

Richard A. Lipsey
Chair

Edward D. Markle
Vice Chair

Joseph P. Farr
Secretary

Joseph C. Rallo, Ph.D.
Commissioner of
Higher Education



Claudia H. Adley
Raymond J. Brandt
Marty J. Chabert
Joel E. Dupré
William H. Fenstermaker
Chris D. Gorman
Thomas G. Henning
Robert W. Levy
Roy O. Martin III
W. Gray Stream
Collis B. Temple III
Joseph C. Wiley
Benson T. Kinney, Student

BOARD OF REGENTS
P. O. Box 3677
Baton Rouge, LA 70821-3677
Phone (225) 342-4253, FAX (225) 342-9318
www.regents.la.gov

Minutes
Board of Regents' Proprietary Schools Advisory Commission
September 19, 2016

The Louisiana Board of Regents' Proprietary Schools Advisory Commission met on Monday, September 19, 2016, at 10:10 a.m., in the Board Conference Room on the sixth floor of the Claiborne Building, Baton Rouge. Acting Chair Lalonde called the meeting to order and the roll was called.

Commission Members Present

Melanie Amrhein
Sherrie Despino
James Dorris
Theresa Hay
Raymond Lalonde

Staff Members Present

Chandra Cheatham
Kristi Kron
Carol Marabella

Commission Members Absent

Ralph Bender, Vice-Chair
Richard D'Aquin
James Fontenot
Keith Jones, Chair

Guests Present

(See Appendix A.)

The first item of business was approval of the minutes from its meeting of July 12, 2016.

On motion of Ms. Hay, seconded by Mr. Dorris, the Proprietary Schools Advisory Commission unanimously adopted the minutes of the July 12, 2016 Proprietary Schools Advisory Commission meeting.

The next agenda item considered by the Commission was seven initial license applications of which the first three applications were submitted from Baton Rouge Dental Assistant Institute, located in Baton Rouge, Louisiana, New Orleans Dental Assistant School, located in Terrytown, Louisiana, and Shreveport Dental Assistant School, located in Haughton, Louisiana, and represented by the institutions' Director of Compliance, Mr. Peter Gilkey. Ms. Marabella reviewed the materials for the Commission noting that these three institutions are owned by Vandelay Education, LLC, which has two proprietary schools currently licensed by the Board of Regents that are located in Alexandria and Baton Rouge, Louisiana. These three proposed new institutions, like their sister schools, would be offering one program of study, Dental Assistant, which is a twelve-week, 142.0 clock hour program. The program will be taught on twelve consecutive Saturdays at a practicing dental office. Each of the applications from Vandelay Education, LLC, met all the legal and administrative requirements to be approved for an initial license.

Following further discussion regarding the location of the schools in practicing dental offices, method of recruitment, the success of the existing licensed schools, employment rate for graduates, and student tuition payment options,

On motion of Ms. Amrhein, seconded by Ms. Despino, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve an initial operating license for Baton Rouge Dental Assistant Institute, located in Baton Rouge, Louisiana.

On motion of Ms. Hay, seconded by Ms. Amrhein, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve an initial operating license for New Orleans Dental Assistant School, located in Terrytown, Louisiana.

On motion of Ms. Despino, seconded by Ms. Hay, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve an initial operating license for Shreveport Dental Assistant School, located in Haughton, Louisiana.

The fourth initial license application considered by the Commission was from Hands-On Learning & Training College, located in Baton Rouge, Louisiana, and represented by Ms. Vernay Sanders, Partner. Ms. Kron reviewed the materials for the Commission members, informing them that the proposed institution would be offering one program of study, Pipefitting, which is a six-month, 480.0 clock hour program. Hands-On Learning & Training College met all the legal and administrative requirements to be approved for an initial license.

Following further discussion regarding the owners' background in education, student/teacher ratio, NCCR certification awarded to graduates, location of school, length of program in comparison to similar programs, payment plans, and available job placement assistance,

On motion of Ms. Hay, seconded by Ms. Despino, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve an initial operating license for Hands-On Learning & Training College, located in Baton Rouge, Louisiana.

The fifth initial license application considered by the Commission was from Southern Oaks Care, located in New Orleans, Louisiana, and represented by the school's owners, Ms. Ariel Statum and Ms. Desiree Coleman. Ms. Marabella reviewed the materials for the

Commission, informing it that this institution would be offering one program of study, Certified Nursing Assistant, which is a two-week, 80.0 clock hour program (inclusive of both classroom and clinical experience). The program has received the required approval from the Louisiana Department of Health and Hospitals, Health Standards Section. Southern Oaks Care met all the legal and administrative requirements to be approved for an initial license.

Following further discussion regarding the length of the program, student/teacher ratio, the owners' teaching experience, location of the school, cost of the program, and starting salary of CNAs,

On motion of Ms. Amrhein, seconded by Mr. Dorris, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve an initial operating license for Southern Oaks Care, located in New Orleans, Louisiana.

The sixth initial license application considered by the Commission was from Unitech Training Academy--Baton Rouge, located in Baton Rouge, Louisiana, and represented by the school's Chief Operating Officer, Mr. Noah Brandon. Ms. Marabella reviewed the materials for the Commission, informing it that the institution would be offering six programs of study: Administrative Medical Assistant (11.0 months and 72.4 quarter credit hours), Day Care Management (9.0 months and 57.4 quarter credit hours), EKG/Phlebotomy Technician (11.0 months and 64.4 quarter credit hours), Massage Therapy (11.0 months and 66.73 quarter credit Hours), Medical Assistant (11.0 months and 69.07 quarter credit hours), and Pharmacy Technician (11.0 months and 63.07 quarter credit hours). These programs are currently being offered at the corporation's other six licensed schools that are located in

Alexandria, Houma, Lafayette, Lake Charles, Metairie, and West Monroe. Each licensed campus is accredited by the Council on Occupational Education, and an application for accreditation will be submitted to COE for the new campus as well. Unitech Training Academy--Baton Rouge met all the legal and administrative requirements to be approved for an initial license.

Following further discussion regarding the corporation's reason for expanding into the Baton Rouge market, enrollment projections, marketing strategies, competitive tuition pricing, and the scope of career services,

On motion of Ms. Despino, seconded by Mr. Dorris, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve an initial operating license for Unitech Training Academy--Baton Rouge, located in Baton Rouge, Louisiana.

Since a representative was not in attendance to represent the initial license application for Medical Careers College, located in Shreveport, Louisiana,

On motion of Ms. Amrhein, seconded by Ms. Despino, the Proprietary Schools Advisory Commission unanimously votes to defer the consideration of the initial license application for Medical Careers College, located in Shreveport, Louisiana, to the November 15, 2016, meeting of the Proprietary Schools Advisory Commission.

The next agenda item considered by the Commission was four Associate in Occupational Studies (AOS) Degree applications from McCann School of Business and Technology, located in Monroe, Louisiana and Shreveport, Louisiana. Ms. Cheryl Lokey, Campus Director of the Monroe Campus, was in attendance to represent the schools.

Ms. Marabella reminded the Commission members that the Proprietary Schools Law requires that AOS degrees be offered only by schools that hold recognized accreditation and that

the Board of Regents must approve all AOS degree program offerings. (Both the Monroe and Shreveport campuses of McCann School of Business and Technology are accredited by the Accrediting Council for Independent Colleges & Schools.)

The Monroe Campus is proposing to offer the AOS Degree in Cyber Security (70.0 weeks/96.0 quarter credit hours) and the AOS Degree in Healthcare Information Technology (80.0 weeks/96.0 quarter credit hours). The Shreveport Campus is proposing to offer the AOS Degree in Healthcare Information Technology (80.0 weeks/96.0 quarter credit hours) and the AOS Degree in Web Design (70.0 weeks/96.0 quarter credit hours). Each program would be delivered in the residential or online format with the option of flex track instructional delivery or hybrid instructional delivery. The proposed AOS degree programs submitted by McCann School of Business and Technology (Monroe and Shreveport Campuses) met all the legal and administrative requirements to be approved by the Board of Regents.

Following further discussion regarding the delivery methods of the programs, potential competition in market area, average class size, payment plans offered to students, and employment opportunities for graduates,

On motion of Ms. Hay, seconded by Ms. Despino, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve the Associate in Occupational Studies Degree programs in Cyber Security (Residential and Online) and in Healthcare Information Technology (Residential and Online) for McCann School of Business and Technology, located in Monroe, Louisiana.

On motion of Ms. Despino, seconded by Ms. Anrhein, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve the Associate in Occupational Studies Degree programs in Healthcare Information Technology (Residential and Online) and in Web Design (Residential

and Online) for McCann School of Business and Technology, located in Shreveport, Louisiana.

The next agenda item considered by the Commission was operating license renewals.

Ms. Marabella informed the Commission members that there were twenty-six (26) schools seeking renewal. These schools scheduled for renewal were in complete compliance, having met all the legal and administrative requirements to be re-licensed.

Following further discussion,

On motion of Mr. Dorris, seconded by Ms. Hay, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents renew the licenses of the following proprietary schools (initial license date in parentheses).

**Accelerated Dental Assisting Academy (08/24/11)
Accelerated Dental Assisting Academy (Lafayette) (08/26/15)
Accelerated Dental Assisting Academy (Lake Charles) (08/26/15)
Accelerated Dental Assisting Academy (Monroe) (08/26/15)
Accelerated Dental Assisting Academy (Slidell) (08/26/15)
Advance Nursing Training, LLC (08/27/14)
Ark-La-Tex Dental Assisting Academy (08/26/10)
Baton Rouge School of Computers (08/28/97)
Camelot College (08/28/86)
Coastal College--Alexandria (08/28/97)
Crescent City School of Gaming & Bartending (09/14/83)
Digital Media Institute at InterTech (08/27/14)
Falck Safety Services--Houma (08/24/11)
Falck Safety Services--Maurice (08/24/11)
Fortis College (08/26/10)
Healthcare Training Institute (08/27/08)
Houston Marine Training Services (08/24/11)
Julian Certified Nursing Assistant Training School (08/27/08)
Life Care, LLC (08/21/13)
Medical Training College (08/22/96)
New Horizons Computer Learning Center of New Orleans (08/21/13)
N.O.D.C. School for Dental Assisting (08/24/11)
River Cities School of Dental Assisting, Inc. (08/24/06)
Rock Bridge Training Institute, LLC (08/26/15)**

Stick It Phlebotomy (08/26/15)

Unitech Training Academy--Lake Charles (08/27/09)

Ms. Marabella informed the Commission that five institutions chose not to renew their licenses this renewal cycle. They were Accelerated Dental Assisting Academy (Mandeville) (08/26/15), Accelerated Dental Assisting Academy (Marrero) (08/26/15), Art Instruction School (09/21/74), Crescent City Career Institute (08/28/03), and Peach Tree School of Dental Assisting, Inc. (08/26/10). Staff will follow through to secure the student records from each school for safekeeping.

The next item on the agenda was an update on program approvals. Acting Chair Lalonde reminded the Commission that staff approved these updates administratively and course approvals were being shared for informational purposes only.

Under Report from Staff, Ms. Denise Kirkland of the Board of Regents' Finance Section presented a financial summary of the proprietary school activities, as well as a summary of the Student Record Administration Account of the Student Protection Fund for FY 2015-2016. Ms. Marabella shared with the Commission a numerical summary of proprietary school activities for the past fiscal year. She also distributed to the Commission a schedule of proposed meeting dates for calendar year 2017 to review for formal adoption at the November meeting of the Commission.

The next meeting of the Proprietary Schools Advisory Commission is scheduled for Tuesday, November 15, 2016, at 10:00 a.m., in Room 1-190 of the Claiborne Building. There being no further business, the meeting adjourned at 11:58 a.m.

APPENDIX A
GUESTS

| | |
|-----------------|--|
| Noah Brandon | Unitech Training Academy |
| Desiree Coleman | Southern Oaks Care |
| Peter Gilkey | Vandelay Education |
| James Hardage | Unitech Training Academy |
| Deesi Kirkland | Board of Regents |
| Cheryl Lokey | McCann School of Business & Technology (Monroe) |
| Vernay Sanders | Hands-On Learning & Training College |
| Ashley Smith | Unitech Training Academy |
| Ariel Statum | Southern Oaks Care |