



ATTACHMENT 1
DRAFT -- COMMUNITY COLLEGE COUNCIL (CCC) MEETING NOTES

Tuesday, March 4, 2014 – ICN Meeting

1:00 – 2:00 p.m.

Those in attendance included:

- Barbara Crittenden, President, Southwestern Community College; and CCC Member
- Kent Farver, Chief, Bureau of Community Colleges
- Mike Knedler, CCC and State Board of Education Member
- Moudy Nabulsi, Community College Trustee, Southeastern Community College, and CCC Member (via conference call)
- Max Phillips, CCC and State Board of Education Member (via conference call)
- Eric St Clair, Education Program Consultant, Bureau of Community Colleges
- Jeremy Varner, Administrator, Division of Community Colleges
- Stephanie Weeks, Assistant to Jeremy Varner, Division of Community Colleges
- LaMetta Wynn, CCC and State Board of Education Member

I. Welcome and Introductions—Max Phillips

Chair Max Phillips called the meeting to order at 1:00 p.m. Members and presenters introduced themselves.

II. Approval of Meeting Notes—Max Phillips

Chair Phillips asked for approval of the notes of the January 24, 2014, meeting of the CCC.

Motion: Moudy Nabulsi moved and Mike Knedler seconded to approve the CCC notes as presented.

Action: The notes were passed unanimously by the CCC.

III. Division Updates—Jeremy Varner

Before presenting the division updates, Jeremy thanked the retiring council and State Board members whose terms expire on April 30, 2014, Chair Max Phillips and LaMetta Wynn, for their years of service and commitment to the council.

Division Staffing

Two consultants have recently been hired to staff the positions of adult education and literacy career pathways and adult education data and accountability. Lisa Gard has accepted the position of Adult Education and Literacy Career Data and Accountability consultant. Lisa has

extensive experience with the use of technology in facilitating program management and has worked with the Iowa Department for the Blind for over fifteen years. In this position, Lisa will assist the Adult Education and Literacy (AEL) team in the management and oversight of the statewide adult literacy data system and provide training and analysis for the community college programs.

Mike Williams has accepted the position of Adult Education and Literacy Career Pathways consultant. Mike has worked as a disability consultant with the Iowa Department of Human Rights for over 12 years. In this position, Mike will assist the AEL team in overseeing the GAP Tuition and Pathways for Academic Career and Employment (PACE) program and in helping to implement and to maintain the high school equivalency assessment program.

Administrative Rules

The division is in the process of drafting a number of administrative rules which are expected to be promulgated at some point this coming summer, and will be presented to the council and State Board in June. Passed in the 2013 legislative session, House File 604 appropriated funding to various programs administered by the division and prompts the division to draft or revise administrative code accordingly. Numerous stakeholders are involved in formulating the new rules and public comments will be accepted prior to final implementation.

Adult Education

HF 604 appropriated approximately \$1.5 million to the division for the purpose of funding adult education and literacy (AEL) efforts. Adult education serves individuals 16 years of age or older who are not in school and require assistance in obtaining basic education and skills. HF 604 established standards for AEL which provide the basis for the division's administrative rule.

PACE and Gap

Chapter 25 of the administrative code is being updated to reflect changes to the Pathways for Academic Career and Employment (PACE) and Gap Tuition Assistance programs. Changes to PACE include adjustments to the program's funding structure, eligibility criteria, and the addition of Pathway Navigators and regional industry sector partnerships as an eligible expense. In addition, HF 604 changed Gap eligibility criteria and added staff as an eligible expenditure. These changes will be reflected in the new rules.

Instructional Course for Drinking Drivers

All drivers convicted of operating a motor vehicle under the influence of a controlled substance are required to participate in an instructional course for drinking drivers. The rules currently under consideration update policy to standardize course expectations and reflect current practice.

Intermediary Networks

House File 604, passed by the 2013 Iowa Legislature, provided funding for 15 intermediary networks across the state of Iowa. The legislation requires the department to draft administrative code to guide the implementation of these networks.

Secondary Career and Technical Education (CTE) Task Force Meeting

The second meeting of the Secondary CTE Task Force will be held on March 7, 2014, and will focus on the topics of 21st Century CTE and career academies. The discussion around 21st Century CTE focuses on the “current state” of programs across the state including challenges and key issues facing CTE, what the purpose of secondary CTE should be, the core elements of a 21st Century CTE secondary program, and more. The group will also discuss career academies - the potential benefits as well as ambiguities which currently surround these programs.

The Secondary CTE Task Force was mandated by House File 604, passed by the Iowa Legislature and signed into law by Governor Branstad during the 2013 legislative session. The meeting was the second in a multi-year effort to generate recommendations which aim to reduce skill shortages, enhance economic growth, and ensure that all students have access to high quality, globally competitive CTE programs. CTE is well positioned to address a number of the economic and educational challenges present across the state.

To accomplish this end, the task force will look at measures to ensure rigorous standards, consistency in program quality, alignment with postsecondary programs leading to middle skill occupations and family sustaining wages, responsiveness to labor market needs, robust business and industry participation on advisory committees, and efficiency delivery of programming.

The task force is a conglomeration of elected officials, government representatives, secondary and postsecondary instructors and administrators, nonprofit and business leaders, labor groups, and more. Community college representatives include Iowa Valley Chancellor Chris Duree, NICC Vice President of Academic Affairs Kathy Nacos-Burds, and DMAACC Executive Dean Randy Mead. The Department of Education is represented by Jeremy Varner, Administrator of the Division of Community Colleges, Pradeep Kotamraju, Chief of the Bureau of Career and Technical Education, and Tom Cooley, Administrative Consultant for the Bureau of Career and Technical Education. These representatives imbue the committee with expertise necessary to create substantive, actionable recommendations. A complete task force membership listing can be found on the Department of Education’s website.

The first meeting held in December centered on a number of small group discussions, where representatives had the opportunity to discuss amongst themselves the problems currently facing Iowa. Going forward, the problems discussed in these small group discussions will be the basis for focused working groups. Some of the topics discussed include how best to articulate and disseminate the purpose and benefits of CTE; where CTE fits in to the general education of students; how best to deliver CTE courses; and how to address the disconnect between business and CTE.

Over the course of 2014, the task force will meet approximately four times with work teams active between meetings. The third meeting will take place during the summer of 2014. A final report is due to the State Board of Education, the General Assembly, and the Governor by November 1, 2015, although the task force is likely to have recommendations prior to the next legislative session.

IV. IACCT Update—MJ Dolan

- MJ discussed the IACCT 2014 Annual Conference scheduled for March 31 – April 1, 2014, which is being hosted by Northwest Iowa Community College and Southwestern Community College. The theme of the conference is “Community College of Iowa—Delivering on Promise.”
- IACCT hosted the 2014 Student Legislative Seminar held on January 29-30, 2014, at the Des Moines Holiday Inn. Each community college will be taking students on a two-day trip. The students were able to meet with their local legislators, attend educational sessions, and tour the Iowa State Capitol Building.
- On March 5, 2014, Phi Theta Kappa executive director and CEO, Dr. Rod Risley, will join 250 Iowa Phi Theta Kappa Honor Society students, community college leaders and policymakers who will gather to demonstrate and support the Community College Completion Corps initiative known as “C4” at the Statehouse. To date, 3,000 Phi Theta Kappa Honor Society students, community college leaders and policymakers have signed the C4 completion pledge.

V. 2013 Iowa Community Colleges Joint Enrollment Report—Eric St Clair

Eric St Clair presented the joint enrollment report to the council, and indicated that contrary to overall enrollment, the number of students jointly enrolled at Iowa’s 15 community colleges continues to rise. In 2013, 40,262 high school students were jointly enrolled, a 1.7 percent increase from 2012. Despite the continued increase in the number of jointly enrolled students, the year-to-year average growth in enrollment continues to diminish. Statewide, ten community colleges saw an increase in the number of jointly enrolled students – five experienced a decline.

These are just a few joint enrollment trends identified in the *2013 Joint Enrollment Report*, which will be presented to the State Board of Education on March 6. For the purposes of this report, jointly enrolled students are high school students enrolled in community college credit coursework. A majority of high schools students jointly enroll through Senior Year Plus (SYP) programming such as Postsecondary Enrollment Options (PSEO) or concurrent enrollment, though the report includes information on high school students enrolling through contractual agreements not meeting the definition of SYP and as tuition-paying students as well.

Jointly enrolled students accounted for over 27 percent of the total community college enrollment. Though accounting for more than a quarter of total enrollment, jointly enrolled students account for 15 percent of total credit hours. This reflects the fact that jointly enrolled student enroll in an average of 7.7 credit hours or approximately 2.3 courses – significantly fewer courses than traditional community college students.

Demographically, the typical jointly enrolled student is a male, Caucasian high school student. This represents the first time where the number of males jointly enrolled surpassed the number of females. It is yet to be seen whether this trend is an anomaly or representative in a more permanent demographic trend. Arts and science courses continue to see higher enrollment than career and technical education courses. Almost 60 percent of jointly enrolled students participated in an arts and science course.

VI. Western Iowa Tech Community College's (WITCC) Interim Accreditation Report—Kent Farver

Kent Farver presented a report of the evaluation of WITCC for continued state accreditation as an associate degree-granting institution. The Department conducted the on-site portion of the evaluation on October 8-9, 2013. The purpose of the review was a scheduled interim accreditation evaluation of WITCC as mandated by Iowa Code, Section 260C.47. The findings reflect the work of the accreditation team's interim review of WITCC. WITCC is following the Academic Quality Improvement Program (AQIP) model for accreditation with the Higher Learning Commission, a commission of the North Central Association (NCA). With AQIP, an institution demonstrates it meets accreditation standards and expectations through sequences of events that align with those ongoing activities that characterize organizations striving to improve their performance. The state accreditation team recommends continued accreditation for WITCC. A state comprehensive accreditation evaluation is scheduled for the 2018 fiscal year.

Motion: Moudy Nabulsi moved and Barbara Crittenden seconded to move that the State Board of Education approve continued accreditation for WITCC.

Action: The motion carried unanimously.

Meeting adjourned at 2:00 p.m.