The Commission on Proprietary School and College Registration (CPSCR) met on Thursday, December 20, 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 and Mr. Otis Stanford

Staff Attending: Dr. Joan Haynes and Ms. Kim Verneuille

Visitors Present: Audra Kimble and Debbie Moore of Antonelli College, Mary Katharine Wisson of ITT Technical Institute in Madison, MS, J.T. Robinson and Marie Robinson of CRW Truck Driving School, and Mr. George Jones of Access Training, Inc.

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. George Terry.

   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. George Terry and a second by Mr. Otis Stanford, the Commission voted unanimously to approve the agenda.

   D. Approval of Minutes
      Mr. Donald Benjamin asked if there were any adjustments that needed to be made to the agenda. On a motion made by Mr. Otis Stanford and a second by Dr. George Terry, the Commission voted unanimously to approve the minutes of the October 18, 2012.

III. DIRECTOR'S REPORT
   1. Ms. Kim Verneuille reported that since the October 18, 2012 meeting there have been seven (7) request(s) for application packet.
   2. Ms. Verneuille reported on three (3) schools that will be engaging in No Further Activities.
      - Tennessee Board of Regents
      - Assemblies of God Theological Seminary
3. Staffing Changes for the following institutions:
   - ITT Technical Institute – New Madison Campus Director – Mr. Brock Haas
   - Alpha Training Institute – New Campus Director – Carey Acey

4. DeVry University was refunded the amount of $14,250 and all bonds have been cancelled since the school is no longer required to register with CPSCR due to program offerings being now only academic degrees.

5. Blue Cliff College had a financial audit from the US Dept of Financial Aid.
   - Last year, Blue Cliff College in Gulfport was audited by the Federal Financial Aid Office to assess their compliance with 90/10 Rule.
   - They were found in non-compliance reporting 91.88%. The 90/10 Rule requires for-profit institutions accepting Title VI funds to receive no more than 90% of their revenues from Title IV federal student aid.
   - The school is provisionally certified for two fiscal years to improve their revenue percentages. Should they have two consecutive failures, they are subject to loss of Title VI eligibility.

6. Miller Motte Technical College
   - Submitted new enrollment contract for the Gulfport campus to clarify language between Non-Title VI and Title VI eligible programs.

7. CRW Truck Driver Training
   - Submitted a new program with 14 new courses in Heavy Equipment Operation.
   - Partnering with Donaldson Construction
   - Program is designed to meet National Center for Construction, Education and Research Standards (www.nccr.org)

8. Antonelli College
   - Submitted a new program with 11 new courses in Sales Management

9. Universal Technical College – All Campuses (TX, FL and NASCAR)
   - Mandate from the US Dept of Ed on definition of a clock hour for post-secondary institutions. UTI, has converted to the new formula and this has changed to overall credit hour for their programs.
   - An average increase of 3% on all programs at all campuses due the costs incurred from increase business practices and regulations.

Upon a motion made by Dr. George Terry and a second by Mr. Otis Stanford, the Commission voted unanimously to approve the Director’s Report.
IV. PUBLIC PARTICIPATION
No one in attendance had any items to discuss.

V. REPORTS
A. School List
B. Financial Report
Ms. Kim Verneuille reviewed the reports explaining each section’s content and report fees collected.

VI. DOCKET ACTION
A. Registrations: Certification of Registration (Initial)
2. North Mississippi Training Center, LLC – postponed until February meeting due to incomplete application.

Upon a motion made by Mr. Otis Stanford and a second by Dr. George Terry, the Commission voted unanimously to approve and postpone the Initial Certifications.

Registrations: Certification of Registration (Renewal)
Upon Staff recommendation of approval for renewal of the following certificates of registration:
1. Coastal College, Inc. (C-112)
2. ITT-Cordova, TN Campus (C-111)
3. Blue Cliff College (C-110)
4. DSC Training (C-614) – Conditional Approval – need approved agent before recruiting

Upon a motion made by Dr. George Terry and a second Mr. Otis Stanford by the Commission voted unanimously to approve the Renewal Certification.

Upon the staff’s recommendation to postpone until October meeting:
5. Careers Plus (C-640)

Upon a motion made by Dr. George Terry and a second Mr. Otis Stanford by the Commission voted unanimously to approve postponement to February meeting.

B. Agent Permit Application (Initial)
Upon the Staff’s recommendation, a motion made by Dr. Barry Mellinger and a second by Mr. Otis Stanford, the Commission voted unanimously to issue agent permits for the following:
AGENT PERMIT APPLICATION (Initial)
- Antonelli College/Hattiesburg – Elizabeth A. Forman & Amber Zugg-Garner
- Concorde Career College/Memphis – Selena Medlin, Dominique Beale, Toy Addington, Mindy Grahovac, Tammy Robinson, & Jimmy Coley
- Lincoln College of Technology – Brian Labovitz & John Swierc
- Virginia College/Biloxi – Bryan Fleming
- WyoTech/FL – George Edward Drady

Agent Permit Application (Renewal)
Upon the Staff’s recommendation, a motion made by Dr. Barry Mellinger and a second by Mr. Otis Stanford, the Commission voted unanimously to issue agent permits for the following:
- Antonelli College/Hattiesburg – Tamekia Bynum (C-2519) & Carstel Felder (C-2520)
- Delta Technical Institute/Horn Lake – Ashley Bible (C-2275) & Kerry DeSanto (C-2788)
- ITT Technical Institute/Madison – Letha Hassen (C-2545) & Grace Branch (C-2694)
- Careers Plus Institute – Jarius Lee (C-2434)
- Universal Technical Institute/TX – Fabian Diaz (C-2597)
- Virginia College/Jackson – Vincent Milton II (C-2366)
- Virginia College/Biloxi – Carol Chavez (C-2477), Betina Yurkus (C-2404), & Lakeshia Smith (C-2484)
- Swift Transportation – Tamala Wilcher (C-2719)

C. New Program of Studies
Upon the Staff’s recommendation, a motion made by Dr. George Terry and a second by Mr. Otis Stanford, the Commission voted unanimously to approve the following New Programs and Courses:
- CRW Trucking Driving – Upon receipt of fees
  - Heavy Equipment Specialist – 14 new courses
- Antonelli College
  - Sales Management – 11 new courses

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

Program Modifications
- Universal Technical Institute
  - Clock/Credit Hour Conversions
  - Tuition Increase

D. Exemptions
None

E. Instructor Approval
Upon the staff’s recommendation, a motion made by Mr. Otis Stanford and a second by Dr. George Terry, the Commission voted unanimously to approve the Instructors as listed for the following schools:
• **Delta Technical Institute**
  - Horn Lake
  - Sheena Bass Medical Office
  - Paula Nunnally Medical
  - Ridgeland
  - Deandria Magee Medical – Need college transcripts

• **ITT Technical College**
  - Getarah Washington Business
  - Forrest Jordan Criminal Justice – Need proof of high school

• **Miller Motte Technical College**
  - Robert Spicer Medical – Need transcripts and MLT certificate

• **Universal Technical Institute – Texas**
  - Earl Bailey Automotive
  - Jarred Martin Automotive
  - Mark Carraway Automotive
  - Chris Roettgers Automotive
  - David Elliot Automotive

• **Virginia College – Biloxi**
  - Daryl Ellison Pharmacology Tech

• **Wyoming Technical Institute**
  - WY - David Olsen Automotive
  - FL – William Smith Marine Specialist
  - CA – Alicdes Gonzalez

**F. Other**

• Upon the staff’s recommendation, a motion made by Mr. Otis Stanford and a second by Dr. George Terry, the Commission *voted unanimously* to approve:
  - Cancellation of certificate of registration for E-Delta Learning Institute.

  Ms. Verneuille explained that she had spoken with Mr. Spencer Nash, who informed her that he would not be submitting a renewal for his certificate.

• Upon the staff’s recommendation, a motion made by Mr. Otis Stanford and a second by Dr. George Terry, the Commission *voted unanimously* to approve:
  - Writing a certified letter informing Mr. Randy Hare of Alpha Canine Training Center, he had until the February meeting to submit proof of a $50,000 school bond, or his certificate would be cancelled.

**VII. COMPLAINTS**

None

Mr. Benjamin asked if the schools with the conditional approval would be resubmitted to the Commission for final approval. Ms. Verneuille stated they would be presented again once all the items were met.
VIII. ADJOURNMENT

Upon a motion made by Dr. George Terry 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,  Mr. Donald Benjamin, Chairman of
Associate Executive Director  the Commission on Proprietary
Commission on Proprietary School  & College Registration
& College Registration