

Kentucky Commission on Proprietary Education

Meeting Minutes

A regular meeting of the Kentucky State Commission on Proprietary Education was conducted on January 23, 2013 at the Capitol Plaza Tower in Frankfort, KY.

Members Present

Deborah Carter, Brian Gupton, Monica Hall, Jim Jackson, Cindy Landry, Walter Lee, Sarah Levy, Joseph U. Meyer, Mary Ann Miller, Glen Wilham

Staff Present

Steve Wilborn, Steve Rosenberg

Call to Order

Joseph Meyer, Chair, called the meeting to order at 10:00am

Meeting Minutes

A motion was made by Jim Jackson and seconded by Glen Wilham to approve the December 6, 2013 meeting minutes. Motion carried.

Interim Executive Director's Report

Steve Wilborn presented a written report to the Commission.

Key points:

- Personnel position Administrative Specialist III was posted on January 11, 2013
- Staff processed: Transcript Requests, 45+; CDL Skills Instructors, 3; Agents, 5
- Medtech College submitted application to revise existing program less than 25% approved.

A motion was made by Mary Ann Miller and seconded by Walter Lee to approve a corrected Executive Director's Report. Motion carried. Executive Directors report was corrected to reflect three agents were approved to represent ATA College.

Applications

New Programs

On motion by Walter Lee and seconded by Glen Wilham: The application of **Medical Career Training Center**, Richmond, KY to offer a new program *Dental Assistant* and a new program *Veterinary Assistant* was approved. Motion passed on split vote.

On motion by Jim Jackson and seconded by Glen Wilham: The application of **Dennis Badger & Associates**, Lexington, KY to offer a new program *Adjusting for Seller Concessions* and a new program *Appraising Residential Properties in a Declining Market* was approved. Motion passed.

On motion by Walter Lee and seconded by Monica Hall: The application of **The Medical Institute of Kentucky**, Louisville, KY to offer a new program *Basic Dental Assisting* was approved. Motion passed.

On motion by Debbie Carter and seconded by Mary Ann Miller: The application of **Lincoln College of Technology**, Florence, KY to offer a new program *Associates Degree for Nursing* was approved subject to course approval from the Kentucky Board of Nursing. Motion passed.

On motion by Cindy Landry and seconded by Brian Gupton: the application of **At Home Professionals**, Ft. Collins, CO to offer a new program *Healthcare Document Specialist* was approved. Motion passed.

New Resident Schools

On motion by Cindy Landry and seconded by Mary Ann Miller: The application of **KY CCIM Chapter of the CCIM Institute, Inc.**, Louisville, KY to be licensed at a resident school in Kentucky is approved subject to the following condition – in that this school does not conduct its classes at a permanent location of its own but rather utilizes the facilities of hotels or other public buildings no initial site visit is required; however the Commission must be notified in writing, at least 30 days in advance, of the location where any classes/program will be offered. In addition, no class or program may be offered which has not received the prior approval of the Real Estate Commission, the Insurance Commission, the Kentucky Bar Association, or some other official agency or group authorized to approve courses for credit. No course may be advertised or promoted until the Commission has been notified in writing of the course content and a copy of the approval from the authorizing agency attached. Motion passed.

On Motion by Cindy Landry and seconded by Walter Lee: The application of **Ross Medical Education Center**, Erlanger, KY to be licensed as a resident school in Kentucky is approved. Motion passed.

New Non-Resident Schools

On motion by Glen Wilham and seconded by Jim Jackson: The application of **Cooke Real Estate School**, St. Petersburg, FL to be licensed as a non-resident school in Kentucky is approved subject to the following condition – no class may be advertised for or conducted with Kentucky students until the Kentucky Real Estate Commission has given formal approval of the same and that approval has been transmitted to the Kentucky Commission on Proprietary Education. Motion passed.

Committee Reports

Complaint Committee

The Complaint Committee met on January 22, 2013, all members being present, and made the following recommendations to the Commission:

In the matter of Marisol Neace vs. Delta Career Academy upon review of the Complaint, Response and Reply believes there is insufficient evidence to support a finding of discrimination. Delta Career Academy has offered to allow Neace to return to complete her training without charge so long as she does so without being accompanied by Amanda Taylor.

Recommendation: The complaint of Marisol Neace be informally resolved with Neace being granted a period of 45 days to reenter Delta Career Academy for the purpose of completing her training. The training will be furnished without additional charge; and Neace will not be accompanied by Amanda Taylor during the training.

On motion by Glen Wilham and seconded by Brian Gupton the findings of the Complaint Committee and recommendation to informally resolve the case of Neace vs. Delta Career Academy was approved. Motion passed.

In the matter of Cody Robert Taylor vs. Kentucky Horseshoeing School upon review of the Complaint, Response and Reply believes there is sufficient evidence to support a

finding in the favor of Taylor. The Committee found the Kentucky Horseshoeing School, in an attempt to assist its student Cody Taylor, offered a course of study not previously approved by the Kentucky Commission on Proprietary Education or its predecessor the Board of Proprietary Education; in addition a curriculum for the course, as offered, was never timely furnished such that the student Taylor could complete the internship within the prescribed time had the course been properly authorized.

Recommendation: The complaint of Cody Robert Taylor be informally resolved with the Kentucky Horseshoeing School being directed to pay Mr. Taylor within 30 days of this order the sum of \$6,000 which is the difference in the amount he paid (\$18,000 for a 36 week course of study) and the amount he would have been charged (\$12,000 for the 24 week course of study he completed)

On motion by Brian Gupton and seconded by Debbie Carter the findings of the Complaint Committee and their recommendation to informally resolve Cody Robert Taylor vs. Kentucky Horseshoeing School was approved. Motion passed.

Budget Committee

Debbie Carter reported the Budget Committee held their first finance meeting earlier in the day. The committee will continue to review data from the old Board as well as fee structures from surrounding states.

Process Committee

Brian Gupton reported the Process Committee met on January 18, 2013. The committee received statutes, regulations, and office procedures from surrounding states. The Committee will continue its review of those documents as possible guidance for action in Kentucky.

Other Business

Transcript/Degree Verification – after discussion the Commission determined it would not certify transcripts or degrees received from a third party if the Commission had no independent supporting documentation on file.

ADJOURN

The meeting of the Commission Adjourned at 11:50am