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

**Minutes  
Board of Regents' Proprietary Schools Advisory Commission  
January 5, 2017**

The Louisiana Board of Regents' Proprietary Schools Advisory Commission met on Thursday, January 5, 2017, at 10:13 a.m., in the Board Conference Room on the sixth floor of the Claiborne Building, Baton Rouge. Chair Jones called the meeting to order and the roll was called.

**Commission Members Present**

James Dorris  
James Fontenot  
Theresa Hay  
Keith Jones, Chair  
Raymond Lalonde

**Staff Members Present**

Nancy Beall  
Chandra Cheatham  
Kristi Kron  
Carol Marabella  
Larry Tremblay

**Commission Members Absent**

Melanie Amrhein  
Richard D'Aquin  
Sherrie Despino

**Guests Present**

(See Appendix A.)

The first item of business was the election of 2017 officers for the Commission. Chair Jones reminded the Commission that state law requires the Commission to elect from its membership a chair and vice-chair annually, and the law does not restrict the number of terms an individual can serve.

Commission member Fontenot nominated Mr. Jones as Chair. There being no other nominations,

**On motion of Mr. Fontenot, seconded by Mr. Lalonde, the Proprietary Schools Advisory Commission unanimously elected Mr. Jones as Chair for 2017.**

Commission member Lalonde nominated Mr. Fontenot as Vice-Chair. There being no other nominations,

**On motion of Mr. Dorris, seconded by Ms. Hay, the Proprietary Schools Advisory Commission unanimously elected Mr. Fontenot as Vice-Chair for 2017.**

The next item of business was approval of the minutes from its meeting of November 15, 2016.

**On motion of Ms. Hay, seconded by Mr. Lalonde, the Proprietary Schools Advisory Commission unanimously adopted the minutes of the November 15, 2016 Proprietary Schools Advisory Commission meeting.**

The next agenda item considered by the Commission was six initial license applications, the first from Access Career Development Institute located in New Orleans, Louisiana, and represented by the school's Owner/Director, Ms. Angelique Alexander. Ms. Marabella reviewed the materials for the Commission members, informing them that the institution would be offering one program of study, Paralegal Studies, which is a 380.0 clock hour program with an anticipated completion time of 16.0 weeks. Access Career Development Institute had met all the legal and administrative requirements to be approved for an initial license.

Following further discussion regarding the owner's reasons for opening the school and her professional paralegal background, funding plans, cost of tuition, the role of a paralegal in a law firm, and the planned growth for instructional staff,

**On motion of Mr. Fontenot, seconded by Ms. Hay, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve an initial operating license for Access Career Development Institute, located in New Orleans, Louisiana.**

The second initial license application considered by the Commission was from Advance Innovative Education located in Baton Rouge, Louisiana, and represented by the school's Executive Director, Dr. Michael Eskridge. Ms. Marabella reviewed the materials for the Commission, informing it that this institution was the first among the private providers of teacher preparation and educational leadership preparation programs to seek a proprietary school license. Advance Innovative Education would be offering one program of study, Redesigning Lessons, Re-Envisioning Principals Alternative Principal Certification Program, which is a fourteen month, 1,375.0 clock hour program. (The institution's curriculum had previously been approved by the Louisiana Board of Elementary and Secondary Education.) Advance Innovative Education had met all the legal and administrative requirements to be approved for an initial license.

Following further discussion regarding the background and history of the school, its physical location and program delivery method, and an explanation of the alternative teacher/leader certification program,

**On motion of Mr. Fontenot, seconded by Mr. Lalonde, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve an initial operating license for Advance Innovative Education, located in Baton Rouge, Louisiana.**

The third initial license application considered by the Commission was from Becker Professional Education (Ruston), located in Ruston, Louisiana, and represented by Ms. Karen Whitaker, Regional Corporate Representative. Ms. Marabella reviewed the materials for the Commission, informing it that the parent corporation of Becker Professional Education has a long history of proprietary school licensure in this state. This proposed location would be offering one program of study, the fast-track CPA Exam Preparation, which is a twelve week, 104.0 clock hour program. Becker Professional Education (Ruston) had met all the legal and administrative requirements to be approved for an initial license.

Following further discussion regarding the history of the school, the program delivery methods, the location of the currently licensed school, the exam passage rate of its students, and the length of the program,

**On motion of Mr. Fontenot, seconded by Ms. Hay the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve an initial operating license for Becker Professional Education (Ruston), located in Ruston, Louisiana.**

The fourth initial license application considered by the Commission was from Beso Beauty, LLC, located in Metairie, Louisiana, and represented by the institution's Owner, Ms. Michelle Martinez. Ms. Marabella reviewed the materials for the Commission, informing it that this institution would be offering one program of study, Master Microblading, which is a recently developed technique in the field of commercial body art. This 60.0 clock hour program includes 28.0 clock hours of prerequisite on-line courses and 32.0 clock hours of classroom courses. The

classroom phase of the program can be completed in four days. Ms. Martinez had received the required approval from the Louisiana Department of Health, Office of Public Health, Food and Drug Unit. Beso Beauty, LLC, had met all the legal and administrative requirements to be approved for an initial license.

Following further discussion regarding an explanation of the microblading technique, the differences between microblading and permanent makeup, the owner's background and reason for opening school, potential employment options for graduates, and the required certification for Microblading Technicians through the LA Department of Health,

**On motion of Mr. Fontenot, seconded by Mr. Dorris, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve an initial operating license for Beso Beauty, LLC, located in Metairie, Louisiana.**

The fifth initial license application considered by the Commission was from Gonzales Medical Assistant School, located in Gonzales, Louisiana, and represented by Mr. Pete Gilkey, Director of Compliance. Ms. Marabella reviewed the materials for the Commission, informing it that this proposed institution is owned by Vandelay Education which currently operates five licensed proprietary schools in Louisiana which offer the Dental Assistant curriculum. This institution would be offering one program of study, Medical Assistant, which is a 176.0 clock hour program with an anticipated completion time of 24.0 weeks. Gonzales Medical Assistant School had met all the legal and administrative requirements to be approved for an initial license.

Following further discussion regarding the number of sister schools located in Louisiana, the purpose and design of the curriculum, the corporate business model, payment plans available to students, and program graduates earning industry-based certification,

**On motion of Mr. Lalonde, seconded by Mr. Fontenot, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve an initial operating license for Gonzales Medical Assistant School, located in Gonzales, Louisiana.**

The sixth and final initial license application considered by the Commission was from Peach Tree School of Dental Assisting, located in Ruston, Louisiana, and represented by the school's Co-Owner, Ms. Jessica Brumley. Ms. Cheatham reviewed the materials for the Commission, informing it that this school was previously licensed by the Board of Regents, but its license expired on 08/26/16 prior to the submission of the application for the change of ownership. This institution would be offering one program of study, Dental Assisting, which is a thirteen week, 78.0 clock hour program. Peach Tree School of Dental Assisting had met all the legal and administrative requirements to be approved for an initial license.

Following further discussion regarding the lapse in time between the loss of licensure and the submission of the initial application, the non-enrollment of students during this interim, and the utilization of the original curriculum,

**On motion of Ms. Hay, seconded by Mr. Fontenot, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve an initial operating license for Peach Tree School of Dental Assisting, located in Ruston, Louisiana.**

The next agenda item considered by the Commission was operating license renewals. Ms. Marabella informed the Commission members that there were sixteen (16) 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. Fontenot, 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).**

**Academy of Acadiana--Lake Charles (12/02/10)**  
**Accelerated Dental Assisting Academy (Hammond) (12/10/15)**  
**Alexandria Dental Assistant School (12/08/11)**  
**Allied Prep Technical Institute, LLC (12/11/14)**  
**Assist to Succeed (12/10/15)**  
**ECO Training Center, LLC (12/08/05)**  
**Herzing University (12/07/95)**  
**Infinity College, Inc. (12/02/10)**  
**Learning Bridge Career Institute (12/02/10)**  
**Martin International, Inc., of Louisiana (12/16/82)**  
**NASCAR Technical Institute (12/05/02)**  
**National Driving Academy, Inc. (12/05/96)**  
**New Orleans Culinary and Hospitality Institute, Inc. (12/10/15)**  
**Tulsa Welding School (12/07/06)**  
**Unitech Training Academy--Alexandria (12/04/08)**  
**Unitech Training Academy--Metairie (12/08/11)**

Ms. Marabella informed the Commission that there were three institutions that chose not to renew their licenses this renewal cycle: Divine Touch Healthcare Training, LLC (12/11/14), Fleur de'Lis Healthcare Institute (12/05/13), and Legally Speaking (12/06/01). 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. 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, Dr. Tremblay informed the Commission that staff recently coordinated the transfer of the historical Soulé Business College school and student records from Tulane University's Louisiana Research Collection to the State Archives where the student transcripts will be microfilmed and the school records will be stored for safekeeping. Additionally,

staff is responding to a public records request and collaborating with Regents' IT staff on the digitalization of the student records from closed proprietary schools.

The next meeting of the Proprietary Schools Advisory Commission is scheduled for Tuesday, March 14, 2017, at 10:00 a.m., in Room 1-190 of the Claiborne Building. There being no further business, the meeting adjourned at 11:34 a.m.



APPENDIX A  
GUESTS

Angelique Alexander	Access Career Development Institute
Reginald Browhow	Advance Innovative Education
Jessica Brumley	Peach Tree School of Dental Assisting
Claudia Dixon	Advance Innovative Education
Dr. Michael Eskridge	Advance Innovative Education
Peter Gilkey	Gonzales Medical Assistant School
Joanne Mabry	Peach Tree School of Dental Assisting
Michelle Martinez	Beso Beauty, LLC
Harold Potter	Peach Tree School of Dental Assisting
Theresa Welch	Peach Tree School of Dental Assisting
Karen Whitaker	Becker Professional Education (Ruston)
Patricia Wilton	LA Department of Justice