

IOWA COLLEGE STUDENT AID COMMISSION

November 20, 2015



IowaCollegeAid.gov
Because college changes everything.

IOWA COLLEGE STUDENT AID COMMISSION

Guiding Statements

Our Vision

All Iowans can achieve an education beyond high school.

Our Mission

We advocate for and support Iowa students as they explore, finance and complete educational opportunities beyond high school to increase family and community success.

Our Motto

Because college changes everything.

Our Guiding Principles

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

IOWA COLLEGE STUDENT AID COMMISSION

A G E N D A

November 20, 2015

10:00 a.m.

Iowa College Student Aid Commission Conference Room

1. Executive Director's ReportTab A Misjak
- *2. Minutes of Meeting September 23, 2015Tab B Misjak
- *3. Administrative RulesTab C Leeper
 - Chapter 28-Teach Iowa Scholar Program
 - Chapter 35-Iowa Teacher Shortage Loan Forgiveness Program
 - Chapter 36-Governor Terry E. Branstad Iowa State Fair Scholarship Program
- *4. Administrative RuleTab D Leeper
 - Chapter 21-Postsecondary Registration
- *5. ACT, Inc. ContractTab E Sibouih
- *6. NCCEP Outside Evaluation Auditor ContractTab F Sibouih
- *7. Committee Reports.....Tab G
 - Audit and Finance Committee Commissioner Wells
 - Legislative Committee Commissioner Ash
8. Commissioner ReportsTab H
 - CTE Task ForceCommissioner Varner
9. Staff ReportsTab I
 - Administrative Budget/Expenditure Summary.....May
 - Postsecondary Registration.....Small
 - NGA Policy Academy.....Scott
10. Adjournment

* Indicates Action Item

UPCOMING MEETING DATE:

January 15, 2016 March 18, 2016 May 20, 2016

IOWA COLLEGE STUDENT AID COMMISSION
Executive Director's Report
November 2015

Third White House Convening on Strengthening School Counseling and College Advising

Outreach Division Administrator Rachel Scott attended the "Third White House Convening on Strengthening School Counseling and College Advising" held at the University of North Florida in Jacksonville, FL on November 2 -4. The convening focused on enhancing the role of school counselors and improving college and career readiness through use of postsecondary data. The convening also provided state teams with the opportunity to strategize with other states across the nation, review best practice models, and receive technical assistance to dramatically increase the number of traditionally underserved students prepared for, entering and succeeding in postsecondary education.

During the three-day event, Eric Waldo, Executive Director for the Reach Higher Initiative, gave opening remarks and promoted the Better Make Room campaign, which seeks to inspire students about the impact higher education can have on their lives. Johan Uvin, Acting Assistant Secretary for Career, Technical, and Adult Education, talked to attendees about the Administration's current priorities for Career Technical Education reauthorization.

Iowa's College and Career Readiness Roadmap Team was well represented at the convening, with nine members in attendance including the executive director of the Board of Educational Examiners, two staff members from the Iowa Department of Education, an AEA chief as well as GEAR UP Iowa's Director of Research and Training. Because of Iowa's rapid progress and widespread support of improving career guidance and college and career readiness, Iowa's team was honored to be selected as the only state team to present a general session on cross sector leadership and mobilization. The panel included Rachel Scott, DMACC President Rob Denson, Postsecondary Lead Dave Ford and DMPS Student Support Coordinator Meredith Dohmen.

FAFSA Reporting

One major topic of discussion during the NASSGAP Conference was an announcement from the U.S. Department of Education that the Department is considering removing state access to students' choices of colleges and universities as reported on the Free Application for Federal Student Aid (FAFSA). Commission staff currently uses the FAFSA as the sole application for many of our programs and uses the students' choice of colleges and universities to project student awards. If the Department's decision is to no longer provide the states with the list of schools selected by the student on the

FAFSA, the Commission may have to request the information directly from FAFSA applicants. This would create a situation under which students would be required to provide the same information twice – once on the FAFSA and once on a separate application for the Commission to process state awards for the 2017-18 academic year.

On November 12, 2015, the Department issued a “Dear Colleague Letter” regarding the 2016-17 academic year stating that information about all of the colleges and universities listed by the student will continue to be included on the ISIRs provided to state grant agencies, as well as on the Student Aid Report (SAR) provided to the student. Institutions may not require students to submit SARs to the institution. The release of college choice information for future academic years were not addressed.

State grant agencies are notifying Congressional staff explaining the implications of such a decision by the Department for the 2017-18 academic year. We have notified our Congressional staff and have heard back from several offering to weigh in on this issue.

New Staff

We will be welcoming a new member to the Iowa College Aid staff on November 30, Zach Rhein. Mr. Rhein has accepted a position with our agency as an Executive Officer 1 in the role of a Grants Specialist. This position will be taking on a lot of responsibilities related to our new Grants Administration Division, including grant seeking, writing and postaward management. Mr. Rhein has an extensive background in federal grant management, performance management and writing, with previous positions at the Corporation for National and Community Service and Lecturer at Iowa State University.

We are also in the process of hiring a Statistical Research Analyst 3 to increase our ability to provide research reports and enhance the research around our federal grants.

**IOWA COLLEGE STUDENT AID COMMISSION
MINUTES OF MEETING
September 23, 2015
10:00 a.m.**

Members Present:

Janet Adams	Michael Ash
Roger Claypool	Crystal Ford
Tedd Gassman	Katie Mulholland
Herman Quirnbach	Doug Shull
Jeremy Varner	Karolyn Wells
Cindy Winckler	

Members Absent:

Tim Kraayenbrink	Frederick Moore
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Staff Present:

Todd Brown	Jethro De Lisle
Julie Leeper	Al Lewis
Kris May	Karen Misjak
Rachel Scott	Christina Sibouih
Carolyn Small	Ashley Wendt

Guests Present:

Matt Brown	Iowa Student Loan
Angela Carlson	Capri College
Dave Epley	House Democratic Staff
Robin Madison	Legislative Services Agency
Annette Shaw	BTC Capital Management
Melissa Stover	Bankers Trust
Colin Tadlock	Legislative Services Agency

Call to Order

The Iowa College Student Aid Commission met for a regularly scheduled meeting on September 23, 2015. Commission Chair Adams called the meeting to order at 10:06 a.m. with a quorum present.

Executive Director's Report

Ms. Misjak said she and Janet Adams as well as several other Commissioners attended a town hall meeting on September 14, 2015 at North High School that was attended by President Barack Obama and U.S. Department of Education Secretary Arne Duncan. The President praised North High School for their improvements in college readiness, through increases in such areas as AP classes over the recent years. President Obama made two announcements during this visit, announcing changes to the FAFSA application deadlines starting in October 2016 and also announced and discussed the re-launch of the College Scorecard website as part of the conversation on college affordability and student readiness.

Ms. Misjak shared that Commission staff were given the directive to submit a status quo budget for FY 2017 when she met with the Department of Management. Ms. Misjak said they discussed the new scholarship and grant system and we are planning to request the \$150,000 annual maintenance fee for the system in the administrative budget. The Commission's budget meeting to discuss Fiscal Year 2017 budget requests with the Governor and the Department of Management has been scheduled for November 19, 2015.

Ms. Misjak said during the 2014-15 state fiscal year, the Commission administered scholarship and grant programs provided 28,741 awards, totaling approximately \$72,384,801, and the Commission administered loan repayment programs provide 311 awards to individuals employed in select high-need professions in Iowa providing over \$4,065,372 in loan repayment obligations and cash bonuses. The number of total awards made through Commission administered scholarship, grant, and loan repayment programs increased by almost 6% and expenditures increased by over 13% in 2014-15 when compared to the previous year. Ms. Misjak said the increase was largely due to the Gear Up Scholarship.

The Commission is one member of a network made up of individuals from a variety of education stakeholder groups and state agencies interested in coordinating efforts to implement elements of First Lady Michelle Obama's Reach Higher Initiative titled the Iowa College and Career Readiness Roadmap. Commissioner Winckler requested a presentation on College and Career Readiness and what that involves.

Minutes of Meeting

Motion: Commissioner Shull moved to approve the meeting minutes for July 17, 2015 as written. Commissioner Ford seconded the motion which passed unanimously.

Motion: Commissioner Wells moved to approve the meeting minutes for August 21, 2015 as written. Commissioner Shull seconded the motion which passed unanimously.

Administrative Rules

Motion: Commissioner Ash moved to rescind the proposed Administrative Rules Chapter 27 – Iowa Grant Program. Commissioner Shull seconded the motion which passed unanimously.

Motion: Commissioner Shull moved to adopt amendments to *Administrative Rules Chapter 8 – All Iowa Opportunity Scholarship*, New Chapter 10 – Uniform Policies and refer all references to residency in the Commission’s rules to this new chapter, *Chapter 20 – National Guard Educational Assistance Program*, *Chapter 28 – Teach Iowa Scholar Program*, and *Chapter 36 – Governor Terry E. Branstad Iowa State Fair Scholarship Program*. Commissioner Ash seconded the motion which passed unanimously.

Audit and Finance Committee

Ms. May shared that staff is working with the Attorney General’s office to issue a Notice of Sale to receive bid proposals from prospective bidders to purchase the private Partnership Loan Program portfolio. The Audit and Finance Committee will also be working with staff on the financial framework to establish a 5-year financial plan and will be sharing this plan at upcoming Commission Meetings.

Motion: Commissioner Wells moved that the Commission recommend a Fiscal Year 2017 budget that includes a 5 percent increase in all programs administered by the Commission, that the Work-Study Program be funded at \$1,250,000, and that the Commission’s administrative funding be increased to \$610,991, for a total budget recommendation of \$74,673,232. Commissioner Shull seconded the motion which passed unanimously.

Ms. Misjak said the Budget Hearing has been scheduled with the Governor and Department of Management. Commissioners are welcome to speak and present a recommended budget on their behalf. Commissioner Quirnbach said it is good to have Commissioners presence during this hearing.

Legislative Committee

Ms. Leeper said the Commission has an agency bill; however, there is no plan to introduce the bill for the 2016 Legislative Session. This Legislative Session, staff will work on code language clean-up for the All Iowa Opportunity Scholarship. The National

Guard Program would also like some changes and staff will be working with their lobbyist. Commissioner Winckler said the National Guard changes will likely go through the Veterans Affairs Committee where the expertise in higher education are lacking and feels that the legislators on the board should advocate that these changes go to the education committees. Commissioner Quirnbach asked to receive a copy of the changes so it can be filed with the Education Committee in the Senate. Ms. Leeper said the Legislative Committee will be working on Consumer Protection language issues with the AG's office during their next Legislative Committee meeting.

Banker's Trust

Ms. Shaw from BTC Capital Management provided an update on the Gear Up Trust investment portfolio.

Staff Reports

Ms. Small provided an update regarding Ashford University and their teach out programs for Clinton students. Transferring agreements for these students are being worked on and Ashford is keeping Commission staff in the loop. Ms. Small said she feels comfortable with the plan that Ashford has put in place.

Commissioner Quirnbach requested that staff keep Commissioners updated regarding the issue of consumer protection while working with the national SARA entity.

Mr. Brown provided a report on the close out of the Iowa Grant Program.

Ms. Sibouih gave an overview of the first year of the GEAR UP Grant 2.0.

Ms. Scott shared what the College Changes Everything (CCE) initiative is working on currently. Current Local College Access Network (LCAN) Grantee Communities include Ottumwa, Burlington, Sioux City, Hampton and Estherville. Next steps include developing an implementation grant process, training for communities with Michigan College Access Network staff on October 7 and 8, 2015 and working with all grantees on network development and sustainability.

Commissioner Winckler requested a map of graduation rates by county.

Ms. May provided an update of FY2015 year-to-date financials.

Commission Adjourned at 12:14.

JANET ADAMS, CHAIR

CRYSTAL FORD, VICE CHAIR

IOWA COLLEGE STUDENT AID COMMISSION

**Administrative Rules
November 2015**

RECOMMENDED ACTIONS:

Move to propose amendments to *Administrative Rules Chapter 28 – Teach Iowa Scholar Program and Chapter 35 – Iowa Teacher Shortage Loan Forgiveness Program.*

The proposed amendments to Chapters 28 and 35 define “recipient” to eliminate the possibility that teachers receive awards under more than one program in any given year.

Move to propose amendments to *Administrative Rules Chapter 36 – Governor Terry E. Branstad Iowa State Fair Scholarship.*

The proposed amendment to Chapter 36 eliminates two items from applications that students must provide to the Commission, making it easier for students to apply.

COLLEGE STUDENT AID COMMISSION[283]

Notice of Intended Action

Pursuant to the authority of Iowa Code section 261.110, the Iowa College Student Aid Commission hereby gives Notice of Intended Action to amend Chapter 28, "Teach Iowa Scholar Program," Iowa Administrative Code.

The proposed amendment to Chapter 28 define "recipient" to eliminate the possibility that teachers receive awards under more than one program in any given year.

Interested persons may submit comments orally or in writing by 4:30 p.m. on January 12, 2016, to the Executive Director, Iowa College Student Aid Commission, 430 East Grand Avenue, Third Floor, Des Moines, Iowa 50309-1920. Written comments also may be sent by fax (515)725-3401, by e-mail to Julie.leeper@iowa.gov, or via the Iowa Administrative Rules Web site at <https://rules.iowa.gov>.

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 there is no impact on jobs.

This amendment is intended to implement Iowa Code chapter 261.

The following amendment is proposed.

Amend subrule 28.2(261) as follows:

283—28.2(261) Definitions. As used in this chapter:

"*Commission*" means the Iowa college student aid commission.

"*Department*" means the Iowa department of education.

"*Eligible school or agency*" means a public school district, area education agency, charter school, and accredited nonpublic school recognized and approved by the department.

"*Eligible student loan*" means a recipient's total subsidized, unsubsidized, and consolidated Federal Stafford Loan amount under the Federal Family Education Loan Program, Federal Direct Loan Program, federal Graduate PLUS Loan, or federal Perkins Loan, including principal and interest. Only the outstanding portion of a federal consolidation loan that was used to repay an eligible subsidized or unsubsidized Federal Stafford Loan qualifies as an eligible student loan.

"*Eligible teaching field*" means hard-to-staff subjects as identified by the director of the department. In selecting hard-to-staff subjects, the department shall consider the varying regional needs in the state.

"*Preparation program*" means the programs of practitioner preparation leading to licensure of teachers, administrators, and other professional school personnel.

"*Recipient*" means a teacher designated to receive funding under this rule. A recipient may not be a teacher who has been designated to receive funding under another teacher-specific benefits program administered by the commission during the same year.

"*Teacher*" means an individual who holds a practitioner's license or a statement of professional recognition issued under Iowa Code chapter 272 and who is employed in a nonadministrative position by a school district or area education agency pursuant to a contract issued by a board of directors under Iowa Code section 279.13. "Teacher" also includes a preschool teacher who is licensed by the board of educational examiners under Iowa Code chapter 272 and is employed by an eligible school or agency.

COLLEGE STUDENT AID COMMISSION[283]

Notice of Intended Action

Pursuant to the authority of Iowa Code section 261.112, the Iowa College Student Aid Commission hereby gives Notice of Intended Action to amend Chapter 35, "Iowa Teacher Shortage Loan Forgiveness Program," Iowa Administrative Code.

The proposed amendment to Chapter 35 define "recipient" to eliminate the possibility that teachers receive awards under more than one program in any given year.

Interested persons may submit comments orally or in writing by 4:30 p.m. on January 12, 2016, to the Executive Director, Iowa College Student Aid Commission, 430 East Grand Avenue, Third Floor, Des

Moines, Iowa 50309-1920. Written comments also may be sent by fax (515)725-3401, by e-mail to Julie.leeper@iowa.gov, or via the Iowa Administrative Rules Web site at <https://rules.iowa.gov>.

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 there is no impact on jobs.

This amendment is intended to implement Iowa Code chapter 261.

The following amendment is proposed.

Amend subrule 35.2(261) as follows:

283—35.2(261) Definitions. As used in this chapter:

“*Shortage area*” means a geographic or subject area in which there exists teacher shortages as determined annually by the director of the Iowa department of education.

“*Recipient*” means a teacher designated to receive funding under this rule. A recipient may not be a teacher who has been designated to receive funding under another teacher-specific benefits program administered by the commission during the same year.

“*Teacher*” means an individual holding a practitioner’s license issued by the Iowa board of educational examiners, who is employed in a nonadministrative position in a designated shortage area by a school district or area education agency. Further, a teacher is a licensed member of a school’s instructional staff who diagnoses, prescribes, evaluates, and directs student learning in a manner consistent with professional practice and school objectives, shares responsibility for the development of an instructional program and any coordinating activities, evaluates or assesses student progress before and after instruction, and uses student evaluation or assessment information to promote additional student learning.

COLLEGE STUDENT AID COMMISSION[283]

Notice of Intended Action

Pursuant to the authority of Iowa Code section 261.62, 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 proposed amendment to Chapter 36 eliminates two items from applications that students must provide to the Commission, making it easier for students to apply.

Interested persons may submit comments orally or in writing by 4:30 p.m. on January 12, 2016, to the Executive Director, Iowa College Student Aid Commission, 430 East Grand Avenue, Third Floor, Des Moines, Iowa 50309-1920. Written comments also may be sent by fax (515)725-3401, by e-mail to Julie.leeper@iowa.gov, or via the Iowa Administrative Rules Web site at <https://rules.iowa.gov>.

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 there 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 description of community services.

IOWA COLLEGE STUDENT AID COMMISSION

**Administrative Rule
Chapter 21-Postsecondary Registration
November 2015**

The Legislative Committee will be meeting to discuss the Chapter 21-Postsecondary Registration Administrative Rule and will provide a report during the November 20, 2015 Commission Meeting.

IOWA COLLEGE STUDENT AID COMMISSION

ACT, Inc. Assessment Services for GEAR UP Iowa November 2015

RECOMMENDED ACTION:

Authorize the Executive Director to enter into a five-year contract, with a one-year extension option, for assessment services to students in the GEAR UP Iowa cohort with ACT, Inc.

Overview

The GEAR UP Iowa 2.0 project is accountable to key performance measures relating to student preparation for and success in postsecondary education. Iowa College Aid identified ACT, the accepted college admissions assessment for the state, the sole source vendor for the three different assessments required by the GEAR UP Iowa grant: ACT Engage, ACT Aspire, and The ACT. A sole source procurement request has been submitted to and approved by the Director of the Department of Administrative Services.

Scope of Work

The ACT Engage is an assessment that identifies key academic behaviors and risk factors that affect student success and persistence. It measures the behavioral obstacles that prevent success and persistence, such as motivation, discipline, self-confidence, social interaction, and study skills. ACT Engage can predict how likely it is for students to graduate high school, and whether they will earn at least a 2.0 GPA. GEAR UP Iowa is conducting a pilot study related to non-cognitive skills in cohort students. Students participating in the pilot study will take the ACT Engage in 8th grade and 10th grade.

ACT Aspire is a standards-based assessment used to monitor student progress toward college and career readiness. It is offered as a summative assessment designed to align with the Common Core State Standards. The Aspire tests English, math, reading, science and writing subject areas for grades 3-8, and it serves as a test preparation tool for The ACT. GEAR UP schools will have the option to administer the ACT Aspire to students in spring 2016 at the end of the 8th grade year. The Aspire will provide schools with valuable data that will enable educators to better inform instruction, and it help parents to better understand their student's progress.

The ACT is a curriculum and standards-based educational and career planning tool that assesses students' academic readiness for college. It serves as the college admissions and placement test for high school graduates. The ACT also has an Interest Inventory that allows students to evaluate their interest in various career options. The assessment is accepted by all 4-year colleges and universities in the United States. When students register for The ACT, they can choose up to four colleges to which ACT will send test scores allowing students to become visible to colleges and scholarship agencies. The ACT will be administered in all 12 GEAR UP Iowa school districts as a required service of the grant. Once complete, The ACT will allow GEAR UP Iowa students to apply to any college in the United States. It will also assist in increasing the number of students taking The ACT in the State of Iowa.

- During November 2015, ACT will set up demonstration meta-district sites for school personnel administering the Engage Assessment.
- From November 1, 2015, through April 30, 2016, ACT will provide 1,200 ACT Engage Assessments for 8th grade students participating in the GEAR UP Iowa Program.
- From April 4, 2016, through May 27, 2016, ACT will provide approximately 750 ACT Aspire Assessments for 8th grade students participating in the GEAR UP Iowa Program.

- During the academic years 2018-2019 and 2019-2020, ACT will provide approximately 6,300 ACT Assessments for 11th or 12th grade students participating in the GEAR UP Iowa Program.

Term of Contract:

5 years, with a one-year extension option

Cost:

Iowa College Aid will pay ACT per student for the applicable product based upon the most current rates, as follows: \$6.25 per Engage Assessment provided, not to exceed \$45,000 in the aggregate; \$31.00 per scored Aspire Assessment, not to exceed \$23,250 in the aggregate; and \$56.50 per ACT assessment for students not meeting the ACT waiver requirements.

IOWA COLLEGE STUDENT AID COMMISSION

National Council for Community and Education Partnerships (NCCEP) Outside Evaluation Auditor for the GEAR UP Iowa Project November 2015

RECOMMENDED ACTION:

Authorize the Executive Director to enter into a one-year contract, with five one-year extension options, for outside evaluation audit services for the GEAR UP Iowa Project with the National Council for Community and Education Partnerships (NCCEP).

Overview

The GEAR UP Iowa 2.0 project model requires an independent review and audit of the evaluation plan, data collection procedures, design and review of reports. Iowa College Aid identified NCCEP, the USDE-designated technical assistance and training provider for GEAR UP grantees, the sole source vendor to ensure continuity with grant objectives and performance. A sole source procurement request has been submitted to and approved by the Director of the Department of Administrative Services.

Scope of Work

NCCEP will work with Iowa College Aid's GEAR UP Iowa project staff to analyze the capacity of existing data systems; train on-site program and evaluate staff on common service definitions, data organization, data management, and tracking systems implementation; train on the use of unique identifiers to link data; and develop site specific strategies for preparing data for analyses and reporting.

The proposed program would include the following:

- Provide guidance on data collection and tracking, formative and summative evaluation, and research design, as appropriate. Work with the GEAR UP program to set up a secure data infrastructure (cost of the infrastructure to be covered by the Iowa GEAR UP program).
- Train evaluators on GEAR UP evaluation and statistical analysis practices. Provide consulting on creating matched comparison groups using propensity score matching or stratification.
- Provide technical assistance, as needed, on data collection, data entry, the federal reporting of data, and interpretation.
- Work with the GEAR UP program to collect and link postsecondary data from the National Student Clearinghouse with school-level and program service data.
- Conduct an independent review and audit of the evaluation plan, as well as required reports (i.e., annual APR, biennial program report) and any additional, optional reports the evaluation team may generate.

Term of Contract:

1 year with five, one-year extension options

Cost: \$16,000 per year

NCCEP proposes to provide evaluation expertise to Iowa GEAR UP for the equivalent of 10 working days annually for the completion of these tasks, and up to one trip per grant year to Iowa for on-site technical assistance. The estimated cost factors in travel, hotel, and ground transportation for NCCEP staff, along with printing costs for training materials, and shipping as needed. Online webinars in place of in-person training can be substituted upon mutual agreement by Iowa GEAR UP and NCCEP.

IOWA COLLEGE STUDENT AID COMMISSION

**Audit and Finance Committee
November 2015**

Audit and Finance Committee report will be provided during the November 20, 2015 Commission Meeting.

IOWA COLLEGE STUDENT AID COMMISSION

**Legislative Action Committee
November 2015**

A legislative report will be provided during the November 20, 2015 Commission Meeting.

IOWA COLLEGE STUDENT AID COMMISSION

**CTE Task Force
November 2015**

Commissioner Jeremy Varner will present on the CTE Task Force.

**IOWA COLLEGE STUDENT AID COMMISSION
OPERATING FUND 0163 - YEAR TO DATE UNIT DETAIL
SUMMARY OF RESOURCES AND EXPENDITURES
SFY 2016 as of October 31, 2015**

Operating Fund	UNIT	UNIT	UNIT	UNIT	UNIT	UNIT	UNIT	UNIT	UNIT	UNIT	UNIT	YTD	YTD	YTD Actual
	2001	2002	3004	4001	5002	5003	7007	8008	9001	9008		ACTUAL	BUDGET	to Budget
	ADMIN	MARKETING	FFELP	JR JUSTICE	S&G	POSTSEC REG	CCE/ CHALLENGE GRANT	PLP	GEAR UP SCH	GEAR UP		TOTAL	TOTAL	Variance
Revenues/Resources:														
1 Interest on Operating Fund	17,706	-	-	-	-	-	-	-	-	-	-	17,706	16,667	1,039
2 Other Revenue/ PLP & Great Lakes Revenue (P&I)	75	-	815,163	-	-	-	487	44,648	6,940	-	-	867,313	745,022	122,291
3 Intra-Agency Reimbursements	604,416	159,588	-	-	6,114	-	-	-	582,903	-	-	1,353,021	462,855	890,166
4 Intra State Transfer	-	-	-	-	-	11,020	-	-	-	-	-	11,020	23,333	(12,313)
5 Grant DrawDown from USDE	-	-	-	27,755	6,114	-	87,376	-	582,903	204,784	-	908,932	3,764,599	(2,855,667)
6 Reimbursements from other Entities	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7 Gov Transfer In Other Agencies	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8 Fees, Licenses & Permits	-	-	-	-	-	-	-	-	-	-	-	-	-	-
9 Unearned Receipts	-	-	-	-	-	-	-	-	-	-	-	-	-	-
10 State Appropriation	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenues/Resources	\$ 622,197	\$ 159,588	\$ 815,163	\$ 27,755	\$ 12,228	\$ 11,020	\$ 87,863	\$ 44,648	\$ 1,172,746	\$ 204,784	\$ 3,157,992	\$ 5,012,476	\$ (1,854,484)	
Expenditures:														
11 Personal Services	407,037	120,363	-	-	31,986	44,250	71,132	-	-	145,680	-	820,448	943,689	(123,241)
12 Travel	1,833	(4,235)	-	-	1,669	982	9,315	-	-	34,193	-	43,757	47,038	(3,281)
13 Office Supplies	14,548	1,697	-	-	538	11	150	-	-	483	-	17,427	17,187	240
14 Equipment Repairs	-	-	-	-	-	-	-	-	-	-	-	-	433	(433)
15 Professional & Scientific Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-
16 Other Supplies	-	-	-	-	-	-	-	-	-	4,415	-	4,415	-	4,415
17 Printing and Binding	-	12,515	-	-	50	-	4,995	-	-	2,545	-	20,105	43,099	(22,994)
18 Food	58	-	-	-	-	-	-	-	-	-	-	58	133	(75)
19 Postage	2,210	8,181	-	-	528	-	128	-	-	1,831	-	12,878	10,500	2,378
20 Communications	5,190	498	-	-	683	185	1,039	-	-	1,494	-	9,089	13,395	(4,306)
21 Rentals	54,203	385	-	-	-	-	-	-	-	400	-	54,988	162,608	(107,620)
22 Professional & Scientific Services	1,550	-	-	-	4,753	-	-	-	-	8,951	-	15,254	12,166	3,088
23 Outside Services - Other	6,453	-	-	-	1,263	-	-	13,738	-	121,238	-	142,692	446,098	(303,406)
24 Intra-State Transfers	9,023	-	-	-	-	-	-	-	-	-	-	9,023	29,346	(20,323)
25 Advertising & Publicity	-	19,188	-	-	-	-	-	-	-	162	-	19,350	40,467	(21,117)
26 Attorney General	7,652	-	-	-	-	-	-	-	-	-	-	7,652	11,667	(4,015)
27 State Audits	-	-	-	-	-	-	-	-	-	-	-	-	11,375	(11,375)
28 State Reimbursements	3,438	45	-	-	559	63	459	-	-	317	-	4,881	17,286	(12,405)
29 ITE Reimbursements	25,514	119	-	-	171	41	95	-	-	201	-	26,141	61,656	(35,515)
30 IT Outside Services	578	-	-	-	179,445	-	-	-	-	-	-	180,023	266,802	(86,779)
31 Intra-Agency Reimbursements	-	-	-	3,820	242,189	74,108	170,373	2,292	38,964	232,257	-	764,004	462,856	301,148
32 Equipment	-	-	-	-	-	-	-	-	-	-	-	-	9,333	(9,333)
33 Office Equipment	-	-	-	-	-	-	-	-	-	-	-	-	4,000	(4,000)
34 IT Equipment & Software	65,086	-	-	-	790	-	505	-	-	2,450	-	68,831	90,011	(21,180)
35 Other Expenses & Obligations	-	832	-	-	374	-	-	-	-	-	-	1,206	952	254
36 Licenses	-	-	-	-	-	-	-	-	-	-	-	-	-	-
37 Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-
38 Other Refunds	-	-	37	-	-	-	-	-	-	-	-	37	500	(463)
39 Outside Repairs/Services	43	-	-	-	-	-	-	-	-	-	-	43	-	43
40 State Aid	-	-	-	-	-	-	-	-	-	-	-	-	3,003,095	(3,003,095)
41 Aid to Individuals	-	-	-	28,794	-	-	15,983	-	2,368,668	-	-	2,413,445	-	2,413,445
Total Expenditures	\$ 604,416	\$ 159,588	\$ 37	\$ 32,614	\$ 464,998	\$ 119,640	\$ 274,174	\$ 16,030	\$ 2,407,632	\$ 556,617	\$ 4,635,747	\$ 5,705,692	\$ (1,069,945)	
Net Gain(Loss)Operating Fund	\$ 17,781	\$ -	\$ 815,126	\$ (4,859)	\$ (452,770)	\$ (108,620)	\$ (186,311)	\$ 28,618	\$ (1,234,886)	\$ (351,833)	\$ (1,477,755)	\$ (693,216)	\$ (784,539)	

IOWA COLLEGE STUDENT AID COMMISSION
OPERATING FUND 0163 - YEAR TO DATE/PRIOR YEAR ACTUAL COMPARISON BY UNIT
SUMMARY OF RESOURCES AND EXPENDITURES
SFY 2016 as of October 31, 2015

Operating Fund	Class	FY 2016 Operating Budget	FY 2016 Year to Date Budget	FY 2015 Oct-14 Mth Actual	FY 2016 Oct-15 Mth Actual	FY 2015 Year to Date Actuals	FY 2016 Year to Date Actuals	YTD Actual to Budget Variance
Revenues/Resources:								
1	Interest on Operating Fund (2001)	50,000	16,667	-	9,780	2,360	17,706	1,039
2	Other Revenue/ PLP & Great Lakes Revenue (P&I)	2,235,065	745,022	199,795	310,617	616,979	867,313	122,291
3	Intra-Agency Reimbursements	1,388,566	462,855	-	488,746	-	1,346,907	884,052
4	Intra State Transfer	70,000	23,333	-	11,020	-	17,134	(6,199)
Total Revenues/Resources		\$ 3,743,631	\$ 1,247,877	\$ 199,795	\$ 820,163	\$ 619,338	\$ 2,249,060	\$ 1,001,183
Expenditures:								
5	Agency Administration (2001)	2,608,724	935,626	190,448	130,072	659,467	604,416	(331,210)
6	Marketing Administration (2002)	853,563	271,760	27,727	38,796	123,381	159,588	(112,172)
Total Administrative		\$ 3,462,287	\$ 1,207,386	\$ 218,175	\$ 168,868	\$ 782,848	\$ 764,004	\$ (443,382)
7	FFELP Expense (3004)	501	167	-	35	-	37	(130)
8	Collection Expense - PLP (8008)	66,606	22,202	8,469	5,263	19,668	16,030	(6,172)
Total FFELP and Collection Expenses		\$ 67,107	\$ 22,369	\$ 8,469	\$ 5,298	\$ 19,668	\$ 16,067	\$ (6,302)
9	Scholarship and Grants (5002)	1,721,373	573,717	3,885	88,862	132,805	464,998	(108,719)
10	Postsecondary Registration (5003)	483,232	155,573	13,008	10,253	59,254	119,640	(35,933)
Total Osteo, S&G, Postsecondary Reg		\$ 2,204,605	\$ 729,290	\$ 16,893	\$ 99,115	\$ 192,059	\$ 584,639	\$ (144,651)
Total Operating Expenses		5,733,999	1,959,045	243,537	273,281	994,575	1,364,710	(594,335)
Net resources (exp) before other		\$ (1,990,368)	\$ (711,168)	\$ (43,742)	\$ 546,882	\$ (375,236)	\$ 884,350	\$ 1,595,518
Federal Grant Resources (Grant Drawdown)								
11	Gear Up Grant (9008)	3,219,603	1,073,201	-	(1,478,900)	-	204,784	(868,417)
12	Gear Up Scholarship (9001) (5002)	7,500,000	2,500,000	-	319,878	686,705	589,017	(1,910,983)
13	JR Justice (4001)	50,000	16,667	-	27,755	-	27,755	11,088
17	Challenge Grant (7007)	524,192	174,731	-	52,277	-	87,376	(87,355)
Total Federal Grant Resources		\$ 11,293,795	\$ 3,764,599	\$ -	\$ (1,078,990)	\$ 686,705	\$ 908,932	\$ (2,855,667)
Federal Grant Expenditures (grants)								
18	Gear Up Grant (9008)	3,219,603	1,060,994	0	-1,419,281	0	556,617	(504,377)
19	Gear Up Scholarship (9001)	7,500,000	2,500,000	1,775,562	1,277,127	2,542,002	2,407,632	(92,368)
20	JR Justice (4001)	50,000	16,666	50,872	844	50,872	32,614	15,948
21	Challenge Grant/VISTA (7007)	524,192	168,987	-	58,724	-	274,174	105,187
Total Federal Grant Expenditures		\$ 11,293,795	\$ 3,746,647	\$ 1,826,434	\$ (82,586)	\$ 2,592,874	\$ 3,271,037	\$ (475,610)
Net Federal Grant Income (loss)		\$ -	\$ 17,952	\$ (1,826,434)	\$ (996,404)	\$ (1,906,169)	\$ (2,362,105)	\$ (2,380,057)
Net Gain (Loss) Operating Fund		\$ (1,990,368)	\$ (693,216)	\$ (1,870,176)	\$ (449,522)	\$ (2,281,406)	\$ (1,477,755)	\$ (784,539)

IOWA COLLEGE STUDENT AID COMMISSION
SCHOLARSHIP & GRANT ADMINISTRATION
SUMMARY OF EXPENDITURES
SFY 2016 as of October 31, 2015

State Appropriated - \$431,896

	<i>FY 2015</i>	<i>FY 2016</i>	<i>FY 2016</i>	<i>FY 2016</i>	<i>Variance</i>
	<i>Actual</i>	<i>Budget</i>	<i>Year to Date</i>	<i>Year to Date</i>	<i>Over</i>
			<i>Budget</i>	<i>Actual</i>	<i>(Under)</i>
Expenditures:					
1 Salaries	\$ 232,420	\$ 458,282	141,010	\$ 111,419	\$ (29,591)
2 Travel	-	-	-	-	-
3 Office Supplies	-	-	-	-	-
4 Equipment Repairs	-	-	-	-	-
5 Printing	-	-	-	-	-
6 Postage	-	-	-	-	-
7 Communications	-	-	-	-	-
8 Rental	-	-	-	-	-
9 Professional Services	-	-	-	-	-
10 Outside Services	-	-	-	-	-
11 State Transfers	-	-	-	-	-
12 State Reimbursements	-	-	-	-	-
13 ITD Reimbursements	17,689	-	-	-	-
14 Office Equipment	-	-	-	-	-
15 IT Equipment & Software	-	-	-	-	-
16 Other Expenses & Obligations	-	-	-	-	-
Total Expenditures	\$ 250,109	\$ 458,282	\$ 141,010	\$ 111,419	\$ (29,591)

Non Appropriated (Covered by Operating Fund 0163-Unit 5002)

	<i>FY 2015</i>	<i>FY 2016</i>	<i>FY 2016</i>	<i>FY 2016</i>	<i>Variance</i>
	<i>Actual</i>	<i>Budget</i>	<i>Year to Date</i>	<i>Year to Date</i>	<i>Over</i>
			<i>Budget</i>	<i>Actual</i>	<i>(Under)</i>
Expenditures:					
17 Salaries	29,346	2,934	903	31,986	31,083
18 Travel	2,365	13,920	4,640	1,669	(2,971)
19 Office Supplies	311	2,570	857	538	(319)
20 Professional Services	3,802	-	-	4,753	4,753
21 Printing	-	1,000	333	50	(283)
22 Postage	1,724	4,000	1,333	528	(805)
23 Communications	3,172	2,774	925	683	(242)
24 Rental	-	-	-	-	-
25 Outside Services	5,713	6,000	2,000	1,263	(737)
26 State Transfers	-	26,386	8,795	-	(8,795)
27 State Reimbursements	1,652	1,820	607	559	(48)
28 ITD Reimbursements	1,646	1,425	475	171	(304)
29 Intra-Agency Reimbursements	750,546	856,544	285,515	242,189	(43,326)
30 Office Equipment	-	-	-	-	-
31 IT Equipment & Software	1,185	2,000	667	790	123
32 IT Outside Services	158,391	800,000	266,667	179,445	(87,222)
33 Other Expenses & Obligations	-	-	-	374	374
Total Expenditures	\$ 959,853	\$ 1,721,373	\$ 573,717	\$ 464,998	\$ (108,719)

Total Expenditures (Appropriated + Non-Appropriated)

	<i>FY 2015</i>	<i>FY 2016</i>	<i>FY 2016</i>	<i>FY 2016</i>	<i>Variance</i>
	<i>Actual</i>	<i>Budget</i>	<i>Year to Date</i>	<i>Year to Date</i>	<i>Over</i>
			<i>Budget</i>	<i>Actual</i>	<i>(Under)</i>
Expenditures:					
34 Salaries	\$ 261,766	\$ 461,216	\$ 141,913	\$ 143,405	\$ 1,492
35 Travel	2,365	13,920	4,640	1,669	(2,971)
36 Office Supplies	311	2,570	857	538	(319)
37 Equipment Repairs	3,802	-	-	4,753	4,753
38 Printing	-	1,000	333	50	(283)
39 Postage	1,724	4,000	1,333	528	(805)
40 Communications	3,172	2,774	925	683	(242)
41 Rental	-	-	-	-	-
42 Outside Services	5,713	6,000	2,000	1,263	(737)
43 State Transfers	-	26,386	8,795	-	(8,795)
44 State Reimbursements - Other	1,652	1,820	607	559	(48)
45 ITD Reimbursements	1,646	1,425	475	171	(304)
46 Intra-Agency Reimbursements	768,235	856,544	285,515	242,189	(43,326)
47 Office Equipment	-	-	-	-	-
48 IT Equipment & Software	1,185	2,000	667	790	123
49 IT Outside Services	158,391	800,000	266,667	179,445	(87,222)
49 Other Expenses & Obligations	-	-	-	374	374
Total Expenditures	\$ 1,209,962	\$ 2,179,655	\$ 714,727	\$ 576,417	\$ (138,310)
Check	-	-	-	-	-

IOWA COLLEGE STUDENT AID COMMISSION

Muscatine Assist to Succeed School Application for Exemption from Postsecondary Registration in Iowa November 2015

RECOMMENDATION: On advice of agency counsel, approve the application for exemption from Iowa registration for Muscatine Assist to Succeed School.

Registration Exemption Purpose

Iowa Code Section 261B.11, subsection 1, describes a number of exceptions from Iowa's registration requirements, including for "Postsecondary educational institutions offering programs limited to nondegree specialty vocational training programs" (paragraph "k"). Muscatine Assist to Succeed School has applied to the Commission under this exemption for authorization to initiate instruction in a dental assisting program via in-person instruction at a location in Iowa.

Institutional Information

Muscatine Assist to Succeed School is a for-profit school located at 2202 Houser St., Muscatine, Iowa. The School's chief executive officer is Dr. Carol Moreno, DDS, at the same address. The same address is the location of Gentle Family Dentistry, where the chief executive officer maintains a professional practice.

Muscatine Assist to Succeed School is registered with the Iowa Secretary of State's office as a domestic limited liability company #460739. Its registered agent is Northwest Registered Agent, Inc., 309 Court Ave., Suite 811, Des Moines, Iowa 50309. Dr. Carol Moreno is the designated Iowa contact person for the School, at 2202 Houser St., Muscatine, Iowa, (563) 288-2612.

Students who seek transcript information from the School should contact the school at 2202 Houser St., Muscatine, Iowa 52776, or the student may call (563) 288-2612.

Program Offered in Iowa

The School proposes to offer a single, dental assisting program of study. In-person instruction in the program will occur from 8 am to 5 pm on Saturdays for 11 consecutive weekends. The cost of the program is \$3995. Books and supplies are included in the cost of the program.

The Iowa Dental Board registers persons who wish to legally practice dental assisting in Iowa. Iowa law prescribes two types of training programs for dental assistants that are acceptable for the purpose of registration as a dental assistant in Iowa:

- Training by students who are enrolled in a postsecondary school approved by the Iowa Dental Board (i.e., a program accredited by the American Dental Association), or
- Successful completion of on-the-job training through the dental assistant trainee process and personal supervision of an employer dentist.

Staff referred Dr. Moreno's program proposal to the Iowa Dental Board for its review. On November 20, 2014, the Iowa Dental Board responded in writing, stating that Dr. Moreno's proposed dental assisting program does not fall into either category listed above. Therefore, the program would not fulfill any of the requirements for registration as a dental assistant in Iowa. The Iowa Dental Board neither approved nor objected to Dr. Moreno's proposed program but advised that Dr. Moreno was limited to providing didactic training only.

Dr. Moreno's promotional brochure provides the following clarification about the proposed program's outcome:

Notice to individuals intending to practice in Iowa: This program is not approved by the Iowa Dental Board and will not qualify you to be registered as a dental assistant in Iowa. Please see details inside brochure.

Upon completion of the course, you will receive a certificate to show your training. In order to practice as a dental assistant in Iowa, you must still fulfill all of the requirements for registration as a dental assistant set by the Iowa Dental Board. You will need to work at least 6 months as a dental assistant trainee for a licensed dentist and pass 3 tests given by Iowa Dental Board to become a registered dental assistant in the State of Iowa. You can also attend an ADA accredited dental assisting program and after you pass the 3 tests given by the Iowa Dental Board you can also become a registered dental assistant.

Financial Responsibility under Iowa Code Section 714.18

Muscatine Assist to Succeed School has filed satisfactory evidence of financial responsibility, as witnessed by a continuous corporate surety bond payable to the State of Iowa in the amount of \$50,000 issued by Hartford Fire Insurance Company.

State Tuition Refund Policy under Iowa Code Section 714.23

The minimum tuition refund policy for students who withdraw from a for-profit school does not apply to Muscatine Assist to Succeed School. This provision of law applies only to for-profit schools with at least one program of more than 4 months in length that leads to a recognized educational credential such as a degree, diploma, or license.