The Commission on Proprietary School and College Registration (CPSCR) met on Thursday, August 15, 2013 at 1:00 p.m., Mississippi Community College Board, 3825 Ridgewood Road, Jackson, Mississippi.

Members Present: Mr. Donald Benjamin, Dr. Barry Mellinger, Dr. George Terry, Ms. Esther Cash and Mr. Otis Stanford

Staff Attending: Ms. Kim Verneuille, Dr. Joan Haynes, Dr. Eric Clark, Shana Hansen and Chuck Rubisoff

Visitors Present: Dr. Fran Sanders, Healing Touch Career College, Debbie Moore, Antonelli College Jackson, Milton Anderson, Virginia College Jackson & Brock Haas, ITT Technical Institute/Madison.

I. CALL TO ORDER
   The meeting was called to order by Mr. Donald Benjamin at 1:00 p.m.

II. PRELIMINARIES
   A. The invocation was given by Dr. Barry Mellinger.

   B. Acknowledgments / Introductions
      Mr. Donald Benjamin offered visitors present the opportunity to make a brief introduction.

      All visitors present gave their names and the companies that they represent.

   C. Adjustments / Approval of Agenda
      Mr. Donald Benjamin asked if there were any adjustments that needed to be made to the agenda. On a motion made by Dr. Barry Mellinger to include a discussion on consideration for new regulations to the agenda and a second by Mr. Otis Stanford, the Commission voted unanimously to revise the agenda.

   D. Approval of Minutes
      Mr. Donald Benjamin asked if there were any adjustments that needed to be made to the minutes. Mr. Stanford pointed out two corrections to the minutes. On a motion made by Dr. Barry Mellinger and a second by Mr. Otis Stanford, the Commission voted unanimously to approve the minutes of the June 20, 2013 meeting with noted corrections.

   E. Oath of Office
      Donald Benjamin stated that the Commission was thankful to have a new Commissioner join them today. Ms. Esther Cash was sworn into office by Ms. Shana Hansen. Everyone welcomed Ms. Cash and Mr. Benjamin stated that the Commission was looking forward to working with her. Ms.
Cash reciprocated the statement and said she wanted to be an asset to the Commission.

III. DIRECTOR’S REPORT

1. Ms. Kim Verneuille reported that since the June 20, 2013 meeting there have been two (2) request(s) for application packet. Ms. Verneuille discussed the registration of each request.
   - Dr. Annie Borders-Blackwell – CNA School in Cleveland, MS
   - Monica Johnson – CNA School in Jackson, MS

2. Ms. Verneuille reported on seven (7) schools that will be engaging in No Further Activities in regard to Federal State Authorization regulations.
   - Nash Community College
   - Pacific NW University of Health Sciences
   - American Institute – Health Sciences
   - University of St. Augustine – Health Sciences
   - University of N. Texas
   - Jones College
   - Everblue

3. Antonelli College – Jackson, Hattiesburg, & Online Campus
   - Annual Tuition Increase – Full tuition is increasing as follows:
     - $3875 to $3995 per term
     - Massage Therapy is going down from $4100 to 3995
     - Digital Photography tuition is staying the same
     - Tuition is all inclusive so there are no additional costs to the students for books.
   - Online Campus Administration – Temporarily moving to Jackson Campus

4. Blue Cliff College
   - Program Modification of Medical Coding - have never implemented teaching of the program on the Gulfport campus after their approval. Since the approval time, the industry has changed by including a great deal of technology use in the Medical Coding field. So the curriculum is changing to include more courses in using medical billing software.

5. Crescent Schools
   - Tuition reduced for 3-week bartending program from $795 to $495
   - Tuition reduced for Bartending/Beverage program from $3,050 to $2,550
   - Dr. Clark asked if were a reason given for the reduction. Ms. Verneuille stated that according to Mr. Lebeouf at the Robinsonville, MS campus, he found that with new advances and equipment in use, they could reduce their tuition to better serve the students and the industry as a whole.
• New Staff – Marla Sparks as Placement Officer

6. Delta Technical College/Horn Lake & Ridgeland
   • Two new programs
     o Industrial, Commercial and Residential Electrician – Ridgeland Campus
     o Journeyman Welding II – Horn Lake campus

7. DeVry/Carrington College
   • Tuition Freeze for 2013-14 Academic Year

8. Universal Technical Institute/FL, NASCAR, & TX
   • Reduction of registration costs - reducing costs from $75 to $25, changing postponement fee, and reentry fee.

9. UTI – FL campus – Staff Change Steve McElfresh – Campus Director

10. Lincoln College of Technology – New Bond Company

11. Virginia College/Biloxi
    • New Academic Dean – Paul Bryant

12. WyoTech
    • Three new diploma programs
      o Automotive Technology with Off-Road Power
      o Collision/Refinishing Technology with Off-Road Power
      o Diesel Technology with Off-Road Power

13. US Department of Education Notifications
    • Blue Cliff College – Office of Proprietary Education ID # Change – consolidated all campuses to one OP Ed# to report numbers to the US Department of Education.
    • Antonelli College – Letter of Credit Request in regard to surpassing the allowed percentage on refunds in Title IV funds.

Upon a motion made by Dr. Barry Mellinger and a second by Mr. Otis Stanford, the Commission voted unanimously to approve the Director’s Report.

At this time, Mr. Benjamin asked to skip ahead and moved Public Participation after the Reports.

IV. REPORTS

A. School List
   • 51 registered school total
     i. 49 Traditional campuses
     ii. 2 online schools

B. Financial Report
   • Ms. Kim Verneuille reviewed the reports explaining each section’s content and report fees collected.

V. PUBLIC PARTICIPATION

Mr. Brock Haas, ITT Technical Institute of Madison, MS, stated the school would be having a Fall Festival on September 7 at 9:00am for the students and
the community. All proceeds will go the United Way. Everyone is welcome to please come. Milton Anderson, Virginia College Jackson, stated the schools have join together to start a state association to enable them to work together and assist in continuing education for faculty and staff. He also thank the Commission for Dr. Joan Haynes and Ms. Kim Verneuille for their assistance and everything they do for the proprietary schools.

VI. DOCKET ACTION
A. Registrations:
   Certification of Registration (Initial)
   • Medical Response Institute – Meridian & Hattiesburg, MS
     All Criteria Met – Recommend Approval
   Upon a motion made by Mr. Otis Stanford and a second by Ms. Esther Cash the Commission voted unanimously to approve the Initial Certification.
   Certification of Registration (Renewal)
   • None

B. Agent Permit Application
   Upon the Staff’s recommendation, a motion made by Dr. Barry Mellinger and a second by Dr. George Terry, the Commission voted unanimously to issue agent permits for the following:
   Agent Permit Application (Initial)
   • Antonelli College/Online – Londale Kirk, Carol Boswell, Pamela Shakleford, & George Jenkins
   • Concorde Career College /Online – Gretchen Lammie
   • Concord Career College/TN – Brian Tharnish & Crystal Simms
   • Delta Technical College/Ridgeland – Myron Johnson
   • Delta Technical College/Horn Lake – Eric Johnson & Angela Dillard
   • ITT Technical Institute/Madison – Wendy Kay, Courtney Tyler, & Rachel Putman
   • Saad Healthcare CNA School – Dorothy Sadd-Dunning
   • Stepping Stones Career College – Safronia Knowles
   • Virginia College/Jackson – Frankie Williams & Britton Cowan
   • WyoTech/FL – Christopher Beck
   • Healing Touch Career College/Jackson – Fran Sanders & Latrish Bailey
   • Virginia College/Online - Brittany Baker, Shana Blackman, Travis Coleman, Charles Collier, Martin Currier, Cecilia McWhorter, Michael Miller, Carrie Salamone, Anthony Slovensky, Brittni Tucker, & Tyesha Yarbrough
   • Medical Response Institute – Jim Miller

   Upon the Staff’s recommendation, a motion made by Dr. Barry Mellinger and a second by Ms. Esther Cash, the Commission voted unanimously to issue agent permits for the following:

   Agent Permit Application (Renewal)
• Ace Truck Driving School – Carl Ferguson (C-2023) & Doris Ferguson (C-2179)
• Antonelli College/Online – Charma Fuller
• Crescent Schools of Bartending & Gaming/Robinsonville – Stephanie Winberry (C-2859)
• Healing Touch Career College/Hattiesburg – Ibrahima Sidibe (C-2851)
• ITT Technical Institute/Cordova – Brittany Woods (C-2856) & Erica Lawrence (C-2857)
• Lincoln College of Technology – Cynthia Whitley (C-2431)
• Truck Driver Institute- Kristi Bell (C-2639)
• Universal Technical Institute/FL, NASCAR & TX – Jason Purdy (C-2854)
• WyoTech/FL – Jeffery Harris (C-2652), Mariellen Vanthoff (C-2658), Travis Thomas (C-2646) & Kerry Lyke (C-2642)
• WyoTech/WY, PA & FL – Steven Lange (C-2745), Jeffery Cooksley (C-2769), Keith Kunze (C-2852), & David Groce (C-2568)

C. New Program of Studies
Upon the Staff’s recommendation, a motion made by Dr. Barry Mellinger and a second by Mr. Otis Stanford, the Commission voted unanimously to approve the following:

New Programs and Courses
• Wyoming Technical College/WY - Three new diploma programs and two new courses
  • Automotive Technology with Off-Road Power
  • Collision/Refinishing Technology with Off-Road Power
  • Diesel Technology with Off-Road Power
• Delta Technical College/Horn Lake – Two new programs
  • Electrician Certificate
  • Journeyman Welding II Certificate

D. Program Modifications
Upon the Staff’s recommendation, a motion made by Mr. Otis Stanford and a second by Dr. Barry Mellinger, the Commission voted unanimously to approve the following:

• Blue Cliff College – Medical Coding Program
  • Addition of three new courses – electronic record keeping

E. Exemptions
None

F. Instructor Approval
Upon the staff’s recommendation, a motion made by Otis Stanford and a second by Dr. Barry Mellinger, the Commission voted unanimously to approve the Instructors as listed for the following schools:
• Antonelli College Online
  • Tonya Patterson Business
  • Amberlee Gray Psychology/English
• Claudia Coulter   Human Resources
• Yolanda Ball      Business
• Daniel Falco      Art
• Denita Johnson    Medical Coding
• Delta Technical College/Horn Lake
  • Cedric Thomas    Commercial Truck Driving
  • Charles Ryals    Commercial Truck Driving
  • Gary Burger      HVAC
  • Matthew Brown    HVAC Lab Assistant
  • James Griffin    Commercial Truck Driving
  • Joe Lipsey       HVAC & CDL
  • Timothy Frazier  HVAC Lab Assistant
• Delta Technical College/Ridgeland
  • Lakendria Watson Dental Lab Assistant
• ITT Technical Institute/Madison
  • Trinette Dease  Drafting
  • Roy Caston      General Education
• ITT Technical Institute/Cordova
  • Htay Naing       IT
  • Casey Kennedy   Art
  • Pamela Arata    Biology
  • Lawrence Smith  Business
  • Chere Doiron    Art
  • Bill Flemming Math
  • Elliott Smith   Art
  • Steve Jenkins   Psychology
  • Nathan Lee     Math
• Miller Motter Technical College
  • Daria Gregov    Medical
  • Emily Richard Med Lab
• Virginia College/Biloxi
  • Elizabeth Pearsell Pharmacy Tech
  • Selina Newton Surgical Tech
  • Pearlie Richardson Surgical Tech/Medical
• Wyoming Technical institute/WY
  • Mark Bowers     Automotive
• Wyoming Technical institute/FL
  • Jerry Escue     Automotive

Dr. Mellinger asked if the Commission had all credentials for instructors on file. Ms. Verneuille stated that per regulations that all schools must provide copies of transcripts along with the data information form. The new regulations that began in July 2013 have made it easier for schools to submit all credentials to the state. Mr. Benjamin stated that shows in this report since the state is not waiting on information to approve these instructors.

G. Other
VII. COMPLAINTS
One complaint was recently received. However, Ms. Verneuille stated that she had not had time to give a review the complaint in full and stated that she would have more to report on it at the October meeting. No action was required.

VIII. ADJOURNMENT
a. Dr. Barry Mellinger asked Dr. Eric Clark about the media reporting the consolidation of Commission, was this commission on a list. Dr. Clark stated he did not know of any talk about the Commission on Proprietary Schools. He discussed Governor Bryant’s discussion on the costs of Commissions at the State level, but neither Dr. Clark nor Mr. Rubisoff knew of any consolidation for CPSCR.

b. Ms. Verneuille stated that she is working on providing the Commission members with some training on being a Commissioner after the October CPSCR meeting.

**Upon a motion made by Dr. Barry Mellinger and a second by Mr. Otis Stanford the Commission voted unanimously to approve adjournment.**

The meeting adjourned at 1:30 p.m.

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Dr. Joan Davis Haynes
Associate Executive Director
Commission on Proprietary School & College Registration

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Mr. Donald Benjamin, Chairman of the Commission on Proprietary & College Registration