

MINUTES
COMMISSION ON PROPRIETARY SCHOOL AND COLLEGE REGISTRATION
February 15, 2018

The Commission on Proprietary School and College Registration (CPSCR) met on Thursday, February 15, 2018 at 1:00 p.m., Mississippi Community College Board, 3825 Ridgewood Road, Jackson, Mississippi.

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

Staff Attending: Ms. Kim Verneuille, Audra Love Kimble, & Liz Bolin

Visitors Present: Ralph (Fitz) Fitzgerald – Delta Technical College/Horn Lake, Bill Stanfill – Institute for Health & Technology/Jackson, and Brock Haas – Virginia College/Jackson

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 schools that they represent.

C. Adjustments / Approval of Agenda

On a motion by Mr. Otis Stanford to accept the agenda and second the motion by Dr. George Terry, 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 minutes. On a motion made by Dr. Dean Belton, and a second by Ms. Esther Cash the Commission voted unanimously to approve the minutes of the December 14, 2017 meeting.

III. DIRECTOR'S REPORT

- Since the last meeting, we have received three (3) request(s) for application packets.
 - Tye Rollins – Vickburg, MS – CNA
 - Dr. Vershern Edwards – Jackson, MS – CNA
 - Knight's Marine & Industrial Services – Pascagoula, MS - Welding
- Accelerated Dental Assisting Academy is requesting approval for an annex in New Albany, MS.

- Tuition Increase Notifications:
 - Universal Technical Institute/TX
 - Universal Technical Institute/FL
 - NASCAR Technical Institute/NC
 - Accelerated Dental Assisting Academy/All Campuses
 - Delta Technical College/Horn Lake & Ridgeland
- Virginia College Notifications
 - ACICS has notified CPSCR for the Biloxi Campus of a program Show Cause Warning on two programs:
 - Pharmacy Technician Diploma – 43% retention rate reported (60% required under accreditation standards)
 - Business Office Specialist Diploma - 43% retention rate reported (60% required under accreditation standards)
 - ACICS has notified CPSCR for the Biloxi Campus of a program level compliance Warning on the Business Administration AA degree program of a 55% retention rate (60% required under accreditation standards)
 - Notification of four programs no longer active on the Jackson campus:
 - Customer Service Professional – Diploma
 - Cisco Network Associate – Diploma
 - Administrative Assistant – Diploma
 - Medical Office Management – Associate Degree
- Schools Operating without a Certificate
 - Have not received the applications yet. However, I have spoken with both school owners and they are having challenges with the bonds, but should that that worked out soon.
 - I will continue to follow up with them in the next few weeks.
- Proprietary Schools in the News
 - CPSCR will be having training at the Creating Futures Conference at the end of the month for 6 schools that have agreed to participate in the test pilot.
 - I have attend the two initial accrediting visit by ACCET for the MS Virginia Colleges.
 - Will attend the reaccreditation for Crescent Schools in Gulfport.
 - Notified of a pending accreditation visit from ABHES for an initial visit with Medical 2 Career College in Tupelo in March.
 - Sexual Assault Bill for 2018 Legislation – does not mention the schools registered with the CPSCR. Audra Kimble stated in 2017, CPSCR schools were included.

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.

- PUBLIC PARTICIPATION
Brock Haas, Virginia College/Jackson, announced the ACCET visit was positive and are still waiting on the official report on the visit. He also stated they are working through the older programs to teaching them out.
Ralph Fitzgerald, Delta Technical College/Horn Lake stated he appreciated all the help with the regulatory demands as he learns and takes on that role for his campus.

- REPORTS
 - A. School List
 - 48 registered schools total
 - 45 Traditional campuses
 - 3 online schools
 - B. Financial Report
 - Ms. Kim Verneuille reviewed the reports.

- DOCKET ACTION
 - A. Registrations:
Upon a motion made by Dr. George Terry and a second by Dr. Dean Belton, the Commission voted unanimously to approve the renewal certification:
 - Stepping Stones Career College – Louisville, MS
 - Swift Transportation Academy – Memphis, TN
 Staff Recommendation: Approval

 Upon a motion made by Dr. Dean Belton and a second by Ms. Esther Cash, the Commission voted unanimously to approve to postpone renewal certification until February 2018 meeting:
 - Systems IT, Inc. – Jackson, MS
 Staff Recommendation: Approval

 - B. Agent Permit Application
Upon the Staff’s recommendation, a motion made by to approve Mr. Otis Stanford and a second by Dr. Dean Belton, the Commission voted unanimously to issue agent permits for the following:
 - Accelerated Dental Assisting Academy/New Albany – Patricia Hovis & Shawndee Lee
 - Accelerated Dental Assisting Academy/All Annexes – Shawndee Lee
 Staff Recommendation: Approval

 Upon the Staff’s recommendation, a motion made by Dr. Dean Belton and a second by Dr. George Terry, the Commission voted unanimously to renew agent permits for the following:
 Agent Permit Application (Renewal)
 - Concorde Career College/TN – Megan Smith (C-3125, Sandra Winfrey (C-3297) and Mikia Housley (C-3302)
 - Delta Technical College/Horn Lake – Selena Medlin (C-3123)
 - SEC Training Center Inc. – Kristen Sharp (C-3290)

- Universal Technical Institute/TX, FL & NASCAR – Phillip Litteral (C-2604)
- Virginia College/Biloxi – Jennifer Smith (C-3207)

Staff Recommendation: Approval

C. New Program of Studies

None

D. Program Modifications

None

E. Exemptions

None

F. Instructor Approval

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 the Instructors as listed for the following schools:

- Accelerated Dental Assisting Academy/New Albany
 - Mitzi Jo Wilbanks Dental Assisting
 - Michelle Lawrence Dental Assisting
 - Teresa Lyons Dental Assisting
 - Dr. Jessica Perkins Dental Assisting
 - Allie Rae Epting DA Teaching Assistant
 - Karlie Mills DA Teaching Assistant
- Crescent Schools/Robinsonville
 - Maxie McDonald Bartending
- Crescent Schools/Gulfport
 - Erika Long Bartending
- Delta Technical College/Horn Lake
 - Michael Rumsower CDL
 - Larena Jones Dental Assisting
 - Jaymie Tessier Medical
- Institute for Health and Technology/Jackson
 - Shundrell Smith Medical
- Mississippi Truck Driving School/Hickory Flat
 - James Smith CDL
 - Jessica Allen CDL
- Truck Driver Institute/Tupelo
 - John turner CDL
- Tulsa Welding School/FL
 - Cory Clarke Welding
 - Michael Bryant Welding
 - Nicholas Garcia Welding
 - James Naro II Welding
 - Christopher Fink Welding
 - Joe Rush Welding
- Universal Technical Institute/FL
 - David Richards Marine Automotive
- NASCAR Technical Institute

- Nathan Armas Automotive
 - Ronnie Simmons Automotive
 - Virginia College/Jackson
 - Antonie Williams Computers/IT
 - Darrell Hoffman Computers/IT
- Staff Recommendation: Approval

G. Other

Upon the Staff's recommendation, a motion made by Dr. Dean Belton to approve and a second by Ms. Esther Cash, the Commission voted unanimously to approve the exemption process and submit to APA for 30 day review.

Mr. Benjamin asked about the time frame for exemptions renewal on annual basis. Ms. Verneuille stated that the schools will annual renew the exemption. Commissioners agreed the annual renewal would be fine and will using the online system to track the exemptions.

VII. COMPLAINTS

Ms. Verneuille reported one complaint had been submitted on February 7th and was being investigated and would report back at the April Meeting.

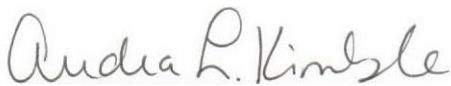
VIII. EXECUTIVE SESSION

Not needed

IX. ADJOURNMENT

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

The meeting adjourned at 1:32 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