

# **Kentucky Commission on Proprietary Education**

## **Commission Meeting Minutes**

January 25, 2017

A meeting of the Kentucky Commission on Proprietary Education (KCPE) was held at 300 Sower Boulevard in Frankfort, KY on Wednesday, January 25, 2017.

### **COMMISSION MEMBERS PRESENT**

Chairman Leonard Napolitano, Chase Bannister, Gerria Berryman, Brian Gupton, Stephanie Raglin, Cindy Landry, Sarah Levy and Deborah Mobley. Quorum established.

### **STAFF PRESENT**

Misty N. Edwards, Executive Director; Kiarra Wathen, Executive Assistant

Tess Russell - Legal Office

Stephanie Belt - Staff Assistant from Budget & Administration Office

### **GUESTS**

Sarah Cowan, Galen College of Nursing

Kathy Dwyer, Galen College of Nursing

Kelly Ramey, Galen College of Nursing

Tom Teague, ARH Regional Hospital

Tom Cropper, MedQuest College

Robin Bonghey, MedQuest College

Larisa Crawley, MedQuest College

Bruce Kepley, MedQuest College

Candace Bensel, KACCS

### **CALL TO ORDER**

Leonard Napolitano, Chairman, called the meeting to order at 1:30 PM Eastern Time.

### **MINUTES**

A motion was made by Ms. Landry to approve the minutes from the December 14, 2016 meeting. Mr. Gupton seconded the motion. Motion carried.

### **EXECUTIVE DIRECTOR REPORT**

- Louisville Dental Assistant School – application pending due to an updated equipment list and an approval letter from the Kentucky Board of Dentistry.
- Job Placement – As of January 25, 2017, 88% of schools have reported Job Placement.
- The database continues to be updated in order to create reports.
- A KSP invoice was received on January 3, 2017; however, we are waiting for an updated invoice to be submitted for payment by KCPE.
  - o The contractual agreement with KSP is for \$38 per hour per site visit not to exceed \$13,110 annually. The contract will expire on June 30, 2017.
  - o A list of currently licensed Kentucky CDL schools was submitted to Sgt. Farris in preparation of site visits to be conducted during the upcoming renewal period.
- Vice Chairman Jackson asked that the 2016 LRC report be uploaded to the secure site. The next LRC Report is due by November 30, 2017. It was noted that as the database is updated this will allow the commission to more accurately reflect the work of KCPE to share with the legislators.

- 7 new applications have been received and are being processed - 4 resident school applications and 3 non-resident school applications.

### **APPLICATION FOR RESIDENT SCHOOL**

*The following applications were submitted for the Commission's review and approval:*

- Galen College of Nursing at Appalachian Regional Healthcare, Hazard, KY

A motion was made by Ms. Berryman to approve the application as submitted. Ms. Raglin seconded the motion. Motion carried.

- Bluegrass Inspection Institute, Winchester, KY

A motion was made by Ms. Landry to approve the application as submitted. Mr. Bannister seconded the motion. Motion carried.

### **APPLICATION TO AWARD AN ASSOCIATE DEGREE**

*The following application was submitted for the Commission's review and approval:*

- Galen College of Nursing at Appalachian Regional Healthcare, Hazard, KY
  - o Associate of Science in Nursing

A motion was made by Ms. Mobley to approve the application as submitted. Mr. Gupton seconded the motion. Motion carried.

### **APPLICATION FOR PERMIT TO ACT AS AN AGENT**

*The following applications were submitted for the Commission's review and approval:*

#### Galen College of Nursing, Hazard, KY

- Lacey S. Gayheart

A motion was made by Ms. Levy to approve the agent's applications as submitted. Ms. Raglin seconded the motion. Motion carried.

#### Caris College, Jeffersonville, KY

- Alyssa J. Cole

A motion was made by Ms. Landry to approve the agent's applications as submitted. Ms. Berryman seconded the motion. Motion carried.

#### Tulsa Welding School, Jacksonville, FL

- Misty Estrada-Loya

A motion was made by Ms. Raglin to submit a notice to Tulsa Welding School requesting additional information to support good moral character such as an official background check conducted within the last 30 days and any other corresponding information. KRS 165A.350 (2) states, "No person shall be issued an agent's permit unless he is an individual of good moral character as determined by the commission." Mr. Gupton seconded the motion. Motion carried.

**APPLICATION FOR PERMIT TO ACT AS AN AGENT (continued)**

*The following applications were submitted for the Commission's review and approval:*

Tulsa Welding School, Jacksonville, FL

- Craig J. Callahan

A motion was made by Ms. Mobley to approve the application as submitted. Mr. Gupton seconded the motion. Motion carried.

Ross College, Sylvania, OH

- Christina S. Thalison

A motion was made by Ms. Landry to approve the application as submitted. Ms. Raglin seconded the motion. Motion carried.

Ross College, Owensboro, KY

- Michele M. Pasierb

A motion was made by Ms. Levy to approve the application as submitted. Mr. Gupton seconded the motion. Motion carried.

Ross College, Bowling Green, KY

- Michele M. Pasierb

A motion was made by Ms. Landry to approve the application as submitted. Mr. Bannister seconded the motion. Motion carried.

**APPLICATION FOR LICENSURE AS A CDL TRAINING SCHOOL SKILLS INSTRUCTOR**

*The following application was submitted for the Commission's review and approval:*

- CDL Training and Consulting, INC, Elizabethtown, KY
  - o Michael D. Franklin

A motion was made by Ms. Landry to approve the application as submitted. Ms. Mobley seconded the motion. Motion carried.

**APPLICATION TO CHANGE THE LOCATION OF A SCHOOL**

*The following application was submitted for the Commission's review and approval:*

- MedQuest College, Louisville, KY
  - o From 400 Blankenbaker Parkway, Suite 100 Louisville, KY 40243 to 10400 Linn Station Road, Suite 120 Louisville, KY 40223.

A motion was made by Ms. Berryman to approve the application as submitted. Ms. Mobley seconded the motion. Motion carried.

## **APPLICATION TO REVISE AN EXSISTING PROGRAM FOR 25% OR MORE**

*The following applications were submitted for the Commission's review and approval:*

- New Horizons Computer Learning Center – Blue Ash, Cincinnati, OH
  - o Security IT Professional

A motion was made by Ms. Landry to approve the application as submitted. Ms. Berryman seconded the motion. Motion carried.

## **OTHER BUSINESS**

- Job Placement: 88% of the licensed schools have submitted job placement reporting. This is a significant increase from last year; however, an email will be sent to the schools which have not submitted job placement reporting notifying them if the information is not received by Tuesday, January 31, 2017 action will be taken to revoke their license pursuant to 791 KAR 1:0101 Section 11 (12) which states, "Failure to comply with this section shall be grounds for denial of a license, or suspension or revocation of an existing license."
- There are six new claims against the student protection fund/surety bond that will be submitted for review by Stephanie Belt. The results will then be reviewed by the Student Issues Committee in February.

## **FINANCIAL REPORT**

Ms. Belt reviewed the financial reports for December 2016. No action required.

## **NEXT MEETING**

The next Commission meeting is scheduled for Wednesday, February 22, 2017 at 1:30 PM Eastern Time at 300 Sower Boulevard, Frankfort, KY.

The Student Issues Committee is scheduled to meet on Tuesday, February 21, 2017 at 11 AM Eastern Time at ATA College in Louisville, KY.

The Process Committee is scheduled to meet on Tuesday, February 21, 2017 at 1:30 PM Eastern Time at ATA College in Louisville, KY.

## **ADJOURN**

A motion was made by Mr. Gupton to adjourn the meeting. The motion was seconded by Ms. Berryman. Motion carried.