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PLANNING, RESEARCH and PERFORMANCE COMMITTEE MEETING

September 26, 2018 • 11:20 a.m.

Louisiana Purchase Room, W.C.C. Claiborne Building, Baton Rouge, LA

- I. Call to Order
- II. Roll Call
- III. Consent Agenda
 - A. R.S. 17:1808 (Licensure)
 1. License Renewal
 - a. Remington College
 - B. State Authorization Reciprocity Agreement (SARA) Institutional Renewal
 1. Xavier University of Louisiana
 - C. Proprietary Schools Advisory Commission
 1. Initial License
 - a. National Aesthetic Laser Institute
 2. AOS Degree Application
 - a. Digital Media Institute at InterTech
 - Advertising Design
 - Digital Content
 - Game Development
 - Software Development
 3. License Renewals
- IV. R.S. 17:1808 (Licensure)
 - A. Conditional License Extension
 1. WorldQuant University
- V. Proposed First-Time Freshman Admissions Audit Plan
- VI. Other Business
 - A. Virginia College
 - B. Online Education
- VII. Adjournment

Committee Members: Collis Temple III, Chair; Claudia Adley, Vice Chair; Blake David, Randy Ewing, Charles McDonald, Sonia Perez, Wilbert Pryor, Gerald Theunissen, Jacqueline Wyatt

Agenda Item III.A.1.a.

Remington College Baton Rouge, Lafayette, Shreveport Louisiana

BACKGROUND

Remington College was incorporated in the State of Oklahoma in 1991 and first registered with the Board of Regents in 1993 as Education America - Remington College. The institution is now headquartered in Little Rock, Arkansas, wholly owned by Education America and was initially licensed by the Board of Regents in 1994. The college offers diploma and associate of science degree programs. Remington College is accredited by the Accrediting Commission of Career Schools and Colleges (ACCSC).

ACADEMIC PROGRAM

Remington College provides classroom lecture and laboratory instruction. The college offers five associate degree programs in Business Administration, Computer and Network Administration, Criminal Justice, Medical Assisting and Pharmacy Technician and ten diploma programs in Computer-Aided Design and Drafting, Medical Assisting, Facility Maintenance, HVAC, Medical Billing and Coding, Medical Office Administration, Nail Technician, Electronic Technology, Pharmacy Technician, and Cosmetology.

FACULTY AND STUDENTS

Remington currently employs 22 faculty, six of whom are employed full-time. Nineteen of the faculty are trained at the graduate level. In summer 2018, the college enrolled 83 students in its associate degree programs, with 197 students enrolled in its diploma programs.

FACILITIES

Remington College leases buildings on Rue Louis XIV in Lafayette, on Sherwood Forest Boulevard in Baton Rouge and on Bert Kouns Industrial Loop in Shreveport. The facilities contain classrooms, computer laboratories, administrative offices, and a library.

STAFF RECOMMENDATION

Given the credentials of its faculty, the college's recognized campus accreditation, and the general oversight of the programs by campus faculty and administrators, the senior staff recommends that the Board of Regents approve Remington College's application for license renewal.

Agenda Item III.B.1.

Executive Summary

The State Authorization Reciprocity Agreement (SARA) is a national initiative which seeks to establish comparable national standards for the interstate offering of postsecondary distance-education courses and programs. SARA membership makes it easier for students to take online courses offered by institutions based in another state by reducing the cost and administrative burden on institutions seeking authorization in various states. SARA is a voluntary agreement among regional compacts (SREB, NEBHE, MHEC, and WICHE) and member states. Each member state approves its in-state institutions and renews their membership annually. Approved SARA member institutions may offer distance education programs in other SARA member states without additional authorization.

Act 13 of the 2014 Regular Session of the Louisiana Legislature authorized the Louisiana Board of Regents to seek SARA membership on behalf of the State of Louisiana. In October 2014, Louisiana's application for SARA membership was approved by the Southern Regional Education Board (SREB) and the National Council for State Authorization Reciprocity Agreements (NC-SARA), effective December 1, 2014. Since then, 26 Louisiana institutions have joined SARA.

Xavier University of Louisiana has submitted a SARA renewal application. Regents' staff have reviewed the renewal application and determined that it meets all requirements for continuing its membership in SARA.

STAFF RECOMMENDATION

Senior staff recommends that the Planning, Research & Performance Committee approve the Renewal Application for Institutional Participation in SARA for Xavier University of Louisiana and authorize staff to submit the approved application to NC-SARA for final approval of SARA membership.

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**AGENDA ITEM III.C.
Minutes
Board of Regents' Proprietary Schools Advisory Commission
September 11, 2018**

The Louisiana Board of Regents' Proprietary Schools Advisory Commission met on Tuesday, September 11, 2018 at 10:03 a.m., in Room 1-190 of the Claiborne Building, Baton Rouge. Chair Jones called the meeting to order and the roll was called.

Commission Members Present

Melanie Amrhein
James Dorris
James Fontenot, Vice Chair
Theresa Hay
Keith Jones, Chair
Raymond Lalonde
Mary Lou Potter

Staff Members Present

Nancy Beall
Chandra Cheatham
Kristi Kron
Carol Marabella
Larry Tremblay

Commission Members Absent

Sherrie Despino

Guests Present

(See Appendix A.)

Chair Jones announced to the Commission and staff his resignation effective at the conclusion of the September 11 meeting. Since being appointed to the Louisiana Pardon and Parole Board, time constraints would prohibit his continued service on the Commission. The Commission members and staff thanked him for his tenure.

The first item of business was approval of the minutes from its meeting of July 31, 2018.

On motion of Mr. Fontenot, seconded by Ms. Hay, the Proprietary Schools Advisory Commission unanimously adopted the minutes of the July 31, 2018 Proprietary Schools Advisory Commission meeting.

The next agenda item considered by the Commission was an initial license application from the National Aesthetic Laser Institute, located in Baton Rouge, Louisiana, and represented by the school's co-owners, Dr. Todd P. Howell and Mr. Kirk Kepper. Ms. Marabella reviewed the materials for the Commission noting that this institution would be offering one program of study, Comprehensive Laser Technician, which is a three-week, 14-session, 112.0 clock hour program. The National Aesthetic Laser Institute had met all of the legal and administrative requirements to be approved for an initial license.

Following further discussion regarding Dr. Howell's professional background and use of cosmetic lasers in his practice, the location of the proposed school, the absence of industry requirements for professional licensure as a laser technician, projected enrollment, the availability of financial assistance to students, potential pay scale for graduates of the program, and an explanation of the development of the curriculum,

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 the National Aesthetic Laser Institute, located in Baton Rouge, Louisiana.

The next agenda item considered by the Commission was four Associate in Occupational Studies (AOS) Degree applications from Digital Media Institute at InterTech, located in Shreveport, Louisiana. Mr. John J. Miralles, Executive Director, was in attendance to represent the school.

Ms. Cheatham 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. Digital Media Institute at InterTech has been licensed as a Louisiana proprietary school since August 27, 2014, and is accredited by the Council on Occupational Education.

The AOS Degree programs in Advertising Design (78.0 Semester Credit Hours), Digital Content (78.0 Semester Credit Hours), Game Development (78.0 Semester Credit Hours), and Software Development (78.0 Semester Credit Hours) are designed for full-time students to be able to complete the program requirements in two years. Digital Media Institute at InterTech's proposed AOS Degree programs had met all the legal and administrative requirements to be approved by the Board of Regents.

Following further discussion regarding admission requirements and procedures, career opportunities in Louisiana and potential salaries for graduates, current and projected enrollment, the utilization of the consolidated instructional model, the development of a market driven

enrollment plan, and current student retention and placement rates,

On motion of Mr. Dorris, seconded by Ms. Amrhein, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve the Associate in Occupational Studies Degree in Advertising Design, the Associate in Occupational Studies Degree in Digital Content, the Associate in Occupational Studies Degree in Game Development, and the Associate in Occupational Studies Degree in Software Development for the Digital Media Institute at InterTech, 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 thirty-one (31) 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. Amrhein, 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 (Denham Springs) (08/24/11)
Accelerated Dental Assisting Academy (Lafayette) (08/26/15)
Accelerated Dental Assisting Academy (Monroe) (08/26/15)
Accelerated Dental Assisting Academy (New Orleans) (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)
Aspire Medical Training Academy, Inc. (08/24/16)
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)
Fortis College (08/26/10)
Healthcare Training Institute (08/27/08)

Life Care, LLC (08/21/13)
Louisiana Medical Certifications, LLC, Avoyelles Campus (08/23/17)
Maritime Services Group of Louisiana, LLC (08/24/16)
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)
Opelousas Academy of Nondestructive Testing (08/23/17)
Premier Healthcare Training Solutions (08/23/17)
Remington College (08/23/17)
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)
Universal Technical Institute of Northern Texas, LLC (08/24/16)
Vista College (08/23/17)

Ms. Marabella informed the Commission that there were two institutions that chose not to renew their licenses this renewal cycle--Cameron College (08/21/13) and Falck Maritime Services (08/24/11). The student records from Cameron College have been delivered to the Board of Regents for safekeeping. The corporation that owned Falck Maritime Services will maintain the student records since the company has a continued presence in the state.

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. Denise Kirkland of the Board of Regents' Finance Division 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 2017-2018. 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 2019 to review for formal adoption at the November 2018 meeting of the Commission.

Ms. Marabella informed the Commission of the planned teach-out and closure of the two Virginia College campuses located in Louisiana. The projected closure date for the Baton Rouge campus is 07/01/19, and the projected closure of the Shreveport campus is 06/01/19.

The next meeting of the Proprietary Schools Advisory Commission is scheduled for Tuesday, November 13, 2018, at 10:00 a.m., in Room 1-190 of the Claiborne Building. There being no further business, the meeting adjourned at 11:02 a.m.

APPENDIX A
GUESTS

Dr. Todd Howell

National Aesthetic Laser Institute

Kirk Kepper

National Aesthetic Laser Institute

Denise Kirkland

LA Board of Regents

John Miralles

Digital Media Institute at InterTech

Elizabeth Simons

Digital Media Institute at InterTech

Patricia Wilton

LA Department of Justice

Agenda Item IV.A.1.

World Quant University New Orleans, Louisiana

BACKGROUND

Revised Statute 17:1808 requires the Board of Regents to register and license academic degree-granting, post-secondary institutions in Louisiana. Regents' rules and regulations echo the revised statutes with particular emphasis placed on the attainment of appropriate accreditation. During the initial licensure process, World Quant University (WQU) identified the Distance Education Accrediting Commission (DEAC) as its desired accreditation agency.

WQU is funded by the World Quant Foundation established "*to make a positive impact in the world through targeted donations to qualified organizations and students worldwide.*" WQU is dedicated to making innovative, high-quality quantitative finance education accessible to students worldwide tuition free. Appropriate to its mission and purpose, the University offers a Master of Science in Quantitative Finance made available through e-learning processes.

WQU's initial application materials were reviewed by staff and by an external consultant. Following this process, staff determined that World Quant University merited a limited period of state licensure to allow it sufficient time to seek DEAC candidacy and accreditation. At its meeting in August 2015, the Board of Regents approved a three-year conditional license for WorldQuant University with the following stipulations:

1. Beginning September 1 of the first year of institutional operation and on that date every year thereafter during the term of initial licensure, the University shall report to the Deputy Commissioner for Planning, Research and Academic Affairs the status of its progress toward preparation and submittal of an application for accreditation candidacy through DEAC. This report shall at a minimum evidence attendance and participation of appropriate University officials at periodic DEAC workshops for pre-applicant institutions and general membership meetings.
2. At the end of this period of initial licensure, the University shall provide evidence of submittal of an application for DEAC candidacy. If accomplished, the Regents will consider another eighteen months of licensure. If not accomplished, the Regents will consider denial of further licensure.
3. Within one year of submittal of an application for DEAC candidacy, the University shall provide evidence of successful DEAC candidacy status. If granted, the Regents will consider extending licensure to allow for final, full accreditation review. If not accomplished, the Regents will consider denial of further licensure.
4. Upon termination of the allotted time for final accreditation review, the University shall report its DEAC membership status. If DEAC accreditation has been granted, the

Regents shall consider issuing a regular 2-year operating license. If not granted, the Regents will consider denial of further licensure.

In accordance with the first stipulation, WorldQuant University submitted annual reports in 2016 and 2017 outlining activities related to the establishment and development of the institution, as well as the necessary steps to pursue and gain accreditation with DEAC.

As the schedule dictated, WorldQuant submitted its application for a new license on September 1, 2018. In its cover letter that accompanied the application, WorldQuant reported that it was “on schedule to submit its Application for Accreditation on January 4, 2019.” Regents’ staff contacted the university requesting a full explanation of why the previously reported commitment of submitting the application by September 1st was not met. In its reply, the CEO of WorldQuant explained that the four-month delay in submission of the DEAC application was attributable to:

1. A change in university leadership which prompted a change in institutional mission;
2. A determination that the Online Program Management (OPM) Company partner could not deliver all that was promised and subsequent change in OPM partner; and
3. Following the advice of EduCred Services, employed for its expertise in the DEAC accreditation process, WorldQuant initiated curriculum and related changes to strengthen its Application to DEAC

STAFF RECOMMENDATION

Based on the institution’s progress in seeking accreditation, its engaging an expert on DEAC accreditation matters, and its commitment to file the Application for Accreditation with DEAC in January 2019, Senior Staff recommends that the Board of Regents extend the conditional operating license for WorldQuant University until February 1, 2019. If the application is filed by the deadline, WorldQuant will continue to be licensed under the original conditions established in August 2015.

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Agenda Item V.

Proposed First-Time Freshman Admissions Audit Plan

Scope and Objectives

The scope of the admissions exceptions audit will include the Statewide Student Profile System (SSPS) submission for the Fall 2018 semester. The objective of audit is to determine whether the institutions' selected for testing are in compliance with the Board of Regents (BOR) policy *Minimum Admissions Standards for First-Time Freshman and Supplement to the Minimum Admission Standards for 4-Year Universities*.

Step One – Campus Data Submission and Edit Checks of SSPS data (January – February)

The institutions report data needed to determine admissions decisions through SSPS. The Fall 2018 SSPS data will be reported to the BOR in January 2019, Institutional Research will begin edit checks in February 2019 and will be ready for testing in March 2019. Upon receipt of proper data, the approved audit plan and procedures for admissions exceptions audits will be followed.

Step Two - Analysis of Campus Exceptions for Potential Discrepancies (March)

Institutional Research (IR) will create reports to identify students that appear to not meet the established admissions criteria for each public four year institution who were not coded by the institution as admissions exceptions. IR will calculate the number of potential exceptions for each four year institution and the number of reported exceptions to determine the actual exception percentage. Both reports will be sent to the finance audit team after verification.

Step Three — Identification of Campuses for Auditing (March)

After the finance audit team reviews the report, audit will meet with IR to discuss the results of the reports and calculations. These reports and discussions will prompt the audit team to conduct a risk assessment process. The risk assessment process will be used to determine which institutions should be selected for an admissions exceptions audit for that period. All institutions that exceed their allowed admissions exceptions will be subject to the risk assessment process. Some of the factors audit will consider in the risk assessment process will include: the reported current year exception rate, the percentage of students identified in SSPS fields as meeting the threshold for exception, but not reported as such, as well as prior financial audit findings including issues identified in the current outcomes-based funding formula SSPS audits and additional concerns identified in discussions with IR and other interested BOR divisions.

Step Four – Campus On-Site Audits (April)

After the institutions have been identified for audit, auditors will test the possible admissions exceptions listing generated by IR. Auditors will meet with the institution’s personnel for an entrance conference and perform testing while working with the institution at the site visit.

Step Five – Audit Documentation (Early May)

The auditor will document the work performed, findings and site visit in a draft audit report. If material exceptions are found, audit will discuss these issues with appropriate BOR staff. Based on these discussions, the auditors may return to the institution to discuss the issues in greater depth, conduct an exit conference and request management’s response to the identified issues.

Step Six —Report of Findings (Mid-May/June)

Provided there are no material exceptions, the review process and written final report will take 2 to 3 days to complete. For material exceptions, audit will produce a final audit report and communicate the findings to Regents senior management, institutions and system management. Additionally, senior management will report findings to the Finance Committee and Board no later than the Board’s June meeting as appropriate.

Audit Staffing and Timeline

BOR will have a 2 person audit team travel to each institution identified through the risk assessment for the site visit. The estimated audit hours needed to plan each audit will be 10 hours. Total estimated fieldwork, testing and preparation of workpapers and audit documentation will be commensurate with the number of possible exceptions identified at each institution.

The estimated timelines for this project are as follows:

January 2019	Institutions submit SSPS data
February 2019	Institutional Research performs edit checks on SSPS data
March 2019	- Institutional Research completes reports - Conduct risk assessment
April 2019	Audit conducts site visits
May/June 2019	- Audit documentation - Review workpapers and issue written reports

Note: The projected timelines and audit hours are only an estimate. These timelines can change due to many factors, such as timeliness of requested information.