

*Iowa Coordinating Council for Post-High School Education
11620 Aurora Avenue, Des Moines, Iowa 50319*

ICCPHSE Meeting Notes – September 29, 2004

1. Call to Order and Introductions

The Iowa Coordinating Council for Post-High School Education met on Wednesday, September 29, 2004, at 10:00 a.m. at the Grand View College in Des Moines. President Kent Henning, Grand View College, welcomed the council to the campus, gave a brief history of the college and the building, and mentioned some of the exciting happenings at Grand View including the fact that fall 2004 enrollment was at or near record numbers. The council members and guests then introduced themselves. The following individuals were present.

State Board of Education Members

No representatives were in attendance.

Dept. of Education

No representatives were in attendance.

University Representatives

Gregory Geoffroy*

Robert Koob*

Representatives of Independent Colleges

John Menzies*

Alli Ross

Richard Sours*

Nancy Williams*

Representatives of Private Business Schools

Susan Spivey*

Representatives of Iowa Private Specialized Schools Association

No representatives were in attendance

Representatives of the IPTV Board

No representatives were in attendance.

Guests

Kent Henning, Grand View College

Dave Holger, Iowa State University

Fred Moore, Buena Visa University

Community College Representatives

Dan Kinney*

Beryl Wellborn*

Members of the Board of Regents

Robert Barak*

David Neil*

Members of the Board of Trustees of Member Institutions

Don Byers*

Robert Lester*

Frank Moore*

Iowa College Student Aid Commission Representatives

Gary Nichols*

Student Representatives

No representatives were in attendance.

Liaison Representatives

John Hartung, Iowa Association of Independent Colleges and Universities

*Indicates voting delegate.

2. Approval of Minutes—Roger Foelske, ICCPHSE Recording Secretary

The approval of minutes from the May 2, 2004, meeting, and from the ICCPHSE Executive Committee meeting of July 12 were not available at the time of the meeting. Roger Foelske was not able to attend the meeting due to a death in the family.

3. Treasurer's Report—John Hartung, ICCPHSE Treasurer

John Hartung provided the group with a 2004 fiscal year end summary and the updated report for fiscal 2005. In his remarks to the group, Hartung noted that the regular income for the group would be \$100 less than originally budgeted due to actions of the Executive Committee that combined the Specialized Business Schools and the Specialized Schools to a single category. Gary Nichols reported that the Audit Committee had gathered at the office of the Iowa Association of Independent Colleges and Universities to review the treasurer's 2004 fiscal year-end report and approved said report. A question was raised as to the status of the Way-Up Program. Hartung agreed to check into this and report to the Council at the December meeting

Action: The treasurer's report was accepted as presented

4. Coordination (Program Notifications)

- A. Interim Approvals—The following programs were submitted on the list-serve for review. No concerns were raised, and per ICCPHSE policy the institutions were granted interim acceptance.**

PROGRAMS WITHOUT CONCERNS

Programs Submitted to Listserve 6/11/04 (6/27/04 was the 16th day on the Listserve)

Iowa State University, Ames:

1. Diet and Exercise, B.S. and M.S. Degrees – on-campus – (31.0505) & (51.2702)
2. Enterprise Computing, M.S. Degree – on-campus – (11.0401)

Programs Submitted to Listserve 6/14/04 (6/30/04 was the 16th day on the Listserve)

Northeast Iowa Community College, Calmar:

1. Massage Therapy Specialist – AAS Career and Technical Education – on-campus—Calmar Campus—Peosta at a later date (51.3501)

North Iowa Area Community College, Mason City:

1. Hospitality Management – AAS Degree – on-campus—Mason City (52.0901)

Iowa Lakes Community College, Estherville:

1. Computer and Information Systems Security Technology – College Parallel/Career Option
on-campus—Estherville (11.1003)
2. Massage Therapy – Diploma Career and Technical Education – off-campus—Spencer Campus
(51.3501)

Northwest Iowa Community College, Sheldon:

1. Administrative Specialist Management – AAS Degree – on-campus—Sheldon (52.0401)

Iowa Central Community College, Fort Dodge:

1. Medical Secretary-Transcriptionist Specialist – Diploma – on-campus—Fort Dodge
(51.0716)

Iowa Valley Community College District, Marshalltown:

1. Agricultural Production and Sustainable/Value Added, AAS Career and Technical Education
–
off-campus—Marshalltown Community College (01.0301)

Iowa Western Community College, Council Bluffs:

1. Landscape and Groundskeeping Management – AAS Degree – on-campus—Council Bluffs (01.0605)

Programs Submitted to Listserve 6/22/04 (7/8/04 was the 16th day on the Listserve)

Upper Iowa University, Fayette:

1. Master of Public Administration (MPA), Masters Degree – off campus – on-line
(44.0401)

Programs Submitted to Listserve 6/25/04 (7/11/04 was the 16th day on the Listserve)

University of Northern Iowa, Cedar Falls:

1. Philanthropy and Nonprofit Development, MA Degree – ICN (52.0206)

Clarke College, Dubuque:

1. Bioinformatics, Undergraduate BS Degree – on-campus (26.9999)

Programs Submitted to Listserve 7/20/04 (8/6/04 was the 16th day on the Listserve)

Iowa Central Community College, Fort Dodge:

1. Multi-Interdisciplinary Technical Studies, AAS – on-campus (30.9999)

Iowa Western Community College, Council Bluffs:

1. Automotive Technology, ACDelco, AAS – on-campus (47.0604)

Kirkwood Community College, Cedar Rapids:

1. Computer, Information Sciences, and Support Services Technology, AAS -- on-campus (11.9999)

Southwestern Community College, Creston:

1. Web Page, Digital/Multimedia, and Information Resources Design Technology, AAA/AAS –on- campus (11.0801)
2. Medical Secretary-Transcriptionist Management, AAA/AAS – on-campus (52.0404)

Programs Submitted to Listserve 8/25/04 (9/9/04 was the 16th day on the Listserve)

Iowa Central Community College, Fort Dodge:

1. Computer Systems Networking and Telecommunications technician, Diploma Career and Technical Education – on-campus (11.0901)

Northwest Iowa Community College, Sheldon:

1. Manufacturing Technology, AAS – on-campus (15.0613)

Iowa Lakes Community College, Estherville:

1. Accounting, College Parallel/Career Option – on-campus (52.0301)

Indian Hills Community College, Ottumwa:

1. Clinical/Medical Laboratory Technology, AAS Career and Technical Education – on-campus (51.1004)
2. Health Unit Coordinator, Diploma Career and Technical Education – on-campus (51.0703)
3. Pharmacy Technician, Diploma Career and Technical Education – on-campus (51.0805)

Western Iowa Tech Community College, Sioux City:

1. Paramedic Specialist, AAA/AAS – on-campus (51.0904)
2. Industrial Mechanics and Maintenance Technician, Diploma – on-campus (47.0303)
3. Multi-Interdisciplinary Technical Studies, AAA/AAS—on-campus (30.9999)
4. Financial Services, AAA/AAS – on-campus (52.0801)

Programs Submitted to Listserve 9/7/04 (9/23/04 was the 16th day on the Listserve)

Iowa Central Community College, Fort Dodge:

1. Construction Technology, AAS Career and Technical Education – on-campus (46.0000)

Indian Hills Community College, Ottumwa:

1. Agricultural Production and Sustainable/Value Added, AAS Career and Technical Education – off-campus-Centerville Campus (01.0301)

Western Iowa Tech Community College, Sioux City:

1. Property Maintenance and Management, Diploma – on-campus (46.0401)

Action: The programs were received as presented.

Programs Submitted With Concerns

The attached list of programs were submitted on the list serve for approval. Concerns were expressed by several institutions, and the concerns were not resolved during the 30-day period.

- ❖ Graceland University - Program was withdrawn by John Menzies, President of Graceland, with the proviso that if area four year colleges did not pick up the program to meet the need of the identified group of students Graceland would resubmit the proposal and initiate the program.
- ❖ Viterbo University - No action was taken on this program.
- ❖ Bellevue University - University officials asked to defer action on this proposal until the next meeting of the council, as they had not completed neither their contacts nor the long form.
- ❖ Kaplan College - Concerns have been raised with respect to this program and Kaplan is expected to follow the procedures in preparation for the December meeting.

- ❖ It was reported that resolution of the concerns with respect to the UNI Elementary Program with Special Education emphasis to be presented via the ICN had been completed and therefore the program was going forward

Action regarding UNI Elementary Program with Special Education Emphasis:

Moved by Robert Koob, and seconded by Lester to officially approve the program. Unanimous in favor.

- ❖ Hamilton College - Initiation of a new Satellite Campus in Council Bluffs and three Programs: (1) Medical Assistant AAS; (2) Criminal Justice AAS; and (3) Bachelor of Science in Management – BS.

It was noted by the ICCPHSE Chair that Hamilton College had submitted these program requests in July and that objections to the new programs appeared immediately. It was further noted that the programs had already been initiated by Hamilton College for the fall of 2004.

There was considerable discussion of the request and procedures. The following points were raised in opposition to the program approval: No evidence of a comprehensive needs analysis was presented and duplicate programs to each of those initiated by Hamilton College already exist in Council Bluffs, while contacts with those colleges raising objections to the new courses were initiated there was no attempt on the part of Hamilton College officials to hear the concerns or give attention to same

It was further noted that Hamilton College was fully aware of the procedure for program approval as agreed upon by the council and had knowingly and willingly violated said procedure by renting space and originating the program in Council Bluffs.

Representatives from Hamilton College made a presentation as to their rationale for opening the program in Council Bluffs. They did not comment on their violations of the council's rules for program approval, simply stating that a need had been recognized and they had initiated the program

Members of the council and Fred Moore of BVU spoke of their concerns with the actions of Hamilton College elaborating on the points outlined above.

Action regarding Hamilton College: After a full and lengthy discussion of the situation and some limited replies from representatives of Hamilton College, it was moved by John Menzies and seconded by David Neil that the council would receive but not recommend the proposal as the programs offered were duplicative of existing programs and the timeliness of the actions by Hamilton College were not in keeping with the agreed upon procedures of the council and said should be official sanctioned by the council. By virtue of the council's approved procedures, said actions will be reported to the institution's president and board Chair, the media, and the Higher Education Learning Commission of North Central Association, as well as the Iowa legislature.

5. Approval of the ICCPHSE Annual Report—Robert Barak, Permanent Secretary

The council approved the ICCPHSE Annual Report as submitted.

6. Proposed Policy Change—Robert Barak and John Hartung

After considerable discussion with respect to new legislation governing the registration of out-of-state postsecondary institutions registering to do business in Iowa and the necessary recommendation of the ICCPSHE for said programs, it was determined that new program announcements must be received at least 45 days prior to the regularly scheduled council meeting. To accommodate this practice, the council must schedule a meeting for the summer, but said meeting will only be held if there is a new program approval action pending.

Action: Moved by Lester, second by Byers, and passed unanimously

7. Audit Committee Report—Gary Nichols, Executive Director, Iowa College Student Aid Commission (ISCAC)

As noted under the treasurer's report listed above, Gary Nichols reported that the Audit Committee had met and preformed the audit finding the council's finances and books to be in order.

8. Overview of Origins and Development of the ICCPHSE—Robert Barak

Chairman Dan Kinney called upon Bob Barak to make a presentation with respect to the history of the ICCPSHE.

9. For the Good of the Order—Dan Kinney, ICCPHSE Chairman

Bob Lester brought forward a request for financial support for a Legislative Information Day from the Iowan's for a Better Future Group.

Action: A good discussion followed his presentation, and on a motion by Frank Moore and second by Bob Koob, it was agreed that the ICCPSHE would contribute \$2,500 toward the cost of this activity. Lester agreed that higher education would be provided a prominent place in the discussion panel and recognition by Iowan's for a Better Future as a program sponsor. Motion passed unanimously.

Chairman Dan Kinney again called Bob Barak before the group. This was Bob's final meeting before retirement and Dan recognized Bob for his quality service to the council and presented him with a Captain's Clock. All present acknowledged appreciation for Barak's work.

The meeting was adjourned at 12:15 p.m.

Respectfully submitted by:

John Hartung, ICCPHSE Treasurer

515/282-3175

