The Commission on Proprietary School and College Registration (CPSCR) met on Thursday, December 17, 2015 at 1:00 p.m., Mississippi Community College Board, 3825 Ridgewood Road, Jackson, Mississippi.

Members Present: Mr. Donald Benjamin, Ms. Esther Cash, Dr. Dean Belton and Mr. Otis Stanford

Staff Attending: Ms. Kim Verneuille, Dr. Joan Haynes, and Chuck Rubisoff


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 Mr. Otis Stanford.

B. Acknowledgments / Introductions
All visitors present gave their names and the companies that they represent. Mr. Benjamin thanked Dr. Joan Haynes for her service to the Commission as she takes on a new position at the MS Gulf Coast Community College teaching business courses.

C. Adjustments / Approval of Agenda
On a motion by Ms. Esther Cash to accept the agenda and second the motion 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. Dean Belton, the Commission voted unanimously to approve the minutes of the October 15, 2015 meeting.

III. DIRECTOR’S REPORT
1. Ms. Kim Verneuille reported that since the October 15, 2015 meeting there have been two (2) request(s) for application packets. Ms. Verneuille discussed the registration of each request.
   - Joyce Gilleylan – Steens, MS
   - Carmen Mazique – Natchez, MS

2. Ms. Verneuille reported on five (5) schools that will be engaging in No Further Activities in regard to Federal State Authorization regulations.
   - International Sports Sciences Association – Carpinteria, CA
3. Antonelli College/SEC Career Training - Informed CPSCR that the GAT will be paid in January due to year-end financials being late.

4. Accelerated Dental Assisting Academy is requesting approval for two (2) annexes: one in Biloxi, MS and one in Jackson, MS.

5. Creations CNA Training is requesting a tuition increase for CNA program and Phlebotomy program. Costs are in line with the median cost of the course at other institutions.

6. Healing Touch Career College has a new director for Hattiesburg campus – Felicia Hogan and is requesting approval to modify the medical assisting program from credit hours to clock hour calculation.

7. Keplere Institute of Technology is requesting another extension on their renewal until February 2016. Ms. Scales has been struggling with her health.

8. Miller Motte Technical College has notified CPSCR of new campus director – Sheri Bowling.

9. National College has notified CPSCR of change of name in the parent company from National College of TN, Inc. to American National University of TN, Inc. The campus will continue under the name National College.

10. Saad CNA School of MS is requesting approval of a new 3-week course in Phlebotomy.

11. Tulsa Welding School/OK has notified CPSCR of new campus director – Jennifer Welch.

12. Universal Technical Institute/FL & TX & NASCAR Technical Institute have notified of their annual tuition increase at all campuses.

    Increase ranges from 2% to 6%.

13. Request on two exemptions were submitted to CPSCR:
    • MS Dept of Education – Office of Career and Technical Education has multiple school districts offer career education to adults in their areas at no cost except for a fee to cover supplies. Each district is different and adjusts offerings depending on area, time of the year and demand. All teachers and curriculum is overseen by the MS Dept of Education staff.

    • APT College is not open to the general public. The college only offers training to companies for their employees.
14. Media happenings
   In October 2015, US DOE notified ITT Technical Institute in “certain procedural deficiencies and are requiring additional reporting, procedures and remedial actions”. This is only a procedural issue on the process on the distribution of Title IV funds. The Department is requiring ITT to change their processes. CPSCR was notified that Westwood College in Colorado will be teaching out all present students or making arrangements for students to transfer to another school. Presently, there are four (4) MS residents enrolled:

   Two will have completed their programs by December 2015.
   Two will either have program teach-out or transfer.

15. The state of Mississippi has been accepted into the State Authorization Reciprocity Agreement, more commonly known as SARA. This national agreement allows for institutions that offer programs solely in distance education to operate legally across state lines. This agreement is overseen by the four regional compacts and presently, has 36 states participating. For CPSCR registered institutions offering distance education, it will be a good way for them to operate legally in all SARA approved states. At this time, we have only on institution that offers distance education from Mississippi, Antonelli College. I will be talking more with them in the future on the requirements for participation.

16. Mr. Benjamin asked if there were still current students enrolled. Ms. Verneuille stated that there are but that at present there are no reported complaints on the school. Ms. Verneuille stated that she would be scheduling a visit to the school before the next meeting.

Upon a motion made by Dr. Dean Belton and a second by Ms. Esther Cash, the Commission voted unanimously to approve the Director’s Report.

IV. PUBLIC PARTICIPATION

Mr. Milton Anderson wished Dr. Joan Haynes all the best at her new job and thanked her for her dedication to the proprietary sector schools. He also stated that on the National level in regard to rule making, he believed that there will be some significant changes that will affect the vocational field on both proprietary and community colleges. Mr. Anderson also stated the Jackson campus will reinstate its Practical Nursing program. Mr. Adam Merkle introduced himself as the new director on the Virginia College Biloxi campus.

V. REPORTS

A. School List
   • 51 registered schools total
      i. 48 Traditional campuses
      ii. 3 online schools

B. Financial Report
   • Ms. Kim Verneuille stated that most schools have submitted the Gross Annual Tuition payments and reviewed all reports.
VI. DOCKET ACTION

A. Registrations:
Upon a motion made by Ms. Esther Cash and a second by Dr. Dean Belton, the Commission voted unanimously to approve the initial certification:
- Columbia Southern University – Orange Beach, AL
Upon a motion made by Mr. Otis Stanford and a second by Dr. Dean Belton, the Commission voted unanimously to approve the renewal certification:
- Infinity Career College – Holly Springs, MS
- Swift Driving Academy – Memphis, TN
  All Criteria Met – Staff Recommends Approval with the stipulation that remaining renewal information be submitted.
Upon a motion made by Dr. Dean Belton and a second by Mr. Otis Stanford, the Commission voted unanimously to approve the postponement of renewal to the February meeting:
- Kepler Institute of Technology – Indianola, MS

B. Agent Permit Application
Upon the Staff’s recommendation, a motion made by Ms. Esther Cash and a second by Dr. Dean Belton, the Commission voted unanimously issue agent permits for the following:
Agent Permit Application (Initial)
- Accelerated Dental Assisting/ Jackson & Biloxi Annexes – David Roux
- Antonelli College/Online – Charles Benford
- Columbia Southern University/AL – Cleveland E. Smith, Cory Brown, Iya Foster, Wenter Gary, and Bruce Roberson
- Concorde Career College/TN – Benjamin Larson
- Healing Touch Career College/Jackson – William Stanfill
- Healing Touch Career College/Hattiesburg – Felicia Hogan
- ITT Technical Institute/MS – Ferzanda Moore, Meghan Wilson, Kristin Sharp and Johnnie Brent
- New Horizons Computer Center of Biloxi – Cynthia Rucker
- Swift Driving Academy/TN – Sonya Brown
- WyoTech/PA – Karen Sisteck, Martin Erdley, Charles Banks, Kevin Smyth, Lindsey Truscello, Robert Burnfield, Chad Daugherty, Brittany Shinsky, & Aaron Stultz
Upon the Staff’s recommendation, a motion made by Mr. Otis Stanford and a second by Dr. Dean Belton, the Commission voted unanimously to renew agent permits for the following:
Agent Permit Application (Renewal)
- Antonelli College/Online – Clarence Thompson (C-3001) and Andre Williams (C-2998)
- Coastal College/LA – Jules Morales (C-2707)
- Concorde Career College/TN – Mindy Grahovac (C-2893)
- Careers Plus Institute – Jarius Lee (C-2434)
- Crescent Schools/Robinsonville – Kay LeBoeuf (C-3100) & John LeBoeuf (C-3099)
- Crescent Schools/Gulfport – Darrell Robinson (C-2778)
- Delta Technical College/Horn Lake – Kerry Desanto (2788)
• Hearts in Training – Yolanda Murry (C-2884)
• Infinity Career College – Ricky Jones (C-3018)
• ITT Technical Institute/TN – Jimmie Lee Cooley Jr. (C-3094)
• ITT Technical Institute/MS – Ventia Howard (C-3097)
• Medical 2, Inc. – Donna Steele (C-3110)
• National College/TN – Shelly Burrow (C-3076)
• Swift Driving Academy/TN – Tamala Wilcher (C-2719)
• Virginia College/Biloxi – Ian August (C-3002) and Lakeshia Smith (C-2428)
• Virginia College/Jackson – Vincent Milton Jr. (C-2366) and Mary Moncure (C-3004)
• WyoTech/FL – Vance Mathis (C-3010) and Kellie Ricci (C-3014)

C. New Program of Studies

Upon the Staff’s recommendation, a motion made Dr. Dean Belton and a second by Ms. Esther Cash, the Commission voted unanimously to approve new programs for the following:
• Saad CNA School of MS
  • Phlebotomy Course certificate
  All Criteria Met – Staff Recommends Approval

D. Program Modifications

Upon the Staff’s recommendation, a motion made by Ms. Esther Cash and a second by Mr. Otis Stanford, the Commission voted unanimously to approve programs modifications for the following:
• Healing touch Career College
  • Conversion of from credit hour to clock hour calculation
• Universal Technical Institute/TX and FL and NASCAR Technical Institute
  • Tuition Increase of all programs
  All Criteria Met – Staff Recommends Approval

E. Exemptions

Upon the Staff’s recommendation, a motion made by Mr. Otis Stanford and a second by Dr. Dean Belton, the Commission voted unanimously to approve exemptions for the following schools and programs:
• Ms Department of Education – Career & Technical Education Department
  • No tuition cost to students – only fees
  Recommendation: Approval
• APT College – Carlsbad, CA – tuition free course/school conducted by employers for own employees
  Recommendation: Approval
F. Instructor Approval
Upon the staff’s recommendation, a motion made by Dr. Dean Belton and a second by Ms. Esther Cash, the Commission voted unanimously to approve the Instructors as listed for the following schools:

- Delta Technical College/Ridgeland
  - Deidre Graham  Dental
  - Russell Carter  CDL
  - Frank Smith  CDL
  - Billye Smith  CDL
  - Terrell Crowley  HVAC
- Swift Driving Academy/TN
  - Alvin Tucker  CDL
- Tulsa Welding School/FL
  - Alexander Wysocki  Welding
  - Timothy Rutkowski  Welding
  - Aaron Music  Welding
- Tulsa Welding School/OK
  - Chester Browning  Welding
  - Robert Kennedy  Welding
- NASCAR Technical Institute
  - John D’Errico  Automotive
  - Daniel Aldrich  Automotive
- Virginia College/Biloxi
  - Sharon Laurensen  Medical
  - Dustin Jeffers  IT/Computers
  - Michael Alliman  Business/Accounting
  - Candice Forde  Medical
- Virginia College/Jackson
  - Tocarra Gettis  Computers
  - Roy Gibson  Computers/IT
  - Spiro Vganges  Computers/IT
  - Karl Woodard  CDL
  - Eithel Castillo  Computers
  - Dr. Percy Anderson  Medical
- WyoTech/WY
  - Mark Muhsman  Automotive
  - Travis Patzer  Automotive

All Criteria Met – Staff Recommends Approval

G. Other
None

VII. COMPLAINTS
Ms. Verneuille stated that we had received calls from problems with two schools. No official complaints have been submitted. However, she has been in contact with the students and the schools to open the lines of communication to help work on a solution. Ms. Verneuille stated she would be following up with all parties. If these develop into official complaints, she would have more details at a future meeting.

VIII. Executive Session
Not needed.
IX. ADJOURNMENT
Upon a motion made by Dr. Dean Belton and a second by Mr. Otis Stanford, the Commission voted unanimously to approve adjournment.

The meeting adjourned at 1:49 p.m.

Ms. Audra Love Kimble
Associate Executive Director
Commission on Proprietary School & College Registration

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