

**Iowa College Student Aid Commission**  
**May 17, 2013**



# IOWA COLLEGE STUDENT AID COMMISSION

## Guiding Statements

### Our Mission

We advocate for, and provide a continuum of services to support, Iowa students and families as they explore and finance educational opportunities beyond high school.

### Our Motto

Your Financial Aid Connection.

### Our Vision

All Iowans can achieve an education beyond high school.

### Our Guiding Principles

***We believe in the value of education and our commitment is to:***

- Put students first.
- Uphold the public trust.
- Develop and empower a motivated, compassionate, and professional team.
- Create and nurture internal and external partnerships that benefit our customers.
- Provide services to our customers that exceed expectations and address their changing needs.
- Respect and honor the dignity of each other and all those we serve.

# IOWA COLLEGE STUDENT AID COMMISSION

## A G E N D A

May 17, 2013

10:00 a.m.

Iowa College Student Aid Commission Conference Room

- \*1. Minutes of Meeting.....Tab A
  - March 15, 2013
- 2. Executive Director's Report .....Tab B .... Misjak
- \*3. Consent Agenda.....Tab C ..... Misjak
  - a. Proposed Meeting Schedule (13-05-C1)
  - b. Administrative Rule (13-05-C2)
  - c. State Aid Awards for Ashford Students (13-05-C4)
  - d. Postsecondary Registration
    - Boise State University (13-05-C6)
    - Central Methodist University (13-05-C15)
    - Nebraska Methodist College of Nursing (13-05-C22)
- \*4. Everfi Contract Extension .....Tab D ..... Misjak
- \*5. Banker's Trust Presentation .....Tab E..... Misjak
  - Modification to Bankers Trust Agreement
- \*6. Audit and Finance Committee Report.....Tab F..... Commissioner Adams
  - \*Operating Fund
  - \*State Program Administration Budget
  - \*Postsecondary
  - \*I Have A Plan
  - \*Partnership Loan Program
  - \*Federal Grants
  - \*Default Prevention Budget
- 7. Committee Reports .....Tab G
  - Legislative Committee.....Commissioner Adams
  - \* -Human Resources and Nominations Committee.....Commissioner Adams
- 8. Staff Reports .....Tab H
  - Administrative Budget/Expenditure Summary.....May
  - I Have A Plan Iowa Update .....Ntem
- \*9. Closed Session- Executive Director Evaluation
- 10. Adjournment

\* Indicates Action Item

### UPCOMING MEETING DATE:

Upcoming meeting dates will be set during the May 17, 2013 Commission Meeting.

**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 Quirnbach (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

## IOWA COLLEGE STUDENT AID COMMISSION

### Executive Director's Report May 2013

#### **State Authorization Reciprocity Agreement**

The United States Department of Education issued a Dear Colleague Letter (DCL) reminding both States and postsecondary institutions that they are required to have certain types of State oversight and approvals in order to participate in the Title IV Federal Student Aid Programs by June 30, 2013. An institution must be legally authorized by a State to provide a postsecondary education program, and the State must have a process in place to review and act upon complaints about that institution. Currently, we have the processes in place; however, many institutions are required to register in any state that they are offering distant education programs. This process is burdensome and costly to those institutions.

In April, Bob Donley and I attended The Presidents' Forum, a collaborative group comprised of the Council of State Governments (CSG), the Regional Higher Education Compacts and the Commission on the Regulation of Postsecondary Distance Education. This group has collaborated to advance an effective, practical framework to achieve interstate reciprocity in the regulation of distance education. This voluntary State Authorization Reciprocity Agreement (SARA) is intended to broaden the availability of and access to accredited online degree programs by reducing state regulatory barriers while ensuring strong consumer safeguards.

The four regional compacts, including the Midwest Higher Education Compact that includes Iowa, will seek financial support and funding from participating institutions. The interstate reciprocity is based on the voluntary participation of States and institutions. Participating institutions must be authorized by the State in which they are located. The State that the institution is located will be responsible for authorizing the institution for purposes of interstate reciprocity and be responsible for consumer complaints pertaining to in-state institutions.

As this initiative moves forward, the Commission will need to determine if they will participate this agreement and how many of the Iowa colleges and universities want to participate. This agreement only addresses distance education and the Commission will continue to be responsible for registering any out-of-state institution that wants to have a physical location in Iowa.

#### **Move Update**

Move Update as of May 9, 2013, Iowa College Aid has not signed a lease to move to 430 E. Grand. David VanCompernelle is working with DAS to finalize the lease details. The cost to lease will be \$13.50 per square foot and we will lease 12,045 square feet. DAS is still planning for us to be moved by June 1, 2013.

## **Real World Design Challenge**

The National Real World Design Challenge Competition was held on April 19-21 in Washington D.C. The Iowa Governor's Cup winner, Falcon Fever from West High School in Davenport, represented the State at the national aerospace engineering competition. The six-member team of high school students utilized the engineering software to develop their solution for "a small unmanned aircraft system (sUAS), which includes one or more fixed-wing unmanned aerial vehicles (UAVs), and to develop a business plan in support of commercial applications." The six-member team competed in the challenge with the help of two teacher mentors, as well as industry professionals from local and national companies. Two participants are part of the GEAR UP Iowa cohort and plan to continue their education in a STEM field after graduation from high school. GEAR UP Iowa supported the team with technology, while staff took part in the Governor's Cup Challenge presentation judging.

Teams were divided into groups of four based on their notebook scores and judged within that group. Iowa's team was placed in the second group, designating the team to be in the top eight in the country based on their notebook score. Overall, the team placed 5<sup>th</sup> in the national competition, making significant progress since last year's competition. Davenport West was Iowa's winning team last year as well, with some team members changing as students graduate and additional ones gain interest in the aerospace topic and careers in STEM.



## **Loan Repayment Program Numbers**

Staff recently selected recipients for the 2012-13 award year in the Iowa Teacher Shortage Loan Forgiveness Program and the Iowa Registered Nurse and Nurse Educator Loan Forgiveness Program. In the coming month, a total of \$408,140 will be paid towards outstanding Federal Student Loan balances for 101 teachers and \$80,832 will be paid to the outstanding Federal Student Loan balances for 25 Nurse Educators and 5 Registered Nurses.

**IOWA COLLEGE STUDENT AID COMMISSION**

**Proposed Meeting Schedule  
May 2013**

***RECOMMENDED ACTION:***

***Approve a meeting schedule for Fiscal Year 2014.***

Commission rules require at least six meetings per year. In addition, special meetings, which are often held by telephone, may be called. Notice of such meetings will be given to the public at least seven days prior to the meeting.

Unless otherwise indicated, the meetings will begin at 10:00 a.m., and we will plan to adjourn by 2:00 p.m.

- July 19, 2013
- September 20, 2013
- November 15, 2013
- January 17, 2014
- March 21, 2014
- May 16, 2014

(March meeting date may be changed to accommodate Spring Break Schedules.)

**IOWA COLLEGE STUDENT AID COMMISSION**

**Administrative Rules**

**May 2013**

***RECOMMENDED ACTION:***

***Move to propose an amendment to Administrative Rule Chapter 36 – Governor Terry E. Branstad Iowa State Fair Scholarship Program.***

During a recent review of the administration of the State Fair Scholarship Program, staff determined that the requirement for applicants to provide references with their applications is unnecessarily burdensome for applicants and provides no meaningful information to individuals who review and rank the applicants. Staff has discussed this requirement with Governor Branstad's staff, and it has been agreed that the requirement should be removed.

The proposed amendment removes the requirement for the inclusion of references with the Iowa State Fair Scholarship application.

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## Notice of Intended Action

**Twenty-five interested persons, a governmental subdivision, an agency or association of 25 or more persons may demand an oral presentation hereon as provided in Iowa Code section 17A.4(1)“b.”**

**Notice is also given to the public that the Administrative Rules Review Committee may, on its own motion or on written request by any individual or group, review this proposed action under section 17A.8(6) at a regular or special meeting where the public or interested persons may be heard.**

Pursuant to the authority of Iowa Code section 261.3, the Iowa College Student Aid Commission hereby gives Notice of Intended Action to amend Chapter 36, “Governor Terry E. Branstad Iowa State Fair Scholarship Program,” Iowa Administrative Code.

The rules in Chapter 36 describe the administration of the Governor Terry E. Branstad Iowa State Fair Scholarship Program. This amendment proposes the elimination of the requirement for recipients to provide references.

Interested persons may submit comments orally or in writing by 4:30 p.m. on or before July 2, 2013, to the Executive Director, Iowa College Student Aid Commission, 5th Floor, 603 East 12th Street, Des Moines, Iowa 50319-9017; fax (515)725-3401.

The Commission does not intend to grant waivers under the provisions of these rules.

After analysis and review of this rule making, the Commission finds that is no impact on jobs.

This amendment is intended to implement Iowa Code chapter 261.

The following amendment is proposed.

Amend subrule 36.1(2) as follows:

**36.1(2) Eligibility for scholarship.**

*a.* An applicant must be an Iowa resident who has graduated from an accredited secondary school in Iowa.

*b.* An applicant for assistance under this program must enroll at an eligible institution.

*c.* An applicant must release test scores, rank in class, grade point average, and need analysis information to the commission on forms specified by the commission, by the deadline date determined by the commission. In addition, each applicant must provide the following information, as stated in the application instructions: essay, description of state fair participation, description of school and community activities, and a description of community services, ~~and references.~~

**IOWA COLLEGE STUDENT AID COMMISSION  
2013-2014 State Grant Funds for Ashford University  
May 2013**

**RECOMMENDED ACTION:**

***Authorize Commission staff to grant state awards and authorize Ashford University to deliver state grant funds to the school accounts of eligible Iowa students attending Ashford University for the 2013-14 academic year, provided the following conditions are met in writing:***

- ***Ashford University agrees to cease delivering state grant funds to student accounts on and after the date that Ashford University loses eligibility to participate in the state grant programs, which would occur on the date that the Higher Learning Commission withdraws its accreditation approval, as determined by the Federal Department of Education's approval of the University's accreditation by the Western Association of Colleges and Schools.***
- ***Ashford University agrees to refund to the Commission any state grant funds that cannot be delivered to student accounts on and after its loss of eligibility.***

***Voluntarily, Ashford University has committed to providing institutional grant funds to replace any state grant funds the University awarded to a student for the 2013-2014 academic year that the University cannot deliver to the student's account on and after the University's loss of state grant program eligibility.***

**BACKGROUND INFORMATION:**

Ashford University is currently accredited by the Higher Learning Commission (HLC) and meets the institutional eligibility criteria to participate in state aid programs. Due to the majority of their administrative offices being located in California, Ashford University has pursued accreditation with the Western Association of Schools and Colleges (WASC). Ashford's initial WASC accreditation application was denied on July 5, 2012. The University reapplied for initial accreditation and is scheduled for a review of its application by WASC in June 2013. The chronological process Ashford will undertake to change its regional accreditation is listed below:

1. Ashford must gain accreditation acceptance/approval from WASC;
2. Once acceptance/approval from WASC is obtained, Ashford will request that HLC withdraw its accreditation;

3. Ashford University must request from the Federal Department of Education acceptance/approval of WASC accreditation and acceptance/approval of HLC accreditation withdrawal.

Ashford officials have indicated that an accreditation decision will be received from WASC in July, 2013. If WASC accreditation is granted to Ashford University, the timing of the Federal Department of Education's approval of the regional accreditation transition from HLC to WASC is unknown, but could be as early as August or September, 2013.

At the point that the Federal Department of Education approves the accreditation transition from HLC to WASC, Ashford will no longer meet the eligibility requirements for state aid as an "accredited private institution" (this requires HLC accreditation).

## IOWA COLLEGE STUDENT AID COMMISSION

### Boise State University Application for Postsecondary Registration in Iowa May 2013

#### **RECOMMENDED ACTION:**

**Approve the registration application for the Boise State University with a waiver of the Iowa resident, full-time faculty member/program coordinator requirement of administrative rules.**

As a condition of registration:

- The University must notify staff, per Iowa Code Section 261B.5, within 90 days of the University's approval of any Iowa location at which an online degree candidate will participate in a structured field experience.

**Note: Iowa Senate File 2267 enacted a change in Iowa Code Section 261B.3 that reduces the registration term from 4 years to 2 years, effective July 1, 2012. All schools that the Commission approves for initial or renewal registration after July 1, 2012, will be registered for a term of 2 years.**

#### **Registration Purpose**

Revised Iowa Code Sections 261B.2 (definitions) and 261B.3 (effective July 1, 2012) requires a school to register with the Commission if a person compensated by the school conducts any portion of a course of instruction, including by in-person, distance education, or correspondence method in this state, or if the school otherwise has a presence in this state. In part, presence means a location in Iowa at which a student participates in any structured activity related to a school's distance education course of instruction. Boise State University applied for registration because it offers certain distance education programs that require a structured field experience, in which an Iowa resident would participate at an Iowa location. In the future, the University wishes to consider Iowa residents for remote employment as instructors in its distance education programs.

#### **Institutional Information**

Boise State University is a public institution located at 1910 University Drive, Boise, Idaho. The University's Chief Executive Officer is President Robert W. Kustra, at the same address. The University has no Iowa contact person since it is a distance education registration applicant, and designation of an Iowa resident agent through the Iowa Secretary of State's office does not apply since the University is not a private corporation but instead an instrumentality of a state.

*Physical Facilities:* None in Iowa.

*Accreditation:* The University is accredited by the Northwest Commission on Colleges and Universities, a regional accrediting agency recognized by the federal Department of Education. In addition, the University holds specialized, programmatic accreditation of distance education programs the University

will offer to Iowa residents. Both of these agencies are recognized by the federal Department of Education:

- National Council for Accreditation of Teacher Education
- National League for Nursing Accreditation Commission

The Commission on Accreditation for Respiratory Care (CoARC) will visit the University on May 6 and 7, 2013. At that time, CoARC will review and is expected to accredit the University's Bachelor of Science in Respiratory Care degree program. The accrediting agency does not separately accredit a school's baccalaureate degree *completion* program, such as the one that the University will offer via distance education to Iowa residents. While CoARC is not recognized by the federal Department of Education, it is recognized by the Council for Higher Education Accreditation (CHEA) and is the single bona fide accrediting agency for first professional degree programs in respiratory care.

*Other Approvals:* The Iowa Board of Nursing does not require the University to seek its explicit approval for post-licensure nursing programs the University will offer to Iowa residents. Boise State University offers no distance education programs that lead to educator licensure; therefore, approval of the Iowa Board of Education is not applicable.

*Federal Stafford Loan Cohort Default Rate (FFY 2010):* 6.1%. For comparison purposes, the FFY 2010 national average cohort default rate is 9.1%.

*Graduation Rate:* 37%. This is the percentage of first-time, full-time undergraduate students who graduated within 150% of the normal time for program completion as reported to the federal Department of Education. The College discloses that 57% of its entering students were considered "full-time, first-time" in 2011.

*Average Loan Debt upon Graduation:* For the undergraduate class of 2011, \$24,037.

*Record Preservation:* The retention period for student academic records is permanent and records are retained in the registrar's office vault on microfilm and in an alternate location. The retention of student transcripts (among other student records) is based on the American Association of Collegiate Registrars and Admissions Officers (AACRALO) Records Retention Guide.

*Transcript Requests:* Any current or former student may request a transcript by contacting:

Boise State University Registrar's office  
Administration Building, Room 110  
1910 University Drive  
Boise, ID 83725-1365  
Phone: (208) 426-4249  
Toll Free: (800) 824-7017  
Fax: (208) 426-3169  
E-Mail: [bweb@boisestate.edu](mailto:bweb@boisestate.edu)

Students may order official transcripts online through their assigned BroncoWeb account, by mail, or fax, or in person.

*Instructional Methodology:* Online. Boise State University believes its distance education classes require all of the skills necessary to be successful in a traditional college course. In addition, students need the extra skills of self-motivation, discipline, and excellent time management. The University recommends that prospective distance education students take a Self-Assessment Survey to determine whether they are ready to take a distance education course, followed by an online orientation, a free self-paced noncredit course, or even an online one-credit course with an instructor and class interaction.

Boise State University offers online degree and certificate programs and courses without discrimination. Admission and degree/certificate/graduation requirements for distance education courses and programs are the same as through the traditional delivery method. For each course, the learning goals, basis for assessment and award of credit are the same for in-person and online classes. Out-of-state fees and student related policies are also the same.

Courses are delivered through Web-based course-management systems designed to allow students and faculty to participate in classes delivered online. Faculty require significant contribution from each student. The syllabus in each course clearly states the expectations and necessary requirements for the course. Students are expected to complete reading assignments, papers, group projects, individual projects, discussion boards, quizzes and/or exams. Active participation is important for online learning and is expected of each student.

*Student Learning Resources:* Distance education students access a wide variety of resources available from the campus library including a site dedicated to the unique needs of distance students. These resources include journals, magazines, articles, books, e-books, reserved course materials, video tutorials, and more. Students received assistance directly from a librarian through online chat, e-mail and by phone.

Distance education students have access to a wide variety of other support and administrative services via online delivery including admission, financial aid, registration, advising, career center services, tutoring, mental health counseling, and the technology help desk either through online web applications or over the phone. Staff members can be reached by telephone or e-mail and extended evening office hours are provided by the registration office.

*Curriculum Evaluation and Development:* Each degree program at Boise State University must have an assessment plan that describes expected student learning outcomes for the degree program and the methods used to evaluate student achievement of those outcomes. For example, at the end of every course, students are asked to complete an anonymous online course-instructor evaluation survey. These results and other information gathered by the department chair are discussed with each faculty member at least annually. In some departments offering online degree programs, faculty coordinators audit each online course site every semester and provide feedback. Department chairs are available throughout the year and provide assistance and suggestions as appropriate. Some departments survey graduates on an annual basis to obtain information that is useful in evaluating the effectiveness of their education at Boise State. These assessments aid in identifying program improvements and evaluating faculty performance.

Each academic department is reviewed once every five years to monitor educational quality. The objectives of the review are to recognize strengths and weaknesses in each department and program and to devise a plan to respond to recommendations for changes. Specifically the program review provides a means for assessing each department and program systemically and collaboratively,

provides an opportunity for chairs and university administrators to collaborate in evaluating each department and program to highlight accomplishments, current issues, needs, and future direction. The five-year review involves collection of information about University departments and programs that its accrediting agency requires, and meets the Idaho Board of Education's requirements for five-year reviews for all departments and programs.

*Student Complaints Process:* Boise State University states that it takes its academic integrity and student concerns seriously and has established mechanisms for students who believe they have been maltreated, harassed, threatened, intimidated, or discriminated against in any way by faculty, staff, other students, etc. Two mechanisms to encourage reporting of violations and to resolve conflicts in a pro-active, productive way include the office of Student Rights and Responsibilities and the Affirmative Action Office. The Student Rights and Responsibilities office works with students to resolve conflicts through the Student Mediation Program. This office also works with faculty and staff who refer students for cheating, plagiarism, disruptive and/or threatening behavior.

The University states that it provides information about student complaint resolution in the following documents:

- University Policies <http://go.boisestate.edu/gateway/current/student-grievance-policies/>
- The Student Code of Conduct <http://osrr.boisestate.edu/scp-codeofconduct-article/>
- The Student Handbook <http://vpsa.boisestate.edu/wp-content/uploads/2011/04/Student-Handbook-2012-13.pdf>

Boise State University provided a contact point for student complainants:

Christian Wuthrich (Dr.)  
Dean of Students  
Office of Dean of Students  
1910 University Drive  
Boise, ID 83725-1370  
(208) 426-1484  
[ChrisWuthrich@boisestate.edu](mailto:ChrisWuthrich@boisestate.edu)

Staff recommended to the University that it consider consolidating some of its various student complaints processes.

## **Programs Offered In Iowa**

Boise State University offers the following programs via distance education to Iowa residents. Estimated tuition, fees, and book charges for each general program category are discussed in the sections to follow. Additional per program or technology charges are disclosed following the program list.

### *Baccalaureate Degree Programs*

- Bachelor of Science in Respiratory Care Degree Completion (non-licensure) - \$9,500
- Bachelor of Science in Nursing (RN to BS) Degree Completion Program - \$10,258

### *Graduate Certificate Programs*

- Technology Integration - \$3,594
- Online Teaching - \$3,994
- School Technology Coordination - \$4,732
- Workplace E-Learning and Performance Support - \$7,440
- Workplace Performance Improvement - \$7,970
- Workplace Instructional Design - \$8,070

### *Graduate Degree Programs*

- Master of Science in Nursing - \$20,673
- Master of Nursing - \$19,412
- Master of Science in Educational Technology (non-licensure) - \$13,718
- Master of Educational Technology - \$13,718
- Master of Science in Instructional and Performance Technology (non-licensure) - \$16,240. For students admitted to this program beginning in fall 2013, the program curriculum has been modified and the program is entitled Master of Science in Organizational Performance and Workplace Learning.
- Master of Business Administration (beginning in fall 2013) - \$40,800

### *Doctoral Program*

- Doctor of Education in Educational Technology (non-licensure) - \$26,400. Tuition is \$379 per credit hour for 500-level research, cognate, internship, and elective courses; \$476 per credit hour for 600-level core and research courses and the comprehensive exam and dissertation. The total estimated program cost is based on a student having significant and recent academic training in educational technology and transferring about 15 academic credits.

### *Additional Fee Charges*

- Bachelor of Science in Respiratory Care Degree Completion Program – students who have not completed pre-requisite courses and desire to enroll in these courses at Boise State University pay additional tuition and fees.
- Bachelor of Science in Nursing – Students are charged \$180 minimum for Credits for Prior Learning (\$20 per classes for 9 classes) and an additional distance education fee of \$15 per credit hour.
- Master of Science in Nursing and Master of Nursing – students are charged an additional distance education fee of \$30 per credit hour.

### *Field Experiences*

The Master of Science in Nursing, Master of Science in Instructional and Performance Technology, and Doctor of Education in Educational Technology programs include a field experience that an Iowa resident may participate in at an Iowa location:

- For the Master of Science in Nursing and Master of Nursing programs, the field experience is mandatory. The University's School of Nursing Graduate Student Handbook describes

expectations of the student, preceptor (field experience site supervisor) and faculty during the program's clinical field experience. The site preceptor provides evaluative input to students and University faculty throughout and at the end of the experience. Preceptors should hold a master's or higher degree in nursing. The University may execute a written affiliation agreement with the clinical field experience site.

- For the Master of Science in Instructional and Performance Technology (MS in Organizational performance and Workplace Learning), the field experience is an elective. The University executes an agreement with the field experience site, and expects that organization to provide resources to the intern that may include training or instruction for matters that are organization-specific. At the end of the semester, the sponsoring organization evaluates the overall performance of the intern.
- For the Doctor of Education in Educational Technology, the field experience is mandatory. This program is new and therefore the University is still evaluating specific internship assessment methods that include the responsibilities of the organization that sponsors the field experience. However, at minimum, the University anticipates establishing an agreement with the organization that sponsors the field experience and expecting the site supervisor to sign off on a final report of the internship authored by the student.

## **Registration Compliance**

As required by Iowa Code Section 261B.4, Boise State University disclosed its policy on refunding tuition charges for withdrawn students. The policy is disclosed in the University's Undergraduate and Graduate Catalogs. The University's specific institutional tuition refund policy is not a criterion for registration.

Administrative rules specifically require the school to comply with the requirements of Chapter 261.9(1) "e" through "h".

- Iowa Code Section 261.9(1)(e) requires a school to maintain and disseminate a drug and alcohol abuse policy that includes sanctions for violation of the school's policy and information about the availability of drug or alcohol counseling or rehabilitation. Iowa Code Section 261.9(1)(f) requires a school to maintain and disseminate a sexual abuse policy that includes information about counseling opportunities and reporting instances of sexual abuse to school officials and law enforcement. These requirements duplicate policies and disclosures required by the federal Department of Education for a school that participates in the federal student aid programs. Boise State University maintains these policies and discloses them in its Annual Security and Fire Safety Report, in a separate Boise State Alcohol and Other Drugs Education brochure, and at University offices that include Counseling Services and the Women's Center.
- Iowa Code Section 261.9(1)(g) requires a school to maintain a special policy concerning institutional charges for 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, when the service member or spouse must withdraw from the school because the service member has been called to active (Iowa) state or federal military duty or service. Boise State University maintains a policy of providing students and military personnel with the opportunity to request exceptions to its standard institutional refund policy for this purpose. The University will disclose the policy to all distance education program students with an Iowa mailing address on the 11<sup>th</sup>

day of each semester by electronic memorandum, which will include contact information for appropriate University staff that can assist eligible students. Per memorandum issued by the Vice President for Finance and Administration, the Dean of Extended Studies, Associate Director of the University's eCAMPUS Center, the Regulatory Affairs Coordinator, Student Financials Operations Manager, and Account Maintenance Center Manager have been notified of the policy. Distance education coordinators and faculty will be notified of the policy at the beginning of each academic year.

- Iowa Senate File 2225 created a new Iowa Code Section 261.9(1)(h) effective July 1, 2012. This new law requires a school to develop and implement a policy for employees, who in the course of their employment, attend, examine, counsel, or treat a child and who suspect the physical or sexual abuse of that child. By cross-reference from existing administrative rules for registration [283-21.2(261B), subsection 7], this new policy now applies to Iowa's registered schools. Boise State University maintains such a policy, provided the policy to staff as an addendum to its registration application and discloses the policy on its website at [http://policy.boisestate.edu/wp-content/uploads/2013/04/7030\\_Whistleblower-Policy\\_042913.pdf](http://policy.boisestate.edu/wp-content/uploads/2013/04/7030_Whistleblower-Policy_042913.pdf)

*Student Consumer Information:* In its registration application, Boise State University confirms its willingness to comply with the requirements of Iowa Code Chapter 261.9, as stipulated by Iowa Code Section 261B.4(8). Chapter 261.9 requires disclosure to students of information about the school's programs, charges, tuition refund policy, whether a certificate or diploma awarded by the school is applicable toward a degree program the school offers, and the identity of the school's accrediting agency. These disclosures are duplicative of the federal Department of Education's student consumer information disclosure requirements for a school that participates in the federal student aid programs. The University provides this information in its undergraduate and graduate catalogs, and in program-specific information it maintains on its website.

Boise State University confirms on the application that it will comply with the provisions of Iowa Code Section 261B.7. Effective July 1, 2012, these provisions of Iowa Code were modified to state that, provided the school does not claim "approval" or "accreditation," the school must disclose to students that it is registered by the Commission and provide Commission contact information for students who have questions or complaints about the school. The University will disclose this information for Iowa-resident distance education students on its eCAMPUS state authorization web page at <http://ecampus.boisestate.edu/state-authorization/>. The University will also provide a link to its distance education state authorization web page in its catalogs.

*Financial Responsibility:* Boise State University's provided an audit report from the independent accounting firm Moss Adams LLP dated September 28, 2012 for the institutional fiscal years ending June 30, 2012. The accounting firm expressed its opinion that the University's financial statements present fairly the financial position of the University.

A private school that participates in the federal student aid programs must maintain a composite score, based on a three-factor financial responsibility ratio, of at least 1.5 in order to be determined financially responsible without additional oversight. Boise State University is not required to calculate and report a composite score because it is a public institution.

*Full-Time Iowa Resident Faculty Member or Program Coordinator:* Boise State University does not, at this time, comply with the requirement of administrative rule to employ a full-time Iowa resident faculty member or program coordinator. The University does wish to consider Iowa residents in the future for

remote employment as online program faculty. Consistent with the authority the Commission granted staff during its March 2011 meeting, staff recommends that the Commission waive the full-time lowa-resident faculty member requirement since the University has applied for registration to offer only distance education programs.

*Instructional/Supervisory Staff Qualifications:* Based on staff's research of faculty credentials in the University departments that will provide distance education programs to lowa residents, it appears that Boise State University hires faculty that are qualified for their assignments.

- Of the 30 faculty teaching in the RN to Bachelor of Science degree completion program, all have master's degrees and all but two are Registered Nurses. Ten have doctoral degrees and at least two are working on doctorates. Faculty possess special certifications and expertise in case management, occupational health, education, gerontology, midwifery, oncology, emergency and operating room, and legal consultation.
- Of the 16 faculty teaching in the Master of Science in Nursing or Master of Nursing programs, all have a terminal degree, either a Ph.D., an education doctorate, or a doctorate in nursing practice. Specializations among these faculty members include diabetes management, immunization, ethics, leadership, home care, chronic illnesses, sleep disorders, pediatrics, women's issues, chemical dependency, surgical and critical care nurse, pain management, public and school health nursing practice, and pain management.
- Of the 6 full-time faculty teaching in the Master of Science, in Instructional and Performance Technology program, all have a terminal degree. Of the 9 adjunct faculty, 7 have a terminal degree. The remaining 2 faculty members have master's degrees in instructional technology and business administration and both are certified performance technologists.
- Of the 6 full-time faculty teaching in the Respiratory Care baccalaureate degree completion program, all have a master's degree in health sciences, education, or curriculum and instruction.
- Of the 13 full-time faculty teaching in the graduate and doctoral level programs in educational technology, 12 have terminal degrees. The remaining faculty member has a Master's in Educational Technology from Boise State and is identified as a lecturer. Of the 19 adjunct faculty members, 9 have a terminal degree. The remaining adjunct faculty have a master's degree in educational technology or education with an emphasis in educational technology.

*Commitment to lowa Students and Teach-Out:* The University's registration application includes a written statement from President Robert Kustra affirming the school's commitment to the delivery of online programs nationwide and his agreement to teach out or provide alternatives for students to complete programs at other institutions in the highly unlikely event the University closes a program before students have completed their courses of study.

## **Compliance with lowa Code Chapter 714**

### *Section 714.18 – Evidence of Financial Responsibility*

Boise State University is a public institution of the State of Idaho, established and authorized by Idaho Statute Title 33, Chapter 40. Therefore, the University is exempt from filing evidence of financial

responsibility, per Iowa Code Section 714.19, subsection 1, as a college or university “. . .authorized by the laws of Iowa or any other state or foreign country to grant degrees.”

*Section 714.23 – State Tuition Refund Policy*

The Iowa tuition refund policy does not apply to Boise State University because it is a public institution.

## IOWA COLLEGE STUDENT AID COMMISSION

### Central Methodist University Application for Postsecondary Registration in Iowa May 2013

#### **RECOMMENDED ACTION:**

***Approve the registration application for Central Methodist University with a waiver of the Iowa resident, full-time faculty member/program coordinator requirement of administrative rules.***

As a condition of registration:

- The University must notify staff, per Iowa Code Section 261B.5, within 90 days of the University's approval of any Iowa location at which an online degree candidate will participate in a structured field experience.
- By the fall of 2013, provide staff with a policy that the University will implement that complies with Iowa Code Section 261.9(1)"h" (i.e., an employee reporting policy for suspected incidents of child physical or sexual abuse).

**Note: Iowa Senate File 2267 enacted a change in Iowa Code Section 261B.3 that reduces the registration term from 4 years to 2 years, effective July 1, 2012. All schools that the Commission approves for initial or renewal registration after July 1, 2012, will be registered for a term of 2 years.**

#### **Registration Purpose**

Revised Iowa Code Sections 261B.2 (definitions) and 261B.3 (effective July 1, 2012) requires a school to register with the Commission if a person compensated by the school conducts any portion of a course of instruction, including by in-person, distance education, or correspondence method in this state, or if the school otherwise has a presence in this state. In part, presence means a location in Iowa at which a student participates in any structured activity related to a school's distance education course of instruction. Central Methodist University applied for registration because it offers certain distance education programs that require a structured field experience, in which an Iowa resident would participate at an Iowa location. The University also employs an individual who works remotely for the school from the employee's Iowa residence.

#### **Institutional Information**

Central Methodist University is a private, nonprofit institution located at 411 Central Methodist Square, Fayette, Missouri. The University's current Chief Executive Officer is President Marianne E. Inman at the same address. Dr. Inman is retiring, and the University's new President, effective July 1, 2013, will be Dr. Roger Drake. The University has no Iowa contact person since it is a distance education registration applicant. The University has elected not to register with the Iowa Secretary of State and the Commission has no authority to require the University to do so.

*Physical Facilities:* None in Iowa.

*Accreditation:* The University is accredited by the Higher Learning Commission, a regional accrediting agency recognized by the federal Department of Education. In addition, the University holds specialized, programmatic accreditation from the Commission on Collegiate Nursing Education (CCNE) for the post-licensure nursing programs the University will offer to Iowa residents. The CCNE is also an accrediting agency recognized by the federal Department of Education.

*Other Approvals:* The Iowa Board of Nursing does not require the University to seek its explicit approval for post-licensure nursing programs the University will offer to Iowa residents. Central Methodist University offers no distance education programs that lead to educator licensure; therefore, approval of the Iowa Board of Education is not applicable.

*Federal Stafford Loan Cohort Default Rate (FFY 2010):* 9.2%. For comparison purposes, the FFY 2010 national average cohort default rate is 9.1%.

*Graduation Rate:* 43%. This is the percentage of first-time, full-time undergraduate students who graduated within 150% of the normal time for program completion as reported to the federal Department of Education. The University discloses that 69% of entering students were counted as “first-time, full-time” in 2011.

*Average Loan Debt upon Graduation:* For the graduating class of 2011, \$23,287.

*Record Preservation:* CMU maintains paper files of all student records in its vault. In addition, CMU has begun to use a document imaging system for student records. Finally, all students’ course information and other relevant data are stored in its administrative system, Jenzabar CX.

*Transcript Requests:* Any current or former student may request a transcript by contacting:

Brianne Hilgedick  
411 Central Methodist Square  
Fayette, MO 65248  
(660) 248-6994

The University also maintains an online transcript request process at <http://www.centralmethodist.edu/registrar/transcript.php>

*Instructional Methodology:* All courses will be offered in an online format using the Learning Management System, myCMU and the web conferencing system Black Board Collaborate (formerly Elluminate). The majority of instruction will be asynchronous but there is the possibility of synchronous activities through the Black Board Collaborate. All online faculty are assigned a CMU e-mail account and can communicate with students via e-mail. All grading and feedback will be provided, and stored, in myCMU. Students in the Bachelor of Science in Nursing degree completion program and the Master of Science in Nursing-Clinical Nurse Leader program are required to maintain portfolios through an online service, Foliotek. These students must also complete a specified number of clinical hours depending on the program and particular course in which they are enrolled. Additional information about clinical field experiences in the nursing programs is provided below under “Programs.”

*Student Learning Resources:* Online students have access to library resources through the student portal myCMU and through the University's Smiley Memorial Library web site <http://www.centralmethodist.edu/library/distance.php>. Reference Assistance is available during regular library hours. After hours, students and faculty are encouraged to use the [library@centralmethodist.edu](mailto:library@centralmethodist.edu) email address, chat reference through Meebo, or the "Ask a Librarian" links embedded in the library homepage and databases, as these are monitored after regular library hours. Library catalogs and databases include, but are not limited to, the following:

- QUEST Catalog – including all materials owned by the Smiley Memorial Library. It also contains University of Central Missouri, Missouri Valley College and State Fair Community College library materials.
- MOBIUS Catalog - MOBIUS is a consortium of academic libraries with over fifty member colleges and universities in the state of Missouri. Iowa-resident distance education students may request materials through MOBIUS that will be delivered to the University's Missouri campus. Librarians at the University will then directly mail the materials to the Iowa resident's home.
- Credo Reference: Database of major reference works, complete with keyword subject, and visual searching. Contains over 395 titles full-text consisting of an aggregate of 3.2 million entries all interconnected by millions of links.
- ProQuest Central: Largest aggregated full-text database in the market today totaling more than 13,440 titles, of which 10,390 titles are in full-text. Specialty topics include Business, Science & Technology, Health & Medicine, Newspapers, Religion, and Social Sciences.
- Discovering Collection: Thousands of overview essays, critical analyses, biographies, primary sources, creative works and multimedia elements in five core subject areas: history, literature, biography, science and social studies.
- Academic Search Elite: (EBSCOHost): A comprehensive database with over 2000 full-text journals from all disciplines.
- Oxford English Dictionary.
- Lexis-Nexis: Includes full-text articles in 5 areas: news, business, legal research, medical and general reference.
- BioOne Complete: Full-text content containing high impact bioscience journals.
- CINAHL Plus with Full Text: A database of Nursing and Allied Health Literature provided by EBSCO. Some of the articles indexed are full-text.
- CQ Researcher and Archive: Journalists reports covering topics in health, international affairs, education, public policy, the environment, technology, and the U.S. economy.
- MasterFILE Premier: a multidisciplinary database provides full text for nearly 1,700 periodicals dating as far back as 1975, full text for nearly 500 reference books and over 164,400 primary source documents, as well as an Image Collection.
- Science Reference Center: a comprehensive research database of full text science-oriented content.
- Interlibrary loan – Iowa-resident online student may request items through interlibrary loan that will be sent to the University's Missouri campus. The University's librarians will then ship the material directly to the Iowa resident's home.

The University's online program home page also provides links to administration, staff, and beneficial online resources that include:

- Career Services and resume examples <http://www.centralmethodist.edu/career/students.php>

- Online book purchases <http://www.centralmethodist.edu/bookstore/index.php>
- Disability accommodations <http://www.centralmethodist.edu/learn/disability.php>
- Technology resources and support <http://www.centralmethodist.edu/technology/index.php>. Help desk support is available by phone 24/7.
- Software guides [https://compass.centralmethodist.edu/ICS/Student\\_Help/Software.inz](https://compass.centralmethodist.edu/ICS/Student_Help/Software.inz)
- Instructions for various uses of the student portal myCMU [https://compass.centralmethodist.edu/ICS/Student\\_Help/Learning\\_myCMU.inz](https://compass.centralmethodist.edu/ICS/Student_Help/Learning_myCMU.inz)
- Online tutoring services in writing and math offered by the University's Learning and Teaching Center <http://www.centralmethodist.edu/learn/onlinetutor.php>
- *Smarthinking* online tutoring services in writing, reading, math, accounting, statistics, biology, chemistry, anatomy and physiology [https://compass.centralmethodist.edu/ICS/Student\\_Help/Tutoring.inz](https://compass.centralmethodist.edu/ICS/Student_Help/Tutoring.inz)

*Curriculum Evaluation and Development:* New course development must be approved by the Assistant Dean for Online Program, the Vice President, Dean, and Division Chair. A faculty course developer is selected. Course set-up is evaluated by a course review specialist, the Division Chair and faculty, and opportunities are provided for recommendations and revisions before instruction is initiated. Course revisions are approved by the Assistant Dean of Online Program in cases when a new course needs adjustment based on student feedback, a new textbook or textbook edition is required, or when it has been three years since the last revision. Course revisions are made by the course instructor or original course developer. Course set-up is evaluated by the course review specialist, the Division chair and faculty, and opportunities are provided for recommendations and revisions before instruction is initiated in the modified course.

*Student Complaints Process:* The University's Online Student Handbook [http://www.centralmethodist.edu/cges/docs/Online\\_Student\\_Handbook.pdf](http://www.centralmethodist.edu/cges/docs/Online_Student_Handbook.pdf) provides information about complaints concerning sexual harassment. Its website provides information about complaints concerning disabilities. Its catalog <http://www.centralmethodist.edu/cges/docs/catalog12-13/general.pdf> provides information for students who wish to file a grievance that does not relate to a grade appeal, and refers the student to the Office of the Vice President and Dean of the University.

## **Programs Offered In Iowa**

Central Methodist University offers the following programs via distance education to Iowa residents. Estimated tuition, fees, and book charges for each general program category are discussed in the sections to follow. Additional per program or technology charges are disclosed following the program list.

### *Baccalaureate Degree Programs*

- Bachelor of Science in Business - \$35,760
- Bachelor of Science in Psychology - \$35,760
- Bachelor of Science in Child Development (non-licensure) - \$25,760
- Bachelor of Science in Nursing Degree Completion (non-licensure) - \$18,000

### *Graduate Degree Programs*

- Master of Science Clinical Nurse Leader - \$14,275

## *Field Experiences*

The Bachelor of Science in Nursing Degree Completion Program and the Master of Science in Nursing Clinical Nurse Leader programs both include a field experience that an Iowa resident may participate in at an Iowa location:

- In the Master's program, the clinical experience provides students the opportunity to work in the role of a clinical nurse leader under the guidance of a primary preceptor, under the supervision of a faculty advisor. The preceptor mentors the student, designs learning experiences to assist students in reaching learning goals, and locates or creates resources within the clinical site that help students achieve program competencies. An appropriate preceptor is a licensed, registered nurse who is a nursing unit manager, a nursing department head, a nurse educator, or an advanced practice nurse. The preceptor should have a master's or higher degree in nursing. An individual that holds a Bachelor of Science degree in Nursing with appropriate experience is the minimum requirement. The preceptor evaluates the student based on an evaluation tool provided by the University and in consultation with faculty.
- In the Bachelor's program, the student applies concepts learned through an individualized nursing practice under the supervision of a faculty advisor and a clinical advisor. The clinical advisor should be an expert, as determined by peers and/or the agency and serves as a resource person, consultant, and teacher. The clinical advisor is selected by the student in consultation with a faculty advisor, and should hold, at minimum, a baccalaureate degree in nursing. The clinical advisor, in conjunction with the student the faculty advisor, prepares a final written summary of the student's progress in the clinical experience.

## **Registration Compliance**

As required by Iowa Code Section 261B.4, Central Methodist University disclosed its policy on refunding tuition charges for withdrawn students. The policy is provided to students in the University's Online Student Handbook [http://www.centralmethodist.edu/cges/docs/Online\\_Student\\_Handbook.pdf](http://www.centralmethodist.edu/cges/docs/Online_Student_Handbook.pdf). The University's specific institutional tuition refund policy is not a criterion for registration.

Administrative rules specifically require the school to comply with the requirements of Chapter 261.9(1) "e" through "h".

- Iowa Code Section 261.9(1)(e) requires a school to maintain and disseminate a drug and alcohol abuse policy that includes sanctions for violation of the school's policy and information about the availability of drug or alcohol counseling or rehabilitation. Iowa Code Section 261.9(1)(f) requires a school to maintain and disseminate a sexual abuse policy that includes information about counseling opportunities and reporting instances of sexual abuse to school officials and law enforcement. These requirements duplicate policies and disclosures required by the federal Department of Education for a school that participates in the federal student aid programs. Central Methodist University maintains these policies and discloses them in its Online Student Handbook [http://www.centralmethodist.edu/cges/docs/Online\\_Student\\_Handbook.pdf](http://www.centralmethodist.edu/cges/docs/Online_Student_Handbook.pdf), in its Extended Studies Catalog <http://www.centralmethodist.edu/cges/docs/catalog12-13/general.pdf> and on its Counseling Center web page <http://www.centralmethodist.edu/campus/counsel.php>, and in its RN to BSN Student Handbook <http://www.centralmethodist.edu/cges/docs/forms/RN-BSNhandbook.pdf>.

- Iowa Code Section 261.9(1)(g) requires a school to maintain a special policy concerning institutional charges for 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, when the service member or spouse must withdraw from the school because the service member has been called to active (Iowa) state or federal military duty or service. Central Methodist University maintains a business office policy of providing students and military personnel with the opportunity to request exceptions to its standard institutional refund policy for this purpose. The University will disclose the policy to all students beginning with its 2013-2014 electronic College Catalog.
- Iowa Senate File 2225 created a new Iowa Code Section 261.9(1)(h). This new law, generally effective July 1, 2012, requires a school to develop and implement a policy for employees who, in the course of their employment, attend, examine, counsel, or treat a child and who suspect the physical or sexual abuse of that child. By cross-reference from existing administrative rules for registration [283-21.2(261B), subsection 7], this new policy now applies to Iowa's registered schools. The University is working on the development of such a policy at this time. Staff request that the Commission waive enforcement of this new rule as it relates only to registration qualifications for the same delayed enforcement period that staff have granted to Iowa's own schools for the purpose of qualifying for state-based student financial aid, i.e., until fall of 2013.

*Student Consumer Information:* In its registration application, Central Methodist University confirms its willingness to comply with the requirements of Iowa Code Chapter 261.9, as stipulated by Iowa Code Section 261B.4(8). Chapter 261.9 requires disclosure to students of information about the school's programs, charges, tuition refund policy, whether a certificate or diploma awarded by the school is applicable toward a degree program the school offers, and the identity of the school's accrediting agency. These disclosures are duplicative of the federal Department of Education's student consumer information disclosure requirements for a school that participates in the federal student aid programs. The University provides this information in its undergraduate and graduate catalogs, its Online Student Handbook, through the online student portal myCMU, and through an e-mail notification at the point when the student registers for an online course.

Central Methodist University confirms on the application that it will comply with the provisions of Iowa Code Section 261B.7. Effective July 1, 2012, these provisions of Iowa Code were modified to state that, provided the school does not claim "approval" or "accreditation," the school must disclose to students that it is registered by the Commission and provide Commission contact information for students who have questions or complaints about the school. The University discloses this information to students on its web page for online students at [http://www.centralmethodist.edu/cges/online\\_states.php](http://www.centralmethodist.edu/cges/online_states.php).

*Financial Responsibility:* The University provided an audit report from the independent public accounting firm Williams Keepers LLC dated October 12, 2012, for the institutional fiscal years ending June 30, 2011 and 2012. The accounting firm expressed its opinion that the University's financial statements present fairly the financial position of the University.

A private school that participates in the federal student aid programs must maintain a composite score, based on a three-factor financial responsibility ratio, of at least 1.5 in order to be determined financially responsible without additional oversight. Staff found that the independent auditors did not report or test the University's composite score. The most recently reported composite score available in the federal

Department of Education's records is for the institutional fiscal year that ended June 30, 2010, when the school's composite score was 2.5.

*Full-Time Iowa Resident Faculty Member or Program Coordinator:* Central Methodist University does not, at this time, comply with the requirement of administrative rule to employ a full-time Iowa resident faculty member or program coordinator. While the University does employ a part-time, Iowa-resident instructor, that individual works solely in the University's dual enrollment programs with high school students. The University does wish to consider Iowa residents in the future for remote employment as online postsecondary program faculty. Consistent with the authority the Commission granted staff during its March 2011 meeting, staff recommends that the Commission waive the full-time Iowa-resident faculty member requirement since the University has applied for registration to offer only distance education programs.

*Instructional/Supervisory Staff Qualifications:* It appears that the University hires faculty that are qualified for their assignments, as witnessed by staff review of the credentials for 113 faculty the University utilizes to provide online program instruction. Of these, only one faculty member in the nursing program holds a baccalaureate degree and is in the process of completing a Master of Science in Nursing. All of the remaining faculty have a master's degree in areas such as mental health counseling, special education, teaching, instructional technology, English, business administration, mathematics, nursing education, nursing, and sociology. Twenty-five faculty have terminal degrees in psychology, sociology, public policy, education, communication, political science, English, educational leadership, and law.

*Commitment to Iowa Students and Teach-Out:* The University's registration application includes a written statement from President Marianne Inman confirming the commitment of Central Methodist University to deliver quality academic programs in the State of Iowa. Dr. Inman further commits to providing alternatives to students to complete their academic programs at other institutions in the event that the University's program should no longer be available to students who have embarked on a program of study.

## **Compliance with Iowa Code Chapter 714**

### *Section 714.18 – Evidence of Financial Responsibility*

Central Methodist University is a private nonprofit institution that qualifies for an exemption from Iowa's financial responsibility requirements per Iowa Code Section 714.19, subsection 1, as a college or university ". . . authorized by the laws of Iowa or any other state or foreign country to grant degrees." Documentation the University provided in conjunction with its registration application confirms that the University was originally created by an Act of the Missouri General Assembly approved on Mar 1, 1855.

### *Section 714.23 – State Tuition Refund Policy*

The Iowa tuition refund policy does not apply to Central Methodist University because it is *not* a for-profit institution.

## IOWA COLLEGE STUDENT AID COMMISSION

### Nebraska Methodist College of Nursing and Allied Health Application for Postsecondary Registration in Iowa May 2013

#### **RECOMMENDED ACTION:**

***Approve the registration application for Nebraska Methodist College of Nursing and Allied Health.***

As a condition of registration:

- The University must notify staff, per Iowa Code Section 261B.5, within 90 days of the University's approval of any new Iowa location at which an online degree candidate will participate in a structured field experience.

**Note: Iowa Senate File 2267 enacted a change in Iowa Code Section 261B.3 that reduces the registration term from 4 years to 2 years, effective July 1, 2012. All schools that the Commission approves for initial or renewal registration after July 1, 2012, will be registered for a term of 2 years.**

#### **Registration Purpose**

Revised Iowa Code Sections 261B.2 (definitions) and 261B.3 (effective July 1, 2012) requires a school to register with the Commission if a person compensated by the school conducts any portion of a course of instruction, including by in-person, distance education, or correspondence method in this state, or if the school otherwise has a presence in this state. In part, presence means a location in Iowa at which a student participates in any structured activity related to a school's distance education course of instruction. Nebraska Methodist College of Nursing and Allied Health applied for registration because it:

- Offers certain distance education programs that require a structured field experience, in which an Iowa resident would participate at an Iowa location
- Employs faculty who provide instruction in the College's online programs from a remote, Iowa location;
- Plans to begin providing instruction using compensated faculty in the clinical portion of its otherwise on-campus Bachelor of Science in Nursing program at a medical facility with which the school is affiliated in Council Bluffs, Iowa.

#### **Institutional Information**

Nebraska Methodist College of Nursing and Allied Health is a private, nonprofit institution located at 720 North 87<sup>th</sup> St., Omaha, Nebraska. The College's current Chief Executive Officer is President Dennis A. Joslin at the same address. The College's parent corporation is the Nebraska Methodist Health System, 8511 West Dodge Rd., Omaha Nebraska. Another affiliate of the Nebraska Methodist Health System is the Jennie Edmundson Memorial Hospital. Nebraska Methodist College of Nursing and Allied Health provides as its Iowa contact the registered agent for its affiliate, Jennie Edmundson

Memorial Hospital: Steven Baumert 933 East Pierce Street, Council Bluffs, Iowa, 51503, phone number (712) 396-6000.

*Physical Facilities:* Nebraska Methodist College of Nursing and Allied Health will provide in-person instruction, using compensated faculty, in the clinical portion of its residential Bachelor of Science in Nursing program at the site of Jennie Edmundson Memorial Hospital, 933 East Pierce Street, Council Bluffs, Iowa. The remainder of the coursework in this program is offered via in-person instruction at the College's out-of-state campus in Omaha, Nebraska.

*Accreditation:* The College is accredited by the Higher Learning Commission, a regional accrediting agency recognized by the federal Department of Education. In addition, the College holds specialized, programmatic accreditation from the Commission on Collegiate Nursing Education (CCNE) for the bachelors and masters post-licensure nursing programs the College will offer via distance education to Iowa residents. The CCNE is also an accrediting agency recognized by the federal Department of Education.

*Other Approvals:* The Iowa Board of Nursing does not require the College to seek its explicit approval for post-licensure nursing programs it will offer to Iowa residents.

*Federal Stafford Loan Cohort Default Rate (FFY 2010):* 3.0%. For comparison purposes, the FFY 2010 national average cohort default rate is 9.1%.

*Graduation Rate:* 78%. This is the percentage of first-time, full-time undergraduate students who graduated within 150% of the normal time for program completion as reported to the federal Department of Education. The College discloses that 15% of entering students were counted as "first-time, full-time" in 2011.

*Average Loan Debt upon Graduation:* \$24,278.

*Record Preservation:* Student records are maintained by the Office of the Registrar in accordance with guidelines provided by the American Association of Collegiate Registrars and Admissions Officers. Upon a student's matriculation into the College, student records are forwarded from the Office of Admissions to the Office of the Registrar. Academic records for current students are kept up to date, stored in the Registrar's office and contain college transcripts, high school transcripts, application, ACT/SAT report, any applicable correspondence, and background check records. After graduation from a graduate or baccalaureate degree program, the College maintains for a period of five years the student's application, high school transcripts, other college transcripts, and degree audit. Upon graduation from any certificate or associate degree program of study, the entire student records is maintained for five years in the event the student should return to engage in a four-year or graduate program of study. When a student withdraws from the College, the entire student record is maintained for a period of five years. Five years after a student graduates or withdraws, the contents of the student record will be destroyed, except for the final NMC transcript and any items required by FERPA to be kept permanently. Academic departments may also maintain permanent records as dictated by accrediting agencies.

*Transcript Requests:* Any current or former student may request a transcript by contacting:

Registrar's Office  
720 North 87<sup>th</sup> St.  
Omaha, NE 68114

<http://www.methodistcollege.edu/student-life/registrar/transcript-request>

Transcripts are issued only upon the written request of the student using the College's Transcript Request Form available at the web site above. There is no charge for this service.

*Instructional Methodology:* For distance education programs the College offers to Iowa residents, the methodology is predominantly through both synchronous and asynchronous forms of instruction, with the exception of clinical experiences in nursing programs that will occur at an Iowa-based healthcare facility. The College uses the Jenzabar software platform for its student information system. Part of the Jenzabar includes an eRacer learning management system for the development and delivery of online courses. eRacer features include: online coursework tools and an integrated, automated grade book; targeted communications for sending events and tasks to student calendars and home pages; role-based previewing parameters for sharing course set-up and content; automatically populated accounts including schedules; and the ability to incorporate tests, quizzes, and surveys into a course. Using these features, instructors provide students with course materials, discussion boards, assignments, email, blogs, wikis, chat tools, assessment materials, grade centers, academic resources, and tutorials. Students access eRacer course shells for their registered courses through the My Methodist portal system. Instructor contact information is provided when online students first begin a course; instructors are easily accessible via email or phone. Clinical and/or practicum hours are required in all online nursing programs and these field experiences may be fulfilled under the supervision a preceptor at a medical facility that is easily accessible to the online student.

All online students take an online orientation prior to starting courses. All undergraduate students are required to complete an online readiness assessment developed by Smartermeasure. This web-based, 124-item assessment measures a student's readiness for succeeding in online educational programs. This assessment is optional for graduate students.

For the Bachelor of Science in Nursing program that the College offers at its out-of-state campus in Omaha, Nebraska, in-person supervision in the clinical portion of the program will be provided by compensated instructors at the Jennie Edmundson Memorial Hospital in Council Bluffs, Iowa.

For additional information, see the subheading "*Field Experiences*" under "Programs Offered in Iowa."

*Student Learning Resources:* Online students have access to library resources <http://libguides.methodistcollege.edu/content.php?pid=230305&sid=1905120> that focus on nursing and allied health resources. The College provides online access to a searchable library catalog and e-journals, 33 databases, and library guides to topical research prepared by College library personnel. A reference library is available by phone or e-mail Monday – Thursday 8 am to 7 pm and Friday 8 am – 4:30 pm.

Through the library, students may also access online tutorials <http://libguides.methodistcollege.edu/Tutoring> in writing, math and statistics, nursing, chemistry, physics, medical terminology, pharmacology, pathophysiology, anatomy and physiology, nutrition, and microbiology. Contacts are available on the library site

<http://libguides.methodistcollege.edu/content.php?pid=230305&sid=1905168> for College staff that assist students in academic advising, academic skill building, accommodations for learning disabilities, and test preparation or test anxiety. Each student is assigned a personal advisor with whom the student may communicate in multiple ways. Free, confidential counseling services are provided to students by licensed counselors.

The College's Office of Educational Technology provides technology support to online students and faculty. For students, the office creates login accounts and answers students' technology questions via a help desk <http://www.methodistcollege.edu/about/nmc-help-desk> that may be reached by phone or e-mail between 8:30 am and 6 pm Monday through Thursday, and 7:30 am – 5 pm on Friday.

*Curriculum Evaluation and Development:* The College conducts a self-evaluation of curriculum and student learning through feedback from faculty, peers, students, and administrators using a survey instrument provided by a nonprofit organization, The IDEA Center. All academic program and course syllabi are evaluated by a faculty committee (Academic Curriculum Committee) of the Academic Senate. Its purpose includes building and maintain curriculum that best attains the College's objectives, advising administration and faculty on curriculum and academic policy and procedures, recommending approval or denial on proposed courses and course changes submitting by academic departments or units; considering new programs, significant modifications or elimination of existing programs, making recommendations of the Executive Group of the Faculty Senate for consideration or vote of the entire faculty on major changes in curriculum.

*Student Complaints Process:* The College provides information about its complaint process for out-of-state distance learning students on its website at <http://www.methodistcollege.edu/about/state-authorization-regulations/distance-learning-complaint-process> and in its catalog <http://www.methodistcollege.edu/Documents/Catalogs/2012-2013%20NMC%20College%20Catalog%20FINAL.pdf>. Students are first encouraged to contact the involved faculty or staff member to find a solution. Failing resolution at step one, the student may progress through a process that requires written notice to the appropriate Academic Dean for academic issues and to the Dean of Students for nonacademic issues. Student grievances will be heard by the appropriate Deans Council and, if a formal hearing is warranted, a meeting will be scheduled between the student, the Dean of Students, the involved faculty or staff, and the appropriate Academic Dean. If the Deans Council determines that a formal hearing is not warranted, the student's remaining recourse is to file a formal complaint with the appropriate Vice President. If a formal hearing is warranted, the student may request a Judicial Review Board Hearing. Students must adhere to maximum timeframes associated with notifications and requests to utilize each step of the grievance process. Likewise, school officials must adhere to maximum timeframes for providing responses to the student.

## **Programs Offered In Iowa**

Nebraska Methodist College of Nursing and Allied Health offers the following programs via distance education to Iowa residents. Estimated tuition, fees, and book charges for each general program category are discussed in the sections to follow. Additional per program or technology charges are disclosed following the program list.

### *Baccalaureate Degree Programs*

- Bachelor of Science in Nursing (RN to BSN) Degree Completion Program - \$36,140
- Bachelor of Science in Healthcare Administration: Applied Clinical Operations - \$70,343

### *Graduate Degree Programs*

- Master of Science in Nursing, Educator track - \$25,362 (for students with a baccalaureate degree)
- Master of Science in Nursing, Executive track - \$25,744 (for students with a baccalaureate degree)
- Master of Science in Nursing (RN to MSN), Educator track - \$37,976 (for students with at least an associate degree)
- Master of Science in Nursing (RN to MSN), Executive track - \$38,430 (students with at least an associate degree)
- Master of Science in Health Promotion Management - \$22,836

### Post-Master's Certificate Program

- Nurse Educator - \$9,940
- Nurse Executive - \$10,387

### *Field Experiences*

All nursing-related distance education programs include one or more field experiences that permit the student to choose a healthcare setting that is geographically convenient and work under the supervision of an unpaid preceptor. Preceptor qualifications depend upon the type of field experience. Practicum preceptors in the MSN Educator track must be a full-time faculty member with the equivalent of a minimum of a master's degree in nursing, five to seven years of teaching experience, and a licensed RN. Practicum preceptors in the MSN Executive track must be a Chief Nursing Officer in a hospital or hold a higher managerial position. Clinical preceptors in baccalaureate and master's level programs must be a licensed Advanced Practice Registered Nurse. The preceptor provides supervision to the student as necessary and feedback to the student and to College faculty.

### **Registration Compliance**

As required by Iowa Code Section 261B.4, Nebraska Methodist College disclosed its policy on refunding tuition charges for withdrawn students. The policy is provided to students on the College's website at <http://www.methodistcollege.edu/admissions/tuition-and-fees/tuition-refund-policy> and in the College's Catalog <http://www.methodistcollege.edu/Documents/Catalogs/2012-2013%20NMC%20College%20Catalog%20FINAL.pdf>. The College's specific institutional tuition refund policy is not a criterion for registration.

Administrative rules specifically require the school to comply with the requirements of Chapter 261.9(1) "e" through "h".

- Iowa Code Section 261.9(1)(e) requires a school to maintain and disseminate a drug and alcohol abuse policy that includes sanctions for violation of the school's policy and information about the availability of drug or alcohol counseling or rehabilitation. Iowa Code Section 261.9(1)(f) requires a school to maintain and disseminate a sexual abuse policy that includes information about counseling opportunities and reporting instances of sexual abuse to school officials and law enforcement. These requirements duplicate policies and disclosures required by the federal Department of Education for a school that participates in the federal student aid programs. Nebraska Methodist College of Nursing and Allied Health maintains these policies and discloses

them in its Catalog <http://www.methodistcollege.edu/Documents/Catalogs/2012-2013%20NMC%20College%20Catalog%20FINAL.pdf> and in its Annual Security/Fire Safety Report

<http://www.methodistcollege.edu/Documents/Safety/04%202011CampusSecurityReport.pdf>

The College also makes available confidential professional counseling services

<http://www.methodistcollege.edu/student-life/campus-services/support-services/counseling>.

- Iowa Code Section 261.9(1)(g) requires a school to maintain a special policy concerning institutional charges for 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, in cases when the servicemember or spouse must withdraw from the school due to a call to active state or federal military duty or service. Nebraska Methodist College adopted a policy that is in strict compliance with this requirement and discloses the policy to students on its website at <http://www.methodistcollege.edu/academics/iowa-military-refund-policy>.
- Iowa Senate File 2225 created a new Iowa Code Section 261.9(1)(h). This new law, generally effective July 1, 2012, requires a school to develop and implement a policy for employees who, in the course of their employment, attend, examine, counsel, or treat a child and who suspect the physical or sexual abuse of that child. By cross-reference from existing administrative rules for registration [283-21.2(261B), subsection 7], this new policy now applies to Iowa's registered schools. The College maintains such a policy and provided a copy as an addendum to its registration application.

*Student Consumer Information:* In its registration application, the College confirms its willingness to comply with the requirements of Iowa Code Chapter 261.9, as stipulated by Iowa Code Section 261B.4(8). Chapter 261.9 requires disclosure to students of information about the school's programs, charges, tuition refund policy, whether a certificate or diploma awarded by the school is applicable toward a degree program the school offers, and the identity of the school's accrediting agency. These disclosures are duplicative of the federal Department of Education's student consumer information disclosure requirements for a school that participates in the federal student aid programs. The College provides these disclosures in its catalog <http://www.methodistcollege.edu/Documents/Catalogs/2012-2013%20NMC%20College%20Catalog%20FINAL.pdf> and on its website <http://www.methodistcollege.edu/admissions/tuition-and-fees/tuition-by-program-and-degree>.

Nebraska Methodist College of Nursing and Allied Health confirms on the application that it will comply with the provisions of Iowa Code Section 261B.7. Effective July 1, 2012, these provisions of Iowa Code were modified to state that, provided the school does not claim "approval" or "accreditation," the school must disclose to students that it is registered by the Commission and provide Commission contact information for students who have questions or complaints about the school. The College will disclose this information on its state authorization web page at <http://www.methodistcollege.edu///about/state-authorization-regulations/distance-learning-complaint-process>.

*Financial Responsibility:* Nebraska Methodist College of Nursing and Allied Health provided an audit of its parent corporation, Nebraska Methodist Health System, Inc., and Affiliates conducted by the independent accounting firm KPMG, LLP, dated April 16, 2012, for the institutional fiscal years ending December 31, 2010 and 2011. The accounting firm expressed its opinion that the corporation's financial statements fairly represent the financial position of the corporation and its affiliates.

A private school that participates in the federal student aid programs must maintain a composite score, based on a three-factor financial responsibility ratio, of at least 1.5 in order to be determined financially responsible without additional oversight. Staff found that the independent auditors did not report or test the College's composite score. The most recently reported composite score available in the federal Department of Education's records is for the institutional fiscal year that ended December 31, 2009, when the school's composite score was 3.0.

*Full-Time Iowa Resident Faculty Member or Program Coordinator:* Nebraska Methodist College of Nursing and Allied Health employs a full-time online faculty member in the College's Master of Science in Nursing programs, Jane Hawks, Underwood, Iowa.

*Instructional/Supervisory Staff Qualifications:* It appears that the College hires faculty that are qualified for their assignments, as witnessed by staff review of the credentials posted on its website for all faculty in the College's online programs:

- Of the 5 faculty in the baccalaureate nursing degree program, all possess at least a master's degree. Two hold a terminal degree, one of which is in education. These faculty members have experience in the areas of nursing education, gerontology, neurology, orthopedics, obstetric, pediatric, surgical and psychiatric nursing including adolescent disorders and violence.
- Of the 6 faculty in the graduate level nursing programs, all possess at least a master's degree and all but one possess a terminal degree. These faculty members have experience in the areas of curriculum development, teaching, urology, renal and critical care nursing, orthopedics, mental health nursing, and cardiac nursing research.
- Of the 9 faculty in the Master of Science in Health Promotion program, 8 profiles were available. All 8 faculty members whose profiles staff reviewed possess at least a master's degree and 3 possess a terminal degree. Educational and work experience among these faculty members includes human relations, public health, and community health education.
- Of the 7 faculty in the baccalaureate Healthcare Administration program, 3 profiles were available. All 3 faculty members possess a master's degree. Educational and work experience among these faculty members includes health program administration, internal auditing, regulatory compliance and financial management in health care facilities.

*Commitment to Iowa Students and Teach-Out:* The College's registration application includes a written statement from President Dennis Joslin confirming the College's commitment to all students. Should a program of study close, all students will be given the opportunity to complete the program before the program's closure. In the unlikely event that the entire college would close, a teach-out schedule would be established allowing enrolled students to complete their plan of study or efforts would be made to place students at other institutions.

## **Compliance with Iowa Code Chapter 714**

### *Section 714.18 – Evidence of Financial Responsibility*

Nebraska Methodist College of Nursing and Allied Health is a private nonprofit institution that qualifies for an exemption from Iowa's financial responsibility requirements per Iowa Code Section 714.19, subsection 2, for "schools of nursing accredited by the board of nurse examiners or an equivalent

public board of another state or foreign country.” The College is a school that is approved by the Nebraska Board of Nursing to offer registered nurse preparation programs.

*Section 714.23 – State Tuition Refund Policy*

The Iowa tuition refund policy does not apply to Nebraska Methodist College of Nursing and Allied Health because it is *not* a for-profit institution.

## Iowa College Student Aid Commission

### Everfi Contract Extension May 2013

#### **RECOMMENDED ACTION:**

***Authorize staff to exercise the option for a one-year extension of the Financial Literacy and Default Prevention On-Line Curriculum contract with EverFi, Inc.***

The Commission signed a contract in September 2010 for a comprehensive, efficient, confidential, interactive and user-friendly web-based tool to assist high school students in improving their financial literacy skills and assist college students in improving their understanding of the importance of preventing default on student loans. EverFi received a 3-year contract (September 1, 2010 – August 31, 2013) which permits three one-year renewals at the option of the Commission. Through a provision in the contract that allows for modifications to the Scope of Services, the college level program (Buttonwood) was replaced with a program intended for grades 4-6 (Vault). Implementation of Vault will begin in the 2013/14 school year.

Under the contract, the Commission pays, annually, \$450,000 for the high school financial literacy program and \$150,000 for the elementary program (Vault). EverFi has agreed to waive the 3% increase for years 4, 5 and 6, as described in the original cost proposal. This is the first of the three allowable extensions of the contract.

Staff has been very pleased with feedback provided by schools who have implemented the programs and with EverFi's performance under this contract.

#### High School Financial Literacy Program Usage:

	Schools Implementing	Registered Students
2010-2011	64	2,537
2011-2012	143	9,044
2012-2013 (as of 5/8/13)	170	11,098

**AMENDMENT TO THE CONTRACT FOR  
FINANCIAL LITERACY AND DEFAULT PREVENTION ON-LINE CURRICULUM**

DATE: May 17, 2013

PARTIES: Iowa College Student Aid Commission (“Iowa College Aid” or “Agency”)  
EverFi, Inc. (“EverFi” or “Contractor”)

Pursuant to Section 14.5 of the Contract for Financial Literacy and Default Prevention On-Line Curriculum dated September 1, 2010, the parties agree to amend the agreement as follows:

**A. ELEMENTS OF AMENDMENT**

1. Agency hereby exercises its option under Section 3 of the September 1, 2010 Contract to extend the contract for the financial literacy component of the on-line curriculum for an additional one year period from September 1, 2013 through August 31, 2014.
2. The cost for the Financial Literacy component shall not be subject to any increase and shall remain at \$450,000.00 for the year.
3. The Default Prevention component known as “Buttonwood” was replaced by “the Vault” product pursuant to Change Order dated March 22, 2013.
4. Agency hereby exercises its option under the Addendum dated January 14, 2011 to extend the default prevention component for an additional one year period from December 31, 2013 through January 1, 2015.
5. The Cost for “the Vault” product shall not be subject to any increase and shall remain at \$150,000.00 for the year.
6. All other provisions of the September 1, 2010 Agreement, January 14, 2011 Addendum, and March 22, 2013 Change Order shall remain in effect and unchanged with the exceptions of those modified herein.

In consideration of the mutual covenants set forth above and for other good and valuable consideration, the receipt, adequacy and legal sufficiency of which are hereby acknowledged, the

parties have entered into the above Amendment and have caused their duly authorized representatives to execute the same.

**Iowa College Student Aid Commission  
AGENCY**

**EverFi, Inc.  
CONTRACTOR**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: Karen Misjak

Name: \_\_\_\_\_

Title: Executive Director

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Iowa College Student Aid Commission**

**Modification to Bankers Trust Agreement  
May 2013**

***RECOMMENDED ACTION:***

***Approve the modification to the Bankers Trust Agreement to allow the disbursement of funds for GEAR UP Scholarships to GEAR UP Students graduating early.***

**IOWA COLLEGE STUDENT AID COMMISSION**

**Audit and Finance Committee Report  
May 2013**

The Audit and Finance Committee will meet prior to the Commission Meeting and will be providing a report to the Commission on May 17, 2013.

***RECOMMENDED ACTION:***

***Approve the proposed budgets for the Operating Fund, State Program Administration, Postsecondary, I Have A Plan, Partnership Loan Program, Federal Grants, and Default Prevention for State Fiscal Year 2014.***

**Iowa College Student Aid Commission**

**Legislative Action Committee  
May 2013**

A legislative report will be provided during the May 17, 2013 Commission Meeting.

**Iowa College Student Aid Commission**  
**Human Resources and Nominations Committee**  
**May 2013**

The Committee is making the following nominations for FY2014.

**Audit and Finance Committee**

Bob Donley  
Karolyn Wells  
Doug Shull  
Roger Claypool

**Human Resources and Nominations Committee**

Janet Adams  
Crystal Ford  
Bob Donley

**Legislative Action Committee**

Rob Denson  
Fred Moore  
Elizabeth Sullivan  
Jeremy Varner  
Roby Smith  
Ron Jorgensen  
Herman Quirnbach  
Cindy Winckler

**Iowa Coordinating Council for Post-High School Education (ICCPHSE)**

Julie Leeper, Delegate  
Karen Misjak, Alternate Delegate

**IOWA COLLEGE STUDENT AID COMMISSION  
GUARANTEED STUDENT LOAN ADMINISTRATION  
SUMMARY OF RESOURCES AND EXPENDITURES  
SFY 2013 as of March 31, 2013**

Operating Fund	Class	FY 2013 Operating Budget	FY 2013 Year to Date Budget	FY 2012 Feb-12 Mth Actual	FY 2013 Feb-13 Mth Actual	FY 2012 Year to Date Actuals	FY 2013 Year to Date Actuals	YTD Actual to Budget Variance
<b>Revenues/Resources:</b>								
1	Federal Account Maintenance Fees (AMF)	4,197,366	3,148,025	423,338	-	1,325,947	355,086	(2,792,939)
2	Federal Loan Processing Fee (LPIF)	-	-	-	-	(5,253)	-	-
3	Default Aversion Fees (DAF) (Net of rebates)	-	-	62,445	-	807,494	503,485	503,485
4	ICSAC Share Default Collections *	-	-	1,610,587	-	8,231,591	3,819,995	3,819,995
5	Direct Loans Cons. (Net of 8.5% back to Fed Gov) *	-	-	99,069	-	900,676	232,135	232,135
6	Interest on Operating Fund	52,500	35,000	2,208	3,893	53,356	39,225	4,225
7	Other Revenue (includes TOP)	175,490	116,994	168,307	396,313	895,415	459,528	342,534
8	Est PLP Rev *	500,000	333,333	25,102	52,082	565,011	361,360	28,027
9	Intra-Agency Reimbursements	3,718,594	1,625,364	288,279	1,167,958	846,272	1,168,716	(456,648)
10	State Appropriation	-	-	-	-	141,589	-	-
<b>Total Revenues/Resources</b>		<b>\$ 8,643,950</b>	<b>\$ 5,258,716</b>	<b>\$ 2,679,334</b>	<b>\$ 1,620,246</b>	<b>\$ 13,762,097</b>	<b>\$ 6,939,531</b>	<b>\$ 1,680,815</b>
<b>Expenditures:</b>								
11	Agency Administration	1,885,339	1,383,827	82,068	106,588	907,302	828,277	(555,550)
12	Marketing Administration	544,831	392,745	2,514	18,516	108,642	234,002	(158,743)
<b>Total Administrative</b>		<b>\$ 2,430,170</b>	<b>\$ 1,776,572</b>	<b>\$ 84,582</b>	<b>\$ 125,104</b>	<b>\$ 1,015,944</b>	<b>\$ 1,062,279</b>	<b>\$ (714,293)</b>
13	Collection Expense	1,453,061	991,309	1,468,577	271,828	4,650,790	1,801,540	810,231
14	FFEL Expense	663,257	452,133	362,568	141,883	1,559,846	643,827	191,694
15	Collection Expense - PLP	137,500	91,667	10,280	12,241	114,436	115,681	24,014
<b>Total Collection and FFEL Expenses</b>		<b>\$ 2,253,818</b>	<b>\$ 1,535,109</b>	<b>\$ 1,841,425</b>	<b>\$ 425,951</b>	<b>\$ 6,325,071</b>	<b>\$ 2,561,047</b>	<b>\$ 1,025,938</b>
16	Grant Administration	2,278,482	2,087,867	295,794	243,282	224,846	288,483	(1,799,384)
17	Financial Literacy	30,000	20,000	36,046	22,251	56,318	247,251	227,251
18	IHAPI	1,402,804	991,457	245,552	181,636	389,061	811,057	(180,400)
<b>Total Fin Literacy, IHAPI and Grant Expenditures</b>		<b>\$ 3,711,286</b>	<b>\$ 3,099,324</b>	<b>\$ 577,392</b>	<b>\$ 447,169</b>	<b>\$ 670,224</b>	<b>\$ 1,346,791</b>	<b>\$ (1,752,533)</b>
19	Osteopathic and Miscellaneous programs	0	0	0	0	0	0	-
20	Scholarship and Grants	735,648	505,240	331,306	234,742	320,740	382,692	(122,548)
21	Postsecondary Registration	304,917	223,683	60,002	37,893	109,188	98,729	(124,954)
<b>Total Misc. (S&amp;G, Postsecondary Reg, Osteo)</b>		<b>\$ 1,040,565</b>	<b>\$ 728,923</b>	<b>\$ 391,308</b>	<b>\$ 272,635</b>	<b>\$ 429,929</b>	<b>\$ 481,421</b>	<b>\$ (247,502)</b>
<b>Total Operating Expenses</b>		<b>9,435,839</b>	<b>7,139,928</b>	<b>2,894,707</b>	<b>1,270,860</b>	<b>8,441,168</b>	<b>5,451,539</b>	<b>(1,688,389)</b>
22	Federal Default Fee	0	0	0	0	0	0	-
<b>Total Federal Default Fee</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net resources (exp) before other</b>		<b>\$ (791,889)</b>	<b>\$ (1,881,212)</b>	<b>\$ (215,373)</b>	<b>\$ 349,386</b>	<b>\$ 5,320,929</b>	<b>\$ 1,487,992</b>	<b>\$ 3,369,204</b>
<b>Other Resources (Grant Drawdown)</b>								
23	Gear Up Grant DrawDown	2,800,000	2,333,333	1,503,222	943,651	2,039,828	943,651	(1,389,682)
24	College Access Grant Funds	1,000,000	666,667	-	-	488,676	-	(666,667)
25	JR Justice	121,000	121,000	4,251	-	104,251	3,864	(117,136)
<b>Total Other Resources</b>		<b>\$ 3,921,000</b>	<b>\$ 3,121,000</b>	<b>\$ 1,507,473</b>	<b>\$ 943,651</b>	<b>\$ 2,632,755</b>	<b>\$ 947,515</b>	<b>\$ (2,173,485)</b>
<b>Other Expenditures (grants)</b>								
25	Gear Up Grant	2,933,156	2,448,807	1,499,737	1,486,320	2,078,695	2,360,565	(88,242)
26	College Access Challenge Grant	1,000,000	666,667	74,708	0	977,514	0	(666,667)
27	JR Justice	121,000	121,000	25,749	1,589	95,749	3,864	(117,136)
<b>Total Other Expenditures</b>		<b>\$ 4,054,156</b>	<b>\$ 3,236,474</b>	<b>\$ 1,600,194</b>	<b>\$ 1,487,909</b>	<b>\$ 3,151,958</b>	<b>\$ 2,364,429</b>	<b>\$ (872,045)</b>
<b>Net Other Income</b>		<b>\$ (133,156)</b>	<b>\$ (115,474)</b>	<b>\$ (92,721)</b>	<b>\$ (544,258)</b>	<b>\$ (519,203)</b>	<b>\$ (1,416,914)</b>	<b>\$ (1,301,440)</b>
<b>Net Gain(Loss)Operating Fund</b>		<b>\$ (925,045)</b>	<b>\$ (1,996,686)</b>	<b>\$ (308,094)</b>	<b>\$ (194,872)</b>	<b>\$ 4,801,726</b>	<b>\$ 71,077</b>	<b>\$ 2,067,763</b>

**Footnotes:**

4 - Includes FFELP Collections and Great Lakes Payments

5 - Estimated revenue; net number (10% of rehabs) based on total receipts from USDE (18.5%) less payments to USDE (8.5%)

8 - Total cash receipts, includes principal and interest

**IOWA COLLEGE STUDENT AID COMMISSION  
FUND 0163 - YEAR TO DATE UNIT DETAIL  
SUMMARY OF RESOURCES AND EXPENDITURES  
SFY 2013 as of March 31, 2013**

Operating Fund	UNIT 2001	UNIT 2002	UNIT 2004	UNIT 3003	UNIT 3004	UNIT 4001	UNIT 5002	UNIT 5003	UNIT 7001	UNIT 7002	UNIT 7003	UNIT 7007	UNIT 8008	UNIT 9009	YTD ACTUAL	YTD BUDGET	YTD Actual to Budget Variance
Class	ADMIN	MARKETING	MISC	COLLECTIONS	FFEL	JR JUSTICE	S&G	POSTSEC REG	GRANT ADMIN	FIN LIT	IHAPI	CACG	PLP	GEAR UP	TOTAL	TOTAL	
<b>Revenues/Resources:</b>																	
1 Federal Account Maintenance Fees (AMF)	-	-	-	-	355,086	-	-	-	-	-	-	-	-	-	355,086	3,148,025	(2,792,939)
2 Federal Loan Processing Fee (LPIF)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3 Default Aversion Fees (DAF) (Net of rebates)	-	-	-	-	503,485	-	-	-	-	-	-	-	-	-	503,485	-	503,485
4 ICSAC Share Default Collections *	-	-	-	2,193,227	1,626,768	-	-	-	-	-	-	-	-	-	3,819,995	-	3,819,995
5 Direct Loans Cons. (Net of 8.5% back to Fed Gov) *	-	-	-	232,135	-	-	-	-	-	-	-	-	-	-	232,135	-	232,135
6 Iowa Access Grants Funds	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7 Interest on Operating Fund	-	-	-	-	39,225	-	-	-	-	-	-	-	-	-	39,225	35,000	4,225
8 Other Revenue (includes TOP)	2,483	-	1,891	59,973	395,078	-	-	-	-	-	-	-	-	103	459,528	116,994	342,534
9 Est PLP Rev *	-	-	-	-	-	-	-	-	-	-	-	-	361,360	-	361,360	333,333	28,027
10 Intra-Agency Reimbursements	825,794	234,002	-	-	107,538	-	1,382	-	-	-	-	-	-	-	1,168,716	1,625,364	(456,648)
11 Grant DrawDown from USDE	-	-	-	-	-	3,864	-	-	-	-	-	-	-	943,651	947,515	3,121,000	(2,173,485)
12 State Appropriation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Revenues/Resources</b>	<b>\$ 828,277</b>	<b>\$ 234,002</b>	<b>\$ 1,891</b>	<b>\$ 2,485,335</b>	<b>\$ 3,027,180</b>	<b>\$ 3,864</b>	<b>\$ 1,382</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 361,360</b>	<b>\$ 943,754</b>	<b>\$ 7,887,046</b>	<b>\$ 8,379,716</b>	<b>\$ (492,670)</b>
<b>Expenditures:</b>																	
13 Personal Services - Loan Administration	569,244	118,653	-	420,872	209,398	-	152,102	69,270	51,295	-	265,423	-	-	191,630	2,047,887	2,450,574	(402,687)
14 Travel	8,879	26,582	-	-	-	-	3,876	123	-	-	2,308	-	-	18,349	60,117	95,047	(34,930)
15 Office Supplies	15,934	396	-	165	-	-	163	-	-	-	345	-	-	943	17,946	14,677	3,269
16 Equipment Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	867	(867)
17 Printing and Binding	68	53,859	-	-	-	-	598	-	-	-	7,413	-	-	6,333	68,271	134,117	(65,846)
18 Food	143	-	-	-	-	-	-	-	-	-	67	-	-	143	76	67	-
19 Postage	6,380	12,813	-	891	20	-	1,736	-	-	-	8	-	202	12,554	34,604	25,961	8,643
20 Communications	15,196	-	-	1,503	201	-	1,816	-	-	-	3,709	-	-	6,464	28,889	31,454	(2,565)
21 Rentals	-	-	-	-	-	-	-	-	-	-	-	-	-	4,553	4,553	-	4,553
22 Professional & Scientific Services	4,108	1,000	-	-	20,247	-	-	-	-	-	640	-	-	5,000	30,995	35,033	(4,038)
23 Outside Services - SLMA	-	-	-	-	279,858	-	-	-	-	-	-	-	-	-	279,858	280,246	(388)
24 Outside Services - iLink	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
25 Outside Services - SLCS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
26 Outside Services - Other	279	-	-	1,117,202	-	-	3,414	-	-	-	-	-	89,894	500	1,211,289	694,281	517,008
27 Intra-State Transfers	17,603	-	-	-	-	-	-	-	-	-	-	-	-	40,276	57,879	100,836	(42,957)
28 Advertising & Publicity	-	18,618	-	-	-	-	-	-	-	-	808	-	-	560,808	580,234	418,284	161,950
29 Attorney General	10,000	-	-	22,242	-	-	-	-	-	-	-	-	-	32,242	15,650	16,592	-
30 State Audits	18,704	-	-	-	-	-	-	-	-	-	-	-	-	-	18,704	22,750	(4,046)
31 State Reimbursements - Rent	37,860	-	-	-	-	-	-	-	-	-	-	-	-	-	37,860	-	37,860
32 State Reimbursements - Other	13,684	516	-	2,302	1,291	-	928	129	-	-	387	-	-	1,391	20,628	56,567	(35,939)
33 ITE Reimbursements	60,527	719	-	2,345	2,302	-	525	304	-	-	845	-	-	732	68,299	107,682	(39,383)
34 Intra-Agency Reimbursements	-	-	-	233,287	130,510	3,864	216,157	28,903	237,188	22,251	154,171	-	-	37,776	1,064,107	1,609,753	(545,646)
35 Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	3,613	3,613	-	3,613
36 Office Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
37 IT Equipment & Software	43,494	74	-	-	-	-	1,377	-	-	-	-	-	1,185	29,643	75,773	149,266	(73,493)
38 Other Expenses & Obligations	946	772	-	75	-	-	-	-	-	-	-	-	-	-	1,793	1,903	(110)
39 Licenses	-	-	-	-	-	-	-	-	-	225,000	375,000	-	-	40,000	640,000	879,720	(239,720)
40 Other Refunds	5,228	-	-	656	-	-	-	-	-	-	-	-	24,400	-	30,284	60,667	(30,383)
41 State Aid	-	-	-	-	-	-	-	-	-	-	-	-	-	1,400,000	1,400,000	3,191,000	(1,791,000)
<b>Total Administrative</b>	<b>\$ 828,277</b>	<b>\$ 234,002</b>	<b>\$ -</b>	<b>\$ 1,801,540</b>	<b>\$ 643,827</b>	<b>\$ 3,864</b>	<b>\$ 382,692</b>	<b>\$ 98,729</b>	<b>\$ 288,483</b>	<b>\$ 247,251</b>	<b>\$ 811,057</b>	<b>\$ -</b>	<b>\$ 115,681</b>	<b>\$ 2,360,565</b>	<b>\$ 7,815,968</b>	<b>\$ 10,376,402</b>	<b>\$ (2,560,434)</b>
<b>Total Expenditures</b>	<b>\$ 828,277</b>	<b>\$ 234,002</b>	<b>\$ -</b>	<b>\$ 1,801,540</b>	<b>\$ 643,827</b>	<b>\$ 3,864</b>	<b>\$ 382,692</b>	<b>\$ 98,729</b>	<b>\$ 288,483</b>	<b>\$ 247,251</b>	<b>\$ 811,057</b>	<b>\$ -</b>	<b>\$ 115,681</b>	<b>\$ 2,360,565</b>	<b>\$ 7,815,968</b>	<b>\$ 10,376,402</b>	<b>\$ (2,560,434)</b>
<b>Net Gain(Loss)Operating Fund</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ 1,891</b>	<b>\$ 683,796</b>	<b>\$ 2,383,353</b>	<b>\$ -</b>	<b>\$ (381,310)</b>	<b>\$ (98,729)</b>	<b>\$ (288,483)</b>	<b>\$ (247,251)</b>	<b>\$ (811,057)</b>	<b>\$ -</b>	<b>\$ 245,679</b>	<b>\$ (1,416,811)</b>	<b>\$ 71,077</b>	<b>\$ (1,996,686)</b>	<b>\$ 2,067,763</b>

**Footnotes:**

- 4 - Includes FFELP Collections and Great Lakes Payments
- 5 - Estimated revenue; net number (10% of rehabs) based on total receipts from USDE (18.5%) less payments to USDE (8.5%)
- 9 - Total cash receipts, includes principal and interest



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**IOWA COLLEGE STUDENT AID COMMISSION  
SCHOLARSHIP & GRANT ADMINISTRATION  
SUMMARY OF EXPENDITURES  
SFY 2013 as of March 31, 2013**

**State Appropriated - \$232,943**

	FY 2012 Actual	FY 2013 Budget	FY 2013 Year to Date Budget	FY 2013 Year to Date Actual	Variance Over (Under)
<b>Expenditures:</b>					
1 Salaries	\$ 219,455	\$ 232,510	178,094	\$ 175,593	\$ (2,501)
2 Travel	335	433	194	-	(194)
3 Office Supplies	1,445	-	-	-	-
4 Equipment Repairs	52	-	-	-	-
5 Printing	2,058	-	-	-	-
6 Postage	3,672	-	-	-	-
7 Communications	2,381	-	-	-	-
8 Rental	5,588	-	-	-	-
9 Professional Services	60	-	-	-	-
10 Outside Services	3,653	-	-	-	-
11 State Transfers	75	-	-	-	-
12 State Reimbursements - Rent	3,479	-	-	-	-
13 State Reimbursements	1,469	-	-	-	-
14 ITD Reimbursements	6,165	-	-	-	-
15 Office Equipment	-	-	-	-	-
16 IT Equipment & Software	-	-	-	-	-
17 Other Expenses & Obligations	9	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 249,896</b>	<b>\$ 232,943</b>	<b>\$ 178,288</b>	<b>\$ 175,593</b>	<b>\$ (2,695)</b>

**Notes:**

1 - FY2013 Budget covers as many salary and benefit costs as possible, with remainder to travel. FY2012 budget was done with a different assumption.

**Non Appropriated (Covered by GSL)**

	FY 2012 Actual	FY 2013 Budget	FY 2013 Year to Date Budget	FY 2013 Year to Date Actual	Variance Over (Under)
<b>Resources:</b>					
18 Intra-agency Reimbursements	-	-	-	\$ 1,382	\$ 1,382
<b>Total Resources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,382</b>	<b>\$ 1,382</b>

<b>Expenditures:</b>					
19 Salaries	-	351,674	263,755	152,102	(111,653)
20 Travel	-	2,275	1,706	3,876	2,170
21 Office Supplies	-	-	-	163	163
22 Equipment Repairs	-	-	-	-	-
23 Printing	-	-	-	598	598
24 Postage	-	-	-	1,736	1,736
25 Communications	-	2,774	2,081	1,816	(265)
26 Rental	-	-	-	-	-
27 Outside Services	-	-	-	3,414	3,414
28 State Transfers	-	-	-	-	-
29 State Reimbursements - Rent	-	-	-	-	-
30 State Reimbursements	-	1,820	1,365	928	(437)
31 ITD Reimbursements	-	1,425	1,069	525	(544)
32 Intra-Agency Reimbursements	-	327,624	245,718	216,157	(29,561)
33 Office Equipment	-	-	-	-	-
34 IT Equipment & Software	-	-	-	1,377	1,377
35 Other Expenses & Obligations	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 687,592</b>	<b>\$ 515,694</b>	<b>\$ 382,692</b>	<b>\$ (133,002)</b>

**Notes:**

18 - Intra-Agency reimbursements (resources) reflects reimbursement received from JR Justice grant; represents salaries and benefits costs reimbursement.  
32 - Intra-Agency reimbursements reflects the charges for Administration and Marketing for ICSAC. Charges are allocated based on budgeted FTE count.

**Total Expenditures (Appropriated + NonAppropriated)**

	FY 2012 Actual	FY 2013 Budget	FY 2013 Year to Date Budget	FY 2013 Year to Date Actual	Variance Over (Under)
<b>Resources:</b>					
36 Intra-agency Reimbursements	\$ -	\$ -	\$ -	\$ 1,382	\$ 1,382
<b>Total Resources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,382</b>	<b>\$ 1,382</b>
<b>Expenditures:</b>					
37 Salaries	\$ 219,455	\$ 584,184	\$ 441,849	\$ 327,695	\$ (114,154)
38 Travel	335	2,708	1,900	3,876	1,976
39 Office Supplies	1,445	-	-	163	163
40 Equipment Repairs	52	-	-	-	-
41 Printing	2,058	-	-	598	598
42 Postage	3,672	-	-	1,736	1,736
43 Communications	2,381	2,774	2,081	1,816	(265)
44 Rental	5,588	-	-	-	-
45 Outside Services	60	-	-	3,414	3,414
46 State Transfers	3,653	-	-	-	-
47 State Reimbursements - Rent	75	-	-	-	-
48 State Reimbursements - Other	3,479	1,820	1,365	928	(437)
49 ITD Reimbursements	1,469	1,425	1,069	525	(544)
50 Intra-Agency Reimbursements	6,165	327,624	245,718	216,157	(29,561)
51 Office Equipment	-	-	-	-	-
52 IT Equipment & Software	-	-	-	1,377	1,377
53 Other Expenses & Obligations	9	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 249,896</b>	<b>\$ 920,535</b>	<b>\$ 693,982</b>	<b>\$ 558,285</b>	<b>\$ (135,697)</b>
<b>Net Resources (Expenditures)</b>	<b>(249,896)</b>	<b>(920,535)</b>	<b>(693,982)</b>	<b>(556,903)</b>	<b>137,079</b>

**IOWA COLLEGE STUDENT AID COMMISSION  
 DEFAULT PREVENTION, FUND #0261  
 SUMMARY OF RESOURCES AND EXPENDITURES  
 SFY 2013 as of March 31, 2013**

	FY 2013 Budget	FY 2013 Year to Date Budget	FY 2013 Year to Date Actuals	Variance
<b>Resources:</b>				
Interest	4,200	3,150	2,977	(173)
Refunds & Reimbursements	0	0	0	0
<b>Total Resources</b>	<b>4,200</b>	<b>3,150</b>	<b>2,977</b>	<b>(173)</b>
<b>Expenditures:</b>				
Travel/State Vehicle	0	0	0	0
Office Supplies	0	0	0	0
Printing & Binding	0	0	0	0
Professional & Scientific Services	0	0	0	0
Outside Services	0	0	0	0
Advertising & Publicity	0	0	0	0
ITD Reimbursement	0	0	0	0
Licenses	150,000	112,500	150,000	37,500
Aid to Individuals	0	0	0	0
<b>Total Expenditures</b>	<b>150,000</b>	<b>112,500</b>	<b>150,000</b>	<b>37,500</b>
<b>Net Gain(Loss)</b>	<b>(145,800)</b>	<b>(109,350)</b>	<b>(147,023)</b>	<b>(37,673)</b>
Default Prevention Cash Balance 6/30/12	1,594,173			
Net Gain/(Loss) SFY 2013	(147,023)			
<b>Cash Balance</b>	<b>1,447,150</b>			