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**Minutes**

**Board of Regents' Proprietary Schools Advisory Commission  
March 18, 2014**

Since the previously scheduled March 11, 2014 meeting of the Louisiana Board of Regents' Proprietary Schools Advisory Commission was cancelled due to the lack of a quorum, the Commission met on Tuesday, March 18, 2014, at 10:19 a.m. in the Commissioner's Conference Room, Room 6-211, of the Claiborne Building, Baton Rouge. Chair Jones called the meeting to order and the roll was called.

**Commission Members Present**

Melanie Amrhein  
Tina Begnaud  
Ralph Bender, Vice-Chair  
Keith Jones, Chair  
Raymond Lalonde  
Gloria Simmons

**Staff Members Present**

Nancy Beall  
Chandra Cheatham  
Kristi Kron  
Carol Marabella

**Commission Members Absent**

Richard D'Aquin  
James Dorris  
James Fontenot

**Guests Present**

(See Appendix A.)

The first item of business was approval of the minutes from its meeting of January 14, 2014.

**On motion of Mr. Bender, seconded by Mr. Lalonde, the Proprietary Schools Advisory Commission unanimously adopted the minutes of the January 14, 2014 Proprietary Schools Advisory Commission meeting.**

The next agenda item considered by the Commission was five initial license applications the first from Andrea's Career Institute, LLC, located in Harvey, Louisiana. Ms. Kron reviewed the materials for the Commission, informing it that this institution would be offering one program of study, Certified Nurse Aide Training, which is a four week, 80.0 clock hour program (inclusive of both classroom and clinical experience). The program has received the required approval from the Department of Health and Hospitals, Health Standards Section. Andrea's Career Institute, LLC, had met all the legal and administrative requirements to be approved for an initial license.

Following further discussion regarding the school's compliance with licensure and financial requirements,

**On motion of Mr. Lalonde, seconded by Ms. Begnaud, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve an initial operating license for Andrea's Career Institute, LLC, located in Harvey, Louisiana.**

The second initial license application considered by the Commission was from Baton Rouge Dental Assistant Academy, located in Baton Rouge, Louisiana. Ms. Marabella reviewed the materials for the Commission, informing them that this would be the second location of Vandelay Education, LLC, in Louisiana, and the institution would be offering one program of study, Dental Assistant, which is a 142.0 clock hour program that will be offered for twelve consecutive weeks. The program will be housed in a practicing dental office. Students will also complete a 40 hour externship in a working dental office. Baton Rouge Dental Assistant

Academy had met all the legal and administrative requirements to be approved for an initial license.

Following further discussion regarding the school's location, class size, and externship component,

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

The third initial license application considered by the Commission was from LifeSmart Training Center, LLC, located in New Orleans, Louisiana. Ms. Kron reviewed the materials for the Commission, informing it that this institution would be offering one program of study, Certified Nurse Aide Training, which is a three week, 80.0 clock hour program (inclusive of both classroom and clinical experience). The program has received the required approval from the Department of Health and Hospitals, Health Standards Section. LifeSmart Training Center, LLC, had met all the legal and administrative requirements to be approved for an initial license.

Following further discussion regarding competition in tuition costs and targeted market,

**On motion of Mr. Lalonde, seconded by Ms. Amrhein, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve an initial operating license for LifeSmart Training Center, LLC, located in New Orleans, Louisiana.**

The fourth initial license application considered by the Commission was from Raymond Career College, located in New Orleans, Louisiana. Ms. Cheatham reviewed the materials for the Commission, informing it that this institution would be offering one program of study, Certified Nurse Aide Training, which is a four week, 80.0 clock hour program (inclusive of both classroom and clinical experience). The program has received the required approval from the Department of Health and Hospitals, Health Standards Section. Raymond Career College had met all the legal

and administrative requirements to be approved for an initial license.

Following further discussion regarding tuition costs, area market competition, and the owner's experience in the allied health field,

**On motion of Ms. Amrhein, seconded by Ms. Begnaud, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve an initial operating license for Raymond Career College, located in New Orleans, Louisiana.**

The fifth and final initial license application considered by the Commission was from Sparc Academy, located in Sulphur, Louisiana. Ms. Marabella reviewed the materials for the Commission, informing it that this institution would be offering multiple programs of study in welding (Advanced Welding at 900.0 clock hours, Basic Pipe Welding at 120.0 clock hours, GMAW/FCAW Welding at 280.0 clock hours, SMAW Welding at 280.0 clock hours, Welding at 400.0 clock hours, Specific Process Training at 64.0 clock hours, and Welder Improvement at 80.0 clock hours). Training time would range from 7.0 weeks to 26.0 weeks. Sparc Academy had met all the legal and administrative requirements to be approved for an initial license.

Following further discussion regarding the anticipated need for skilled tradesmen, i.e., welders, in Louisiana, the comparatively higher salaries available in the welding industry, and the overall value of vocational training to the economy,

**On motion of Mr. Bender, seconded by Mr. Lalonde, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve an initial operating license for Sparc Academy, located in Sulphur, Louisiana.**

The next agenda item considered by the Commission was an Associate in Occupational Studies (AOS) Degree application from Louisiana Culinary Institute, LLC, located in Baton Rouge, Louisiana.

Ms. Kron 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. Louisiana Culinary Institute, LLC, is accredited by the Council on Occupational Education.

The proposed curriculum for the AOS Degree in Hospitality and Culinary Management is 80.0 semester credit hours/1,545.0 clock hours. Full-time students should be able to complete the program requirements in 16.0 months. Louisiana Culinary Institute, LLC's proposed AOS degree program had met all the legal and administrative requirements to be approved by the Board of Regents.

Following further discussion regarding the valued appreciation of a culinary arts advanced education and the institution's programmatic competition,

**On motion of Ms. Amrhein, seconded by Ms. Beganud, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve the Associate in Occupational Studies Degree program in Hospitality and Culinary Management for Louisiana Culinary Institute, LLC, located in Baton Rouge, Louisiana.**

The next agenda item considered by the Commission was operating license renewals. Ms. Marabella informed the Commission members that there were thirteen (13) 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 Ms. Begnaud, seconded by Mr. Lalonde, 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):**

**Baton Rouge School of Court Reporting (01/26/06)**  
**Blue Cliff College--Lafayette (01/27/00)**  
**Central Louisiana School for Dental Assistants (01/26/06)**  
**Coastal College--Hammond (02/23/89)**  
**Court Reporting Institute of Louisiana (01/27/11)**  
**Dryades YMCA School of Commerce (02/27/97)**  
**ITI Technical College (01/27/00)**  
**Lafourche Merchant Marine Training Services (01/27/10)**  
**Louisiana Dental Assistant School, LLC (01/27/05)**  
**Moore Career College, Inc. (01/27/10)**  
**Southwest Dental Academy, LLC (01/25/12)**  
**Tulsa Welding School--Jacksonville Campus (01/27/10)**  
**WyoTech--Florida (01/27/10)**

Ms. Marabella informed the Commission that there was one institution that chose not to renew its license--Multi-Cultural Educational Community Center of Achievement, Inc. (01/22/09). Staff will follow through to secure the student records from the school for safekeeping.

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

Under Report from Staff, Ms. Marabella informed the Commission that student records from a recently closed proprietary school were received yesterday, funds were used to reconfigure needed work space in addition to installing an independent phone line, and a status report was provided regarding the long-range goal of issuing an Request for Proposal for a digitalization project.

The next meeting of the Proprietary Schools Advisory Commission is scheduled for Tuesday, May 13, 2014, at 10:00 a.m., in Room 1-190 of the Claiborne Building. There being no further business, the meeting adjourned at 11:08 a.m.

APPENDIX A  
GUESTS

Patricia Wilton

LA Department of Justice