician  
Diploma  
CIP #47.0609  
North Campus – Ottumwa

Digital Communication and Media/Multimedia (Social Marketing & Technical Graphics)  
Associate of Applied Science  
CIP #09.0702  
On campus – Ottumwa

Administrative Specialist Management (Business Specialist – Office Management)  
Associate of Applied Science  
CIP #52.0401  
On campus – Ottumwa

Accounting Information Systems Management (Business Specialist – Accounting)  
Associate of Applied Science  
CIP #52.0302  
On campus – Ottumwa

**Kirkwood Community College, Cedar Rapids**

Energy Management and Systems Technology  
Associate of Applied Science  
CIP #15.0503  
On campus – Cedar Rapids

Computer Numerically Controlled (CNC) Machinist Technology  
Associate of Applied Science  
CIP #48.0510  
On campus – Cedar Rapids

**William Penn University, Oskaloosa**

Master of Business Leadership  
Masters  
CIP #52.0213  
Centerville

**Continued -- William Penn University, Oskaloosa**

Bachelor of Arts in Justice Systems Leadership  
Baccalaureate  
CIP #43.0104  
Centerville

**Western Iowa Tech Community College**

Commercial Photography (Professional Photography)  
AAS  
CIP # 50.0406  
Sioux City, Denison, LeMars and Cherokee

Recording Arts Technology/Technician (Audio Engineering Technician)  
AAS  
CIP #10.0203  
Sioux City, Denison, LeMars and Cherokee

Cinematography and File/Video Production (Independent Film Making)  
AAS  
CIP #50.0602  
Sioux City, Denison, LeMars and Cherokee

**Action:** Moved by Beverly Simone and seconded by Gary Steinke to approve the presented "Programs Without Concerns." Motion passed.

**B. Programs with Questions/Concerns not resolved per ICCPHSE Procedures**

Gonzalez stated that there was one program with a concern, but that the two institutions involved were currently working to resolve the issue.

**William Penn University**

Bachelor of Arts in Business  
Baccalaureate  
CIP # 52.0201  
Centerville

**Action:** Moved by Gary Steinke and seconded by Dawn Bratsch-Prince to table approval of the program. Motion passed. (**Note:** John Sellars abstained.)

**7. Updates from the Iowa Department of Education, Division of Community Colleges**

**CurricUNET Update**

Roger Utman, Division of Community Colleges, Iowa Department of Education, provided an update on the progress on the Community College Program and Common Course Number Management System. The DE and Governet have finalized and signed a contract for service



over the next two years (2011-2013). The Governet product being used is CurricUNET. CurricUNET was developed to automate the entire process of submitting course and program proposals via a Web browser. It is especially effective for multi-campus institutions that want a paperless solution for this cumbersome process. All 15 of Iowa's community colleges of Iowa are involved.

CurricUNET offers the following features:

- It uses web forms for all input required for course and program proposals.
- All input fields are entered into a relational database, thus facilitating searches, flexible report production, and interfaces to related systems (such as catalog production and schedule build).
- All necessary notifications are automated, and all steps in the process are tracked with an automated workflow module. As a result, a real-time view of the workflow for each proposal can be displayed at any time showing the exact current location of the proposal in question.
- Historical tracking of all courses and programs.
- In addition, all articulation agreements are maintained in an articulation database by institution.
- The system is designed to facilitate automated interface to various statewide processes, where required.

CurricUNET will allow the DE and the community colleges to focus on the important aspects of program approval, save resources, and permit more attention to student needs. The DE will transfer the existing AS-28 database (career and technical education [CTE] program information) to the CurricUNET product. The DE is also working to implement the procedures and various thresholds that will be used in the system. Since this software gives us new possibilities, the DE is currently reviewing our internal processes to improve efficiency and eliminate any bottlenecks. After the DE has implemented our rules, we will begin implementation at Iowa's community colleges. The DE is currently planning to have the system fully operational for the DE and community colleges by fall 2012.

There is a statewide steering committee made up of representatives from each of Iowa's 15 community colleges. The role of the statewide steering committee is to assist the DE and Governet during implementation of CurricUNET and to meet each college's needs. The DE and Governet will rely on the steering committee to help provide direction and feedback as the project moves forward.

### When will each college get CurricUNET?

Currently, the DE and Governet are planning a phased roll-out through the spring and summer of 2012. Hawkeye Community College, because they are already using CurricUNET, will be one of the first colleges to “go live” with the statewide system. The Division of Community Colleges is currently accepting volunteers to be among the first colleges to implement CurricUNET sometime in early spring (if everything stays on schedule).

Please send an email to my attention at roger.utman@iowa.gov, if you think your college would be a good candidate to be one of the first adapters. Similarly, please let me know if you feel your college should be one of the last colleges to implement CurricUNET.

### Who has been informed about CurricUNET so far?

So far, groups who have seen and heard presentations include the following: Community College Accreditation Advisory Committee; arts and science deans; CTE deans; chief academic officers; community college presidents; Community College Faculty Advisory Committee; Chief Student Services Administrators; LACTS (Liaison Advisory Committee on Transfer Students); and DE consultants.

**Action on DE Report:** No action was needed.

## **8. ICCPHSE Updates and Issues**

Diana Gonzalez presented the following:

### **Meeting Schedule for 2011-2012**

There are currently three meetings scheduled for 2011-12. The October and April meetings are face-to-face. The January 2012 meeting will be telephonic, since the January meeting is always an issue due to weather concerns. Therefore, the January meeting will be a business items only meeting, with no speakers or presentations. The April 2012 meeting will be at Drake University in Des Moines. Possible presentation topics were mentioned and the location of the meetings was pointed out. Gonzalez asked for input on possible speakers/topics. One suggestion mentioned was on “Disruptive Innovation.” It will be one of the topics considered for the April 2012 meeting. All of the information concerning the January and April meetings will be sent out well in advance.

### **Fall 2011 Enrollment Report**

This is the second year that a web-based survey has been used. Data gathering needs to be submitted by the end of October. The report is an important one since the information contained in the report is used extensively by state agencies and the legislature.

### **Membership for 2011-2012**

Membership information has been submitted and is available. There are only one or two areas where information is missing. Gonzalez reminded people to notify alternates to come if the voting member cannot attend. (Note: Beverly Simone will serve as an alternate for Dan Kinney and Deb Derr.)

### **Listserv Email Addresses**

Gonzalez asked that people let her know if there is someone on the list who is no longer with the institution or if there needs to be someone added to the list from their institution. It is important that the correct people are on the membership list.

### **Taxonomy Updates**

All of the programs approved by the Council are listed on the ICCPHSE part of the Board of Regents' website. It is a resource that allows everyone to see what programs are offered by institutions and where those programs are located.

### **Way-Up Conference**

This is an opportunity for women at the colleges to participate in professional development activities and to learn leadership skills. This year marks the 25<sup>th</sup> anniversary of the Way-Up Conference and offers an opportunity to talk about the changes which have occurred for women over the last 25 years. Dr. Mason talked about the benefits of attending the conference.

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

The meeting was adjourned by Dr. Mason at 12:15 p.m.

Respectfully submitted by:

Roger Utman  
ICCPHSE Recording Secretary