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 Ms. Esther Cash.

B. Acknowledgments / Introductions
All visitors present gave their names and the companies that they represent.

C. Adjustments / Approval of Agenda
Mr. Otis Stanford made request to adjust the agenda to add the election for a chairperson for fiscal year 2016.

On a motion by Ms. Esther Cash made a motion to accept modified agenda and Mr. Otis Stanford second the motion. The Commission voted unanimously to approve the amended 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 Dr. George Terry and a second by Ms. Esther Cash, the Commission voted unanimously to approve the minutes of the April 18, 2015 meeting.

E. Oath of Office
Ms. Shana Hansen issued the Oath of Office to Ms. Esther Cash and Dean Belton for the Commission on Proprietary Schools and College Registration.

F. Chairperson Approval
Mr. Benjamin opened the floor for nominations for a Chairperson for the
next year. Mr. Otis Stanford nominated Mr. Donald Benjamin to continue
on as Chairperson for CPSCR for another year and Dr. George Terry
called for a close of nominations. Ms. Esther Cash second the motion. The
Commission voted unanimously to approve Mr. Donald Benjamin.

III. DIRECTOR’S REPORT

1. Ms. Kim Verneuille reported that since the April 18, 2015 meeting there
have been four (4) request(s) for application packet. Ms. Verneuille
discussed the registration of each request.
   - Daniel Littleton – Forest & Byram, MS – CNA Training
   - MS Action for Community Education – Greenville, MS – CNA
     Training
   - Precision Healthcare Staffing – Brookhaven, MS – CNA Training
   - Star Healthcare Registry – Leland, MS – CAN Training

2. Ms. Verneuille reported on thirteen (13) schools that will be engaging in
No Further Activities in regard to Federal State Authorization regulations.
   - Hypnosis Motivation Institute – Tarzana, CA
   - Lawrence Technological University – Southfield, MI
   - Allied Business Schools – Laguna Hills, CA
   - INSTE Bible College – St. Ankeny, IA
   - Stevens-Henager Colleges – Salt Lake City, UT
   - East Carolina University – Greenville, NC
   - University of New Haven – West Haven, CT
   - Allied Health Institute – Plantation, FL
   - Rasmussen College – Bloomington, MN
   - American University – Washington, D.C.
   - University of North Texas – Denton, TX
   - American College Of Healthcare Sciences – Portland, OR
   - Eastern Arizona College – Thatcher, AZ

3. Antonelli College
   - Notification that of a change in leadership. Alex Brnilovich is no
     longer with Antonelli College. Mary Ann Davis, owner of the
     company, is assuming the duties of the CEO. to students on
     graduation and placement to the most current reporting years.
   - MCCB had scheduled a site visit for the Practical Nursing
     program in Hattiesburg for May 27, 2015. Visit went well.
     Official findings should be out soon.
   - Notification of new campus president for the Online campus –
     Ms. Michele Steele

4. Blue Cliff College
   - Requesting approval of a new Bartending program. This not be a
     Title IV eligible program.
- Requesting approval of program modifications to the Medical and Billing degree program.
  - Exchanging the Externship course with a Capstone course.
    The capstone will allow for a more challenging learning experience for the students.

5. Concorde Career College/Southaven
- Notification of a change in program costs. This is not a tuition increase. The program costs are increasing or decreasing due to book costs.

6. Creations CNA Training School
- Requesting an extension on submission of their renewal application.

7. CRW Truck Driving School
- Requesting an extension on submission of their renewal application. Application has been submitted but not yet reviewed by CPSCR.
- Requesting approval for a new annex. Due to increased interests, the school has needed to expand their West Street location.
- Notification that the annex is Greenville, MS is on hold until further notice.

8. Delta Technical College/Ridgeland
- Notification of a new Campus Director – Ms. Sandra Chase

9. ITT Technical Institute
- Notification from the corporate office that the school has finally submitted their all financial statements that have been overdue to the SEC.
- The audited financials do show a score of 2.0, which is in the range of financial stability according to the US DOE standard.
- This still needs to be reviewed by officials.

10. Lincoln College of Technology
- Request for approval of annual tuition increase. Degree programs increased about 3.5% and diploma increased about 12%.
- The increase is to accommodate the moving to blended learning, and teaching resources. Ms. Verneuille reminded the Commission that Lincoln’s curriculum mostly automotive.

11. Stepping Stones Career College
- Will not be holding classes for the month of July. Only testing.

12. Tulsa Welding School/FL
- Notification of discontinuing two programs:
  - Electronic Systems Technician – no students
  - Shipfitting & Steel Fabrication – teach out in place. Phased out by end of 2015.

13. Universal Technical Institute/FL
- Requesting approval of program modifications and credit hour increase for four motorcycle programs.
• One course in these programs increase from 2.5 to 3.5 credits and course name changes to be more aligned with industry standards.

14. North MS Training Center – Dr. George Marquis – Fulton
   • I visited Dr. George Marquis last month. He has been struggling with finding dedicated students for enrollment in his dental assisting program.
   • We talked about different ways he could obtain assistance. We discussed getting approved as a provider with the State to qualify for Workforce funds and possible scholarships the dental industry might participate in to assist students in paying for college.
   • After our visit, he decided to work on the ideas we discussed and we would visit again in 12 months to check on his progress.

15. Alpha Training Institute – Hattiesburg
   • In April, I went to Hattiesburg and visit with Dr. Carrie Acey on a timeframe for Alpha Training to be operational.
   • She has presented a timeframe for the school with classes beginning in October 2015.
   • This is coincides with the schools renewal.
   • A meeting with FEMA is scheduled for July 15, 2015 and they will know more if the timeline submitted is possible.
   • I have this on the docket to discuss.

16. Medical 2, Inc.
   • Notification of approval by the MS Department of Health as a certified CNA Training School.
   • Graduating students can take the state exam for licensure to work as CNA's in Mississippi.
   • Adding Saturday classes. Students will attend 10 weeks for 8 hours each Saturday for CNA Training.

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

IV. PUBLIC PARTICIPATION
Mr. Milton Anderson stated he has added a new Academic Dean, Mr. Brock Haas formerly of ITT Technical Institute. He also stated, unofficially, that a member of his staff has left and will be named soon as the new director of the Madison Campus of ITT Technical Institute. Mr. Anderson informed the Commission that one of the cases for Gainful Employment brought by the City of New York as ruled in favor of the US Department of Education. Another case is still in the up for review in the court system. Brock Haas stated he believe that ITT Technical Institute is in good hands and happy to be working with Virginia College.
Dr. Fran Sanders stated that she is happy to be back working with Healing Touch Career College as the director for the Jackson Campus.

V. REPORTS
A. School List
   • 50 registered school total
i. 48 Traditional campuses
   ii. 2 online schools
B. Financial Report
   • Ms. Kim Verneuille reviewed the reports.

VI. DOCKET ACTION
A. Registrations:
   Upon a motion made by Dr. George Terry and a second by Mr. Otis Stanford, the Commission voted unanimously to approve the initial certification:
   Certification of Registration (Initial)
   • United Truck Driving School – Hickory Flat, MS
   • Jackson Medical Mall DBA CNA Training Center – Jackson, MS
     All Criteria Met – Staff Recommends Approval
   Upon a motion made by Mr. Otis Stanford and a second by Ms. Esther Cash, the Commission voted unanimously to approve the renewal certification:
   Certification of Registration (Renewal)
   • SEC Career Training Center – Flowood, MS
   • Tulsa Welding School – Tulsa, OK
   • Tulsa Welding School – Jacksonville, FL
   • Lincoln College of Technology – Memphis, TN
     All Criteria Met – Staff Recommends Approval
   Upon a motion made by Ms. Esther Cash and a second by Dr. George Terry, the Commission voted unanimously to approve postponement of renewals until the August 2015 meeting:
   Certification of Registration Renewal Postpone until April 2015 meeting
   • Access Training Institute
   • Creations CNA School
   • CRW Truck Driving School

B. Agent Permit Application
   Upon the Staff’s recommendation, a motion made by Mr. Otis Stanford and a second by Ms. Esther Cash, the Commission voted unanimously issue agent permits for the following:
   Agent Permit Application (Initial)
   • Antonelli College/Online – Bradford Mason & Dennis Thomas
   • Blue Cliff College/Gulfport, MS – Rebecca Hanzalik
   • CNA Training Center/Jackson, MS – Lori Greer
   • Concorde Career College/TN – April Hudson & Christopher Rhone
   • ITT Technical Institute/MS – Nathaniel Brown, Amanda Ragland & Prentiss McLin
   • United Truck Driving School – Shawn Brooks
   • Virginia College/Biloxi – Prettis Young
   Upon the Staff’s recommendation, a motion made by Ms. Esther Cash and a second by Mr. Otis Stanford, the Commission voted unanimously to renew agent permits for the following:
   Agent Permit Application (Renewal)
   • Antonelli College/Jackson – Lesa Morris (C-2849)
• Antonelli College/Online – McLane Lomax (C-3057)
• Creations CNA Training School - LaMonica Hodges
• Crescent School of Gaming & Bartending/Gulfport – Katie O’Neill (C-3061)
• CRW Truck Driving School – JT Robinson (C-2846)
• Delta Technical College/Ridgeland – Jade Rawls (C-3042)
• Delta Technical College/Horn Lake – Andrew Van Sickle (C-3062)
• Friends of Children of Jackson, Inc. – Shirley Walker-McGee (C-2629)
• Healing Touch Career College – Ibrahima Sidibe (C-2851)
• Truck Driver Institute/Gulfport – Aubrey Brewer (C-3056)
• Virginia College/Online - Sara Agee (C-2933), Kelsey Blalock (C-2934 ), Maria Cameron (C-2935), Courtney Clemmer (C-2936), Stephanie Cox (C-2937), Joshua Caleb Franks (C-2940), Leslie Ann Hayes (C-2941), Kenneth Howard (C-2942), Brian McFarlane (C-2946), Alvin Randolph (C-2947), Donald Simmons (C-2948), Ray Smith (C-2950), and Fredrick Young (C-2952)
• Virginia College/Biloxi – Leo Brown (C-2968) & Sophia Fairley (C-2617)
• WyoTech/WY, PA & FL – Jason Kendrick (C-3060)

C. New Program of Studies
• Blue Cliff College – Bartender Certificate

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 new programs for the following:
• Blue Cliff College – Health Information Management, Billing and Coding program
  i. Substitution Externship with a Capstone – New Course
• Universal Technical Institute –Course changes
  i. Course name changes to better align with industry standards and an increase in credits.
  ii. One course – Service Department Operations course – increased from 2.5 to 3.5 credits.
  iii. Programs affected by the changes are:
      a. Motorcycle Technician Specialist 60
      b. Motorcycle Technician Specialist 72
      c. Motorcycle Technician Specialist 84
      d. Motorcycle Technician Specialist 96
• Virginia College/Online, Biloxi & Jackson – Network Technician Diploma Program
  i. Current program being taught on all campuses is from April 2014 CPSCR approval

Dr. George Terry asked for more clarification on what a capstone was in regard to Blue Cliff College. Ms. Verneuille explained that a capstone is where the school creates a simulated workplace environment within the classroom. The student answers to the instructor as their supervisor in a business environment. This allows
for the student to be presented with more structured challenges to showcase what they have learned in the program. For medical coding, the curriculum is structured so allow the student work on problems that might not be presented in a regular work internship.

- **Instructor Approval**
  Upon the staff’s recommendation, a motion made by Mr. Otis Stanford and a second by Esther Cash, the Commission *voted unanimously* to approve the Instructors as listed for the following schools:
  - Blue Cliff College
    - Alice Session Medical
  - Delta Technical College/Horn Lake
    - Timothy Gordon CDL
  - ITT Technical Institute/MS
    - Jaynae Young Design
    - Elmira Ratliff General Education
  - Tulsa Welding School/OK
    - Dustin Briggs Welding
  - Tulsa Welding School/FL
    - Anthony Mollica Welding
    - Andrew Orth Welding
  - Universal Technical Institute/FL
    - Donavon Jones HVAC/Refrigeration
    - Mark Stokoe Motorcycle
  - Universal Technical Institute/TX
    - Emmett Schane Automotive
  - Virginia College/Jackson
    - Anthony Magee HVAC/Electrical
    - Shelia Johnson Pharmacy Tech
    - Rekesha Harrell Pharmacy Tech
    - Angela Polk Pharmacy Tech
    - Thomas Yelverton HVAC
    - Tanya Parker Medical Assisting
    - Kenyetta Parker Medical Assisting
    - James Price Networking

- **Other**
  Alpha Training Institute – submitted a timeline for reopening. Reverend Fairley stated the tornado in 2013 that hit Hattiesburg devastated their building in which the school was housed. They have been established as a public service facility and are eligible for FEMA funds to reestablish a new location for their school. Due to extenuating circumstances their situation has been stretched out. A meeting is scheduled for July 2015 for approval of request for temporary facility. Rev. Fairley stated he is in hope that at the meeting in July gives them a more solid timeframe. Dr. Acey stated with this being the federal agency, they are still not sure, but are in high hopes for meeting their proposed timeline.
  Chuck Rubisoff stated the Commission can take form of judicial notice that the school has not been operating since the tornado and the Commission has a wide latitude as to do what they think is fair. Mr. Rubisoff stated that the Commission could wait until the August
meeting to allow Alpha Training to meet with the FEMA representatives in July before making any motions.

On a motion made by Dr. George Terry to table item on Alpha Training Institute until August to permit the Director and the school representatives to present a joint recommendation on fees due to recommence activities with Alpha Training Institute and second by Mr. Otis Stanford, the Commission voted unanimously to table this item to the August meeting.

Dr. George Terry suggested a resolution be presented to Dr. Barry Mellinger for his service to the Commission.

VII. COMPLAINTS
Ms. Verneuille stated that CPSCR has received a complaint in just the last few days. She said the next step is to speak with the student and to itemize the key points. The school then has 30 days to respond to the complaint. This would time to report back to the Commission in August with more definitive information.

Upon, a motion made by Ms. Esther Cash and a second by Dr. George Terry, the Commission voted unanimously to allow the Director to proceed with the complaint procedure and report back at the August meeting.

VIII. Executive Session
None

IX. ADJOURNMENT
Upon a motion made by Mr. Otis Stanford and a second by Dr. George Terry, the Commission voted unanimously to approve adjournment.

The meeting adjourned at 1:55 p.m.

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

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