

COMMUNITY COLLEGE COUNCIL (CCC) MEETING NOTES
Wednesday, August 5, 2015
3:30 – 5:00 p.m. -- DE – ICN Room

Those in attendance included:

- ❑ Linda Allen, President, Hawkeye Community College, and CCC Member (via conference call)
- ❑ Brooke Axiotis, CCC and State Board of Education Member
- ❑ MJ Dolan, Executive Director, Iowa Association of Community College Trustees
- ❑ Kent Farver, Chief, Bureau of Community Colleges
- ❑ Rosie Hussey, CCC and State Board of Education Member (via conference call)
- ❑ Mike Knedler, CCC and State Board of Education Member
- ❑ Pradeep Kotamraju, Chief, Bureau of Community Colleges
- ❑ Mary Ellen Miller, CCC and State Board of Education Member
- ❑ Moudy Nabulsi, Community College Trustee, and CCC Member (via conference call)
- ❑ Jeremy Varner, Administrator, Division of Community Colleges
- ❑ Stephanie Weeks, Assistant to Jeremy Varner, Division of Community Colleges

I. Welcome and Introductions—Mike Knedler, Chair

Chair Knedler called the meeting to order at 3:30 p.m. Members and presenters introduced themselves.

II. Approval of Meeting Notes—Mike Knedler

Chair Knedler asked for approval of the notes from the June 10, 2015, meeting of the CCC. It was

Action: Moudy Nabulsi moved and Mary Ellen Miller seconded to move to approve the meeting notes. The notes were passed unanimously by the CCC.

III. Division Updates—Jeremy Varner

- A. Division Vacancies—Jeremy reported the division is currently working to fill the following six positions: 1) two career and technical education program consultants; 2) two adult education literacy education consultants; 3) one communications education program consultant; and 4) one data/reporting education program consultant. He also noted that this is an exciting time to draw in new talent.
- B. Faculty Standards Task Force (FSTF)—The FSTF will be meeting at the DMACC Ankeny Campus on Tuesday, September 29, 2015. Subgroups of the FSTF will reconvene on September 1 to finalize numerous projects prior to the full FSTF meeting on September 29. The subgroups have been working since their inaugural May meeting on the following deliverables: 1) a template/spreadsheet for consistent evaluation and recording of faculty qualifications, including professional development plans for individuals to reach compliance; 2) a manual with a table of community college course disciplines to guide colleges in their assessment of faculty qualifications, including a working definition of ‘disciplines’ and ‘subfields’, and other factors that may be considered for qualifying arts and sciences, as well as career and technical education instructors; and 3) a statewide

implementation plan to establish steps and timelines for colleges to move toward compliance.

At the September 29 meeting, the subgroups will present their work, the plan will be reviewed and improved accordingly, legislative language will be drafted, and a vetting schedule will be established to get community college administrative and faculty input regarding the components of the plan. The task force also intends to share the plan with Higher Learning Commission (HLC) staff to ensure that reviewers will understand and respect Iowa's statewide approach to achieve consistency in methodology and documentation. The task force plans to vet the documents in October and November to meet a December 15 deadline for a final comprehensive plan. This plan will then be distributed to all community colleges in January 2016.

Mary Ellen Miller asked what would happen if the community colleges did not meet the requirements. Varner replied that if we didn't meet the requirements that it would jeopardize federal student aid.

- C. Voluntary Framework for Accountability (VFA)—The final deadline for community colleges to verify and publish their 2014 VFA data sets in the online VFA system is the end of June. These efforts were the culmination of the work of a pilot project partnership between 13 Iowa community colleges and the division. During the pilot year, a subcommittee of representatives from the community colleges and division data staff worked to identify how currently collected data could be used to meet VFA expectations, as well as any additional data the colleges would need to provide. The subcommittee also documented how to calculate VFA metrics. This process was tested to determine its efficacy and whether additional clarifications or changes were necessary.

At the end of the pilot project, nine of the 13 pilot colleges uploaded their information to the national VFA website. Attention now turns toward full statewide implementation of the two-year credit cohort. In the coming months, the VFA steering committee will finalize the timelines.

All 15 community colleges have expressed their commitment to the VFA process and are expected to publish their two-year credit cohort information by June 30, 2016. The six-year credit cohort will be piloted by Western Iowa Tech Community College, Northeast Iowa Community College, and Hawkeye Community College. Subgroups continue to work on career-technical (including noncredit) and adult education metrics. The division has and will continue to fund the VFA membership costs for the community colleges. The division and the VFA steering and implementation committees have made it a priority to improve communication with all stakeholders during the second year of the project. The VFA is a comprehensive national accountability system created for community colleges, by community colleges. It contains measures which encompass and reflect the full breadth of the community college mission and the diversity of students' goals and educational experiences.

- D. Equity Review Process: An overhauled equity review process will be implemented in fall 2016, following a pilot in spring 2016. On August 4, the Community College Accreditation Advisory Committee (AAC) will discuss and take action on the division proposal to overhaul the community college equity review process.

A team within the Division of Community Colleges has spent the past several months reviewing the current equity review processes to determine the feasibility of recoupling the equity review with the state accreditation process for community colleges. This review, as well as conversations with the Bureau of School Improvement and the U.S. Department of Education Office for Civil Rights (OCR) has resulted in a series of process improvements.

The division expects to merge the equity review with the community college state accreditation review, as many aspects of the equity review process are able to be addressed through components of the state accreditation review. Merging the processes will allow the division to leverage these components of the state accreditation review. Merging the processes will allow the division to leverage these components of the state accreditation review in an effort to streamline and gain efficiencies in the equity review. The division also expects to utilize the state accreditation review schedule as the basis for the equity review schedule.

Though considerable progress has been made toward recoupling the two processes, several aspects of the proposed process remain unsettled. Much of this is attributed to ensuring all expectations and requirements of OCR are addressed under the proposed process. The division and AAC expect numerous benefits from the equity process overhaul including reducing regulatory uncertainty and the invasiveness of visits, while increasing frequency, effectiveness, and consistency of reviews. Many of the proposed changes are analogous to changes made to the accreditation process in recent years.

An equity review guide will be developed this academic year to clearly explain the process and expectations. The current parameters and expectations established for both K-12 and community college equity reviews outlined in the department's Methods of Administration (MOA) agreement with OCR will remain unchanged. The Bureau of School Improvement will remain the lead coordinator for all department equity reviews, while responsibility for conducting community college equity reviews will transfer to the division.

During the implementation, the division expects to continue to work closely with OCR, which must formally approve any change to the established secondary and community college equity review process.

IV. IACCT Update—MJ Dolan, Executive Director

1. Iowa Community Colleges—The Workforce Trainers of Iowa Flyer: MJ distributed copies of the workforce flyer. Background: Iowa faces both challenges and opportunities in building a strong, well-trained workforce. The demand for middle skill workers continues to grow—requiring a better educated and credentialed workforce to fill vacant positions, promote economic growth and sharpen Iowa's competitive edge. Middle school jobs are those that require education and training beyond high school, such as an associate's degree or vocational certificate,

apprenticeship program, military training, on-the-job training, or “some college” less than a bachelor’s degree.

Iowa’s community colleges are uniquely positioned to address the skills gap for Iowa businesses and provide their students a pathway to meaningful, gainful careers. Community colleges offer a wide variety of short- and long-term credit and noncredit programs/courses for middle skills jobs designed to meet the education and business needs of Iowa’s communities. These career and worker training programs are geared toward training and retraining Iowans to develop technical skills, create jobs, and enter/return them into the workforce.

2. 2016 Iowa Association of Community College Trustees (IACCT) Conference and 50th Anniversary Celebration: MJ Dolan distributed “Save the Date” cards for the upcoming 2016 IACCT Conference and 50th Anniversary Celebration of Iowa’s community colleges which will be held on February 22-23, 2016, at the Embassy Suites Hotel in Des Moines. The conference and celebration will be hosted by Northeast Iowa Community College and IACCT.

3. 2015 IACCT Conference: MJ reported the summer conference, hosted by Indian Hills Community College, was exceptional. On July 23, national speaker Dr. Terry O’Banion, presented an amazing session entitled, “Student Success: Everyone’s Agenda.”

4. Legislative Update: MJ indicated that Speaker Kraig Paulson announced that he will be stepping down from his position, but will continue to serve the remainder of his legislative term. He had been House Speaker since 2011. Representative Linda Upmeyer plans to run for this post. MJ also noted that the IACCT Office is working the flyer for 2016 legislative priorities.

V. Interim State Accreditation Evaluation Report—Eastern Iowa Community Colleges (EICC)—Fiscal Year 2015—Kent Farver

Farver indicated that this is a report of the evaluation of EICC for continued state accreditation as an associate degree-granting institution. The department conducted the on-site portion of the evaluation on April 15-16, 2015. The findings reflect the work of the accreditation team’s interim review of EICC.

EICC 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.

Farver noted that EICC had strengths in their physical plant and facilities, as well Senior Year Plus. The team noted that the ADA/non-discrimination statement was missing in some college publications/flyers reviewed. In others, the statement was missing required protected classes. The college pledged to address this issue and make the appropriate corrections. In the spring of 2016, the DE will conduct another review to ensure the issue has been corrected.

Motion: Mary Ellen Miller moved and Rosie Hussey seconded to move that the State Board approve continued accreditation for EICC. A state comprehensive accreditation evaluation will be conducted in fiscal year 2020.

Vote: The motion carried unanimously.

VI. Amendment—Iowa Community Colleges Certified Budget Report—FY 2016—Kent Farver

Kent Farver reported that the original Des Moines Area Community College budget page was reported incorrectly by the DMACC controller via a miscalculation, and the error was identified after the May meeting. The numbers were over-reported in the “State Aid” line item and understated in the “Other State Aid” line item. The revised certified budget report includes the correct information. The State Board of Education has statutory responsibility for approval of the community college certified budgets. The annual certified budget report is prepared by the department each year in an effort to provide the State Board of Education with background information necessary to review and approve these budgets.

Motion: Moudy Nabulsi moved and Linda Allen seconded to move that the State Board approve the amended community colleges annual certified budget report, as provided.

Vote: The motion carried unanimously.

VII. Secondary Career and Technical Education (CTE) Task Force Conversation—Pradeep Kotamraju

Pradeep reported that in 2013, House File 604 mandated the establishment of a Secondary CTE Task Force to review existing programming and make recommendations that reduce skill shortages, enhance economic growth, and ensures that all students have access to high quality, globally competitive CTE programs.

This legislation directed the task force to review and to make recommendations on secondary CTE programs. This review is to consider measures to ensure consistency in CTE program quality statewide. The legislation directs the task force to review provisions of the Iowa Code and related provisions of the Iowa Administrative Code relating to “vocational education” or CTE. The task force is closing in on a core set of goals and action steps which will form the basis of the group’s recommendations to be submitted to the Governor and to the General Assembly prior to the 2016 legislative session.

The task force is finalizing a draft set of recommendations that are around the following: (1) career guidance; (2) high-quality secondary CTE programming; (3) work-based learning; (4) CTE teacher preparation and professional development; and (5) regional partnerships and regional centers.

Whereas each recommendation is individually able to stand on its own, when taken together, the five recommendations point secondary CTE in Iowa in a new and innovative direction by ensuring access to high-quality CTE programming for all students across the state.

The task force recommendations will be finalized at a meeting on September 11, 2015, and on October 26, 2015.

VIII. For the Good of the Order

The meeting was adjourned at 5:00 p.m. The next face-to-face meeting will be held on Wednesday, September 15, 2015, 3:30 – 5:00 p.m., at the Department of Education’s ICN Room.