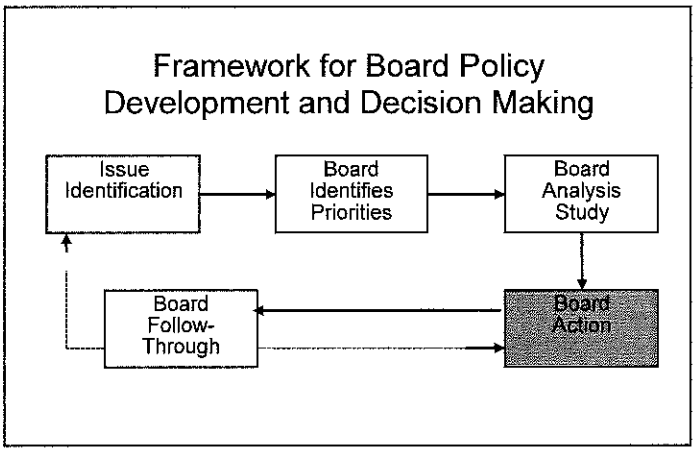
Iowa State Board of Education

Executive Summary

May 14, 2015



Agenda Item: Hawkeye Community College (HCC) Interim Accreditation Report—Fiscal Year 2015

Iowa Goal: Individuals will pursue postsecondary education in order to drive economic success

State Board Role/Authority: Iowa Code, Section 260C.47(3), grants authority to the State Board of Education to determine whether the programs of a community college shall remain accredited.

Presenters: Jeremy Varner, Administrator
Division of Community Colleges

Kent Farver, Chief
Bureau of Community Colleges

Attachments: 1

Recommendation: The Department of Education recommends continued accreditation for HCC. A state comprehensive accreditation evaluation will be conducted in fiscal year 2020.

Background: This is a report of the evaluation of HCC for continued state accreditation as an associate degree-granting institution. The department conducted the on-site portion of the evaluation on February 18-19, 2015. The findings reflect the work of the accreditation team's interim review of HCC.

HCC is accredited by the Higher Learning Commission (HLC), a commission of the North Central Association. The state accreditation process reviews state requirements but does not duplicate the HLC process. HLC documentation is reviewed during the visit to identify any follow up that may be required. State standards are reviewed through a structured process by department staff and community college peer reviewers.

Final Accreditation Report
Interim State Evaluation

Hawkeye Community College

February 18–19, 2015

Fiscal Year 2015

COMMUNITY COLLEGES

State of Iowa
DEPARTMENT OF EDUCATION
Grimes State Office Building
Des Moines, Iowa 50319-0146

STATE BOARD OF EDUCATION

Charles C. Edwards, Jr., President, Des Moines
Michael L. Knedler, Vice President, Council Bluffs
Brooke Axiotis, Des Moines
Michael Bearden, Gladbrook
Diane Crookham-Johnson, Oskaloosa
Angela English, Dyersville
Rosie Hussey, Clear Lake
Mike May, Spirit Lake
Mary Ellen Miller, Mason City and Corydon
Hannah Rens, Student Member, Sioux City

ADMINISTRATION

Brad A. Buck, Director and Executive Officer
of the State Board of Education

DIVISION OF COMMUNITY COLLEGES

Jeremy Varner, Division Administrator

Bureau of Community Colleges
Kent Farver, Bureau Chief

It is the policy of the Iowa Department of Education not to discriminate on the basis of race, creed, color, sexual orientation, gender identity, national origin, sex, disability, religion, age, political party affiliation, or actual or potential parental, family or marital status in its programs, activities, or employment practices as required by the Iowa Code sections 216.9 and 256.10(2), Titles VI and VII of the Civil Rights Act of 1964 (42 U.S.C. § 2000d and 2000e), the Equal Pay Act of 1973 (29 U.S.C. § 206, et seq.), Title IX (Educational Amendments, 20 U.S.C.§§ 1681 – 1688), Section 504 (Rehabilitation Act of 1973, 29 U.S.C. § 794), and the Americans with Disabilities Act (42 U.S.C. § 12101, et seq.). If you have questions or complaints related to compliance with this policy by the Iowa Department of Education, please contact the legal counsel for the Iowa Department of Education, Grimes State Office Building, 400 E. 14th Street, Des Moines, IA 50319-0146, telephone number: 515-281-5295, or the Director of the Office for Civil Rights, U.S. Department of Education, Citigroup Center, 500 W. Madison Street, Suite 1475, Chicago, IL 60661-4544, telephone number: 312-730-1560, FAX number: 312-730-1576, TDD number: 877-521-2172, email: OCR.Chicago@ed.gov.

Accreditation Team
Hawkeye Community College
Interim Accreditation Evaluation
February 18-19, 2015

Accreditation Team Members

Kent Farver, Chair, Bureau Chief
Bureau of Community Colleges
Department of Education
Grimes State Office Building
Des Moines, Iowa 50319-0146

Barbara Burrows, Education Consultant
Bureau of Community Colleges
Department of Education
Grimes State Office Building
Des Moines, Iowa 50319-0146

Eric St Clair, Education Consultant
Bureau of Career and Technical Education
Department of Education
Grimes State Office Building
Des Moines, Iowa 50319-0146

Pat Thieben, Administrative Consultant
Bureau of Career and Technical Education
Department of Education
Grimes State Office Building
Des Moines, Iowa 50319-0146

Carole Richardson, Vice President for Academic Affairs
Southeastern Iowa Community College
1500 West Agency Road
West Burlington, Iowa 52655

Chris Legel, Graphic Arts/Multimedia Instructor
Eastern Iowa Community College - Clinton
1000 Lincoln Blvd.
Clinton, Iowa 52732

Hawkeye Community College (HCC)
State Accreditation Evaluation
Conducted FY 2015

Purpose of the Evaluation

The purpose of the review was a scheduled interim accreditation evaluation of Hawkeye Community College (HCC) by the Iowa Department of Education (DE) as mandated by Iowa Code, Section 260C.47. The accreditation evaluation was conducted on February 18-19, 2015, at the main campus of HCC in Waterloo, Iowa.

Assurance Summary State Standards

Compliance with Higher Learning Commission (HLC) Criteria

The state accreditation team reviewed the most recent report and information from the HLC available at the time of the evaluation. HCC's letter of accreditation by the HLC was reviewed and HCC has continuing accreditation. HCC has demonstrated that it meets HLC criteria.

Compliance with Additional State Standards

Faculty (Qualifications)

All community college-employed instructors who are under contract as of July 1, 2011, who teach in career and technical education (CTE) or arts and sciences (including adjuncts) are required to meet minimum faculty standards (Iowa Code, Section 260C.48). The DE accreditation team reviewed a random sample of faculty personnel files provided by the human resources office to ensure compliance with the standard.

Finding: No compliance issues were noted during the evaluation.

Faculty Teaching Load

The teaching loads of full-time instructors must not exceed the faculty load limits set forth in Iowa law. This is the case for CTE instructors, as well as for college parallel (arts and sciences) instructors (Iowa Code, Section 260C.48). The DE accreditation team reviewed the instructional loads of a random sample of full-time faculty to ensure compliance with the standard.

Finding: No compliance issues were noted during the evaluation.

Special Needs
Community colleges are required to maintain equal access in recruitment, enrollment, and placement activities for students with disabilities. Students with disabilities must be given access to the full range of course offerings at a college through reasonable accommodations. Accreditation team members reviewed marketing and recruitment publications, and information on the college's ADA (Americans' with Disabilities Act) policies and reports. Team members also conducted interviews with staff associated with disabilities services.

Finding: No compliance issues were noted during the evaluation.

CTE Program Evaluations and Timelines
There are a variety of state requirements related to the offering of CTE programs. The standards are included in Iowa Code, Chapter 258, 281—IAC 46.7(4), and 281—IAC 24.5(4). Standards for CTE programs include numerous requirements related to program and award length, program content, labor market demand, articulation, advisory committees, and more. All CTE programs (including both new programs and changes to existing programs) must be approved by the DE.

The DE maintains a database of approved programs for this purpose. Standards for CTE programs are included in the *Program Approval: Guidelines for Iowa Community Colleges* document located on the DE website. Additionally, community colleges are required to review at least 20 percent of the institution's CTE programs annually.

The DE reviews and approves institutional CTE program review processes through the state accreditation process. Standards for CTE program review are included in the guidelines for program approval on the DE website. The accreditation team members reviewed information on CTE program evaluations.

Finding: No compliance issues were noted during the evaluation.

Strategic Planning
Community colleges are required to update their strategic plans at least every five years as a guide for the community and its decision-making (Iowa Code section 256.31(4) (a)). Team members reviewed the college's most recent strategic plan and interviewed selected staff.

Finding: No compliance issues were noted during the evaluation.

Physical Plant and Facilities
Each community college must present evidence of adequate planning, including a board-approved facilities plan. The community college's facilities must meet state and federal requirements as outlined in the state accreditation guide. The team reviewed the facilities plan and met with the facility director to discuss the college's planning process and decision-making structure.

Finding: No compliance issues were noted during the evaluation.

Quality Faculty Plan (QFP)
Iowa law establishes the process for community colleges to plan for the hiring and professional development of faculty. Institutional quality faculty plans are required to meet the standards of 281—IAC 24.5(5). The accreditation team reviewed the plan and verified that it met state requirements.

Finding: No compliance issues were noted during the evaluation.

Senior Year Plus (SYP) Programs
There are a variety of requirements for SYP programs offered to high school students jointly enrolled in a community college. These requirements are included in Iowa Code, Chapter 261E. Currently, the DE utilizes the National Alliance of Concurrent Enrollment Partnership's (NACEP) accreditation process to ensure compliance with many statutory requirements (legislated Postsecondary Course Audit Committee). The accreditation team reviewed the college's accreditation status with NACEP, interviewed selected staff, and reviewed additional documentation.

Finding: No compliance issues were noted during the evaluation.

Compliance with Non-Accreditation State or Federal Requirements

Finding: No compliance issues were noted during the evaluation.

Evaluation Team Recommendations

The state accreditation team recommends continued accreditation for Hawkeye Community College (HCC). A state comprehensive accreditation evaluation is scheduled for the 2020 fiscal year.