

**IOWA COLLEGE STUDENT AID COMMISSION  
MINUTES OF MEETING  
March 18, 2013  
10:00 a.m.  
Iowa College Student Aid Commission  
603 East 12<sup>th</sup> Street, 5<sup>th</sup> Floor, Des Moines, Iowa 50319  
Conference Room**

**Members Present:**

Janet Adams (phone)	Robert Denson
Bob Donley	Herman Quirmbach (phone)
Crystal Ford	Karolyn Wells
Jeremy Varner	Doug Shull

**Members Absent:**

Roger Claypool	Fred Moore
Elizabeth Sullivan	Cindy Winckler
Roby Smith	Ron Jorgensen

**Staff Present:**

Todd Brown	Heather Doe
Carolyn Small	Julie Leeper
Karen Misjak	Kris May

**Attorney General Present:**

David VanCompernelle

**Guests Present:**

Angela Carlson	Capri College
Chris Fiegen	Capri College
Sheri Jones	Ashford University
Matthew Vullejo	Ashford University
Josh Conley	Ashford University (Carney & Appleby)
Heather Gaumer	Simpson College
Matt Brown	Iowa Student Loan

**Guests on Phone:**

Danelle Johannsen	St. Luke's College
Dr. Richard Styles	St. Luke's College
Duane Polsdofer	Waldorf College
Karen Smith	Columbia Southern University
Alexis Banks	Columbia Southern University
Jason Longcrier	Columbia Southern University
Jimmy Weaver	Columbia Southern University
Susan Spivey	Kaplan University

Jim Koebel                      University of Maryland University College  
Aaron Lacey                     Vatterott College  
Pam Humphrey                 College of Saint Mary

### **Call to Order**

The Iowa College Student Aid Commission met for a regularly scheduled meeting on March 15, 2013. Commission Vice-Chair Ford called the meeting to order at 10:04 a.m. with a quorum present.

### **Meeting Minutes January 18, 2013**

Motion:                      Commissioner Shull moved to approve the January 18, 2013 Meeting Minutes as written. Commissioner Donley seconded the motion, which passed unanimously.

### **Executive Director's Report**

Ms. Misjak updated Commissioner's on the impact of the federal Sequester on the Commission's federally-funded programs: John R. Justice Program, Education and Training Voucher Program (ETV) and GEAR UP Iowa. Each program will be impacted by at least a 5% across the board cut for FY13-14 awards.

The Ethnic Diversity Report was released March 1. The full report is on the Iowa College Aid website.

The Commission offices will be moving to the Iowa Workforce Building, 430 East Grand Avenue with a rental price of \$13.50 per square foot. We are expected to be out of the building by the end of May.

Ms. Misjak provided an update on the GEAR UP Grant. Staff recently announced that the scholarship award for GEAR UP students will be up to \$2,600 per year for full-time attendance.

Ms. Misjak informed Commissioners that the Commission is currently the only agency which has met the requirement for state agencies to place their COOP COG plans on a statewide system, updates on funding and income requirements for Iowa Tuition Grant and on the IFlip Video contest.

### **Consent Agenda**

Chair Adams asked for a motion to approve the consent agenda.

Motion:                      Commissioner Shull moved to approve the consent agenda as written to include: Postsecondary Registrations for St. Luke's College 13-03-C1, Waldorf College 13-03-C8, Columbia Southern University 13-03-C17, Kaplan University 13-03-C27, University of Maryland University College 13-03-C29, Vatterott College 13-03-C42 and College of Saint Mary 13-03-C55. Commissioner Wells seconded the motion, which passed unanimously.

### **Ashford University Discussion**

Carolyn Small provided an updated on Ashford University, a University registered by the Commission. Ms. Small has been interacting with Ashford University since November 2012 regarding issues raised in the Commission's September 2012 information request. Ashford University has created a website with substantial information related to these issues and concerns and has provided Ms. Small a password to be able to go on the University's website. The purpose of today's information item is to notify the Commission that in late February, the Higher Learning Commission (HLC) placed Ashford University on Notice, a sanction by the HLC. However, Ashford University remains accredited by the HLC. Ms. Small asked Ashford University staff to come to the Commission meeting to explain the University's perception of the reasons for the HLC action and its short and long term plans to address the HLC action.

Ashford University Senior Vice-President Sheri Jones said Ashford University does not meet the substantial presence requirements of HLC, and that the HLC permitted Ashford University some additional time to accomplish a successful accreditation migration to the Western Association of Colleges and Schools (WASC). WASC is working with Ashford University and will be required to report/update to HLC during a December visit. Ms. Jones stated they are working on positive efforts to address Commission's concerns and student complaints. Ms. Small reported that since January 8, 2013 the Commission has not received one new complaint from an Ashford University student.

Commissioner Donley asked how long Ashford University will remain on Notice status with the HLC. Ms. Jones answered until February 2014. HLC has outlined what Ashford University needs to complete by February 2014 which includes establishing a substantial presence in the HLC region. Commissioner Donley asked for the definition of substantial presence: Ms. Jones answered that it is having a substantial portion of its operations located in the HLC's region and Ms. Small concurred. Ms. Jones reported that Ashford University still intends to pursue accreditation with WASC and will have more information about that after a June 2013 WASC review of the University's accreditation request.

### **ME&V Contract Extension**

Heather Doe gave an overview of the current ME&V contract. In 2009, the Commission approved a 28-month contract with ME&V for advertising, marketing and consulting services for the Commission's marketing department, with an option for 3 extensions. Staff asked for Commission approval for one final extension.

Motion: Commissioner Denson moved to approve a one-year final extension for the contract with ME&V for advertising, marketing and consulting services for the Commission's marketing department. Commissioner Shull seconded the motion, which passed unanimously.

Commissioner Adams arrived at meeting at 10:39 am.

### **Printing, Storage and Distribution Request for Proposal (RFP)**

Heather Doe gave an overview on the printing, storage and distribution contract with Color FX which will end on June 30, 2013.

Motion: Commissioner Shull moved to approve a Request For Proposals for printing, storage and distribution for the agency. Commissioner Wells seconded the motion, which passed unanimously.

**Legislative Committee Report**

Julie Leeper gave an overview of information provided during a Legislative Committee Meeting held that morning. Ms. Leeper also gave update on current Legislative action, appropriations and the Commission's agency bills.

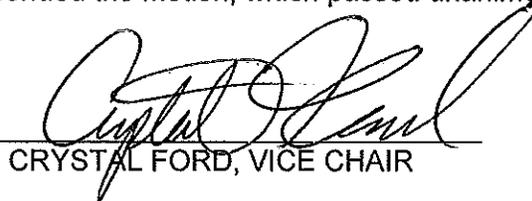
**Staff Reports**

Kris May gave an update on February 2013, FY2013 year-to-date financials.

Ms. Misjak reported IT Director Dan Powers moved to ITE and is now working for the Commission only 10% of the time. A 28D agreement with the Department of Administrative Services (DAS) covers the detail of the arrangement between the Commission and DAS.

Motion: Commissioner Shull moved that the Commission adjourn at 10:58 a.m. Commissioner Donley seconded the motion, which passed unanimously.

  
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JANET ADAMS, CHAIR

  
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CRYSTAL FORD, VICE CHAIR