

Kentucky Commission on Proprietary Education

Meeting Minutes

October 28, 2015

A meeting of the Kentucky Commission on Proprietary Education was held at Capital Plaza Tower in Frankfort, KY on Wednesday, October 28, 2015.

COMMISSION MEMBERS PRESENT

Chairman Walter L. Lee, Gerria Berryman, Debby Mobley, Cindy Landry, Chase Bannister, Stephanie M. Raglin, and Leonard Napolitano.

STAFF PRESENT

Misty N. Edwards - Executive Director and Amy Howard – Legal Office
Stephanie Belt –Staff Assistant (Budget & Administration Office -EWDC)

GUEST

Cindi Alexander, Lake Cumberland CDL Training School & Brandon Morton, NexGen Aviation

CALL TO ORDER

Walter L. Lee, Commission Chairman, called the meeting to order at 1:30 p.m.

MINUTES

A motion was made by Ms. Mobley to approve the minutes from September 23, 2015. Mr. Bannister seconded the motion and the motion carried.

EXECUTIVE DIRECTOR'S REPORT

APPLICATION FOR NEW RESIDENT SCHOOL

- NexGen Aviation, LLC

(Satisfactory Site Visit conducted on October 6, 2015 by Berryman, Raglin and Edwards)

A motion was made by Ms. Raglin to approve the application of NexGen Aviation, Lexington, KY, to be licensed as a resident school. Ms. Landry seconded the motion. Motion carried

- Lake Cumberland CDL Training School

A motion was made by Ms. Landry to approve the application of Lake Cumberland CDL Training School, Middlesboro, KY, to be licensed as a resident CDL school pending a satisfactory site visit by KSP. Mr. Napolitano seconded the motion. Motion carried.

APPLICATION FOR NON RESIDENT SCHOOL

- New Horizons Computer Learning Center –Blue Ash – Cincinnati, OH

A motion was made by Mr. Napolitano to request New Horizons Computer Learning Center – Blue Ash – Cincinnati, OH resubmit an updated catalog and enrollment agreement to include the student protection fund notice and the process for filing a complaint. Ms. Raglin seconded the motion. Motion carried.

FORM FOR INSTRUCTIONAL STAFF & KEY ADMINISTRATIVE PERSONNEL

The following were submitted for the Commission's approval:

- Robin Manning Tulsa Welding School, Director of Admissions, Jacksonville, FL
- Donald Shimko, Automotive Technology Instructor, NASCAR Technical Institute, NC
- David S. Perry, Diesel Instructor, Universal Technical Institute of Texas, Inc.
- Matthew Reynolds, Knight School of Welding, KY

A motion was made by Ms. Mobley to approve the instructional staff and key administrative applications as submitted. Ms. Berryman seconded the motion. Motion carried.

APPLICATION FOR RENEWAL PERMIT TO ACT AS AN AGENT

The following were submitted for the Commission's approval:

- Garrett Milby for the following Universal Technical Institute Campuses:
 - Illinois, Texas, NASCAR Technical Institute and UTI – Motorcycle/ Marine Mechanics Institute Division

Individual applications requested per school. No formal action taken.

APPLICATION FOR PERMIT TO ACT AS AN AGENT

The following were submitted for the Commission's approval:

- Teresa L. Baker, Ross Medical Education Center (Cincinnati, OH)
- Brian Brown, Ross Medical Education Centers (Bowling Green, Owensboro, and Evansville, IN)
- Alicia N. Bailey, Ross College (Sylvania, OH)

A motion was made by Mr. Bannister to approve the agent applications as submitted. Ms. Raglin seconded the motion. Motion carried.

The following were submitted for the Commission's approval:

- Audria G. Denker, Galen College of Nursing (Louisville, KY)
- Keri L. Shain, Galen College of Nursing (Louisville, KY)

A motion was made by Mr. Bannister to approve the agent applications as submitted. Ms. Berryman seconded the motion. Motion carried.

The following were submitted for the Commission's approval:

- Ryan King, New Horizons Computer Learning Centers (Louisville and Lexington)
- Malissa Collins, New Horizons Computer Learning Centers (Louisville and Lexington)

A motion was made by Ms. Mobley for New Horizons Computer Learning Centers (Louisville and Lexington) to resubmit the applications with corresponding bonds. Mr. Napolitano seconded the motion. Motion carried.

APPLICATION FOR LICENSURE AS A CDL TRAINING SCHOOL SKILLS INSTRUCTOR

- Kimberly A. Minton (Lake Cumberland CDL Training School)

A motion was made by Ms. Raglin to approve the application of Kimberly A. Minton as a CDL Training School Skills Instructor for Lake Cumberland CDL Training School. Mr. Napolitano seconded the motion. Motion carried.

APPLICATION TO CHANGE THE LOCATION OF A SCHOOL

The following were submitted for the Commission's approval:

- Health Education Center, LLC (Louisville, KY)
- Lake Cumberland CDL Training School, Inc. (Campbellsville, KY)

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

- Kentucky Health Care Training Institute (Louisville, KY)

A motion was made Ms. Mobley for the Kentucky Health Care Institute to resubmit a revised floor plan and fire inspection to accurately represent the change of location. Mr. Napolitano seconded the motion. Motion carried.

NOTIFICATION TO REVISE AN EXISTING PROGRAM FOR LESS THAN 25%

- A motion was made by Mr. Napolitano to approve the two (2) applications from Interactive College of Technology, Newport, KY, to revise existing programs for less than 25% 1) Medical Office Administration Diploma 2) Association of Science Degree – Office Technology Medical Office Administration (course names). Ms. Landry seconded the motion. Motion carried.

NOTIFICATION TO REVISE AN EXISTING PROGRAM FOR MORE THAN 25%

- A motion was made by Mr. Napolitano to approve the five (5) applications submitted by Interactive College of Technology, Newport, KY, to revise existing programs for 25% or more for 1) Business Information Systems (program name and course names); 2) Associate of Science Degree – Office Technology Business Information System Emphasis (program name and course names); 3) Bilingual Administrative Support (course names); 4) Associate of Science Degree – Office of Technology Accounting Emphasis (course names); and, 5) Accounting and Professional Business Applications (program name and course names). Ms. Landry seconded the motion. Motion carried.
- A motion was made by Ms. Landry to approve the one (1) application submitted by the Medical Career & Technical College, Richmond, KY, to revise an existing program for 25% or more for the Medical Administration (program length and method delivery). Ms. Raglin seconded the motion. Motion carried.

FINANCIAL REPORT

- Update from Stephanie Belt, Budget & Administration EWDC

Ms. Mobley made a motion to approve the financial report as submitted. Mr. Napolitano seconded the motion. Motion carried.

RECOMMENDATION FROM THE COMPLAINT COMMITTEE

The Complaint Committee met on Wednesday, October 28, 2015 at 11:00 AM Eastern Time and recommended the following actions to the full commission.

- G. Folke Complaint Against the The Medical Institute of Kentucky

Ms. Mobley made a motion to dismiss the complaint against The Medical Institute of Kentucky due to unsubstantial evidence. Ms. Berryman seconded the motion. Motion carried.

- R. Fowler Complaint Against Cowboy's Commercial Truck Driving School

Ms. Raglin made a motion to notify Cowboy's Commercial Truck Driving School to cease operations and suspend license pursuant to KRS 165A.490(1) because of failure or refusal to comply with provisions of Chapter 165A.370(i)(6) and the regulations requiring maintaining of student records, effective 10.28.2015. In addition, \$3,450.00 paid to Cowboy's by the Office of Vocational Rehabilitation (OVR) for the tuition of R. Fowler must immediately be reimbursed to OVR. Ms. Berryman seconded the motion. Ms. Mobley recused herself from the vote. Motion carried.

BUDGET COMMITTEE

Debby Mobley, Gerria Berryman, Cindy Landry, Leonard Napolitano, Ryan Green, Stephanie Belt and Misty Edwards met on October 8, 2015 in Louisville, KY at ATA College. A follow-up

meeting will be scheduled and a report will be generated for the full commission at the December 16th meeting.

NEXT MEETING

The next meeting is scheduled for Wednesday, December 16, 2015 at 1:30 p.m. at Capital Plaza Tower, Frankfort, KY.

ADJOURN

Ms. Raglin made a motion to adjourn at 3:45 p.m. The motion was seconded by Mr. Bannister and carried.