

COMMUNITY COLLEGE ACCREDITATION  
AND ACCOUNTABILITY REVIEW  
PROCESS COMMITTEE INTERIM REPORT



Iowa Department of Education  
Division of Community Colleges and Workforce Preparation

January 2009

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## **I. Purpose of the Study**

The 82<sup>nd</sup> General Assembly of the Iowa Legislature mandated the Iowa Department of Education to convene a working group to study the comprehensive community college accreditation and accountability review process. The deadlines for reports to the legislature are a progress report by January 15, 2009, and a final report by January 15, 2010.

Under House File 2679, the Department of Education was directed to review the community college accreditation process and the compliance requirements contained in the accreditation criteria. The review is required to consider measures that ensure consistency in program quality statewide, adequate oversight of community college programming by the Iowa State Board of Education and, in consultation with the community college Management Information System (MIS) standing committee, consistency in definitions for information and data requirements, and identify barriers to providing quality programming, methods to improve compensation of community college faculty, and system performance measures that adequately respond to identified needs and concerns. The bill also requires that community college accreditation processes and system performance measures from other states and regions be examined. In conducting the review, the Department of Education is required to collaborate with community college accreditation and quality faculty plan committees, as well as the Division of Community Colleges and Workforce Preparation's Community College Accreditation Advisory Committee. In addition, the bill requires the director of the Department of Education to appoint the advisory committee in consultation with the executive director of the Iowa Association of Community College Trustees.

## **II. Membership**

The review is being co-chaired by the Department of Education's Division of Community Colleges and Workforce Preparation administrator, Roger Utman, and Iowa Valley Community College District's chancellor, Tim Wynes. It was determined by the director of the Department of Education along with the executive director of the Iowa Association of Community College Trustees that the existing Community College Accreditation Advisory Committee, along with some additional appointed members, would serve to meet the requirements. The Community College Accreditation Advisory Committee consists of 15 members – one from each college representing the various functional units of community colleges such as faculty, human resource administrators, business officers, student services, chief academic officers, and presidents. Membership is balanced between PEAQ (Program to Evaluate and Advance Quality) and AQIP (Academic Quality Improvement Program) institutions. Members will serve on a three-year rotating cycle. The members appointed to the committee are:

- Northeast Iowa Community College (Area I)  
Ken Vande Berg, Vice President, Economic Development
- North Iowa Area Community College (Area II)  
Mark Johnson, Vice President, Academic Affairs
- Iowa Lakes Community College (Area III)  
Judy Cook, Executive Director, Planning and Development
- Northwest Iowa Area Community College (Area IV)  
Jan Snyder, Vice President, Institutional Advancement and Enrollment Services
- Iowa Central Community College (Area V)  
Michelle Ramthun, English Faculty
- Iowa Valley Community College District (Area VI)  
Tim Wynes, Chancellor

- Hawkeye Area Community College (Area VII)  
Linda Allen, Vice President, Academic Affairs
- Eastern Iowa Community College District (Area IX)  
Laurie Hanson, Director, Institutional Effectiveness
- Kirkwood Community College (Area X)  
Kathleen Van Steenhuyse, Dean, Social Services and Career Options Programs; and  
Al Rowe Institutional Effectiveness (representing K-12 Teacher Quality Requirements)
- Des Moines Area Community College (Area XI)  
Margi Boord, Associate Executive Director, Human Resources
- Western Iowa Tech Community College (Area XII)  
Helen Lewis, English-Humanities Faculty
- Iowa Western Community College (Area XIII)  
Bill Barrett Business/Marketing Faculty
- Southwestern Community College (Area XIV)  
Barb Crittenden, President; and  
Dave Neas, English Faculty (representing Iowa State Education Association membership)
- Indian Hills Community College (Area XV)  
Marlene Sprouse, Vice President, Academic Affairs
- Southeastern Community College (Area XVI)  
Joan Williams, Vice President, Student Services
- Department of Education representatives include:  
Roger Utman, Administrator, Division of Community Colleges and Workforce Preparation  
Colleen Hunt, Chief, Bureau of Community Colleges and Career and Technical Education  
Jeremy Varner, Consultant, Bureau of Community Colleges and Career and Technical Education

### III. Work Teams

The Community College Accreditation Advisory Committee has formed four work teams to address accreditation and accountability issues. The four work teams will report to Roger Utman and Tim Wynes, as well as the larger accreditation advisory committee. The four work teams are: Program Quality; Data Quality and Reporting; National Review of State Accreditation Systems and Review Processes; and Faculty Compensation Study and Review. Each team will address a portion of the mandated study. The teams will consist of accreditation advisory committee members, as well as others from the field identified by the accreditation committee as having expertise in the area covered by the team. A Department of Education consultant will staff each work team (Program Quality – Ken Maguire; Data Quality and Reporting – Vladimir Bassis; National Review of State Accreditation Systems and Review Processes – Jeremy Varner; and Faculty Compensation Study and Review – Tom Schenk, Jr.).

Each work team is anticipated to meet up to three times reporting back to the larger accreditation advisory committee throughout the time frame. The purpose and focus of each work team is as follows:

- **National Review of State Accreditation Systems and Review Processes Work Team**  
Purpose: To review state community college accreditation processes and practices in other states and formulate recommendations.  
Focus: To discuss and determine the scope of the study with regard to the legislative mandate; look at states that utilize or recently utilized state accreditation processes; and identify and review other state models.
- **Program Quality Work Team**  
Purpose: To review the program development and approval requirements; Department of

Education maintenance of the program master; use of technology to simplify the process of program development/revision/dissemination; and identify strengths, weaknesses, and recommendations. Focus: The focus is on program development and the approval process; the program master; the AS-28 System; and concurrent credit courses.

- **Faculty Compensation Study and Review Work Team**

Purpose: To study the compensation of instructors at Iowa's community colleges, including regional and national comparisons and comparisons with other educational sectors.

Focus: To focus on average and median faculty compensation in Iowa and nationwide, and expenditures on remunerations.

- **Data Quality and Reporting Work Team**

Purpose: To review the data and accountability reports generated by the Community College MIS (Management Information System) to describe Iowa's community colleges for accuracy, completeness, and timeliness; to suggest data elements and other revisions for consideration by the MIS SWAT Team; and to review steps taken to implement the data reporting requirements of House File 2679 – Senior Year Plus.

Focus: To focus on revising MIS Reporting Manual and MIS Data Dictionary for consistency, redundancy, precision, and clarity issues; revising MIS data elements for the purpose they serve, consistency, redundancy, and technical difficulties to be provided by colleges; and facilitating colleges' efforts for understanding reporting requirements and MIS data definitions uniformly across the state.

## IV. Timeline

The Department of Education hosted one meeting of the Community College Accreditation Advisory Committee on October 30, 2008. At that meeting, members of the four work teams were established and focuses approved. Additional timelines are as follows:

- First Community College Accreditation Advisory Committee Meeting – October 30, 2008
- Set up work teams – December 2008
- Provide a status report to the Community College Accreditation Advisory committee – December 2008
- Complete the interim legislative report—December 2008
- Department of Education presents the interim legislative report – January 2009
- First work team meeting – February 2009
- Second Community College Accreditation Advisory Committee meeting – March 6, 2009
- Second work team meeting – April 2009
- Third work team meeting (if needed) – May 2009
- Final work team report to the Community College Accreditation Advisory Committee – June 3, 2009
- Compiling work team reports and preparing final report—June 2009 - November 2009
- Complete the final legislative report—December 2009
- Department of Education presents the final legislative report—January 2010

## V. Recommendations

Sharing of information and reports from each subcommittee will be given to the full Community College Accreditation Committee for use in making recommendations. Recommendations will be presented in the final legislative report due January 15, 2010.