MINUTES
COMMISSION ON PROPRIETARY SCHOOL AND COLLEGE
REGISTRATION
October 15, 2015

The Commission on Proprietary School and College Registration (CPSCR) met on Thursday, October 15, 2015 at 1:00 p.m., Mississippi Community College Board, 3825 Ridgewood Road, Jackson, Mississippi.

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

Staff Attending: Ms. Kim Verneuille, Dr. Joan Haynes, Ms. Deborah Gilbert 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 Dr. Dean Belton.

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

C. Adjustments / Approval of Agenda
On a motion by Mr. Otis Stanford to accept the agenda and second the motion by Ms. Esther Cash, 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 Dr. George Terry and a second by Mr. Otis Stanford, the Commission voted unanimously to approve the minutes of the August 20, 2015 meeting.

III. DIRECTOR’S REPORT
1. Ms. Kim Verneuille reported that since the August 20, 2015 meeting there have been eight (8) request(s) for application packets. Ms. Verneuille discussed the registration of each request:
   - Shawn Moore – Greenville, MS – CNA Training
   - Latricia Williams – Brookhaven, MS – CNA Training
   - Palmetto School of Career Development – N. Charleston, NC – Career Education
   - Lori Harris – Southaven, MS – CNA Training
Ms. Verneuille explained that four of the requests for applications were further discovered to be not necessary as the groups would not be required to register due to circumstances of being part of other schools and would answer to those boards’ regulations.

2. Ms. Verneuille reported on four (4) schools that will be engaging in No Further Activities in regard to Federal State Authorization regulations.
   - Wick’s Educational Associates – Mechanicsburg, PA
   - Asbury Theological Seminary – Wilmore, KY
   - University of New Haven – West Haven, CT
   - Truckee Meadows Community College – Reno, NV

3. Infinity Career College
   - Requesting an extension on certificate renewal due to not having financials completed in time to submit for October.

4. Kepler Institute of Technology
   - Requesting an extension on certificate renewal due to continued health problems.

5. ITT Technical Institute
   - Official notification of a civil investigation demand (CID) from U.S. Dept. of Justice request.
   - The request comes in pursuant to the Federal False Claims Act and is focused on compliance with the U.S. Dept of Education Participation Agreement regulations.
   - Request for approval on 6 program modifications and 5 new courses.

6. Medical 2, Inc.
   - Requesting approval for two new programs and 11 new courses
     - Medical Assistant Clinical
     - Medical Administrative Assistant

7. Virginia College
   - Program modifications – AS degree in Surgical Technology (Jackson Only)
     - Restructure of present courses and objectives to better meet industry standards
     - Two new courses added
   - Program modifications – Pharmacy Technician diploma (Jackson & Biloxi)
     - Two (2) previously reviewed and approved courses will replace two outdated courses
• New director notification for the Biloxi campus—Adam Merkle
• Jackson campus has informed MCCB and Dr. Shawn Mackey they will be suspending enrollment in the LPN program instead of cancelling for up to a year.

8. School Visits
• Taylor Dental Assisting – Pascagoula, MS
  • Visited and toured the school. Good location across from the hospital. Very nice facility. Classroom is well setup for learning. Multiple areas for clinical training.
  • Discussed application to MDES to be an approved provider for WIOA funds.
• Virginia College- Biloxi
  • Visited with the new director and academic dean on regulations, faculty requirements, and agent submissions.
• Miller Motte Technical College
  • Visited the director of education on the campus and status of the students on the closure of the campus. Students took the news well and grateful they will be allowed to complete their education before the campus closes.

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

IV. PUBLIC PARTICIPATION
Daisy Carter stated that she is a resource for schools to use in helping students in the post-secondary area. NCADD is a non-profit organization that teaches individuals about the effects of drugs and alcohol as a prevention referral service. She presently works with the public colleges and community colleges and looked forward to possibly working as a resource for the proprietary schools.

Julie Kukunski of Women in Construction explained that in 2008 the Women in Construction program was started. They are part of Moore Community House which has been on the MS Gulf Coast since 1924. Since the beginning of the program, they graduated almost 300 women and have a 70% placement rate. Graduates work in businesses such as Ingalls Shipbuilding and commercial contractors. They have a high standard to meet for their graduates to be ready to work after completion. She extended an invitation to anyone to come and tour their facility and program.

Mr. Milton Anderson invited everyone to stop by the campus on October 17th and participate in their garage sale with all profits going to United Way.

V. REPORTS
A. School List
  • 50 registered schools total
    i. 48 Traditional campuses
    ii. 2 online schools
B. Financial Report
- Ms. Kim Verneuil 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 Mr. Otis Stanford and a second by Ms. Esther Cash, the Commission voted unanimously to approve the initial certification:
- Accelerated Dental Assisting School – Madison, MS
  With the stipulation that the MS Dental Examiners approved the school’s certification company – Staff Recommends Approval
Upon a motion made by Ms. Esther Cash and a second by Dr. George Terry, the Commission voted unanimously to approve the renewal certification:
- New Horizons Computer Center of Biloxi – Biloxi, MS
- Stepping Stones Career College – Louisville, MS
  All Criteria Met – Staff Recommends Approval
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 December meeting:
- Infinity Career College – Holly springs, MS
- Keplere Institute of Technology – Indianola, MS

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

Agent Permit Application (Initial)
- Accelerated Dental Assisting – David Roux
- Blue Cliff College/Online – Veronica Davis
- Concorde Career College/TN – Alex Gamble
- ITT Technical Institute/TN – Ashley Briggs, Toya Bailey, Monique Barron, & Mika Housley
- ITT Technical Institute/MS – Gregory Brown, Karajlon DuBose, Latasha Eades, Sharay Ransom, & Jameissha Williams
- New Horizons Computer Center of Biloxi – Cynthia Rucker
- Virginia College/Online – Kenneth Newton, Veronica Booker, Crystal Odom, & Jacinta Whitted
- Virginia College/Jackson – Catherine Young
- Healing Touch Career College – Ashely Leanne Clark

Upon the Staff’s recommendation, a motion made by Ms. Esther Cash 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 – Lou Bellson (C-2974)
- Antonelli College/Hattiesburg – Carstel Felder (C-2520), Barbara Stephens (C-3089), & LeeAnn McRaney (C-2976)
- Concorde Career College/TN – Lisa Nelson (C-2885), Stefanie Hauff (C-2886), & Alfred Wayne Gann (C-2887)
• ITT Technical Institute/TN – Andria Ivory (C-2689), Sandra Winfrey (C-2579), Tabetha Massey (C-3085), Mika Houlsey (C-2705), Lawrence Hawkins (C-2580), Charlotte Goodner (C-2581), & Christopher Whitfield (3084)
• Stepping Stones Career College – Safornia Knowles (C-2947)
• Truck Driver Institute/Gulfport – Chad McPheeters (2701)
• Virginia College/Jackson – Tawana Johnson (C-3780)

C. New Program of Studies
Upon the Staff’s recommendation, a motion made Dr. Dean Belton and a second by Mr. Otis Stanford, the Commission voted unanimously to approve new programs for the following:
• Medical 2, Inc. – Tupelo, MS
  • Medical Assistant certificate
  • Medical Administrative Assistant Certificate

Mr. Benjamin asked if Ms. Verneuille would be doing a visit to the campus for these new programs. She stated that yes she would inspect the new teaching space and labs for these new programs.

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 Dr. George Terry, the Commission voted unanimously to approve programs modifications for the following:
• ITT Technical Institute/TN & MS
  o Six program modifications and six new courses
    o AAS in Accounting
    o AAS in Business Management
    o AAS in Drafting & Design Technology
    o AAS in Electrical Engineering Technology
    o AAS in Network System & Administration
    o AAS in Software Development Technology
  o Six new courses across all six modified programs
    o Introduction to Business
    o Introduction to Drafting & Design
    o Instruction to Technology
    o Foundational Strategies
    o Professional Strategies & Processes
• Virginia College/Jackson – AS in Surgical Technology
  o Updates to program and courses objectives to better meet industry standards
  o Two new courses
    o Disinfection & Sterilization
    o Surgical Technologist Certification Exam Review
• Virginia College/Biloxi and Jackson – Pharmacy Technician diploma
  o Updates to program and courses objectives to better meet industry standards

All Criteria Met – Staff Recommends Approval
E. Exemptions
Upon the Staff’s recommendation, a motion made by Ms. Esther Cash and a second by Dr. Dean Belton, the Commission voted unanimously to approve exemptions for the following schools and programs:

- Spartan College – two programs are monitored and reviewed by the FAA
  o Aviation Flight – Diploma & Associate Degree
  o Aviation Maintenance Technician – Diploma & Associate Degree
  
  Recommendation: Approval

- Forrest General Hospital – Hattiesburg, MS – tuition free course/school conducted by employers for own employees
  o Certified Nursing Assistant diploma
  
  Recommendation: Approval

- Women in Construction – MS Gulf Coast – tuition free education
  o Construction, Green job training, & disaster relief and recovery
  
  Recommendation: Approval

F. Instructor Approval
Upon the staff’s recommendation, a motion made by Mr. Otis Stanford and a second by Ms. Esther Cash, the Commission voted unanimously to approve the Instructors as listed for the following schools:

- Delta Technical College/Horn Lake
  o Stephen Carter CDL

- Healing Touch Career College/Hattiesburg
  o Daana Nelson Psychology
  o Willena Oatis Medical
  o Lashanbura McInnis Medical
  o Mark McMillan Medical
  o Deborah McGee Medical

- Healing Touch Career College/Jackson
  o Hollie Evans Medical
  o Akimmie Lewis Medical
  o Karen Phillips Medical
  o Scherri Epps Psychology
  o LaSonya Bournes Medical
  o Kimberly Price Medical
  o Rod Mallett Medical

- NASCAR Technical Institute/NC
  o Donald Shimko Automotive/Electronics
  o Shaun Hughes Automotive

- Tulsa Welding School/OK
  o Clinton Reasnor Welding
  o Robert Bynum Welding

- Tulsa Welding School/FL
  o Terry McWhorter Electro Mechanical

- United Truck Driving School
  o Shannen Carter CDL
  o Jeremy Boyle CDL
  o Annie Hankins CDL
G. Other

- Alpha Training Institute – Kim Verneuille stated that at the August CPSCR meeting, the commission had directed her to contact Alpha Training Institute and present a resolution or alternatives at the October meeting. With assistance of Mr. Chuck Rubisoff, Ms. Verneuille made a trip down to Hattiesburg on September 23, 2015 to meeting with Rev. Fairley and Dr. Acey. Ms. Verneuille discussed options with Dr. Acey and presented her with a resolution of voluntary suspension of their certificate until such time the school can procure a proper facility and instructors and begin enrollments again. Mr. Milton Anderson helped to explain the necessity of having this agreement. Alpha is still in discussion of getting a temporary facility without any specifics on a timeframe for this facility to be put into place. Dr. Acey agreed and expressed her thankfulness to the assistance and hoped that they would be operation very soon.

Upon a motion by Dr. George Terry and a second by Mr. Otis Stanford, the Commission voted unanimously to approve and Ms. Verneuille to sign the agreement with Alpha Training Institute suspending their current certificate of registration. (See Attached Exhibit A)

VII. COMPLAINTS
Ms. Verneuille stated no complaints had been submitted.

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 1:45 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