

IOWA COLLEGE STUDENT AID COMMISSION

MINUTES OF MEETING

November 19, 2010

10:00 a.m.

**Iowa Association of Community College Trustees
855 East Court Avenue, Des Moines, Iowa 50309
Conference Room**

Members Present:

Janet Adams	Timothy P. Cole
Robert Denson	Bob Donley
Crystal Ford	Greg Forristall
Shazia Manus	Frederick Moore
Herman Quirnbach	Kelli Todd
Roger Utman	Cindy Winckler

Members Absent:

Randy Feestra
Terrence Martin

Staff Present:

Michael Anderson	Todd Brown
Julie Leeper	Karen Misjak
Bobbi Pulley	Carolyn Small
Ashley Wendt	

Guests Present:

Laurie J. Becvar, University of South Dakota
Matt Brown, Iowa Student Loan
Mark A. Christy, Hamilton Technical College
John Parker, Iowa Student Loan

Call to Order

The Iowa College Student Aid Commission met for a regularly scheduled meeting on November 19, 2010. Commission Chair Adams called the meeting to order at 10:00 a.m. with a quorum present.

Minutes of September 17, 2010

Motion: Commissioner Moore moved to approve the September 17, 2010 meeting minutes as written. Commissioner Denson seconded the motion which passed unanimously.

Executive Director's Report

Ms. Misjak said the office is officially moved to the new location and was only shut down for three hours. Staff is still currently unpacking and getting situated.

The Commission received a letter from the Governor's office requesting transition documents be sent to the Governor-elect by November 24, 2010. Commissioner Denson requested a copy of the letter and transition information that is sent to the Governor-elect.

Ms. Misjak said she has spent the last week attending the Midwest Higher Education Compact (MHEC) meeting in Detroit, and then traveled to Indianapolis to meet with other guaranty agencies to discuss best practices and to work on collaboration in the future to save time, and money. Ms. Misjak said that next year's MHEC meeting will be held in Iowa.

Representative Forristall said that he had just returned from Indianapolis, as well. During his trip he learned information about the Lumina Foundation and their goal to provide a quality college degree at a small fee. Ms. Misjak said the Lumina Foundation does provide grant funding to agencies and that is one of the reasons why the Commission is seeking to set up a 501(c)3.

Administrative Rules

Ms. Leeper presented the proposed amendments to Administrative Rules Chapter 1, Chapter 34 and Chapter 35. In Chapter 1 the change corrects the rule by aligning the wording with 2010 legislative action and changes address information due to the move of the Commission's offices. In Chapter 34 and 35 the change eliminates unnecessary requirements of manually matching applicants with past recipients of each program to ensure that new applicants did not receive funding under the old programs.

Motion: Commissioner Utman moved to propose amendments to Administrative Rules Chapter 1 - Organization and Operations; Chapter 34 - Registered Nurse and Nurse Educator Loan Forgiveness Program; and Chapter 35 – Iowa Teacher Shortage Loan Forgiveness Program. Commissioner Manus seconded the motion which passed unanimously.

External Collection Management Contract Extension

Ms. Pulley requested approval to authorize staff to exercise the option for a one-year extension of the External Collections Management contract with Diversified Collection Services, Inc.

Motion: Commissioner Moore moved to authorize staff to exercise the option for a one-year extension of the External Collections Management Contract with Diversified Collection Services, Inc. Commissioner Utman seconded the motion which passed unanimously.

Default Aversion Assistance Services Contract Extension

Ms. Pulley requested approval to authorize staff to exercise the option for a one-year extension of the Default Aversion Assistance Services Contract with Student Loan Counseling Service.

Motion: Commissioner Ford moved to authorize staff to exercise the option for a one-year extension of the Default Aversion Assistance Services Contract with Student Loan Counseling Service. Commissioner Denson seconded the motion which passed unanimously.

Postsecondary Registration Hamilton Technical College

Ms. Small reported that Hamilton Technical College (HTC) was originally told they were exempt from registering with the state. However, it has been determined that there is no exemption under Iowa Law, and that their original exemption is no longer applicable. Since the school was notified that they would need to register with the state, they have responded quickly and the application is now before the Commission for approval. Ms. Small said there are three policies that the school must develop, two of which are a condition of registration. Conditions for registration therefore include:

- Develop and implement a policy for the refund of tuition charges to Iowa residents who must withdraw from HTC that meets the requirements of Iowa Code Section 714.23.

- Develop and implement a policy that meets the requirements of Iowa Code Section 261.9(1)(g). Iowa residents impacted by this policy are members of the Iowa National Guard or reserve members of the U.S. Armed Forces, or the spouse of such a member if the member has a dependent child, who must withdraw because of a call to active state or federal military service or duty.
- Incorporate into the school's catalog the policies required by Iowa Code Sections 714.23 and 261.9(1)(g).
- Provide an institutional refund that at least meets the requirements of Iowa Code Sections 714.23 or 261.9(1)(g), as applicable, to any Iowa resident that withdraws from a HTC program on or after the effective date of the Commission's HTC registration approval.
- Develop (as applicable) and implement an institutional policy on sexual abuse that meets the requirements of Iowa Code Section 261.9(1)(f).
- Provide documentation of the outcome of the Accrediting Commission of Career Schools and Colleges' consideration of HTC's accreditation renewal application.

Ms. Small said Commission staff is requesting to approve the application for postsecondary registration for Hamilton Technical College (HTC), with the stipulation that HTC accomplish all of the 6 criteria to the satisfaction of Commission staff within 90 calendar days after November 19, 2010.

Motion: Commissioner Utman moved to approve the application for postsecondary registration for Hamilton Technical College (HTC), with the stipulation that HTC accomplish the 3 policies to the satisfaction of Commission staff within 90 calendar days after November 19, 2010. Commissioner Manus seconded the motion. Motion dies with no vote

Commissioner Quirnbach asked why action is needed at this time if they are not in compliance with the six listed items. Ms. Small explained that the application does not make clear that the school must be in compliance at the time of application, and only asks that they become compliant. Ms. Small said she would review what is on the website about what is required and see what else can be provided so that schools are more prepared.

Motion: Commissioner Denson moved to table the recommendation until all requirements are met. Commissioner Ford seconded the motion which passed unanimously.

Postsecondary Registration University of South Dakota

Ms. Small said that the University of South Dakota began offering programs to Iowa residents through online delivery from the Tri State Graduate Center

located in Sioux City, Iowa. The University seeks to register with the State of Iowa is because there is an in-person clinical component to its program. The purpose of registration is so they may continue to offer an Associate of Science Nursing Degree Program in partnership with the Evangelical Lutheran Good Samaritan Society, as well as expand its in-person program offerings in Iowa through a partnership with the Western Iowa Technical Community College in Sioux City. University of South Dakota requests approval, during the initial 4-year registration period, in-person instruction at WITCC facilities in the following:

- Degree completion ("2+2") programs –
 - Bachelor of Science in Health Administration
 - Bachelor of General Studies
 - Bachelor of Business Administration
 - Bachelor of Science in Alcohol and Drug Studies
- Graduate programs –
 - Master of Science in Administration
 - Master of Business
 - Executive Masters of Public Administration
 - Master of Professional Accounting

Ms. Small said staff is requesting approval of the application for postsecondary registration for the University of South Dakota (USD) with the following stipulations:

- Within 60 days of the date of the Commission's registration approval, USD must develop and implement a policy to address institutional charges for Iowa residents that meets the requirements of Iowa Code Section 261.9(1)(g) and that is satisfactory to Commission staff. Iowa residents impacted by this policy are members of the Iowa National Guard or reserve members of the U.S. Armed Forces, or the spouse of such a member if the member has a dependent child, who must withdraw because of a call to active State of Iowa or federal military service or duty. USD must offer all of the options stipulated in Iowa Code Section 261.9(1)(g) to such a military service member, or the member's spouse, as applicable, if the service member or spouse must withdraw from a program that USD offers in Iowa under its registration approval.
- Provide documentation satisfactory to Commission staff from the New Mexico Higher Education Department that USD has applied to that agency for approval of programs it offers in the state of New Mexico, or that the New Mexico Higher Education Department has exempted USD from postsecondary registration or licensure.
- Provide documentation satisfactory to Commission staff from the Iowa Board of Educational Examiners that USD has received approval from that agency to offer exclusively online educational administration programs to Iowa residents, or that such approval is not required.

Chair Adams asked for a motion and no motion was made.

Ms. Small said the registration application is not explicit about what the school needs to do to meet the requirements. The application asks institutions whether they will comply with the policy but does not explain the policy. Ms. Small informs schools to make sure they are fully aware of the policy so they are able to comply. Commissioner Winckler said that past practice was the application was approved and the Commission would make sure they complied. The Commissioners did not have that as a component of registration until Ms. Small took over postsecondary registrations. Commissioner Manus added that, to ensure compliance, all items should be completed and approved. Commissioner Winckler asked that staff address all currently registered schools to make sure they are in compliance accordance to the law. Commissioner Moore added that the Commission should ask for written verification of compliance from all schools that are currently registered.

Commissioner Utman said he would be willing to assist in updating the postsecondary registration application.

Motion: Commissioner Moore moved to table the recommendation until all requirements are met. Commissioner Denson seconded the motion which passed unanimously.

Human Resources\Nominations Committee Report

Chair Adams presented the committee appointments for FY11. Commissioner Moore said it is helpful to solicit interests from Commissioners as to which Committee they have interest in serving for future appointments.

Motion: Commissioner Denson moved to accept the committee appointments as presented. Commissioner Utman seconded the motion which passed unanimously.

Staff Reports

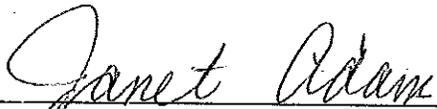
Ms. Misjak said staff is waiting on the Department of Management and the Department of Administrative Services to approve the replacement of Jami Weems at the Director of Finance. Jami resigned at the end of October.

Ms. Misjak presented the FY 11 Revenue and Expenditure Summary and the Guaranteed Student Loan Un-audited FY 10 Financials.

Ms. Leeper said that a paper was published by the Legislative Services Agency regarding the projected impact of the elimination of the Federal Family Education Loan Program.

Commissioner Quirnbach requested to change the remaining FY 11 Commission Meeting Dates to be held on Fridays. This will help ensure that our Legislators will be able to attend during the Legislative Session. Commissioners were in agreement and the remaining meetings will be held on January 21, 2011, March 18, 2011, and May 20, 2011.

Commission Adjourned at 12:30 pm.



JANET ADAMS, CHAIR



TIMOTHY COLE, VICE CHAIR