

# Iowa College Student Aid Commission

May 20, 2016



**[IowaCollegeAid.gov](http://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 Iowans 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

May 20, 2016  
10:00 a.m.

Iowa College Student Aid Commission Conference Room

1. Executive Director's Report..... Tab A .... Misjak
- \*2. Minutes of Meeting- February 5, 2016 ..... Tab B ..... Misjak
- \*3. FY2017 Meeting Schedule..... Tab C ..... Misjak
- \*4. Administrative Rules..... Tab D ..... Leeper
5. Banker's Trust Presentation..... Tab E ..... Misjak
- \*6. Audit and Finance Committee Budget Report..... Tab F..... Commissioner Wells
  - \*Operating Fund
  - \*State Program Administration Budget
  - \*Postsecondary
  - \*Partnership Loan Program
  - \*Federal Grants
- \*7. SREB Contract..... Tab G ..... Sibouih
- \*8. Amendment to ISL PLP Contract ..... Tab H ..... Leeper
- \*9. Amperage Contract Extension ..... Tab I..... Misjak
- \*10. 2016-2018 Strategic Plan ..... Tab J..... Misjak
11. Committee Reports ..... Tab K
  - Legislative Committee ..... Commissioner Ash
  - \* - Audit and Finance Committee ..... Commissioner Wells
12. Staff Reports ..... Tab L
  - Administrative Budget/Expenditure Summary..... May
  - Postsecondary Registration..... Small
13. Adjournment

\* Indicates Action Item

**UPCOMING MEETING DATE:**

Upcoming meeting dates will be set during the May 20, 2016 Commission Meeting.

# IOWA COLLEGE STUDENT AID COMMISSION

## Executive Director's Report May 2016

### GEAR UP Iowa Year 2 Annual Performance Report

Each year, the grantor for our GEAR UP Iowa (GUI 2.0) grant, the U.S. Department of Education, requires that we submit an annual performance report on the progress of the program. The report includes evaluation of services, programming, administrative updates, as well as a report on all service and academic progress data relating to the 6,300 cohort students across the state. Every other year, we are also required to administer a survey to 80% of the students and 50% of parents, and report back the data obtained.

Overall, the year has been quite strong. Staff, systems and processes are in-place and all districts that have elected to hire staff during the first two years have maintained these positions. We have already revised policies and procedures from year 1 for optimization and efficiency and are maintaining strong communication with our partner districts. We are also regularly receiving data from almost all districts, and working hard to fill in any missing pieces with respect to data. We have collated our evaluation practices into a single manual and this plan is under review by our external evaluator.

#### *Highlighted Activities*

Over 99% of GUI 2.0 students were promoted from 7 <sup>th</sup> to 8 <sup>th</sup> grade.	850 students and families participated in family/cultural events.
2761 students went on a college visit.	379 students went on educational field trips.
369 students participated in an average of nearly 3 hours of job site visits.	435 students participated in a variety of workshops.
250 students participated in the year 1 Noncognitive Guidance Curriculum.	Full implementation of student longitudinal data tracking system.
56 CARTeam meetings occurred across all districts.	15-hour training program on noncognitive skills to promote student success was developed and deployed.
5078 students received an average of 6.16 hours of academic advising.	859 students received an average of 4.85 hours of supportive services.

#### *Program Impacts*

- Demonstrated positive impact on students' attitudes toward learning and school, as well as improvement in grades and attendance at one of the noncognitive pilot schools.

- College Access and Readiness Teams (CARTeams) were up and running within the first 6 months of the program, bringing together individuals from inside and outside schools to determine services and activities in each school and use data to drive decision making.
- Solid and efficient program implementation infrastructures, policies and procedures to support our work and our partner schools.
- Development of the GEAR UP Iowa Framework to create a more consistent, data-driven program in Iowa in the key areas of: Academic Support, Advising, College and Career Exposure, Application and Enrollment in some postsecondary experience, and Family Knowledge and Engagement.
- 74% of students expect to complete a 4-year degree and another 21% expect to complete some college after high school.

### **First Annual GEAR UP Iowa Statewide Conference**

Bringing together more than 100 educators and community organization professionals from 12 GEAR UP Iowa districts and communities across the state, Iowa College Aid organized our first-annual GEAR UP Iowa Statewide Conference, entitled: *Share. Plan. Mobilize. Together We Rise!* Held April 7-8<sup>th</sup> in Urbandale, the conference emphasized the broader national movement of GEAR UP programs across the United States and our collective capacity to impact our schools, students and families. Attendees shared best practices and professional development related to college and career readiness and began planning for GEAR UP Iowa students' upcoming transition to high school next fall. Plenary speakers included: Ranjit Sidhu, President/CEO, National Council for Community and Education Partnerships (NCCPEP); David Ford, Postsecondary Success Lead, Mississippi Bend Area Education Agency; Adam Carroll, Author/Founder, National Financial Educators; Kenneth C. Williams, Founder/Chief Visionary, Unfold the Soul; and Sarah Brown Wessling, 2010 National Teacher of the Year.

### **College Changes Everything Initiative Supports Community Educational Attainment Goals with Second Round of Grants**

Throughout our history as an agency, we have learned that tools and resources have the most value if they are seen as meeting a local need. This is the foundation of the College Changes Everything initiative. Our agency has worked over the last year and a half to build an Iowa model to move the needle on college attainment that combines both the collective impact framework of structured collaboration across sectors with the local needs and leadership of our state. The result has been the formation of Local College Access Networks or LCANs, to which we provide technical assistance and funding, with a goal of increasing educational attainment.

Leveraging federal funding through the U.S. Department of Education College Access Challenge Grant (CACG), our agency awarded 10 planning grants to local communities of up to \$10,000 last year. The goal of those grants was to support communities in: collecting data, building an asset map, assembling a leadership team and developing a

common agenda. This past month, we began the second phase of awards to communities with launch grants of up to \$50,000. Launch grant awardees include: Sioux City, Estherville, Ottumwa, Hampton, Muscatine and Mason City. The purpose of these grants is to develop and begin the execution of a collaborative, data-driven strategic action plan.

**IOWA COLLEGE STUDENT AID COMMISSION  
MINUTES OF MEETING  
February 5, 2016  
10:00 a.m.**

**Members Present:**

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

**Members Absent:**

Amy Brace	Tedd Gassman
Tim Kraayenbrink	

**Staff Present:**

Todd Brown	Jethro DeLisle
Heather Doe	Jayna Grauerholz
Julie Leeper	Kris May
Karen Misjak	Julie Ntem
Christina Sibouih	Carolyn Small
Ashley Wendt	

**AG Present:**

Sara Scott

**Guests Present:**

Matt Brown	Iowa Student Loan
Angela Carlson	Capri College
MJ Dolan	Community College Trustees
Sue Huppert	Des Moines University
Annette Shaw	Capital Strategies
Melissa Stover	Banker's Trust

## **Call to Order**

The Iowa College Student Aid Commission met for a regularly scheduled meeting on February 5, 2016. Commission Vice Chair Ford called the meeting to order at 10:03 a.m.

## **Executive Director's Report**

Commission Vice Chair Crystal Ford, attended the memorial services for Tim Cole, a Commissioner that served on Commission for several years and was very passionate about the work of the Commission. She said that it was a nice service and his work on the Commission was shared as something he truly enjoyed.

Ms. Misjak said seven communities in Iowa have received a Planning Grant of up to \$10,000 and are utilizing training and technical assistance provided by Iowa College Aid. These grants are part of the College Access Challenge Grant that will be ending in 2016 and the funding provided to communities is from the federal grant. Ms. Misjak said this program is going very well and picking up momentum.

Last fall Iowa College Aid promoted three separate initiatives- Iowa College Application Campaign, FAFSA Completion Initiative and College Decision Day- as a statewide 3-Step Process to increase high school students' awareness of postsecondary opportunities. Ms. Misjak said the Commission is able to provide the schools with information on FAFSA completion and schools are able to work with families and students whom have not completed the FAFSA. College Decision Day will be held in April.

Ms. Misjak shared a video that Commission staff produced with the Sioux City Community School District highlighting the district's Career Pathway Academies.

## **Minutes of Meeting**

Motion: Commissioner Shull moved to approve the meeting minutes for December 4, 2015 as written. Commissioner Wells seconded the motion which passed unanimously.

## **Legislative Committee Report**

Commissioner Ash said the Commission's Legislative Committee has had a lot of discussion around the State Authorization Reciprocity Agreement (SARA). The main topic of conversation was consumer protection. Commissioner Ash said consumer protection appears to center around the collection of several documents. The second topic of concern is regional accreditation because all in-state public and private schools are accredited by the Higher Learning Commission. The third issue is state requirements. The Regent Universities answer to the Board of Regents. The

Community Colleges are overseen by the Iowa Department of Education. Commissioner Ash said all three steps are part of NC-SARA and he felt there is already plenty of oversight in place.

Commissioner Ash said the Legislative Committee was presenting two options to be considered. Option 1 was to take no action with respect to postsecondary registration rules for one year. Option 2 was to move the attached draft of the proposed rule which includes enhanced consumer protection language. Commissioner Ash stated the Commission could add a one-year stipulation to review these rules at that time. He felt there would be fewer changes by going with this option.

In response to a question from Commissioner Ford asking if all schools go through the same process, Ms. Leeper said there would be different requirements for currently exempt schools applying for NC-SARA. Commissioner Winckler noted that schools are voluntarily registering under the current rule and asked whether there has been push back on any of the requirements of the existing rule.

Commissioner Ash said if there are no other options to register for NC-SARA, schools have no choice but to register under the current rule. As a committee we are trying to look at NC-SARA and mainstream it.

Commissioner Winckler stated that the process currently in place is very clear what schools must provide to register in Iowa. She questioned why the two separate processes for registration are appropriate, one for SARA participation and one for all schools that must register. She felt it was very clear when the legislation was passed that the registration process was in place.

Commissioner Quirnbach commented that this process is not about accreditation and the HLC. He pointed out that to propose a change to the rules is a lengthy process that would take well into the spring and noted that schools that want to participate in SARA this year should probably go through the current process. He noted that entities subject to regulation often do not agree with the process. He said that there may not be any legal conflict of interest for Commissioners on this topic, but there may be a double standard. He pointed out that there was never any complaint of being too hard on out-of-state institutions when they registered in our state and now that the standards may apply to in-state institutions there are complaints about the process. He felt it would be inappropriate to enact a double standard along those lines.

Ms. Huppert from Des Moines University (DMU) spoke on behalf of the current process for NC-SARA registration and said that DMU has just completed the process. She said the current process is very simple to complete compared to registering in other states.

Ms. Dolan shared her support for the amended rules, or option 2 that has been brought before the Commission.

Commissioner Adams said there were no problems last year with joining NC-SARA and there were no issues raised by Community Colleges at that time. She felt the Commission should stay with the current rules.

Commissioner Ash stated that the Community Colleges are not the only entities with issues and other schools have also expressed concern. It may be different if there were schools with ongoing problems and concerns that need to be addressed by the Commission. He said it is disheartening to work this hard on rules and then hear from some that consumer protection is necessary for the rule to proceed. There are high standards set by all accreditation entities and accreditation must be demonstrated to participate in NC-SARA.

Commissioner Quirnbach said the Commission is not limited to requiring only what is required by NC-SARA and that there is a growing list of Iowa colleges that have closed. He also said that he did not feel that the Commission is exempt from addressing such issues, and the Commission must protect the reputation of Iowa colleges by setting and maintaining the highest standards. A single standard is what is needed for out-of-state and in-state schools and he felt that Option 1 would be best for Iowa students.

Motion: Commissioner Adams moved to adopt option 1 taking no action with respect to postsecondary registration rules for one year. Commissioner Ford seconded the motion. Motion failed with Commissioners Adams and Ford voting yes and Commissioners Shull, Ash, Wells, Claypool, Mulholland, Varner, and Moore voting no.

Motion: Commissioner Moore moved to adopt option 2 to propose the draft of the rule which includes enhanced consumer protection with the amendment to review this rule in one year. Commissioner Varner seconded the motion. Motion passed with Commissioners Shull, Ash, Wells, Claypool, Mulholland, Varner, and Moore voting yes and Commissioners Adams and Ford voting no.

Commissioner Moore asked what the next steps are in terms of final adoption and the Administrative Rules Committee. Ms. Leeper said the rule will be submitted as an Amended Notice of Intended Action and the timeline will begin again. After the comment period, staff will respond to the comments and will come back to the Commission with a recommendation for adoption.

### **Audit and Finance Committee Report**

Commissioner Wells asked Ms. May to provide a report from the Audit and Finance Committee meeting. Ms. May said the committee reviewed the financials and fund balances. An update on the Partnership Loan Program, Request for Proposal, to sell

the portfolio has been extended to collect data on collection history of loans to answer questions from possible bidders. The due date for proposals is February 8, 2016.

Ms. May said the committee also reviewed projections that staff have been working on for the seven year financial model. Staff has been working on updating estimated budget numbers and the Great Lakes projections for closer accuracy of those estimated numbers and to help identify proposed cash projections.

### **ColorFX Contract Extension**

Motion: Commissioner Mulholland moved to authorize the Executive Director to exercise the option of a one-year extension, not to exceed \$200,000 annually, for the Printing, Storage and Distribution Services master contract with Color FX. Commissioner Wells seconded the motion which passed unanimously.

### **Gold Bridge Partners Inc. Contract Extension**

Motion: Commissioner Ford moved to authorize the Executive Director to exercise the option for a one-year extension of the State Scholarship, Grant and Loan Repayment Application and Processing System contract with Gold Bridge Partners, Inc. Commissioner Claypool seconded the motion which passed unanimously.

### **Bankers Trust Contract Amendment**

Ms. Annette Shaw, BTC Capital Management, provided an overview of an amended investment policy for the GEAR UP Iowa 1.0 Scholarship Trust. She went over the changes to the investment policy.

Motion: Commissioner Shull moved to authorize the Executive Director to amend the contract for the GEAR UP Iowa 1.0 scholarship trust. Commissioner Wells seconded the motion which passed unanimously.

### **Strategic Plan Close Out**

Commission staff gave a final report to close out the 2013-2015 Strategic Plan. Ms. Misjak said staff will be working on the next Strategic Plan in the coming weeks and Commissioners will be receiving a survey from Cindy Axne, our consultant, that will be used to create a SWOT Analysis in preparation of drafting the next Strategic Plan.

## **Commissioner Report**

Commissioner Mulholland provided an update on behalf of the Board of Regents. She shared that they held a strategic planning workshop to begin the process of planning for the strategic direction the Board believes will prepare Iowa's public university students for the global economy. It was facilitated by Miller & Associates from Indianapolis, IN with many key stakeholders from around the state representing business, industry, education, and policy makers discussing changing demographics, higher education trends, and workforce trends that will help to inform their strategic plan for the next 5 years.

Following the success of the first *Annual Campus Safety & Security Summit* which was co-sponsored by the Regents, Community Colleges, and the Independent Colleges and Universities of Iowa, Commissioner Mulholland said the group is now in the planning stages for the next conference which will be held on October 26, 2016.

Commissioner Mulholland said during the next Board meeting at the end of February the Regents plan to provide an update on the progress on the Transparent Inclusive Efficiency Review known as TIER.

The Regents are in the process of establishing a Northeast Regional Academy in Charles City. Commissioner Mulholland said this pilot program will begin in fall of 2016 with the primary goals of the academy to increase proficiencies in math and reading through specialized services to deaf or blind students; increase opportunities for employment/post-secondary education; and to ensure a full continuum of equitable education services for Iowa's children who are deaf or blind.

In response to a question from Ms. Misjak, Commissioner Mulholland said an evaluator has been hired to review the transition and status of AIB and that she would be able to share more information at the May 2016 Commission Meeting.

## **Staff Reports**

Ms. May provided an update of FY 2015 year-to-date financials.

Ms. Doe provided an overview of the 2015 Annual Report.

Commission adjourned at 12:36 p.m.

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JANET ADAMS, CHAIR

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CRYSTAL FORD, VICE CHAIR

# IOWA COLLEGE STUDENT AID COMMISSION

## Proposed Meeting Schedule May 2016

### ***RECOMMENDED ACTION:***

#### ***Approve a meeting schedule for Fiscal Year 2017.***

Commission rules require at least six meetings per year. In addition, special meetings, which are often held by telephone, may be scheduled. 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 15, 2016 (by telephone)
- September 16, 2016
- November 18, 2016
- January 20, 2017
- March 17, 2017 (by telephone)
- May 20, 2017

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

# IOWA COLLEGE STUDENT AID COMMISSION

## Administrative Rules May 2016

### **RECOMMENDED ACTIONS:**

**Move to propose amendments to *Administrative Rules Chapter 12 – Iowa Tuition Grant Program, Chapter 17 – Barber and Cosmetology Arts and Sciences Tuition Grant Program, and Chapter 20 – National Guard Educational Assistance Program.***

The proposed amendments to Chapters 12 and 17 change the date by which a college or university must apply for participation in the Iowa Tuition Grant and Barber and Cosmetology Arts and Sciences Tuition Grant Programs as a result of the change in the release of the Free Application for Federal Student Aid (FAFSA). The amendments also clean up language with respect to submission of employee information and ensure that disbursement of funding is aligned with need under the Barber and Cosmetology Arts and Sciences Tuition Grant Program.

The proposed amendment to Chapter 20 allows students attending colleges and universities that grant aid based on terms other than semesters to receive equivalent benefits as students attending colleges and universities that award aid based on semester terms.

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

The 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 261.3, the Iowa College Student Aid Commission hereby gives Notice of Intended Action to amend Chapter 12, "Iowa Tuition Grant Program," and Chapter 17 "Barber and Cosmetology Arts and Sciences Tuition Grant Program," Iowa Administrative Code.

The proposed amendment to Chapter 12 changes the date by which a college or university must apply for participation in the Iowa Tuition Grant. The change is necessary due to the federal Department of Education's change in the release of the Free Application for Federal Student Aid (FAFSA) and the importance of information received from the FAFSA in projecting future awards under the state program.

The proposed amendments to Chapter 17 clean up language with respect to the submission of employment information, change the date by which a college must apply for participation in the Barber and Cosmetology Arts and Sciences Tuition Grant Program due to the federal Department of Education's change in the release of the FAFSA, and ensure that the disbursement of funding is aligned with need.

Interested persons may submit comments orally or in writing by 4:30 p.m. on July 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](mailto: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.

These amendments are intended to implement Iowa Code chapter 261.

The following amendments are proposed.

Item 1. Amend subrule 12.2(2) as follows:

**12.2(2) Processing college and university applications.** Application forms will be provided by the commission.

Applicant colleges and universities are required to provide the commission with documentation establishing eligibility as described in 12.2(1).

Colleges and universities seeking to participate in the Iowa tuition grant program must submit applications by ~~January 1~~ October 1 of the year prior to the beginning of the academic year for which they are applying for participation.

Applicant colleges and universities must submit written plans outlining academic programs that integrate summer attendance in accelerated programs prior to making summer awards. If the summer program is approved by the commission, an applicant's students may receive Iowa tuition grants beginning in the summer following approval. Academic programs, defined by colleges or universities, which allow students to complete four-year baccalaureate programs in less than the normal prescribed time period while taking the same courses as students completing the same degree during a traditional four-year time period will be approved. A summer academic program may be defined for a group of students or may be a self-directed program in which a student has received approval from appropriate officials of the college or university.

Item 2. Amend subrule 17.2(1) lettered paragraph "f" as follows:

*f.* Submit an annual report which includes student and faculty information, enrollment and employment information, and other information required by the commission as described in Iowa Code sections 261.9 ~~through 261.16~~; and

Item 3. Amend subrule 17.2(2) lettered paragraph "b" as follows:

*b.* Colleges seeking to participate in the barber and cosmetology arts and sciences tuition grant program must

submit applications by ~~January 1~~ October 1 of the year prior to the beginning of the academic year for which they are applying for participation.

Item 4. Amend subrule 17.2(4) by adding the following new lettered paragraph “c”:

c. If a school does not expend its entire allocation, the unspent funds must be returned to the Commission. The schools’ allocation for the following fiscal year will be reduced by the amount of the unspent allocation.

## COLLEGE STUDENT AID COMMISSION[283]

### Notice of Intended Action

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 20, “Iowa National Guard Educational Assistance Program,” Iowa Administrative Code.

The proposed amendment to Chapter 20 allows students at colleges and universities that grant credit based on terms other than semesters to receive equivalent benefits as students at colleges and universities that award based on semester terms. The proposed amendment to Chapter 20 reflects changes to Iowa Code section 261.86 that were enacted in 2016 Iowa Acts, Senate File 2234.

Interested persons may submit comments orally or in writing by 4:30 p.m. on July 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](mailto: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.

These amendments are intended to implement Iowa Code chapter 261.

The following amendments are proposed.

Amend subrule 20.1(6), lettered paragraph “c” as follows:

#### **20.1(6) Restrictions.**

c. A qualified student may receive benefits for no more than 120 semester credit hours, or the equivalent, of undergraduate study. All credit hours within a term of enrollment to which educational assistance was applied must be reported to the commission within the state-defined payment period.

## COLLEGE STUDENT AID COMMISSION[283]

### Adopted and Filed

Pursuant to the authority of Iowa Code section 261.62, the Iowa College Student Aid Commission hereby adopts amendments to Chapter 36, “Governor Terry E. Branstad Iowa State Fair Scholarship Program,” Iowa Administrative Code.

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

Notice of Intended Action was published in the Iowa Administrative Bulletin on January 6, 2016, as ARC 2338C. This adopted rule is identical to that published under Notice of Intended Action.

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 adopted.

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 Rules May 2016

#### **RECOMMENDED ACTIONS:**

**Move to adopt amendments to Chapter 21, “Approval of Postsecondary Schools,” Iowa Administrative Code as recommended by the Commission’s Legislative Committee; and, further Move that the adopted language be submitted through the administrative rules process as “Filed Emergency After Notice” effective immediately upon enactment.**

The rule provides changes necessary to implement policies that schools must follow to participate in an interstate reciprocity agreement under which the Commission is an approved participant under Iowa Code chapter 261G; implements language for schools that are exempt from postsecondary registration as required by House File 2370; and updates policies for schools that must register under Iowa Code chapter 261B.

The Commission received no formal comments during the comment period on the Amended Notice of Intended Action, but staff has held discussions with interested stakeholders. This Adopted and Filed Emergency After Notice filing takes those discussions into consideration and creates rule 283—21.14 to address the requirements of House File 2370 and rule 283—21.15 to address the registration process specifically for schools seeking approval to participate in a Commission-approved state authorization reciprocity agreement.

## **COLLEGE STUDENT AID COMMISSION[283]**

### **Adopted and Filed Emergency After Notice**

Pursuant to the authority of Iowa Code section 261.3, the Iowa College Student Aid Commission hereby Adopts and Files Emergency After Notice Chapter 21, “Approval of Postsecondary Schools,” Iowa Administrative Code.

The amendment to Chapter 21 provides changes necessary to implement policies that schools must follow to participate in an interstate reciprocity agreement under which the Commission is an approved participant under Iowa Code chapter 261G; implements language for schools that are exempt from postsecondary registration as required by House File 2370; and updates policies for schools that must register under Iowa Code chapter 261B.

Amended Notice of Intended Action was published in the Iowa Administrative Bulletin on March 16, 2016, as **ARC 2437C**. The Commission received no formal comments during the comment period but has held discussions about the Amended Notice of Intended Action with interested stakeholders. This Adopted and Filed Emergency After Notice filing takes those discussions into consideration and creates rule 283—

21.14(261B,261G) to address the requirements of House File 2370 and rule 283—21.15(261B,261G) to address the registration process specifically for schools seeking approval to participate in a Commission-approved state authorization reciprocity agreement.

The agency finds that the normal effective date of these amendments, 35 days after publication, should be waived and the amendments should be made effective upon enactment of changes to Iowa Code section 261B passed in 2016 Iowa Acts, Senate File 2323, section 19, making House File 2370 effective upon enactment. The agency finds that these amendments confer a benefit on the public by allowing Iowa schools to participate in a reciprocity agreement prior to deadlines in other participating states thereby allowing Iowa students to continue to participate in on-line educational courses. Therefore, these amendments are filed pursuant to Iowa Code section 17A.5(2)"b", and the normal effective date is waived.

These amendments will become effective May 20, 2016.

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.

These amendments are intended to implement Iowa Code chapters 261, 261B, and 261G.

The following amendments are adopted.

Amend **283—Chapter 21** as follows:

CHAPTER 21  
APPROVAL OF POSTSECONDARY SCHOOLS

**283—21.1(261B,261G) Postsecondary registration and participation in the commission-approved reciprocity agreement.** The college student aid commission examines college and university applications for operation registration to operate in Iowa and monitors schools approved by the commission to operate in the state. The commission also examines Iowa college and university applications for participation in an interstate reciprocity agreement under which the commission is an approved participant.

**283—21.2(261B,261G) Definitions.** As used in this chapter:

"Interstate reciprocity agreement administrator" means the entity with which the commission has an agreement to participate in interstate reciprocity under Iowa Code chapter 261G.

"Registration" means the process by which a school must seek, or voluntarily seeks, the commission's explicit approval to operate in Iowa or offer courses of instruction to Iowans under Iowa Code chapter 261B.

"School" means a postsecondary educational institution that applies to register or is currently registered to offer all or a portion of a program in Iowa under Iowa Code chapter 261B. "School" also means a postsecondary educational institution that is seeking to participate in the commission's approved interstate reciprocity agreement under Iowa Code chapter 261G or that is a "participating resident institution" as defined in Iowa Code section 261G.2. A postsecondary educational institution that maintains a physical location outside of the state of Iowa and that must register under Iowa Code chapter 261B to operate at a physical location in this state is not a school that is eligible to participate in the commission's approved interstate reciprocity agreement under Iowa Code chapter 261G.

— 21.2 **283—21.3(261B,261G) Approval Registration approval criteria.** The college student aid commission ~~approves~~ will approve an applicant school that completes a registration application provided by the commission and meets all of the following criteria:

**21.3(1) 21.3(1)** The applicant school is accredited by an agency recognized by the United States Department of Education or its successor agency. The applicant school shall certify to the commission the school's status with the accrediting agency at the time of the application and provide information about any pending or final action that may affect the school's status with its accrediting agency.

As applicable, the applicant school shall provide the commission the name of any programmatic accrediting agency recognized by the United States Department of Education that accredits the specific programs the applicant school proposes to offer under its registration.

**21.3(2) 21.3(2)** The applicant school certifies to the commission that the applicant school's approval to operate in a state has not been revoked by the state, the school has not been sanctioned by a state within a year

prior to the date of its application, and the school is not under investigation or bound by the terms of a judgment issued by a state's attorney general or other enforcement authority.

~~21.3(3)~~ **21.3(3)** The applicant school certifies that it is not subject to a limitation, suspension or termination order issued by the United States Department of Education or its successor agency. The applicant school shall provide the commission with a copy of the school's current program participation agreement with the United States Department of Education.

~~21.3(4)~~ **21.3(4)** The applicant school complies with Iowa Code section 261B.7, which prohibits a school from advertising that the school is approved or accredited by the commission or the state of Iowa. However, an applicant school must demonstrate the method by which it will disclose that the school is registered with the commission and provide the commission's contact information for students who wish to inquire about the school or file a complaint.

~~21.3(5)~~ **21.3(5)** The applicant school provides the commission with institutional policies adopted by the school that comply with the requirements of Iowa Code section 261.9(1)"e" to "h."

a. For a program in which a student's academic progress is measured only in clock hours, the school shall provide a full refund of tuition and mandatory fees to a student who withdraws and who requests that benefit under Iowa Code section 261.9(1)"g" for the payment period in which the student withdrew. The payment period is determined under rules promulgated by the United States Department of Education for the disbursement of federal Stafford loan funds.

b. The employee policy for reporting suspected incidents of child physical or sexual abuse required by Iowa Code section 261.9(1)"h" shall apply to individuals the school compensates to conduct activities on the school's behalf at an Iowa location.

~~21.3(6)~~ **21.3(6)** If required by the commission, the applicant school files annual reports that the commission also requires from all Iowa colleges and universities.

~~21.3(7)~~ **21.3(7)** The applicant school demonstrates financial viability by providing a copy of the institution's most recent audit that was prepared by a certified public accounting firm no more than 12 months prior to the date of the application and that provides an unqualified opinion. An applicant school must provide the auditor's report as an attachment to the registration application, which is posted on the commission's Internet site. However, the school may provide financial statements associated with the audit in a separate electronic file that is marked "confidential." Financial statements that a school identifies as "confidential" will not be treated as public records under Iowa Code chapter 22.

~~21.3(8)~~ **21.3(8)** The applicant school provides a description of the learning resources it offers to students, including appropriate library and other support services ~~requisite for the school's programs~~ the school provides to its students.

~~21.3(9)~~ **21.3(9)** The applicant school provides evidence that faculty within an appropriate discipline are involved in developing and evaluating curriculum for the program(s) being registered in Iowa.

~~21.3(10)~~ **21.3(10)** The applicant school provides ~~résumés, other~~ documentation, or information posted on its Internet site that describes the educational and experiential qualifications of all faculty or instructors who teach ~~the courses offered to Iowans in the programs the school proposes to offer under its registration~~ and the general subject matter in which faculty members or instructors teach. The applicant school shall also provide the number of full-time and part-time faculty and instructors who will teach the courses offered to Iowans.

~~21.3(11)~~ **21.3(11)** The applicant school provides documentation demonstrating that a program which prepares a student for an occupation that requires professional licensure in Iowa and which the school proposes to offer under its registration:

a. Has been approved by the appropriate state of Iowa licensing agency and accrediting agency, if such approval is required, or

b. Meets curriculum standards of the appropriate state of Iowa licensing agency such that the state of Iowa licensing agency does not require the student to complete additional coursework or practicum hours that the school did not offer in its professional licensure preparation program.

~~21.3(12)~~ **21.3(12)** The school submits a request for amendment of its registration subject to commission approval in the event the school makes a substantive change in location, program offering, or accreditation during its registration term. A substantive change in program offering occurs when a school proposes to

initiate or modify a program that requires the approval of the state board of education or any ~~Iowa state agency authorized to approve the school or its other program that prepares a student for an occupation that requires professional licensure~~ in this state.

~~21.3(13)~~ **21.3(13)** During its registration term, the school notifies the commission within 90 days after adding a program that does not require ~~the approval of another Iowa state agency~~ the school to seek the commission's amendment approval under subrule 21.3(12).

~~21.3(14)~~ **21.3(14)** The applicant school certifies that it will immediately notify the commission of any pending or final sanction issued by the school's accrediting agency, another state agency that registers or licenses the school during its registration term, or a state attorney general's office or other enforcement authority. ~~The commission may take action that includes, but is not limited to, reducing the school's registration term or limiting its enrollment of Iowans as the result of a final sanction issued by the school's accrediting agency, another state agency, or a state attorney general's office or other enforcement authority.~~

~~21.3(15)~~ **21.3(15)** The applicant school provides a statement, signed by its chief executive officer, demonstrating the applicant school's commitment to the delivery of programs offered in Iowa and agreeing to provide alternatives for students to complete their programs at the same or other schools if the applicant school discontinues a program, the applicant school closes, or the applicant school closes an Iowa site before students have completed their courses of study.

Notwithstanding any limitations on student eligibility for a teach-out plan approved by a school's accrediting agency, the alternatives that the school provides under this agreement with the commission shall ensure that all academically eligible students attending the programs the school offers under its registration are provided with a viable option(s) to finish the program(s).

~~21.3(16)~~ **21.3(16)** If the applicant school is for-profit, the applicant school provides evidence that its most recently calculated percentage of revenue derived from funds received under Title IV of the Higher Education Act of 1965, as amended, does not exceed the threshold established by the United States Department of Education.

~~21.3(17)~~ **21.3(17)** If the applicant school is nonpublic, the applicant school provides evidence of its official financial responsibility composite score, as calculated using the method prescribed by the United States Department of Education.

a. A school demonstrates that its financial responsibility composite score is official by providing written confirmation of its composite score from the United States Department of Education.

b. A school that does not participate in the postsecondary student financial aid programs authorized by the United States Department of Education demonstrates that its financial responsibility composite score is official by providing written confirmation of its composite score from its accrediting agency. If the school's accrediting agency does not independently verify the school's composite score, the school must submit written confirmation from its independent auditor.

~~21.3(18)~~ **21.3(18)** A nonpublic school that does not have a legal governing body, such as a board of directors or board of trustees, shall provide the names, titles, and educational and experiential qualifications of the persons holding key academic and operational leadership positions at the school.

~~21.3(19)~~ **21.3(19)** A nonpublic school that is a subsidiary of another organization provides all of the following:

a. The name of the parent organization.

b. The names and titles of the members of the parent organization's legal governing body, such as a board of directors or board of trustees. In the absence of a legal governing body, the school provides the information described in subrule 21.3(18).

c. The name(s) of any other school(s) that is a subsidiary of the same parent organization.

~~21.3(20)~~ **21.3(20)** The school posts a list of required and suggested textbooks for all courses and corresponding international standard book numbers for such textbooks at least 14 days before the start of each semester or term at the locations where textbooks are sold on campus and on the school's Internet site.

~~21.3(21)~~ **21.3(21)** The school provides any additional information the commission requires to evaluate the school.

~~—21.3 283—~~**21.4(261B,261G)** **Additional approval criteria for an applicant school that applies for registration to maintain a fixed location in Iowa.** In addition to meeting the registration approval criteria in rule 283—21.2(261B) **21.3(261B,261G)**, a school that applies for registration to operate a campus, branch campus, student services center, or administrative office at a fixed location in Iowa shall meet all of the

following additional criteria:

1. The applicant school employs at least one full-time Iowa faculty member or one program or student services coordinator devoted to Iowa students.
2. The applicant school provides to the commission the name and business contact information for a contact person in Iowa.
3. The applicant school demonstrates that it has adequate physical facilities located in Iowa appropriate for the programs and services offered.

**~~21.4~~ 283—21.5(261B,261G) Additional criteria for an out-of-state applicant school that applies for registration to offer programs via in-person instruction but in a nontraditional format.**

~~21.5(1)~~ **21.5(1)** In addition to meeting the approval criteria in rule 283—~~21.2(261B)~~ 21.3(261B,261G), an out-of-state school that applies for registration to offer programs via in-person instruction but in a nontraditional format shall notify the commission in writing within 90 days of the date that the school establishes a new Iowa location at which Iowa students will receive instruction in the school's nontraditional program. Notification to the commission via electronic mail is acceptable. If the school's accrediting agency requires preapproval of the new Iowa location, the school's notice to the commission must include a copy of that accrediting agency's approval. If the school's accrediting agency does not require preapproval of the new Iowa location, the school must certify that ~~preapproval~~ accrediting agency approval is not required. Such a school is not required to submit a registration amendment request under subrule 21.3(12).

~~21.5(2)~~ **21.5(2)** For the purposes of this rule, "nontraditional format" includes, but is not limited to, the following:

- a. A program offered partially via distance education and partially via in-person instruction at a location in Iowa by faculty or instructors compensated by the applicant school.
- b. A program offered partially at the applicant school's out-of-state campus and partially via in-person instruction at a location in Iowa by faculty or instructors compensated by the applicant school.
- c. A program offered at a location in Iowa through compressed courses scheduled on Saturday or Sunday.
- d. A program offered only during the summer months.
- e. A program offered at temporary locations in Iowa where the school identifies cohorts of students who have expressed interest in the program.

**~~21.5~~ 283—21.6(261B,261G) Additional approval criteria and exception for an out-of-state applicant school that applies for registration to offer distance education programs.**

~~21.6(1)~~ **21.6(1)** An out-of-state school offering distance education programs is not required to register in Iowa if its home state approves the school to participate in a commission-approved interstate reciprocity agreement. ~~If an out-of-state applicant school providing distance education programs in Iowa is not approved by the school's home state to participate in a commission-approved interstate reciprocity agreement, in addition to meeting the approval criteria in rule 283—21.2(261B) 21.3(261B,261G), the out-of-state applicant school that applies for registration to offer distance education programs shall meet all of the following additional criteria:~~

- a. The applicant school discloses the name and business contact information of any person compensated by the school (including by honorarium) to remotely provide instruction or academic supervision in the school's distance education courses from any Iowa location.
- b. The applicant school discloses the name, business contact information, and duties of any person the applicant school compensates to remotely perform operational activities from any Iowa location.

~~21.6(2)~~ **21.6(2)** Exception. If a school applies for registration solely to offer distance education programs that include a structured field experience in which the student will participate at an Iowa location and the applicant school maintains no other presence in Iowa as defined in Iowa Code section 261B.2, the school is not required to implement a policy that complies with Iowa Code section 261.9(1)"h."

~~21.6(3)~~ **21.6(3)** A registered school must notify the commission within 90 days of the date that the school establishes an Iowa location at which a student will participate in any structured activity (e.g., field experience) related to the school's distance education course of instruction. Notification to the commission via electronic

mail is acceptable.

~~—21.6~~ **283—21.7(261B,261G) Recruiting for an out-of-state applicant school’s residential programs from an Iowa location.**

~~21.7(1)~~ **21.7(1)** An out-of-state applicant school that compensates a party to recruit Iowans for its campus-based, residential programs shall apply for registration if the recruiter maintains an Iowa address. In addition to meeting all of the criteria in rule 283—~~21.2(261B)~~ 21.3(261B,261G), the applicant school shall disclose the name and business contact information for its Iowa-based recruiter.

~~21.7(2)~~ **21.7(2)** An out-of-state applicant school that compensates a person to recruit students for its campus-based, residential programs is not required to apply for registration if the school’s recruitment activities at a location in Iowa are occasional and short-term; for example, at a college fair or conference.

~~—21.7~~ **283—21.8(261B,261G) Provisional registration.**

~~21.8(1)~~ **21.8(1)** The commission may grant provisional registration ~~only~~ under the following conditions:

*a.* An out-of-state applicant school is accredited by an entity or organization recognized by the United States Department of Education or its successor agency at the time the school submits its registration application; and

*b.* The applicant school must obtain the commission’s approval before the school’s accrediting agency will consider approving the applicant school to operate at a physical location in Iowa.

~~21.8(2)~~ **21.8(2)** The commission may prohibit the school from initiating instruction at a location in Iowa until the school obtains its accrediting agency’s approval to operate at an Iowa location.

**283—21.9(261B,261G) Duration of registration; application for renewal.**

21.9(1) Upon approval by the commission, an applicant school is registered for a period of two calendar years, contingent upon the school’s compliance with commission requirements as provided in this chapter.

21.9(2) A registered school shall submit a completed registration renewal application to the commission at least six months before the ending date of the school’s current registration term. A school is solely responsible for submitting a timely renewal application.

**283—21.10(261B,261G) Limitation, denial, or revocation of registration.**

21.10(1) At the time of initial registration or registration renewal and during a registration term, the commission may take action that includes, but is not limited to, limiting a school’s program offerings or enrollment or denying or revoking the school’s registration as a result of any of the following:

*a.* An adverse notice, warning, or other sanction issued by the school’s accrediting agency.

*b.* An adverse action or sanction issued by the United States Department of Education.

*c.* A lawsuit filed by a state agency, a state attorney general’s office, or another enforcement authority.

*d.* A judgment issued by a state attorney general’s office or another enforcement authority.

*e.* A for-profit school’s most recently calculated percentage of revenue derived from funds received under Title IV of the Higher Education Act of 1965, as amended, that exceeds the threshold established by the United States Department of Education.

*f.* Repeated complaints about a school received from the school’s students by the commission, by another state, or by a state attorney general’s office.

*g.* Notice that the school has experienced a change of ownership or governance. The school shall notify the commission no later than 30 calendar days after the change in ownership or governance.

*h.* Failure to pay fees due to the commission in accordance with rule 283—21.12(261B,261G).

*i.* Other actions deemed by the commission as significant evidence that the school should not be allowed to operate under this chapter.

21.10(2) Reserved.

~~—21.8~~ **283—21.11(261B,261G) School, Iowa site, or program closure.**

~~21.11(1)~~ **21.11(1)** Before No later than 90 days before a registered school takes action to discontinue a program in which an Iowan is enrolled that is offered by the school under its registration, close an Iowa site, or

close the school, the school must notify the commission in writing.

~~21.11(2)~~ **21.11(2)** The school's notice to the commission shall include all of the following:

a. the The full name, ~~contact information~~ residential address, telephone number, e-mail address, program name, and anticipated graduation date of affected ~~Iowans~~, Iowa resident students or, as applicable, affected students at the school's Iowa campus(es). The school shall organize this list in alphabetical order by student last name.

b. ~~documentation~~ Documentation of the school's proposed notice to students.

c. ~~the~~ The school's specific plan to provide alternatives for ~~Iowa~~ affected students to complete the ~~program~~, programs offered under the school's registration in accordance with the agreement described in subrule 21.3(15). The school shall obtain the prior approval of the commission for any agreement the school proposes to establish with another institution that provides completion alternatives for programs the school offered under its registration.

d. The school's plan for permanent storage and retrieval of student transcript information.

e. ~~and specific~~ Specific information about how the school will provide transitional support to affected students.

f. Contact information for the specific entity and individual who will accept responsibility for all of the following:

(1) Ensuring that unearned federal student aid is returned to the United States Department of Education on a timely basis.

(2) Finalizing student account records and providing copies of the students' final account statements to the students and, upon request, to the commission.

(3) Collecting outstanding bills a student owes to the school for tuition and other educational expenses.

(4) Collecting on private education loans or other institutional loans made to students by the school and, if applicable, the school's private preferred lender(s).

~~21.11(3)~~ **21.11(3)** The commission may require a registered school that has a continuous corporate surety bond in effect pursuant to Iowa Code section 714.18 to maintain the bond, at minimum, for one year after the school ceases operation in Iowa, closes an Iowa site, or ceases new enrollment in programs previously offered to ~~Iowans~~ Iowa resident students.

~~21.11(4)~~ **21.11(4)** If the commission takes action to discontinue a school's program, close a school's Iowa site, or terminate a school's operation in Iowa, the school shall provide to the commission the information in subrule ~~21.8(2)~~ 21.11(2) and shall be subject to the requirements of subrule ~~21.8(3)~~ 21.11(3).

~~21.9 283—21.12(261B,261G)~~ **Registration Initial registration application fees and subsequent annual fees.**

~~21.12(1)~~ **21.12(1)** A school that applies for initial registration in Iowa as required under Iowa Code chapter 261B shall remit ~~to the commission a \$1,000~~ an initial registration application fee payable to the state of Iowa commission in the amount of \$5,000. This fee is nonrefundable regardless of the commission's decision with respect to the school's eligibility for registration in Iowa. ~~The commission assesses this fee at the time the school initially applies for registration and at the time of each subsequent registration renewal application.~~ A school that fails to pay the initial registration application fee shall be denied initial registration consideration.

~~21.12(2)~~ **21.12(2)** A school that is approved for registration in Iowa shall remit ~~to the commission a \$1,000~~ registration an annual fee payable to the state of Iowa commission in the amount due on July 15 of each year. ~~The commission assesses the \$1,000 registration fee at the time the commission initially approves the school's registration and at the time the commission approves each subsequent registration renewal.~~ If a school's registration terminates during a year, the school shall pay the annual fee to the commission if the school's registration is valid as of July 15 of that year. The annual fee is nonrefundable and will be assessed based on a school's full-time equivalent (FTE) enrollment as follows:

- Under 2,500 FTE – \$2,000.
- 2,500 to 9,999 FTE – \$4,000.
- 10,000 FTE or more – \$6,000.

~~21.12(3)~~ **21.12(3)** A school that registers and pays fees under rule 283—21.12(261B,261G) is not required to pay fees under rule 283—21.15(261B,261G) if participating in the interstate reciprocity agreement. ~~makes~~

substantive changes in location, program offerings, or accreditation during its registration term must request that the commission approve a registration amendment. The school shall submit its amendment request in a format acceptable to the commission. The school's amendment request shall be accompanied by a \$1,000 amendment fee payable to the state of Iowa. This fee is nonrefundable regardless of the commission's decision with respect to the school's registration amendment request.

~~21.10~~ **283—21.13(261B,261G) Authorization to operate in Iowa for certain private nonpublic, nonprofit colleges and universities exempt from registration.**

~~21.13(1)~~ **21.13(1)** The state of Iowa considers a private nonpublic, nonprofit institution located in Iowa, which is exempt qualifies for an exemption from registration under Iowa Code section 261B.11(1) "j" and "l," to be authorized to lawfully operate in Iowa as a postsecondary educational institution that grants a degree, diploma, or certificate for the purpose of state authorization regulations established by the United States Department of Education, provided the institution meets the following additional conditions:

a. The institution is exempt from federal taxation under Section 501(c)(3) of the Internal Revenue Code on or after July 1, 2013; and

b. The institution originated in this state and has undergone no change in ownership or control since July 1, 2011.

~~21.13(2)~~ **21.13(2)** The following Iowa colleges and universities are authorized under subrule ~~21.10(1)~~ 21.13(1):

- ~~a.~~ AIB College of Business;
- ~~b.~~ a. Allen College;
- ~~c.~~ b. Briar Cliff University;
- ~~d.~~ c. Buena Vista University;
- ~~e.~~ d. Central College;
- ~~f.~~ e. Clarke University;
- ~~g.~~ f. Coe College;
- ~~h.~~ g. Cornell College;
- ~~i.~~ h. Des Moines University;
- ~~j.~~ i. Divine Word College;
- ~~k.~~ j. Dordt College;
- ~~l.~~ k. Drake University;
- ~~m.~~ l. Emmaus Bible College;
- ~~n.~~ m. Faith Baptist Bible College and Theological Seminary;
- ~~o.~~ n. Graceland University;
- ~~p.~~ o. Grand View University;
- ~~q.~~ p. Grinnell College;
- ~~r.~~ q. Iowa Wesleyan College;
- ~~s.~~ r. Loras College;
- ~~t.~~ s. Luther College;
- ~~u.~~ t. Maharishi University of Management;
- ~~v.~~ u. Mercy College of Health Sciences;
- ~~w.~~ v. Mercy St. Luke's School of Radiologic Technology;
- ~~x.~~ w. Morningside College;
- ~~y.~~ x. Mount Mercy College;
- ~~z.~~ y. Northwestern College;
- ~~aa.~~ z. Palmer College of Chiropractic;
- ~~ab.~~ aa. Simpson College;
- ~~ae.~~ ab. St. Ambrose University;
- ~~ad.~~ ac. St. Luke's College;
- ad. Unity Point Health – Des Moines School of Radiologic Technology;
- ae. University of Dubuque;
- af. Upper Iowa University;

- ag. Wartburg College;
- ah. Wartburg Theological Seminary; and
- ai. William Penn University.

**283—21.14(261B,261G) Verification of Exemption from Registration to operate in Iowa.**

21.14(1) A school claiming an exemption from registration under Iowa code section 261B shall demonstrate the following:

a. The school provides the subsection under which it requests exemption from registration under Iowa Code chapter 261B.

b. If the school offers a course of instruction leading to a degree, with the exception of a school that qualifies for an exemption under Iowa Code Section 261B.11, subsection 1, paragraph “h”, the school is accredited by an accrediting agency recognized by the United States Department of Education, and will notify the commission of any negative changes to its accrediting status.

c. The school has a policy that prohibits unlawful possession, use, or distribution of controlled substances by students and employees on school-owned or leased property on in conjunction with activities sponsored by the school. The school will provide information about the policy to all students and employees, including any sanctions for violation of the policy and any substance abuse preventions programs for students and employees.

d. The school has a policy addressing sexual abuse including counseling, campus security, education, and facilitating accurate and prompt reporting of sexual abuse.

e. The school has an employee policy for reporting suspected incidents of child physical or sexual abuse that includes individuals the school compensates to conduct activities on the school’s behalf at an Iowa location.

f. The school has a military refund policy for students who are members of the Iowa national guard or reserve forces of the United States and the spouses of such members if the members have dependent children when the members are ordered into active duty as required by Iowa code section 261.9 subsection 1.g., Iowa code section 262.9 subsection 30, and Iowa code section 260C.14 subsection 20. The policy shall include:

1. Withdrawal from all or a portion of the student’s registration and receipt of a full refund of tuition and mandatory fees the school assessed for courses from which the student withdrew. For a program in which a student’s academic progress is measured only in clock hours, the school shall provide a full refund of tuition and mandatory fees to a student who withdraws and who requests that benefit for the payment period in which the student withdrew. The payment period is determined under rules promulgated by the United States Department of Education for the disbursement of federal Stafford loan funds.

2. Making arrangements for grades or for incomplete grades that will be completed at a later date.

g. The school posts a list of required and suggested textbooks for all courses and corresponding international standard book numbers for such textbooks at least 14 days before the start of each semester or term at the locations where textbooks are sold on campus and on the school’s Internet site.

h. The school has procedures for preservation of student records and the contact information to be used by students and graduates who seek to obtain transcript information.

i. A covered institution under Iowa Code 261F has a code of conduct that complies with Iowa Code section 261F.2.

j. A covered institution under Iowa Code 261F with a preferred lender list meets the requirements of Iowa Code section 261F.6.

k. The school will provide the commission with the name and business contact information for a person whom the school designates to receive student complaints from the commission and coordinate the school’s response. The commission will provide a link to a page on its website for students to use to seek additional information about a school or to file a complaint about a school. A school that is approved for an exemption from registration will prominently provide on its website the link to the commission’s web page for students.

21.14(2) A nonpublic school must provide evidence of financial responsibility under Iowa code section 714.18 or demonstrate eligibility for an exemption under Iowa code section 714.19.

21.14(3) A for-profit school must demonstrate and maintain compliance with Iowa Code section 714.23. The school shall apply the policy it adopts under Iowa Code section 714.23 to students who attend its

campus(es) in Iowa, if applicable, as well as to Iowa resident students who attend distance education programs.

21.14(4) A for-profit school that does not participate in the student financial assistance programs administered by the United States Department of Education must demonstrate and maintain compliance with Iowa Code section 714.25.

**283—21.15(261B,261G) Approval criteria for a school seeking to participate in a commission-approved interstate reciprocity agreement under Iowa Code chapter 261G.** A school that applies to participate in a commission-approved interstate reciprocity agreement shall meet the following criteria:

21.15(1) The applicant school shall be in compliance with Iowa Code chapter 261B as provided in this chapter.

21.15(2) The applicant school shall submit an institutional participation application as required by the commission-approved interstate reciprocity agreement. The application shall be signed by the school's chief executive officer or chief academic officer.

21.15(3) The commission will provide a link to a page on its website for students to use to seek additional information about a school or to file a complaint about a school. An approved school will prominently provide on its website the link to the commission's web page for students. The school will provide the commission with the name and business contact information for a person whom the school designates to receive student complaints from the commission and coordinate the school's response.

21.15(4) A school that is approved to participate in the commission-approved interstate reciprocity agreement shall remit an annual fee payable and due to the commission on July 15 of each year. If a school's participation in the commission-approved interstate reciprocity agreement terminates during a year, the school shall pay the annual fee to the commission if the school's registration is valid as of July 15 of that year. The annual fee is nonrefundable and will be assessed based on a school's full-time equivalent (FTE) enrollment as follows:

- Under 2,500 FTE – \$2,000.
- 2,500 to 9,999 FTE – \$4,000.
- 10,000 FTE or more – \$6,000.

21.15(5) A school that is approved to participate in, the commission-approved interstate reciprocity agreement shall remit to the interstate reciprocity agreement administrator any required fees.

21.15(6) Upon approval by the interstate reciprocity agreement administrator, a school may continue its participation in the reciprocity agreement as long as it meets all requirements of the interstate reciprocity agreement.

These rules are intended to implement Iowa Code chapters 261, ~~and~~ 261B, and 261G.

**IOWA COLLEGE STUDENT AID COMMISSION**

**Banker's Trust Presentation  
May 2016**

Banker's Trust will provide a report on the Trusts that are in place for GEAR UP Iowa 1.0 and GEAR UP Iowa 2.0 during the May 20, 2016 Commission Meeting

**IOWA COLLEGE STUDENT AID COMMISSION**

**Audit and Finance Committee Report  
May 2016**

The Audit and Finance Committee will meet prior to the Commission Meeting and will be providing a report to the Commission on May 20, 2016.

***RECOMMENDED ACTION:***

***Approve the proposed budgets for the Operating Fund, State Program Administration, Postsecondary Registration, Partnership Loan Program, and Federal Grants for State Fiscal Year 2017.***

## IOWA COLLEGE STUDENT AID COMMISSION

### Southern Regional Educational Board Go Alliance Academy Subscription Agreement May 2016

#### **RECOMMENDED ACTION:**

**Authorize the Executive Director to enter into a two-year contract, with annual one-year renewals, for a Go Alliance Academy subscription agreement with Southern Regional Educational Board (SREB).**

#### Overview

Both the College Changes Everything Initiative and the GEAR UP Iowa 2.0 project emphasize the importance of strong foundational training for schools, and particularly counselors, in college and career counseling. Trained counselors currently receive very minimal training in this aspect of their work, yet the demands upon them are increasing. As part of a 16-state, and growing network, the Go Alliance Academy program offers accessible training that is also adaptable to our specific state needs.

#### Scope of Work

The Go Alliance Academy provides access to Strategies in College and Career Counseling, a series of online training modules that can improve effectiveness in preparing all students for college — especially those from low-income families who would be first-generation college students. Launched in 2009, it has been adopted by 16 states to train counselors and college access professionals. The Go Alliance Academy college and career counseling training program offers the most comprehensive program of courses, designed by experts in the field, on the topics counselors want and need most. The program is delivered using the latest, state-of-the-art platform for an engaging and interactive user experience. Go Alliance Academy is based on years of experience and research working with counselors across the country.

This annual state-level full service contract will include:

- Unlimited users for all of the available training courses annually, with a maximum of 25 students per online course
- Facilitator(s) will lead all courses (AEA staff)
- Facilitator training for up to 4 state-managed facilitators per year
- One seat on the Go Alliance Academy Advisory Council and the opportunity to advise on future course development priorities
- Complimentary annual Go Alliance Academy conference registration for 2 participants and all included meals (*does not include travel*)
- Ability to add state-customized content to each course
- Ability to customize start and end dates for training
- Permission for other non-profit educational agencies in the state to use the materials for educational, non-commercial purposes as determined by customer
- Access to marketing materials developed by SREB, and ability to co-brand these materials as determined by customer (subject to approval of SREB, in SREB's reasonable discretion)
- Ongoing technical support, course updates, and end-user support
- Requirement that Customer maintains the Go Alliance and Go Alliance Academy brand. Customer cannot remove brand
- Requirement that Customer and Users must follow the course as planned (i.e., cannot skip sections of course, replace a reading, etc.), unless otherwise expressly agreed to in writing by SREB.

Term of Contract:

Annual, one-year renewals

Cost: \$17,000 per year, for two years

Iowa College Aid will work with lead AEA counselor trainers, as Facilitators, to develop and implement the Iowa-specific format for the dissemination of these modules to counselors across the state, emphasizing GEAR UP Iowa and College Changes Everything communities.

## IOWA COLLEGE STUDENT AID COMMISSION

Contract Amendment  
May 2016

### ***RECOMMENDED ACTIONS:***

**Move to authorize the Executive Director to execute an amendment to the Iowa Partnership Loan Program Agreement with the Iowa Student Loan Liquidity Corporation.**

Iowa Student Loan (ISL) contacted Commission staff to request a fourth amendment to the Iowa Partnership Loan Program agreement that has been in effect since 1992. The original agreement authorized the development of “a loan program designed to provide Iowa middle income families with an alternative source of loan funds to assist in meeting the costs of postsecondary education.” As a result of that original contract, ISL created the Iowa Partnership Loan Program.

The proposed amendment would allow ISL to establish a new loan program for student loan borrowers to refinance outstanding private or federal student loans. In addition, the amendment would include “parents who are borrowing for the benefit of a child who is a student” to be included in the definition of “borrower”.

## FOURTH AMENDMENT TO IOWA PARTNERSHIP LOAN PROGRAM AGREEMENT

This Fourth Amendment is dated as of May \_\_, 2016 (the "Fourth Amendment"), and amends the Iowa Partnership Loan Program Agreement dated May 19, 2016, as previously amended, between Iowa Student Loan Liquidity Corporation ("ISLLC") and Iowa College Student Aid Commission ("ICSAC"). The parties amend the contract as follows:

1. Amend Section II by adding after section H the following new section I:
  - I. Refinancing Loan Program.
    1. ISLLC and ICSAC hereby establish the Refinancing Loan Program, a new loan program that will to allow student loan borrowers to refinance one or more outstanding private or federal student loans of a borrower originated by one or more lenders with a single loan. As permitted by Iowa Code § 261.38(4), ICSAC has determined that the Refinancing Loan Program will increase access for students to educational loan programs that will meet the educational needs of Iowa residents.
    2. To implement the Refinancing Loan Program, and as permitted by Iowa Code § 261.38(4), ISLLC may issue bonds, notes, or other obligations to the public and others to refinance outstanding private or federal student loans in accordance with IRS Notice 2015-78.
    3. Consistent with Iowa Code § 261.38(4), any bonds, notes, or other obligations issued by ISLLC under the Refinancing Loan Program are not obligations of the State of Iowa or any political subdivision of this state within the meaning of any constitutional or statutory debt limitations, but are special obligations of ISLLC. ISLLC must not pledge the credit or taxing power of the State of Iowa or any political subdivision or make ISLLC's debts payable out of any moneys of the State of Iowa or any political subdivision.
    4. ISLLC is solely responsible for the issuance of and repayment of any bonds, notes, or other obligations under the Refinancing Loan Program, and is also solely responsible for the operation of the Refinancing Loan Program.
    5. ISLLC must indemnify the State of Iowa and ICSAC from any and all liabilities, damages, settlements, judgments, costs and expenses, related to or arising from (a) the issuance of and repayment of any bonds, notes, or other obligations under the Refinancing Loan Program, and (b) the operation of the Refinancing Loan Program.
2. Amend Section II, E by deleting any services ICSAC will provide any program under this Agreement. The parties agree that ICSAC will not be providing any services to any program operated by ISLLC under this Agreement.
3. Amend Section II, F by deleting subparagraph 3. The parties agree that ICSAC will not be providing any services to any program operated by ISLLC under this Agreement.
4. Amend Section V by adding the following new paragraphs:

G. **Indemnification.** All indemnification obligations imposed by this Agreement survive the termination of this Agreement.

H. **Choice of law and forum.** Iowa law governs this Agreement without regard to its choice-of-law provisions. Any litigation arising out of or related to this contract must be brought in Polk County District Court, Des Moines, Iowa.

I. **Severability.** If any term of this Agreement is for any reason invalid or unenforceable, the rest of the contract remains fully valid and enforceable.

5. Amend Exhibit A, Iowa Partnership Loan Program Parameters to add the following new paragraph 20:

20. In accordance with IRS Notice2015-78, borrowers eligible for the Iowa Partnership Loan Program shall include parents (with or without being a co-obligor, co-signer or guarantor) who are borrowing for the benefit of a child who is a student.

6. Amend paragraph 4b of Exhibit A, Iowa Partnership Loan Program Parameters by deleting “co-worker” and replacing it with “co-signer.”

IOWA STUDENT LOAN LIQUIDITY CORPORATION

By: \_\_\_\_\_  
Steve McCullough, President and CEO

IOWA COLLEGE STUDENT AID COMMISSION

By: \_\_\_\_\_  
Karen Misjak, Director

# IOWA COLLEGE STUDENT AID COMMISSION

# STRATEGIC PLAN

## FISCAL YEARS 2016-2018



## MISSION

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

## VISION

All Iowans can achieve an education beyond high school.

The 2016 Iowa College Student Aid Commission Strategic Plan defines the agency's direction and provides guidance on the allocation of resources to pursue this strategy from 2016 through 2018. The four strategic initiatives outlined for the agency were selected based on their alignment with the Governor's strategic goals for the state to create jobs for Iowans, increase family income, restore Iowa's educational system to #1 in the nation and reduce the cost of government. The initiatives also support the current and projected needs of Iowa students, families, educators, administrators and state and community partners.

## GUIDING STATEMENTS

- Put students first.
- Respect and honor the dignity of each other and all those we serve.
- Uphold public trust.
- Create and nurture internal and external partnerships that benefit our customers.
- Provide service 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.
- Strive to improve internal and external communication and increase transparency.



Because college changes everything.

[www.iowacollegeaid.gov](http://www.iowacollegeaid.gov)



# GOAL 1

## STATEWIDE ENGAGEMENT TO INCREASE POSTSECONDARY ATTAINMENT.

1. Expand effective college attainment models through partnerships.
2. Provide information to partners and communities to make data informed decisions.
3. Solutions provider to identified barriers of college attainment.

# GOAL 2

## COORDINATED OUTREACH\ COMMUNICATIONS SUPPORTING OUR MISSION AND VISION.

1. Internal structure and capacity to provide communication\outreach services.
2. Identify, develop and manage a coordinated department brand.
3. Tools and messages developed and implemented to support data based needs, program objectives and brand.
4. Marketing efforts coordinated with outreach opportunities.
5. Prioritized process for work flow on large scale projects.

# GOAL 3

## WE CONTINUALLY STRIVE TO IMPROVE ORGANIZATIONAL PERFORMANCE.

1. Procedures and policies created and managed in all areas.
2. Coordinated approach to work flow and initiatives that span divisions.
3. Identify and engage in process improvement activities.

# GOAL 4

## INCREASED FUNDING FOR STUDENTS AND STUDENT SERVICES.

1. Utilize comprehensive budget planning to guide funding strategies and expenditures.
2. Identify and pursue funding opportunities to support the agency's mission.
3. Develop partnerships to generate funding for program outcomes.



**IOWA COLLEGE STUDENT AID COMMISSION**

**Legislative Action Committee  
May 2016**

A legislative report will be provided during the May 20, 2016 Commission Meeting.

**IOWA COLLEGE STUDENT AID COMMISSION**

**Partnership Loan Program  
May 2016**

**RECOMMENDED ACTION:**

**Authorize staff to notify collection vendor to stop accrual of interest on defaulted Partnership Loan Program portfolio, effective June 1, 2016.**

The Commission purchased Partnership Loan Program (PLP) loans from Iowa Student Loan between 1998 and 2006. The loans are private student loans and were in defaulted status at the time of purchase. Collection efforts were performed in-house until the elimination of FFELP, leading to the decision to cease in-house collection efforts and place the portfolio with a third-party collection vendor.

The portfolio consists of 988 borrowers with a total of 1,237 loans. A majority of the borrowers (623) have made no payment since 2012. Approximately 635 loans have a variable interest rate, currently ranging from 2% to 6%. The remaining loans are fixed at 8.4%.

PLP Annual Revenues:

FY	Gross	Net
FY2015	\$240,881.58	\$172,655.00
FY2014	\$306,761.85	\$219,471.70
FY2013	\$460,785.83	\$312,480.80

Portfolio summary, as of April 30, 2016:

Principal:	\$9,521,567.06
Interest:	\$6,246,578.38
Principal and Interest:	\$15,768,145.44

Number of borrowers by last payment date, as of April 30, 2016:

No payments (since 2012)	623
Over 270 days	289
Greater than 121 days	4
91-121 days	2
61-90 days	0
31-60 days	2
30 day	68

Payment type breakdown for April 2016:

Account Status	# of Loans	\$ Collected
AWG	44	\$3,147.01
Smart Check (Auto payment)	67	\$7,455.26
Mailed-in Check	1	\$100.00
Credit Card	2	\$110.00
Other	9	\$915.00
Grand Total	123	\$11,727.27

**IOWA COLLEGE STUDENT AID COMMISSION  
OPERATING FUND 0163 - YEAR TO DATE UNIT DETAIL  
SUMMARY OF RESOURCES AND EXPENDITURES  
SFY 2016 as of April 30, 2016**

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 E GRANT	PLP	GEAR UP SCH	GEAR UP	TOTAL	TOTAL	Variance	
<b>Revenues/Resources:</b>														
1 Interest on Operating Fund	75,379	-	-	-	-	-	-	-	-	-	75,379	41,667	33,712	
2 Other Revenue/ PLP & Great Lakes Revenue (P&I)	75	-	2,712,863	-	-	-	586	135,622	7,807	-	2,856,953	1,862,555	994,398	
3 Intra-Agency Reimbursements	1,686	-	-	902	21,065	-	-	-	2,287,719	-	2,311,372	1	2,311,371	
4 Intra State Transfer	-	-	-	-	-	46,053	-	-	-	-	46,053	58,333	(12,280)	
5 Grant DrawDown from USDE	-	-	-	27,755	17,114	-	229,328	-	2,287,719	1,039,663	3,601,579	9,411,497	(5,809,918)	
6 Reimbursements from other Entities	145	-	-	-	-	-	-	-	-	-	145	1	144	
7 Gov Transfer In Other Agencies	-	-	-	-	-	-	-	-	-	-	-	-	-	
8 Fees, Licenses & Permits	-	-	-	-	-	-	-	-	-	-	-	-	-	
9 Unearned Receipts	-	-	-	-	-	-	-	-	-	-	-	-	-	
10 State Appropriation	-	-	-	-	-	-	-	-	-	-	-	-	-	
<b>Total Revenues/Resources</b>	<b>\$ 77,285</b>	<b>\$ -</b>	<b>\$ 2,712,863</b>	<b>\$ 28,657</b>	<b>\$ 38,179</b>	<b>\$ 46,053</b>	<b>\$ 229,914</b>	<b>\$ 135,622</b>	<b>\$ 4,583,245</b>	<b>\$ 1,039,663</b>	<b>\$ 8,891,481</b>	<b>\$ 11,374,054</b>	<b>\$ (2,482,573)</b>	
<b>Expenditures:</b>														
11 Personal Services	1,115,112	305,151	-	-	86,089	156,330	153,426	-	-	385,589	2,201,697	2,477,183	(275,486)	
12 Travel	8,563	(17,051)	-	-	1,963	1,879	23,917	-	-	72,674	91,945	117,596	(25,651)	
13 Office Supplies	19,311	3,014	-	-	714	536	575	-	-	1,655	25,805	42,969	(17,164)	
14 Equipment Repairs	-	-	-	-	-	-	-	-	-	-	-	1,083	(1,083)	
15 Professional & Scientific Supplies	-	-	-	-	-	-	-	-	-	-	-	1	(1)	
16 Other Supplies	-	-	-	-	-	-	-	-	-	4,415	4,415	-	4,415	
17 Printing and Binding	297	38,693	-	-	50	-	9,223	-	-	6,826	55,089	107,750	(52,661)	
18 Food	104	-	-	-	-	-	-	-	-	-	104	333	(229)	
19 Postage	2,671	15,520	-	-	1,243	-	128	-	-	3,778	23,340	26,251	(2,911)	
20 Communications	16,146	1,550	-	-	2,068	520	4,448	-	-	3,557	28,289	33,488	(5,199)	
21 Rentals	135,506	385	-	-	-	-	-	-	-	400	136,291	162,608	(26,317)	
22 Professional & Scientific Services	11,200	-	-	-	4,753	-	5,950	-	-	39,597	61,500	30,416	31,084	
23 Outside Services - Other	24,634	1,575	-	-	3,662	299	29,107	35,566	-	605,687	700,530	1,115,244	(414,714)	
24 Intra-State Transfers	9,023	-	-	-	-	-	1,020	-	-	-	10,043	73,366	(63,323)	
25 Advertising & Publicity	-	25,521	-	-	-	-	-	-	-	162	25,683	101,167	(75,484)	
26 Attorney General	22,767	-	-	-	-	-	-	-	-	-	22,767	29,167	(6,400)	
27 State Audits	7,665	-	-	-	-	-	-	-	-	-	7,665	28,438	(20,773)	
28 State Reimbursements	18,357	81	-	-	1,622	190	465	-	-	1,084	21,799	43,216	(21,417)	
29 ITE Reimbursements	81,930	3,311	-	-	623	223	341	-	-	780	87,208	154,141	(66,933)	
30 IT Outside Services	3,259	-	-	-	368,162	-	-	-	-	-	371,421	667,006	(295,585)	
31 Intra-Agency Reimbursements	(1,559,882)	(384,685)	-	16,261	616,428	188,623	433,638	5,834	99,173	591,148	6,538	-	6,538	
32 Equipment	-	5,183	-	-	-	-	-	-	-	-	5,183	23,333	(18,150)	
33 Office Equipment	-	-	-	-	-	-	-	-	-	-	-	10,000	(10,000)	
34 IT Equipment & Software	82,312	-	-	-	790	-	505	-	-	2,450	86,057	225,026	(138,969)	
35 Other Expenses & Obligations	-	1,752	-	-	886	-	-	-	-	-	2,638	2,380	258	
36 Licenses	-	-	-	-	-	-	-	-	-	-	-	-	-	
37 Fees	-	-	-	-	-	-	-	-	-	-	-	1	(1)	
38 Other Refunds	-	-	37	-	-	-	-	-	-	-	37	1,250	(1,213)	
39 Outside Repairs/Services	1,025	-	-	-	-	-	-	-	-	-	1,025	1	1,024	
40 State Aid	-	-	-	-	-	-	-	-	-	-	-	7,507,738	(7,507,738)	
41 Aid to Individuals	-	-	-	28,794	-	-	21,806	-	4,657,991	-	4,708,591	-	4,708,591	
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 37</b>	<b>\$ 45,055</b>	<b>\$ 1,089,053</b>	<b>\$ 348,600</b>	<b>\$ 684,549</b>	<b>\$ 41,400</b>	<b>\$ 4,757,164</b>	<b>\$ 1,719,802</b>	<b>\$ 8,685,660</b>	<b>\$ 12,981,152</b>	<b>\$ (4,295,492)</b>	
<b>Net Gain(Loss)Operating Fund</b>	<b>\$ 77,285</b>	<b>\$ -</b>	<b>\$ 2,712,826</b>	<b>\$ (16,398)</b>	<b>\$ (1,050,874)</b>	<b>\$ (302,547)</b>	<b>\$ (454,635)</b>	<b>\$ 94,222</b>	<b>\$ (173,919)</b>	<b>\$ (680,139)</b>	<b>\$ 205,821</b>	<b>\$ (1,607,098)</b>	<b>\$ 1,812,919</b>	

**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 April 30, 2016**

Operating Fund		FY 2016	FY 2016	FY 2015	FY 2016	FY 2015	FY 2016	YTD Actual
		Operating	Year to Date	Apr-15	Apr-16	Year to Date	Year to Date	to Budget
Class		Budget	Budget	Mth Actual	Mth Actual	Actuals	Actuals	Variance
<b>Revenues/Resources:</b>								
1	Interest on Operating Fund (2001)	50,000	41,667	9,761	10,989	54,543	75,379	33,712
2	Other Revenue/ PLP & Great Lakes Revenue (P&I)	2,235,065	1,862,555	313,264	543,896	2,120,391	2,856,953	994,398
3	Intra-Agency Reimbursements	1	1	642	26,639	2,170	2,290,307	2,290,306
4	Reimbursement Other Agencies	1	1	-	-	-	145	144
5	Intra State Transfer	70,000	58,333	19,018	20,012	56,411	67,118	8,785
<b>Total Revenues/Resources</b>		<b>\$ 2,355,067</b>	<b>\$ 1,962,557</b>	<b>\$ 342,685</b>	<b>\$ 601,536</b>	<b>\$ 2,233,515</b>	<b>\$ 5,289,902</b>	<b>\$ 3,327,345</b>
<b>Expenditures:</b>								
6	Agency Administration (2001)	1,562,484	1,286,818	148,541	-	1,585,695	-	(1,286,818)
7	Marketing Administration (2002)	511,238	413,270	19,646	-	314,641	-	(413,270)
<b>Total Administrative</b>		<b>\$ 2,073,722</b>	<b>\$ 1,700,088</b>	<b>\$ 168,187</b>	<b>\$ -</b>	<b>\$ 1,900,336</b>	<b>\$ -</b>	<b>\$ (1,700,088)</b>
8	FFELP Expense (3004)	501	418	-	-	-	37	(381)
9	Collection Expense - PLP (8008)	66,606	55,505	6,703	2,316	58,520	41,400	(14,105)
<b>Total FFELP and Collection Expenses</b>		<b>\$ 67,107</b>	<b>\$ 55,923</b>	<b>\$ 6,703</b>	<b>\$ 2,316</b>	<b>\$ 58,520</b>	<b>\$ 41,437</b>	<b>\$ (14,486)</b>
10	Scholarship and Grants (5002)	1,721,373	1,434,404	56,593	12,212	309,733	1,089,053	(345,351)
11	Postsecondary Registration (5003)	483,232	397,190	8,374	15,864	134,119	348,600	(48,590)
<b>Total Osteo, S&amp;G, Postsecondary Reg</b>		<b>\$ 2,204,605</b>	<b>\$ 1,831,594</b>	<b>\$ 64,967</b>	<b>\$ 28,076</b>	<b>\$ 443,852</b>	<b>\$ 1,437,653</b>	<b>\$ (393,941)</b>
<b>Total Operating Expenses</b>		<b>4,345,434</b>	<b>3,587,605</b>	<b>239,857</b>	<b>30,392</b>	<b>2,402,707</b>	<b>1,479,089</b>	<b>(2,108,516)</b>
<b>Net resources (exp) before other</b>		<b>\$ (1,990,367)</b>	<b>\$ (1,625,048)</b>	<b>\$ 102,828</b>	<b>\$ 571,144</b>	<b>\$ (169,192)</b>	<b>\$ 3,810,813</b>	<b>\$ 5,435,861</b>
<b>Federal Grant Resources (Grant Drawdown)</b>								
12	Gear Up Grant (9008)	3,219,603	2,683,003	69,295	171,562	166,801	1,039,663	(1,643,340)
13	Gear Up Scholarship (9001) (5002)	7,500,000	6,250,000	260,644	25,104	5,735,738	2,304,833	(3,945,167)
14	JR Justice (4001)	50,000	41,667	-	-	56,524	27,755	(13,912)
17	Challenge Grant (7007)	524,192	436,827	-	27,367	-	229,328	(207,499)
<b>Total Federal Grant Resources</b>		<b>\$ 11,293,795</b>	<b>\$ 9,411,497</b>	<b>\$ 329,939</b>	<b>\$ 224,033</b>	<b>\$ 5,959,063</b>	<b>\$ 3,601,579</b>	<b>\$ (5,809,918)</b>
<b>Federal Grant Expenditures (grants)</b>								
18	Gear Up Grant (9008)	3,219,603	2,670,798	60,370	129,669	214,786	1,719,802	(950,996)
19	Gear Up Scholarship (9001)	7,500,000	6,250,000	136,796	173,919	5,850,007	4,757,164	(1,492,836)
20	JR Justice (4001)	50,000	41,666	642	1,535	53,042	45,055	3,389
21	Challenge Grant/VISTA (7007)	524,192	431,083	46,195	33,642	74,385	684,549	253,466
<b>Total Federal Grant Expenditures</b>		<b>\$ 11,293,795</b>	<b>\$ 9,393,547</b>	<b>\$ 244,003</b>	<b>\$ 338,765</b>	<b>\$ 6,192,221</b>	<b>\$ 7,206,571</b>	<b>\$ (2,186,976)</b>
<b>Net Federal Grant Income (loss)</b>		<b>\$ -</b>	<b>\$ 17,950</b>	<b>\$ 85,936</b>	<b>\$ (114,732)</b>	<b>\$ (233,158)</b>	<b>\$ (3,604,992)</b>	<b>\$ (3,622,942)</b>
<b>Net Gain (Loss) Operating Fund</b>		<b>\$ (1,990,367)</b>	<b>\$ (1,607,098)</b>	<b>\$ 188,764</b>	<b>\$ 456,412</b>	<b>\$ (402,350)</b>	<b>\$ 205,821</b>	<b>\$ 1,812,919</b>
							0	

IOWA COLLEGE STUDENT AID COMMISSION  
SCHOLARSHIP & GRANT ADMINISTRATION  
SUMMARY OF EXPENDITURES  
SFY 2016 as of April 30, 2016

**State Appropriated - \$431,896**

	FY 2015	FY 2016	FY 2016	FY 2016	Variance
	Actual	Budget	Year to Date	Year to Date	Over
			Budget	Actual	(Under)
<b>Expenditures:</b>					
1 Salaries	\$ 232,420	\$ 458,282	370,151	\$ 294,241	\$ (75,910)
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	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 250,109</b>	<b>\$ 458,282</b>	<b>\$ 370,151</b>	<b>\$ 294,241</b>	<b>\$ (75,910)</b>

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

	FY 2015	FY 2016	FY 2016	FY 2016	Variance
	Actual	Budget	Year to Date	Year to Date	Over
			Budget	Actual	(Under)
<b>Expenditures:</b>					
17 Salaries	29,346	2,934	2,370	86,089	83,719
18 Travel	2,365	13,920	11,600	1,963	(9,637)
19 Office Supplies	311	2,570	2,142	714	(1,428)
20 Professional Services	3,802	-	-	4,753	4,753
21 Printing	-	1,000	833	50	(783)
22 Postage	1,724	4,000	3,333	1,243	(2,090)
23 Communications	3,172	2,774	2,312	2,068	(244)
24 Rental	-	-	-	-	-
25 Outside Services	5,713	6,000	5,000	3,662	(1,338)
26 State Transfers	-	26,386	21,988	-	(21,988)
27 State Reimbursements	1,652	1,820	1,517	1,622	105
28 ITD Reimbursements	1,646	1,425	1,188	623	(565)
29 Intra-Agency Reimbursements	750,546	856,544	713,787	616,428	(97,359)
30 Office Equipment	-	-	-	-	-
31 IT Equipment & Software	1,185	2,000	1,667	790	(877)
32 IT Outside Services	158,391	800,000	666,667	368,162	(298,505)
33 Other Expenses & Obligations	-	-	-	886	886
<b>Total Expenditures</b>	<b>\$ 959,853</b>	<b>\$ 1,721,373</b>	<b>\$ 1,434,404</b>	<b>\$ 1,089,053</b>	<b>\$ (345,351)</b>

**Total Expenditures (Appropriated + Non-Appropriated)**

	FY 2015	FY 2016	FY 2016	FY 2016	Variance
	Actual	Budget	Year to Date	Year to Date	Over
			Budget	Actual	(Under)
<b>Expenditures:</b>					
34 Salaries	\$ 261,766	\$ 461,216	\$ 372,521	\$ 380,330	\$ 7,809
35 Travel	2,365	13,920	11,600	1,963	(9,637)
36 Office Supplies	311	2,570	2,142	714	(1,428)
37 Equipment Repairs	3,802	-	-	4,753	4,753
38 Printing	-	1,000	833	50	(783)
39 Postage	1,724	4,000	3,333	1,243	(2,090)
40 Communications	3,172	2,774	2,312	2,068	(244)
41 Rental	-	-	-	-	-
42 Outside Services	5,713	6,000	5,000	3,662	(1,338)
43 State Transfers	-	26,386	21,988	-	(21,988)
44 State Reimbursements - Other	1,652	1,820	1,517	1,622	105
45 ITD Reimbursements	1,646	1,425	1,188	623	(565)
46 Intra-Agency Reimbursements	768,235	856,544	713,787	616,428	(97,359)
47 Office Equipment	-	-	-	-	-
48 IT Equipment & Software	1,185	2,000	1,667	790	(877)
49 IT Outside Services	158,391	800,000	666,667	368,162	(298,505)
49 Other Expenses & Obligations	-	-	-	886	886
<b>Total Expenditures</b>	<b>\$ 1,209,962</b>	<b>\$ 2,179,655</b>	<b>\$ 1,804,555</b>	<b>\$ 1,383,294</b>	<b>\$ (421,261)</b>

Check

## IOWA COLLEGE STUDENT AID COMMISSION

### Postsecondary Registration May 2016

#### **Postsecondary Registration Approvals**

Staff has approved the following noncontroversial registration applications since the last report to Commissioners in November of 2015.

Briar Cliff University (Iowa) – SARA Approved  
Des Moines University (Iowa) – SARA Approved  
Drake University (Iowa) – SARA Approved  
Faith Baptist Bible College and Theological Seminary (Iowa) – SARA Approved  
Graceland University (Iowa) – SARA Approved  
INSTE Bible College (Iowa)  
Kaplan University (Iowa) – SARA Approved  
Morningside College (Iowa) – SARA Approved  
Northwestern College (Iowa) – SARA Approved  
Savannah College of Art and Design (out-of-state)  
Shiloh University (Iowa) – SARA Approved  
Waldorf College (Iowa)  
William Penn University – SARA Approved

Please see the Postsecondary Applications page of the Postsecondary Registration section of the Commission's website and search by school name for the staff's registration approval evaluation.

<https://www.iowacollegeaid.gov/content/postsecondary-applications>