The Commission on Proprietary School and College Registration (CPSCR) met on Thursday, October 17, 2013 at 1:00 p.m., Mississippi Community College Board, 3825 Ridgewood Road, Jackson, Mississippi.

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

Staff Attending: Ms. Kim Verneuille, Dr. Joan Haynes, Dr. Eric Clark, 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 Ms. Esther Cash.

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 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 agenda. On a motion made by Dr. Barry Mellinger and a second by Ms. Esther Cash, the Commission voted unanimously to approve the minutes of the August 15, 2013 meeting with noted corrections.

III. DIRECTOR’S REPORT
1. Ms. Kim Verneuille reported that since the June 20, 2013 meeting there have been four (4) request(s) for application packet. Ms. Verneuille discussed the registration of each request.
2. Ms. Verneuille reported on four (4) schools that will be engaging in No Further Activities in regard to Federal State Authorization regulations.
   - Center for Advanced Legal Studies
   - TCS Education
   - Fortis College
   - Vista College

3. Blue Cliff College
   - Annex request in Alexandria, LA
   - US Dept of Education Notification
     - Failed to meet the standard for financial stability as established and assessed by the US DOE. Standard is to score a minimum of 1.5 out of 3.0. Institution scored a -1.5 from the December 2012 submitted financial statements.
     - Required to submit an irrevocable letter of credit equal to 50% of the Title IV received funds or provisional certification in which the institution provides a letter of credit equal to 10% of total Title IV funds received.
     - Response from Blue Cliff states they will opt for the provisional certification which requires institution to comply with cash monitoring and acknowledges they have not met the federal standards.

4. Lincoln College of Technology – Offering a Fast Track Scholarship in the amount of $1000 to student’s enrolling between September 2013 and December 2013.

5. Miller Motte Technical College – adding online course offerings to three programs.
   - These courses are going to be in a hybrid environment meaning a combination of traditional and online.
   - Three programs: Medical Assisting, Medical Office Assistant, & Medical Billing and Coding

6. Universal Technical Institute
   - Changing from a certificate to diploma graduation documentation.
   - Adding new fasttrack program of Automotive Technology w/ BMW along with four new courses

7. Virginia College
• Biloxi – dropping three AOS degree programs from list of approved programs in Criminal Justice, Medical Office Management and Therapeutic Massage.
• Jackson, new Dean of Academics, Dr. Carolyn Tippett.
• Granted initial accreditation for Medical Assisting AOS and diploma programs by ABHES for the Jackson and Biloxi campuses.

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.

IV. PUBLIC PARTICIPATION
None

V. 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 that two institutions, Delta Technical College and Antonelli College, had outstanding gross annual tuition fees owed and were due by the end of October.

VI. DOCKET ACTION
A. Registrations:
   Certification of Registration (Initial)
   • New Horizons Computer Learning Center of Biloxi
     *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)
   • Stepping Stones Career Center
     *All Criteria Met – Recommend Approval*
   Upon a motion made by Mr. Otis Stanford and a second by Dr. Barry Mellinger the Commission voted unanimously to approve the Initial Certification.
   Certification of Registration (Renewal) Postpone to December meeting
   • Alpha training Institute – Hattiesburg
   • Infinity Career College – Holly Springs
   • Keplere Institute of Technology – Indianola
     *Recommendation: Postpone Until December*
   Mr. Benjamin asked if these three schools were currently enrolling and recruiting students. Ms. Verneuille responded that each was currently active and recruiting and if the renewal applications were not received in time for renewal in December, the Commission would have to review this motion again.
Upon a motion made by Dr. Barry Mellinger and a second by Mr. Otis Stanford the Commission voted unanimously to approve the Renewal Certification.

B. Agent Permit Application
Upon the Staff’s recommendation, a motion made by Otis Stanford and a second by Dr. Barry Mellinger, the Commission voted unanimously to renew agent permits for the following:

Agent Permit Application (Initial)
- Antonelli College/Online – Lou Bellson & Antonelli College/Hattiesburg – LeeAnn McRaney
- Crescent School of Gaming & Bartending – Autumn Nelson
- Delta Technical Institute/Ridgeland – Jameel Robinson
- ITT Technical Institute/MS – Lawrence Dillon, Jr. & Latoya Jackson
- Miller Motte Technical College – Becky Hanzalih & Moshe Hawthorne
- New Horizons Computer Learning Center of Biloxi – Joe Morse

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)
- Allied Health Institute - Gloria Areghan(C-2615)
- Antonelli College/Hattiesburg – Angela Brown (C-2661), Tamekia Bynum (C-2519) & Jonathan Williams (C-2874) & Antonelli College/Jackson – Terri Griffin (C-2861), Jarad Held (C-2862) & Catherine Young (C-2641)
- Blue Cliff College – Denise Crouse (C-2571) & Albert Frazier (C-2570)
- Coastal College – Jules Morales (C-2707)
- CompuSystems, Inc. – Gene Finley (C-2320)
- Concorde Career College/TN – Stephanie Hauff (C-2886), Alfred Wayne Gann (C-2887), & Lisa Nelson (C-2885)
- Crescent School of Gaming & Bartending – Darrell Washington (C-2778)
- Delta Technical College/ Horn Lake – Samantha Moore (C-2759) & Ashley Bible (C-2775)
- Hearts in Training – Yolanda Murry (C-2884)
- ITT Technical Institute/TN – Andria Ivory (C-2689), Charlotte Goodner (C-2581), Mikia Housley (C-2705), Lawrence Hawkins (C-2580), & Sandra Winfrey (C-2579)
Lincoln College of Technology – Virginia Lynn Thomas (C-2883)
Miller Motte Technical College – Christina Carson (C-2868)
National College of Business and Technology – Michael Wright (C-2664)
SEC Training Center – Fletcher Hawkins (C-2208)
Taylor Dental Assisting School – Austin Taylor (C-2408) & Ariel Taylor (C-2409)
Truck Driver Institute – Chad McPheeters (C-2701)
Universal Technical Institute/TX, FL & NASCAR – Ryan Daily (C-2774), Robert Dale (C-2674), & Marion Graettinger (C-2584)
Virginia College/Jackson – Brystal Ransom (2865), Dorothy Denman (C-2768), Tawana Johnson (C-2780), Diana Bass (C-2866) & Autumn Norman (C-2880)
WyoTech/FL – Angela Sites (C-2645)

C. New Program of Studies
Upon the Staff’s recommendation, a motion was made by Mr. Otis Stanford and a second by Dr. Barry Mellinger, the Commission voted unanimously to approve the following:
New Programs and Courses
- Universal Technical Institute/FL - Automotive Technology with BMW FastTrak Program with four new courses
  All Criteria Met
  Recommendation: Approval

D. Program Modifications
Upon the Staff’s recommendation, a motion made by Dr. Barry Mellinger and a second by Ms. Esther Cash, the Commission voted unanimously to approve the following:
- Miller Motte Technical College
  - Addition of online courses to programs
  All Criteria Met
  Recommendation: Approval

E. Exemptions
None

F. Instructor Approval
Upon the staff’s recommendation, a motion made by Dr. Barry Mellinger and a second by Ms. Esther Cash, the Commission voted unanimously to approve the Instructors as listed for the following schools:
- Antonelli College – Online
  a. Lori Hunt Medical Coding
  b. Brian Steinberg Science
  c. Jessica Pelasky Web & Social Media
  d. Simone Danielson Math
  e. Pamela Needham Business
- Creations CNA Training School
  a. Larthryee Jones CNA
- Delta Technical Institute – Ridgeland
a. Jennifer Green  Pharmacology Lab Teaching Assistant  
b. Paul Johnson Jr.  CDL  
c. Randy O’Neal  CDL  
d. Lakendria Watson  Dental Teaching Assistant  
e. Shamilya Anderson  Medical Assisting  
• ITT Technical Institute – Madison  
a. Christopher Jackson  Math  
b. Jimmy Cooksey  Legal  
c. Aaron Mays  Computer Technology  
d. Dwana Milner  Drafting  
e. Marlin King  Drafting  
f. Shenetha Siddiq  Computer Technology  
• Saad Healthcare  
a. Margaret Diehl  CNA Training  
• Virginia College – Biloxi  
a. Tonya Fountain  Medical  
b. LaSonya Woodard  Medical Billing  
c. Victoria Wanzo  Business & HR  
d. Angela Gravois  Medical  
e. Susan Gibson  Medical  
f. Jessica Hartl  Pharmacy  
g. Victoria Gryder  Math  
h. Letita Steel  Surgical Tech  
i. Summer Tierno  Medical Coding  

G. Other  

VII. COMPLAINTS  
Mr. Benjamin stated that two complaints were received regarding Miller Motte Technical College. Dr. Mellinger moved to close the meeting for a determination of the need for an executive session. By unanimous vote the Commission closed the meeting to determine the need for an executive session. All visitors exited the meeting room.  

VIII. Executive Session  

In closed session Mr. Benjamin explained that the Commission had received two complaints regarding Miller Motte Technical College and that Ms. Verneuille had conducted a preliminary inquiry into the matter. Upon motion made by Dr. Mellinger, seconded by Mr. Stanford, the Commission voted unanimously to go into Executive Session for the purpose of considering two complaints regarding Miller Motte Technical College and to hear from Ms. Verneuille regarding her inquiry into the matter.  

Mr. Benjamin reopened the meeting and announced to the public that the Commission had voted to go into Executive Session to discuss two complaints regarding Miller Motte Technical College and to hear from Ms. Verneuille regarding her inquiry into the matter. The meeting was again closed.
During the Executive Session the Commission examined the complaints and heard from Ms. Verneuille regarding her inquiry. Ms. Verneuille responded to questions presented by the Commission.

Upon motion made by Dr. Mellinger, second by Mr. Stanford, the Commission voted unanimously to end the Executive Session and reopen the meeting.

Mr. Benjamin reopened the meeting to the public. Upon motion made by Dr. Mellinger, second by Mr. Stanford, the Commission voted unanimously to acknowledge receipt of the complaints.

IX. ADJOURNMENT
Upon a motion made by Dr. Barry Mellinger and a second by Ms. Esther Cash the Commission voted unanimously to approve adjournment.

The meeting adjourned at 1:53 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