



# COMMUNITY COLLEGE LEADER BULLETIN

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## Points of Interest

- Fiscal year (FY) 2015 fall enrollment totaled 93,772.
- Secondary CTE Task Force is preparing to make recommendations.
- Thirty percent of Iowa high school students enrolled in a community college course in FY 2014.
- Division plans overhaul of equity evaluation process.

## Iowa is National Leader in Joint Enrollment Opportunities

Iowa ranks first among the 50 states in providing college-credit opportunities to high school students, according to the [2014 Joint Enrollment Report](#) and a [factsheet](#) released on February 11th.

In the fall of 2013, the percentage of students under the age of 18 enrolled in Iowa's 15 community colleges outpaced enrollment of similar students nationally at two- and four-year public

institutions combined.

"Concurrent enrollment opportunities allow students to get a jump start on their college education, saving them money and reducing student debt," said Brad Buck, Director of the Iowa Department of Education.

In FY 2014, 42,996 students were jointly enrolled at one of Iowa's community colleges - a 6.8 percent increase from the previous year. Jointly enrolled students comprised 30 percent of the total

community college student population and 17 percent of credit hours. "The growth in opportunities for Iowa students has been impressive, particularly in light of Iowa's high expectations for rigor and quality and the expectation that all community colleges be accredited by the National Alliance of Concurrent Enrollment Partnerships," Buck said.

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## 75,000 Iowans Impacted by Skilled Worker Programs

Over 75,000 individuals participated in one of the community college programs supported by the Iowa Skilled Worker and Job Creation Fund, according to [reports](#) released by the Division of Community Colleges. This fund represents an almost \$30 million investment in community college workforce preparation.

### Adult Education & Literacy

Adult education programs include adult basic education, English language learner programs, and adult secondary education.

Adult education programs received a \$5.1 million

appropriation from the state of Iowa in FY 2014. In total, 19,548 individuals enrolled in an adult education program, while 3,976 completed a program, and 3,408 High School Equivalency Diplomas were awarded.

### Gap Tuition Assistance

The Gap Tuition Assistance program provides funding for community colleges to extend need-based financial assistance to qualified individuals for completion of certain continuing education certificate training programs.

Colleges had a total of \$3,021,256 available for the

Gap program in FY 2014, which includes a \$2,000,000 state appropriation and \$1,021,256 in carry-forward funds from the previous year. Close to 3,330 individuals applied for financial assistance, of which 1,631 were approved. A total of 998 individuals completed a training program in FY 2014.

### PACE

The Pathways for Academic Career and Employment (PACE) program provides funding to community colleges for the development of projects which lead to gainful, quality, in-state

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## Cont'd: Skilled Worker and Job Creation Fund Reports

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employment. Projects are geared toward individuals who are deemed low-skilled, earn incomes below 250 percent of the poverty level, are un- or under-employed, or are a dislocated worker.

The state appropriated \$5 million in FY 2015 for the PACE program. Over 2,300 individuals were approved to participate in a PACE program. Over 1,989 individuals were participating in a PACE program at the time of reporting, while another 729 had completed a program.

### **Intermediary Networks**

The Statewide Work-Based

Learning Intermediary Networks provide and expand access to work-based learning opportunities for high school students.

The state appropriated \$1.45 million for this effort, which was distributed to 15 intermediary networks through a competitive bidding process. In FY 2015, 15,447 students participated in a work-based learning opportunity, which includes internships, job shadowing, student tours, and more.

### **WTED**

The Workforce Training and Economic Development (WTED) fund is a significant funding source for career

academies, career and technical education, and general training/retraining expenses. Several programs with separate funding sources use the WTED fund as a supplement funding source.

The state appropriated over \$15 million dollars for the WTED fund in FY 2015. Over the past year, 36,703 individuals participated in a WTED fund-supported program.

All reports are available on the department's [website](#).

Contact Kent Farver at [kent.farver@iowa.gov](mailto:kent.farver@iowa.gov) or 515-281-0319 with comments or questions.

## First Glimpse of FY 2015 Enrollment Shows Slight Decline



Enrollment in Iowa's 15 community colleges totaled 93,772 students in the fall of 2014, according to the [Fall Enrollment Report](#) released in November.

Enrollment is down approximately 0.5 percent from the previous fall. From the prior year, registered semester hours declined at 11 of the 15 community colleges.

Though still higher than pre-recession levels, enrollment is down considerably from 2010 when fall enrollment totaled 106,597 students.

This fall, 54 percent of students were female. About 17.7 percent of students self-reported as

having a racial or ethnic minority background.

Over 90 percent of enrolled students were residents of Iowa. Almost eight percent were out-of-state residents; two percent were foreign nationals.

While overall enrollment has steadily risen since the founding of the community college system in 1965, the portion of full-time students relative to over-all enrollment has declined. In 1965, 90.8 percent of total fall enrollment was comprised of full-time students, whereas today full-time enrollment accounts for 40.5 percent of total fall enrollment.

By program type, 63,357

(67.6 percent) students enrolled in a college parallel program. Close to 29,900 (29.9 percent) students enrolled in a career technical education (CTE) program, with the subject areas of health science, business management and administration, and manufacturing experiencing the largest enrollment. The remaining 2,368 students (2.5 percent) enrolled in a career option program.

The [Fall Enrollment Report](#) provides the first snapshot of current fiscal year enrollment in Iowa's 15 community colleges.

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## Condition Report Released

The [Condition of Iowa's Community Colleges Report](#) was presented to the State Board of Education on January 22nd.

The report is published annually based primarily on community college management information system (MIS) data. The comprehensive report includes credit enrollment, student demographics, credit hours, credit programs, awards, noncredit enrollment and programs, adult education and literacy, joint enrollment, distance education, graduation and transfer rates, human resources, tuition and fees, and more.

New to the report are sections related to new programs and a special supplement focused on education outcomes. The report is supplemented online by data tables and interactive charts.

The following are some highlights included in this year's report.

### Credit Enrollment

Statewide community college enrollment totaled 141,226 students in FY14 – a 2.9 percent decline from the previous year. Students enrolled in a total of 1,942,821 credit hours, which translates to 13.8 credit hours per student.

The vast majority of community college students (97,604) enrolled in college parallel programs, which are designed for transfer to a four-year postsecondary institution. An additional 35,921 students enrolled in a career and technical education (CTE) program. By subject area, health sciences was the largest CTE program (by headcount), followed by business management and administration, and

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## Secondary CTE Task Force Discusses High-Quality CTE

Defining high-quality career technical education (CTE) was just one of several topics discussed by the Secondary CTE Task Force at the January 16 meeting in Des Moines.

The proposed definition would emphasize the importance of a career pathway system which prepares students for college and careers.

The task force moved closer to final recommendations on what a career guidance system should look like in Iowa and defining career academies.

The task force will meet again on March 6 at the Plumbers and Steamfitters Union headquarters.

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## Roll-out of Voluntary Framework of Accountability Continues

Collaborative work between the community colleges and the Iowa Department of Education continues in the pilot credit data submission for the [Voluntary Framework of Accountability](#) (VFA).

The department has obtained VFA membership for each of the 13 pilot colleges. All 13 colleges have submitted their data and the department is currently compiling the information

and calculating the metrics for each college. Metrics will be uploaded to the VFA site and reviewed by the college prior to publication in June. The department will work with the colleges to confirm data metrics and coordinate any changes.

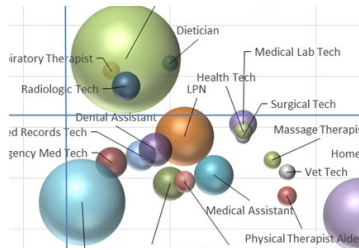
The Career Technical Education (CTE) and Adult Basic Education (ABE) subcommittees of the VFA continued their discussion regarding collection of data for future reporting.

The CTE subcommittee will continue meeting this spring to identify issues that will impact implementation of VFA reporting in 2016. [VFA](#) staff announced they plan to improve ABE data elements and definitions.

No timetable has been set for the ABE reform effort.

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## Pipeline Report Examines Workforce Supply, Demand

An analysis of community college credential production as it relates to projected occupational demand has been released.

[\*The Iowa Skilled Worker Pipeline Report\*](#) focuses on the extent to which the number of community college graduates aligns with projected employment demand in specific occupational categories, particularly those in high demand. The report provides insight into how well community colleges are adapting the worker preparation pipeline to meet future employment demand for middle-skill occupations.

Data can be a powerful tool in helping institutions align offerings with demand and address structural mismatches. The report helps leaders identify potential mismatches and opportunities for further alignment, but it is not without limitations and should be viewed as a starting point for further exploration.

The report indicates that management and healthcare related awards are aligned with projected annual demand of new and replacement jobs. Information technology and mathematical awards are increasing, but remain short of the projected demand. It also provides information

about construction, advanced manufacturing, and science, technology, engineering, and math (STEM). For each occupational area, the number of credit awards issued (supply) and anticipated job openings (demand) for specific occupations is provided. The report includes graphical displays of the supply and demand for each occupation as it relates to anticipated growth and average salary.

The full report is available on the department's [website](#).

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## Repository for Best Practices Being Developed

The Division of Community Colleges is in the process of creating a best practices repository.

Through the accreditation process, the evaluation team often identifies outstanding programs and processes that may be of value to other institutions. The repository, which will be made available on the department's [website](#), will provide links to resources to learn more about these outstanding practices.

Contact Kent Farver at [kent.farver@iowa.gov](mailto:kent.farver@iowa.gov) or 515-281-0319 with comments or questions.

## New Administrative Consultant Announced

Pat Thieben has been selected as the new Administrative Consultant for the Bureau of Career and Technical Education.

Pat started in her new role on February 13, previously serving as the bureau's Health Sciences Consultant.

As the CTE Administrative Consultant, Pat oversees the management of secondary and postsecondary CTE programming, budgeting and finance, and accountability.

She is the primary department contact for school districts, consortia, and community colleges for issues related to Carl D. Perkins federal legislation.

Pat has considerable experience working with CTE both at the local and state levels. Prior to joining the department in 2007, she was director of distance learning and served in other roles at Des Moines Area Community College (DMACC) and had served as coordinator of adult vocational programs at Austin Community College.

She has a Master's in Education Administration from Iowa State University.

Comments or questions may be directed to Pradeep Kotamraju at [pradeep.kotamraju@iowa.gov](mailto:pradeep.kotamraju@iowa.gov) or 515-281-4716.

## Cont'd: Condition of Community Colleges Report

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manufacturing.

The typical community college student is female, under the age of 25, and Caucasian. As in previous years, females made up a larger portion of the overall student body at 55 percent. The number of individuals identifying as a racial or ethnic minority continues to increase. In FY 2014, 18.5 percent of total enrollees self-identified as a racial or ethnic minority.

### Non-Credit Enrollment

In FY 2014, 241,500 students participated in a non-credit offering. The number of contact hours in which these students were enrolled decreased 2.1 percent from the previous year to 7,003,805.

Approximately 60 percent of students enrolled in a non-credit courses designed

to enhance employability or academic success (which includes adult education programming) and an additional 16.2 percent enrolled in recertification or licensing courses.

### Online Enrollment

Enrollment of students in one or more online courses declined 3.6 percent in FY 2014. The five-year average, however, still demonstrates 6.3 percent growth.

### Student Success

In reviewing the success of the most recent cohort of students (FY 2012), the percentage of students who graduated with an associate degree, transferred to a four-year college or university, or both within three years was 41.4 percent. Both the transfer rate and graduation rate were higher than reported the previous year.

### Human Resources

Iowa's community colleges employed 14,152 people in FY 2014—down 3.5 percent from the prior year. Of those, 6,985 were faculty. Faculty were 49.4 percent of all employees—up three percent from the prior year.

### National Comparisons

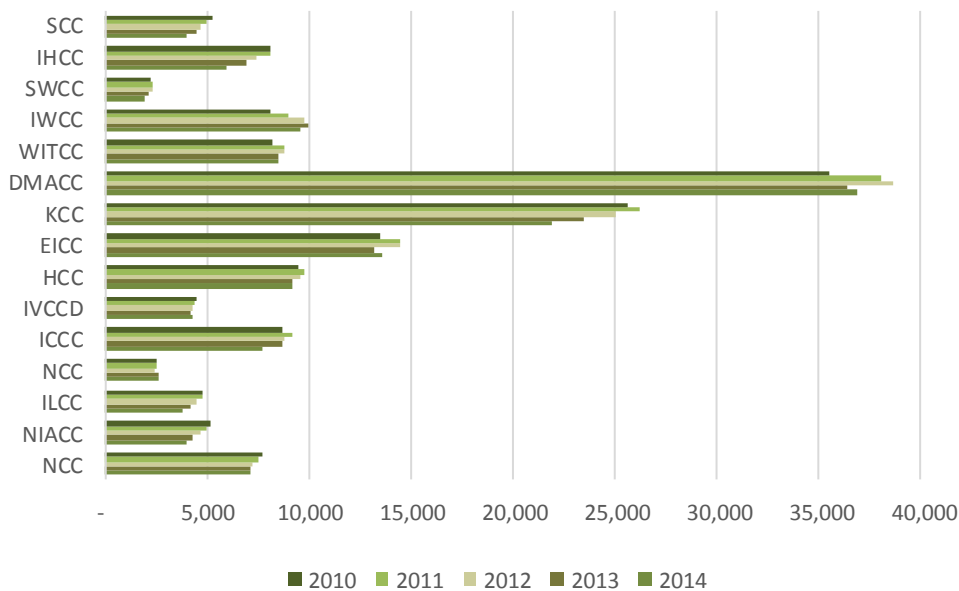
Where available, the report includes national comparisons. The number of awards, racial and gender composition of students, age and wages of faculty, are supplied with corresponding numbers from other states and national averages.

The full report is available on the department's [website](#).

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## Five-Year Credit Enrollment by College



## Department Introduces Two Bills, Advances Rule Changes



The Iowa Department of Education has proposed two bills directly impacting community colleges and has begun promulgating changes to administrative rules.

[House Study Bill \(HSB\) 12](#), proposes three changes to the Gap tuition assistance program to improve alignment with federal programs and enhance administrative efficiency.

The bill shortens the timeframe for which individuals must provide proof of family income from 12 months to six months and provides and removes an administrative burden for Gap eligible individuals who are eligible for the federal supplemental nutrition assistance program. It also improves alignment with the

federal Workforce Investment and Opportunity Act (WIOA) by prioritizing people earning between 150 percent and 250 percent of the federal poverty level and making individuals eligible for training assistance through WIOA/WIA ineligible unless Gap funds are fully expended by the workforce region.

[HSB 5](#) proposes changes to the definition of veteran for purposes of reporting of the college credits earned by veterans for their military education and experience.

This bill expands the definition of veteran to include members of the reserve forces or National Guard who have served at least one year and are eligible for federal education benefits for veterans.

The State Board of Education has issued a Notice of Intended Action to amend [Chapter 21](#) of the Iowa Administrative Code.

The proposed changes clarify protocol for community college residency determinations for students, including veterans, and clarify permissible tuition rates. The amendment moves the board's Uniform Policy on Residency Status into Iowa Administrative Code. The amendment would also clarify the technical specialty components of diploma and certificate programs.

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## Review of Community College Equity Evaluation Process Planned



The Division of Community Colleges is conducting a comprehensive review of the community college [equity evaluation](#) process.

The review will be informed by the Community College Accreditation Advisory Committee (AAC) and conducted in consultation with the federal Office of Civil Rights (OCR) which approves state targeting plans.

The AAC met on November 14 and endorsed the effort. The goal is to identify opportunities for process improvement and

transparency – to make the process more focused, efficient, and effective.

By clearly delineating expectations regarding the process and requirements, the division hopes to reduce uncertainty while increasing colleges' responsiveness to equity issues. Division staff and the committee will consider opportunities to streamline the process, reduce the invasiveness of evaluations, increase review frequency by coupling the process with the state accreditation process, and develop a guide to the process.

The process review is expected to be analogous to the community college state accreditation overhaul conducted in 2010.

Currently, selection of colleges for an equity review is based on several factors, such as time elapsed since last review, review of various metrics, referrals, and more. The new process would still include a review of similar metrics, but at more regular intervals.

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## VFA Prompts Numerous Changes to MIS Report Manual

The Management Information System (MIS) Advisory Committee is set to publish in March an extensively revised *Fiscal Year (FY) 2016 MIS Reporting Manual*.

The reporting manual contains a number of changed requirements, clarifications, and new data elements. The addition and revision of a number of data elements was prompted by the implementation of the Volunteer Framework of Accountability (VFA), a set of nation-wide metrics adopted by Iowa community colleges for reliable tracking of their performance and vital statistics.

While the Iowa Department of Education has already started state-

wide data collection, processing and reporting under VFA requirements on behalf of all Iowa community colleges, integrating necessary data elements into regular MIS data collection will eliminate the need for additional data exchanges between agency and the colleges in the future.

A number of changes are related to an attempt to further build data precision and improve data quality, such as the introduction of a dedicated local ID data element, new codes for all types of degree majors, or separation of the standard common course numbers from the course section.

The new manual will also contain additional clarifications and definitions

for the new Non-Credit Student Awards Section, added and developed with the assistance of the continuing education deans and directors' group

The manual was drafted and discussed with the MIS Advisory Committee and reviewed by the MIS Reporting Officers statewide. A MIS Advisory Committee is scheduled for March 9 and the manual is expected to be published shortly thereafter to allow colleges sufficient preparation time before the first data submission in FY 2016.

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## Department Coordinating Veteran Data Submission Pilot

The Iowa Department of Education is coordinating a pilot reporting project of select veterans education data elements as part of a broader initiative to enhance the awarding of postsecondary credit for prior military education and experience.

[Senate File 303](#), passed by the Iowa Legislature and signed by Governor Branstad in the 2013 Legislative Session, mandates Iowa community colleges, public universities, and Iowa Tuition Grant-eligible independent

colleges and universities to report data on the awarding of postsecondary credit for prior military training and experience. The effort supports the Home Base Iowa initiative.

Data elements include the number of veterans enrolled at the institution, average number of credits received by the student for prior military experience, the number of credits applied toward students' majors, and more.

Formal reporting of metrics will begin in the fall of 2015, although institutions are

required to report on the five years prior as well. On behalf of the Iowa Coordinating Council on Post-High School Education, the department will compile and submit annual reports to the Governor and the General Assembly.

All public community colleges and universities are participating in a pilot of the data submission process which is slated to be completed in March.

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## The Community College Leader Update is a quarterly publication of the Iowa Department of Education, Division of Community Colleges.

Sign-up on the division's [website](#) to receive the Community College Leader Bulletin in your inbox.

## Department Sponsoring Several Upcoming Meetings/Trainings

### Civil Rights Training

The department is sponsoring a one-day training focused on federal and state civil rights law and compliance topics.

Intended audiences include school, Area Education Agency, and community college equity coordinators, superintendents, human resource specialists, principals, and counselors.

The training will include information on the six responsibilities of the equity coordinator, with special emphasis on closing the achievement gap, preventing and reducing bullying and harassment behaviors, and meeting the needs of students with disabilities.

Training is provided free of charge. This event will be held at the Iowa Events Center in downtown Des Moines. Individuals interested in attending may register on the department's [website](#).

Contact Jeanette Thomas at [jeanette.thomas@iowa.gov](mailto:jeanette.thomas@iowa.gov) or 515-281-3636 for more information.

### Federal Grant Training

The division is providing a one-day training session focused on recently issued final uniform grant guidance rules, legislative and funding issues impacting the Carl D. Perking Career and Technical Education Act (Perkins) and the Adult Education and Family Literacy Act (AELFA), and how both programs are impacted by the new uniform grant guidance final rules issued in December of 2014.

The training will be provided by Michael Brustein of Brustein & Mansevit, PLLC, a law firm specializing in education and workforce development issues. Mr. Brustein has extensive experience in the education field, having served as an attorney and branch chief within the

United States Education Department prior to founding Brustein & Mansevit, PLLC.

This training is intended for Perkins and AEFLA recipients and fiscal agents, and community college business officers.

The training will be held April 14 at the FFA Enrichment Center on the DMACC Ankeny campus.

Contact Kent Farver at [kent.farver@iowa.gov](mailto:kent.farver@iowa.gov) or 515-281-0319 for more information.

### Perkins Contact Meeting

The division will host secondary and postsecondary Perkins coordinators for a spring meeting to discuss several Perkins related topics.

The meeting will be held on April 24. Location is yet to be determined.

Contact Pradeep Kotamraju at [pradeep.kotamraju@iowa.gov](mailto:pradeep.kotamraju@iowa.gov) or 515-281-4716 for more information.

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