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Minutes
Board of Regents' Proprietary Schools Advisory Commission
May 12, 2015

The Louisiana Board of Regents' Proprietary Schools Advisory Commission met on Tuesday, May 12, 2015, at 10:00 a.m., in Room 1-190 of the Claiborne Building, Baton Rouge. Chair Bender called the meeting to order and the roll was called.

Commission Members Present

Ralph Bender, Chair
Sherrie Despino
James Dorris
Keith Jones, Vice-Chair
Raymond Lalonde

Staff Members Present

Nancy Beall
Kristi Kron
Carol Marabella

Commission Members Absent

Melanie Amrhein
Richard D'Aquin
James Fontenot
Gloria Simmons

Guests Present

(See Appendix A.)

The first item of business was approval of the minutes from its meeting of March 10, 2015.

On motion of Ms. Despino, seconded by Mr. Dorris, the Proprietary Schools Advisory Commission unanimously adopted the minutes of the March 10, 2015 Proprietary Schools Advisory Commission meeting.

The next agenda item considered by the Commission was four initial license applications, the first from Dental Assisting Academy, LLC, located in Denham Springs, Louisiana, and represented by the school's owner, Dr. David Hughes. Ms. Kron reviewed the materials for the Commission, informing it that this institution would be offering one program of study, Dental Assisting w/Expanded Internship, which is a 28-week, 1,080.0 clock hour program. Upon successful completion of the program, the student would be eligible to sit for the Expanded Duty Dental Assistant certification exam. Dental Assisting Academy, LLC, had met all the legal and administrative requirements to be approved for an initial license.

Following further discussion regarding the comparison of clock hour and tuition costs with other area proprietary schools offering the Dental Assistant program, course objectives, and the primary job duties of a Dental Assistant,

On motion of Mr. Jones, seconded by Mr. Dorris, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve an initial operating license for Dental Assisting Academy, LLC, located in Denham Springs, Louisiana.

The second initial license application considered by the Commission was from Medical Technical Institute, located in New Orleans, Louisiana, and represented by the school's owner, Ms. Karen Gilmore. Ms. Kron reviewed the materials for the Commission, informing it that this institution would be offering one program of study, Medical Coding, which is a 300.0 clock hour

program with an estimated completion time of 3.0 months. Medical Technical Institute had met all the legal and administrative requirements to be approved for an initial license.

Following further discussion regarding the average entry salary of a medical coder, the specific job duties of a medical coder, and the option that graduates of this program can sit for a professional coder certification exam,

On motion of Mr. Jones, seconded by Ms. Despino, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve an initial operating license for Medical Technical Institute, located in New Orleans, Louisiana.

The third initial license application considered by the Commission was from Petra College, Inc., located in Hammond, Louisiana, and represented by the school's owner, Ms. Regina Gordon. Ms. Kron reviewed the materials for the Commission, informing it that this institution proposes to offer one program of study, Medical Assistant, which is a 12.0 month, 834.0 clock hour program. Petra College, Inc., had met all the legal and administrative requirements to be approved for an initial license.

Following further discussion regarding the subject matter to be included in the school's Medical Assistant program, the average starting salary of a medical assistant, and the potential sources of financial aid for students,

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 Petra College, Inc., located in Hammond, Louisiana.

The fourth and final initial license application considered by the Commission was from Stick It Phlebotomy located in Jonesboro, Louisiana, and represented by the school's owner, Ms. Sherry Hinton. Ms. Kron reviewed the materials for the Commission, informing it that this institution would be offering one program of study, Phlebotomy, which is a 166.0 clock hour

program with an estimated completion time of seven weeks. Ms. Kron informed the Commission that the initial payment of the license fee submitted by the school was returned NSF. However, the fee was resubmitted by money order and therefore, Stick It Phlebotomy had met all the legal and administrative requirements to be approved for an initial license. Ms. Kron noted that due to the NSF, all future submissions of fees by the school must be in the form of money order or certified check.

Following further discussion regarding the school's solvency plans in light of the NSF, the demand for phlebotomy training in the northeast region of the state, the average starting salary of a phlebotomist, and competition with similar training programs in the area,

On motion of Mr. Lalonde, seconded by Mr. Jones, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve an initial operating license for Stick It Phlebotomy, located in Jonesboro, Louisiana.

The next agenda item involved change of ownership applications for the three campuses of WyoTech in Ormond Beach, Florida, Blairsville, Pennsylvania, and Laramie, Wyoming. Ms. Marabella reminded the Commission that the Proprietary Schools Law requires that a change of ownership be treated no differently than an initial license application. The change of ownership at the three WyoTech campuses would have no impact on the operations of the campuses and would not be evident to anyone other than the owners. Under the new ownership, the curricula (Marine Specialist and Motorcycle Technology offered in Florida and the Automotive Technology, Diesel Technology, Collision/Refinishing Technology, Automotive Trim and Upholstery, Street Rod and Custom Fabrication, & Motorsports Chassis Fabrication offered in Pennsylvania and Wyoming) would remain unchanged. WyoTech (Florida, Pennsylvania, and Wyoming campuses) had met all the legal and administrative requirements to be approved for a

change of ownership.

Following further discussion regarding the seamless change for students and the financial solvency of the new owners,

On motion of Mr. Jones, seconded by Ms. Despino, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve a change of ownership application for WyoTech with campuses located in Ormond Beach, Florida, Blairsville, Pennsylvania, and Laramie, Wyoming.

The next agenda item considered by the Commission was operating license renewals. Ms. Marabella informed the Commission that there were twenty-seven (27) 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 Despino, 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).

A & W Healthcare Educators, LLC (03/25/04)
Academy of Acadiana, Inc. (03/22/06)
Alpha Medical College, LLC (03/20/13)
Andrea's Career Institute, LLC (03/26/14)
At-Home Professions (04/22/99)
Baton Rouge Dental Assistant Academy (03/26/14)
Blue Cliff College--Houma (03/24/05)
Blue Cliff College--Metairie (03/23/00)
Blue Cliff College--Metairie, Satellite Campus (03/23/11)
Blue Cliff College--Shreveport (03/23/00)
Coastal College--Lafayette (04/23/98)
Coastal College--Monroe (03/28/96)
Delta College of Arts & Technology--Lafayette Branch (03/24/05)
Delta School of Business and Technology (05/06/80)
Healthcare & More (03/21/12)
J W Training Center, LLC (03/25/10)
Lenora School of Phlebotomy (04/28/94)
LifeSmart Training Center, LLC (03/26/14)

Louisiana Culinary Institute (03/27/03)
Medical Careers College (04/23/98)
Pet Grooming Academy of Louisiana (03/21/12)
Raymond Career College (03/26/14)
Sparc Academy (03/26/14)
Unitech Training Academy (04/24/97)
Unitech Training Academy--Houma (03/22/06)
Universal Technical Institute--Florida Branch (04/23/98)
Universal Technical Institute of Texas, Inc. (04/03/85)

Ms. Marabella informed the Commission that there was one institution that chose not to renew its license this renewal cycle--Sclafani Cooking School (04/28/94). Chef Frank Sclafani, school owner, taught out all students prior to the school closure and afterwards delivered all of the student records to the Board of Regents for safekeeping.

The next item on the agenda was an update on program approvals. Chair Bender 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 staff was in the process of obtaining quotes for the digitalization of student records from closed schools that are currently stored off-site and in the office suite.

The next meeting of the Proprietary Schools Advisory Commission is scheduled for Tuesday, July 14, 2015, at 10:00 a.m., in Room 1-190 of the Claiborne Building. There being no further business, the meeting adjourned at 10:40 a.m.

APPENDIX A
GUESTS

Linda Buchanan	WyoTech
Karen Gilmore	Medical Technical Institute, LLC
Regina Gordon	Petra College, Inc.
Sherry Hinton	Stick It Phlebotomy, LLC
Dr. David Hughes	Dental Assisting Academy, LLC
Patricia Wilton	LA Department of Justice
Alfred Williams	Petra College, Inc.