

STATE OF NEVADA

Brian Sandoval
Governor



Don Soderberg
Director

Renee L. Olson
Administrator

Kelly D. Wuest
Commission Administrator

Department of Employment, Training and Rehabilitation
EMPLOYMENT SECURITY DIVISION
500 E. Third Street
Carson City, Nevada 89713-0001

Nevada Commission on Postsecondary Education

NOTICE OF PUBLIC MEETING

Post Date: August 20, 2018

The Commission on Postsecondary Education will conduct a meeting on September 5, 2018, commencing 9:00 a.m., at the locations listed below via videoconferencing:

Place of Meeting:	Live Meeting:	Live Meeting:
	DETR – SAO Auditorium	DETR - Stan Jones Building, Conf. Rm. A-C
	500 East Third Street	2800 E. St. Louis Avenue
	Carson City, Nevada 89713	Las Vegas, Nevada 89104

The Commission may take items out of order; combine two or more items for consideration; remove an item from the agenda; or, delay discussion on any item. The Commission will take public comment at the beginning and end of this meeting and may allow public comment after conclusion of any contested case or quasi-judicial proceedings that may affect the due process rights of an individual. The Commission will limit public comment to five minutes. Written submissions will be considered. While there will be no restriction on comments based on viewpoint, repetitive comments will be limited.

AGENDA

General Business

- A. Call to Order ----- Informational
- B. Public Comment ----- Informational
Chair may limit public comment to 5 minutes per speaker, but may not restrict comment based upon viewpoint. No action may be taken upon a matter raised under the public comment period, unless the matter itself has been specifically included on this agenda as an action item.
- C. Open Meeting Compliance ----- Informational
- D. Confirmation of Posting ----- Informational
- E. Review Written Comments ----- Informational
- F. Roll Call ----- Informational
- G. Adoption of Agenda ----- For possible action
- H. Approval of May 2, 2018 Minutes ----- For possible action
- I. Approval of August 1, 2018 Minutes ----- For possible action
- J. Adoption of 2019 Meeting Dates ----- For possible action
- K. Administrator's Report ----- Informational
- L. Changes to the NRS impacting Massage and Reflexology Programs ----- Informational
Sandy Anderson, Executive Director, State of Nevada Board of Massage Therapy

Applicants for consideration of a Full Term License

- 1. BDG Academy ----- For possible action
- 2. Elbe Institute ----- For possible action
 - a. Staff Testimony, Nevada State Board of Massage Therapy

Applicants for consideration of Initial Provisional Licensure

3. HVAC Air Conditioning Academy----- For possible action
4. Aviation Institute of Maintenance -----For possible Action

Applicants for Added Program

5. Asher College - Hospitality Management, Associate of Applied Science-----For Possible
action **Correction in Surety Calculation**

6. Music Alliance Academy----- For possible action

Comments

7. Public Comment----- Informational
Chair may limit public comment to 5 minutes per speaker, but may not restrict comment based upon viewpoint. No action may be taken upon a matter raised under the public comment period, unless the matter itself has been specifically included on this agenda as an action item.

Adjournment

8. Adjournment----- For possible action

A copy of the meeting Notice and Agenda can be requested either in person or by written request to the Commission on Postsecondary Education, 8778 South Maryland Parkway, Suite 115, Las Vegas, Nevada 89123 or telephone Susan Beckett at (702) 486-7330 ext. 223 or fax request to (702) 486-7340. Copies of pertinent documents will also be made available on the DETR website at: <http://nvdestr.org>.

NOTE: Written comments must be received by the Commission on Postsecondary Education on or before August 26, 2018, at the following address:

Department of Employment, Training and Rehabilitation
Employment Security Division
Commission on Postsecondary Education
Attn: Susan Beckett
8778 South Maryland Pkwy, Suite 115
Las Vegas, NV 89123

NOTE: Persons with disabilities who require reasonable accommodations or assistance at the meeting should notify the Commission on Postsecondary Education in writing at 8778 S. Maryland Pkwy, Suite 115, Las Vegas, Nevada 89123, or call Susan Beckett at (702) 486-7330 ext. 223 (*for individuals who are deaf or have hearing disabilities, dial TTY (800) 326-6868 or 711 for Relay Nevada*) or send a fax to (702) 486-7340 within 72 hours of meeting date and time. Supporting materials as provided for in NRS 241.020(5) may be obtained by contacting Susan Beckett at the above-noted contact information.

Notice of this meeting was mailed to groups and individuals as requested at the following locations on or before 9 a.m. on the 3rd working day prior to the scheduled meeting date.

1. Commission on Postsecondary Education principal office at 8778 South Maryland Parkway, Suite 115, Las Vegas, NV 89123
2. DETR – Stan Jones Building, 2800 E. St. Louis Avenue, Las Vegas, NV 89148
3. DETR – State Administrative Office, 500 E. Third Street, Carson City, NV 89713
4. Grant Sawyer Building, 2501 Washington Street, Las Vegas, NV 89101

Notice of this meeting was posted on the Internet on the following websites: DETR's Public Notices website at: http://nvdestr.org/public_notices.htm, the State of Nevada's Public Notices website at: <https://notice.nv.gov/>, the Commission on Postsecondary Education page at www.cpe.nv.gov, and the Administrative Regulation Notices website at: <http://www.leg.state.nv.us/App/Notice/A/>.

MINUTES OF THE COMMISSION ON POSTSECONDARY EDUCATION

May 2, 2018 Meeting

Call to Order

The meeting was held at the Department Employment Training and Rehabilitation conference meeting rooms, in Las Vegas, Nevada and SAO Auditorium, Carson City (via video conferencing). The meeting was called to order by Commissioner North at approximately 9:07 am.

Public Comments

None

Open Meeting Compliance

Confirmed by Administrator Ms. Wuest.

Roll Call

- Rene Cantu-Present
- Vice Chair Nathan Clark-Excused
- Sharon Frederick-Present
- Jill Hersha-Present
- Grant Nielson-Present
- BJ North-Present
- Jon Ponder-Excused

Quorum confirmed by Administrator Wuest.

Staff in Attendance

Ms. Kelly Wuest, Administrator

Robert Whitney, Deputy Attorney General

Ms. Michelle Nash, Postsecondary Education Specialist-Veterans Affairs

Ms. Maricris Wu, Postsecondary Education Specialist

Ms. Susan Beckett, Administrative Assistant III

Others in Attendance

Renee Olson – DETR/ESD

Christina Guzman – DETR/ESD

Mikki Reed – DETR/ESD

Harold Daly – Finishing Trade Institute Southwest

Thomas Pfundstein – Finishing Trade Institute Southwest

Lisa B. Murphy – Southeastern University

Ted Farace - Nevada Security Guard Training Academy

Chris Palma – Nevada Security Guard Training Academy

Robert Kidd - Perry Foundation Academy of Health

Shawn Mullin – Liberty University

Kevin Smith – Trade & Fashion Academy Las Vegas

Joanna Rouch – Liberty University

Stephanie Driskill – Liberty University

Melvin Valentine Jr. – Choice Business Academy

Michele Valentine – Choice Business Academy

Alex Kim –CEG Dealer School

Chao Lun Guan – Crescent School
Josh Millan – Trade & Fashion Academy
Ricky Richard – Crescent School
Daniel Holcomb – Northwest Career College
Niels Hartvig-Nielson – Digital Music Alliance
Don Ramos – Digital Music Alliance
Robin Gruver – Assist to Succeed Minden

Adoption of Agenda:

Motion: Commissioner Frederick - Motion to adopt the agenda the May 2, 2018 meeting.
Second: Commissioner Hersha
Results: Unanimous Agenda is adopted

Approval of Minutes

Motion: Commissioner Hersha - Motion to approve the minutes.
Second: Commissioner Frederick
Results: Unanimous

Amended Motion

Motion: Commissioner Hersha – Amend my motion to Motion to approve the minutes from February 7, 2018 meeting.
Second: Commissioner Frederick
Results: Unanimous

Don Soderberg, Director of Nevada Department of Employment, Training and Rehabilitation

Don Soderberg, Director of Nevada Department of Employment, Training and Rehabilitation addressed the Commission and gave a belated welcome to our agency. When the question was first brought up by the Governor's office to make this small agency to part of the larger agency. The first question is why would we do this? It is almost impossible to make four-person agency work efficiently. Absorbing the four-member agency with an independent commission into a larger agency of more than a thousand employees, this transition has created a lot of efficiencies. Your staff has made lemonade out of lemons many times with frankly not enough staff and not enough budget. Second and bigger reason is that essentially the Commission is workforce agency, but because those that you regulate are in the private sector and doing this for profit it was never viewed as such. There was an old misnomer I think for a long time that if you weren't for government funding you weren't workforce, but at the end of the day private sector, public sector, federal funded, state funded regardless of the entity we are training people for jobs and careers and need to do that in a cohesive manner. Prior to the Governor's thought on moving the Commission into the workforce program, the focus of this organization was economic regulation and practice regulation there for the health of the industry very much like what I did with the Public Utilities Commission and like other licensing boards do. What I ask of you now is and the direction that I received now from the Governor is to look at more from a holistic workforce point of view. Every entity that you regulate is training Nevadans for careers. Are they doing that well? Are these people getting jobs after? Or are they just paying money or is the VA paying money? Or is somebody else paying money to go through a training? Is that training something that there are jobs for in this state?

I am going to tell a story, but don't want to insult anybody. Very early on when I took this job I toured one of Clark County School Districts Career and Technical Education Academies and there is a lot of good programs, but the program I met with was fashion design. The states economists work for DETR, Adult

Ed, the Governor's office, and Workforce innovation to prepare in demand occupation lists. I know they have the tools to tell me if there are any fashion design jobs in Nevada. Well, I asked and what did you think the answer was? Zero. Yet students were going through a program or at least they were at that time they are being trained for no jobs. I guess they could move out of state, but that is not the purpose of the Nevada Workforce System. The system is to help people to be able to be in our economy and to help employers obtain qualified employees.

In the future, I ask you to add one more step to your deliberations and decision making, not just to look at the financial health of an application. We are not looking at applicants references we are looking at are they training but are they training for careers in Nevada. Two, are they just licensed to make money in Nevada? Are they contributing to the overall workforce and not just the overall workforce, but via scholarships to the public-sector workforce sections and that could be via our local Workforce Investment Board, that could be through DETR, Job Connect, Workforce, or Rehabilitation or any other program such as Dr. Cantu, Jobs for America's Graduates by State of Nevada tax dollars and those people need to stay here. We are in a country where skills level declined yet the workforce demands have increased. The economy is booming regardless of what the politicians say. What we have for the first time in America is a lack of need for unskilled factory workers. In order to work in a factory now, a person has to have a certain amount of training, you have to have a certain amount of mathematics. If we are doing a good job someone won't come and visit DETR's biggest function which is the Unemployment Division. We are not here to approve trainers to train people to show up at DETR's doorstep every eighteen months because they got laid off.

If someone comes up here before the Commission and doesn't have a good track record for placement, or is training for something that isn't a demand job, should we approve them? If they are not making a contribution even a small contribution to one of the non-profits areas that are training all of Nevadans maybe they should be. I know that different, that is completely different from where a privileged licensing board used to look at things and I know it won't happen overnight these things take time, it is an evolution. I have been at this job for four years and I have to say I know less about workforce than any of them. At the end of the day I ask you, let's start changing our focus. That was the Governor's vision when he put you into our agency as opposed to another state agency that had administrative resources. He could have easily moved you into the Department of Business and Industry which is essentially business regulation. You are not business regulation anymore you are workforce development and that is why you are with DETR and we are happy to have you. There are a lot of Nevadans that are touched by what you do and hopefully knock on simulated wood here they have careers with lives and we won't see them in the unemployment office and they can have careers to build upon and to take of advantage what we have. Thank you for your time, I would be happy to answer any questions you may have.

Commissioner Hersha commented, "I appreciate the comments and what I am looking for is, "Are there via viable performance measures?" I want more than just jobs for Nevada.

Mr. Soderberg, Chairman North thank you for your time, I will let you get on with your agenda.

Administrators Report

Administrator Kelly Wuest gave the Administrators report:

1. Accrediting Council for Independent Colleges and Schools (ACICS) Update -

On March 23, 2018, the U.S. District Court for District of Columbia issued a Memorandum Opinion concerning the withdrawal of recognition for ACICS. The Secretary of Education retracts the final decision concerning ACICS and will consider Part II submission in making a final determination that was excluded from the initial decision. Secretary DeVos is also permitting the accrediting body to provide any additional evidence by May 2018. ACICS new application for DOE recommendation will not be considered at the Spring National Advisory Committee on Institutional Quality and Integrity (NACIQI) meeting.

What this means for Nevada: Currently only two institutions were still being impacted by the ACICS withdrawal, Brightwood College and Southern States University. These institutions will no longer need to comply with the addendum conditions of the Provisional Program Participation Agreement and have full accreditation recognition with the DOE. All other impacted institutions have taught out (unrelated to the ACICS issue) or have moved to other accrediting bodies prior to this notice.

If the Secretary upholds the withdrawal of recognition, a new 18-month clock would occur and the process would start all over again.

2. Massage Required Curriculum Changes/Establishment of Reflexology Standards

During the 2017 legislative session, AB 179 established curriculum requirements for programs of massage therapy, reflexology and structural integration and changes to the licensing process. I received approval of the NBMT to have the Executive Director review and approval curriculum from current schools and new applicants. Prior to this decision, CPE had to locate an independent private evaluator to review the curriculum.

The NBMT has begun the process of reviewing curriculum submitted by institutions teaching the impacted programs to ensure all graduates are qualified to become licensed within the State of Nevada. CPE licenses four unaccredited massage programs statewide and several accredited programs. Only three unaccredited schools offer courses in reflexology. While the accredited programs many need to revise some courses to meet subject requirement hours, all accredited programs were significantly above the new minimum requirement of 650 for massage therapy. Each of the three reflexology programs meet the total 200-hour requirement but will need to revise the time allotted for practicum experience. The majority of revisions and work will be with the unaccredited institutions. Schools must be compliant no later than October 2018.

3. Budget – 2020/2021

CPE has monthly scheduled meeting with DETR Financial Management to review the current budget and look towards the future needs of the agency. Currently DETR FM is working on preparing the proposed budget submission for CPE 2020/2021.

4. CPE Quarterly Activities – January – March 2018

CPE Activity	Applications Processed	CPE Activity	Applications Processed
License Renewals	21	Agent Permits	26
Experiential License/Agent Schools Applications	2	Backgrounds Processed	283
SARA Notifications	5	VA Compliance Visits/Other Visits	7
Distance Education Exemptions	2	VA Program Approvals	322
License Evaluations	15		

5. **Quarterly Report** - With 29 schools unreported, total enrollment for the January 1 – March 31, 2018 quarter stands at students. An updated count will be provided at the meeting.

Jan – March 2018	Jan – March 2017	Jan – March 2016	Jan – March 2015	Jan – March 2014
8,265 <u>Final Count</u>	6,011	6,188	6,693	7,375

6. **CPE Student Complaints:** January – March 2018

School Name	Date Filed	Issues/Allegations	Findings	Status
Brightwood Institute	3/26/18	Has made several requests for transcripts to continue her education – only receiving a partial transcript	Student attended school during early 90's when it was Heritage College. Transcripts were transferred to Parchment services. Working with school to locate the file.	Open
Carrington College – Reno	3/14/18	School would not release transcript from 12/2016	Student has outstanding financial obligations to the school. Published policy permits the hold of transcripts until debt is cleared.	Closed

*CPE received one parent complaint concerning a Cosmetology School. Individual was referred to Nevada Cosmetology Board and the schools accrediting body.

Commissioner Cantu asked, "Is there a set of standards with regard to ethically standards policy for railroading students into student loans. Strive to provide guidance, provide quality and ethics." Administrator Wuest responded, one of the things in Nevada is the NAC which lists the requirements for the catalog along with the enrollment agreement, those two things constitute a full contract. Part of our due diligence is to look at those items and ensure that not only do those policies exist, but they are operational. A school must be able to follow through a policy and it must be able to be clear enough to have the student understand. When it comes to third party loans we have a regulation that requires a school certain items on the document to be valid.

Applications for Full Term License

Assist to Succeed Minden

Testified: Robin Gruber – Introduced herself as an office manager associated with Assist to Succeed Minden and that she can answer any questions about the school.

Discussion: None

Motion: Commissioner Frederick - Motion for full term licensure be granted for Assist to Succeed Academy Minden.

Second: Commissioner Cantu

Results: Unanimous

CEG Dealer School

Testified: Alex Kim – Executive Director of CEG Dealer School.

Discussion: Mr. Kim thanked commission staff and asked if he could read an explanation of why he created CEG Dealer School. Mr. Kim described his vision and a goal to have a quality gaming school. He has had 241 graduates and zero complaints. Commissioner Cantu inquired about income for dealers. Mr. Kim responded with his students begin as a tier one level downtown in the beginning. Students then proceed to tier two at the Strip. Commissioner Hersha asked about placement services and tracking. Mr. Kim responded that he tracks all students. Commissioner North asked about the income for dealers. Mr. Kim responded with the all dealers earn the State of Nevada minimum wage which is \$8.25 per hour. Tier one dealers begin and stay for a couple of years about \$13.00-\$15.00 with tips and once the dealer reached Tier two on the Strip \$45,000-\$90,000 depending strip casino. There is currently a shortage of dealers right now so many opportunities exist. Commissioner North asked about the turnover rate. Mr. Kim did not have the exact numbers but currently about 800 dealers are needed for strip properties.

Motion: Commissioner Cantu - Motion for full term licensure be granted for CEG Dealer School.

Second: Commissioner Hersha

Results: Unanimous

Finishing Trades Institute Southwest

Testified: Thomas Pfundstein, Director and Harold Daly, Finishing Trades Institute Southwest

Discussion: Mr. Pfundstein explained the program and the union ranking process with the pool of eligible. Classes are a point of training at jobsites, being earning a pension, and vacation credits. Apprentices move up the ranks and can earn \$90,000 a year upon graduation from the program. Commissioner Hersha asked what are the eligibility requirements? Mr. Pfundstein responded, applicants need a high school equivalent but there is open entries and pre-entry for military. Commissioner North, asked about the demand for students in the workforce. Mr. Pfundstein, demand is based on the economy with construction being down for the previous 5 or 6 years about a year ago. It is picking up and now there is the need to train new workers.

Commissioner Cantu, can you tell me your relationships with high schools or who you are partnering with? Mr. Pfundstein, I was a volunteer basketball coach for many years. Additionally, we have painted LV High School as a project. It was painted during the

summer and high school students were included in the project. Then received 15 other schools asked for apprenticeships for painting the schools.

Commissioner Hersha asked, what relationship do you have workforce and Nevada Partners? Mr. Pfundstein stated our Director of Training is now working for Nevada Partners. We participate in many programs including going into the prisons and prepare them to come out. To make it into our program, a person must pass tedious tests. We are very involved with the community and want to continue to give back.

Motion: Commissioner Frederick - Motion for full term licensure be granted for Finishing Trades Institute Southwest.
Second: Commissioner Cantu
Results: Unanimous

Liberty University

Testified: Joanna Rouch, Stephanie Driskill, and Shawn Mullin – Liberty University
Discussion: Commissioner Hersha inquired about placement procedures and current placements. Mr. Mullin responded that a certain amount of flight training must occur before students are hired by commercial airlines, there are about 75 students in Las Vegas with 25 instructors with about 12-18 month to finish training. Students are normally placed about half way through the program.

Commissioner Cantu questioned, to a young person what does it look like or a path between graduation of your program. Mr. Mullin replied, initially they get hired to fly in a charter company during the first 36 month and can work for the larger airline as they gain commercial flight time.

Commissioner North queried, regarding the international students, how many students stay in Nevada and how many students are from Nevada how many of those Nevada students stay in Nevada or do they leave the state to go to the other states? Mr. Mullin stated, about 80 to 90% eventually leave Nevada because we are not an airline hub. However, they stay for the first two or three years in Nevada while they gain commercial experience.

Commissioner Cantu questioned, what is the background and security screening for international students? Mr. Mullin responded, approvals from TSA as well and need specific Visa specifically happens at least twice and it is audited.

Commissioner Frederick inquired, is your training is all fixed wing? Mr. Mullin answered, we do offer helicopters and are accredit by FAA. Commissioner Frederick furthered, do any students express interest in firefighting and emergency service or police? Mr. Mullin answered yes, they do.

Motion: Commissioner Frederick - Motion for full term licensure be granted for Liberty University.
Second: Commissioner Hersha
Results: Unanimous

Perry Foundation Academy of Health

Testified: Robert Kidd – President and CEO, Perry Foundation Academy of Health. Mr. Kidd gave the background of the 501 C3 nonprofit business operating since 2012. The nonprofit because providing continuing education training in healthcare and then providers asked Perry to provide a nursing assisting program. The school opened in June of 2017 and has done very well for the last twelve months.

Discussion: Commissioner Cantu asked, as we look at the CNA program it appears it is the gateway program aside from that way what would you say if the young person interested in health to nursing? Mr. Kidd responded, many RN programs require a CNA first before the medication and certified program. Commissioner Hersha asked about the enrollments and placements this past year? Mr. Kidd responded reported 43 students and 100 % employment placement. We are currently working on creating rapport with facilities to ensure graduates are placed. Commissioner Hersha inquired about working with the workforce board or other boards. Mr. Kidd replied, we are on the approved provider list and our founder Mr. Perry serves on the boards.

Motion: Commissioner Hersha - Motion for full term licensure be granted for Perry Foundation Academy of Health.

Second: Commissioner Cantu

Results: Unanimous

Applications for Initial Provisional Licensure

Choice Business Academy

Testified: Melvin Valentine Jr. –gave a PowerPoint presentation regarding credentials and program to include the curriculum.

Discussion: Commissioner Frederick asked, do you still plan on working at CCSD? Mr. Valentine responded with yes, classes are held in the evening hours and there is no conflict with teaching during the day.

Commissioner Cantu inquired, is it the same curriculum as you offer in your classroom at CCSD? Mr. Valentine responded with yes and no. The programs we are going to use is geared towards adult learner and is more advanced than the high school curriculum.

Commissioner Frederick asked, since you have a relationship with the City of North Las Vegas, will you be using their facility? Mr. Valentine replied, yes, we have partnered and will be near Rancho and Carey but need to finalize those agreements.

Commissioner Nielson requested, with the employers that you target, are you finding they are looking for a certain skill set and are they under contract? Mr. Valentine responded yes, most definitely I have worked with the companies and small business owners. I would not say under contract yet but building relationships. Commissioner Nielson, a follow-up question, how do you see your graduates regards to Community Colleges and Universities with programs. Mr. Valentine, we are not in competition with

those schools, rather ours is five-month program to help students become employed. Hopefully they will continue their education.

Commissioner Hersha inquired, who are your targeting and how do you plan on targeting your marketing to obtain students? Mr. Valentine replied, we will be using social media, traditional advertisements, and relationships with schools. Commissioner North posed the question, have you thought of creating internships? Mr. Valentine stated yes, we have thought about it and we have begun research on the governors and downtown project.

Commissioner Hersha asked about securing funding opportunities and if so what have they done? Yes, that is in the future. Administrator Wuest interjected, NAC 394.590 states that the school cannot do any advertising prior to licensing. Regarding the Eligible Training Provider List (ETPL), Mr. Valentine answered it correctly. I wanted to clarify this for the Commission since we have several new members. Once approved, a newly licensed school can request being placed on the ETPL list.

Motion: Commissioner Cantu – That a twelve-month provisional license be granted to Choice Business Academy, to offer the Business Communication program, contingent upon receipt of surety in the amount of \$12,000.00, facility information, and staffing information.

Second: Commissioner Frederick

Results: Unanimous

Music Alliance Academy

Testified: Niels Hartvig-Nielsen Director – Don Ramos Director of Education/VP Education, gave presentation regarding Music Alliance Academy. He provided a background of industry and careers in electronic music and gave additional information regarding the objectives and outcomes of the program. He provided basic salary standards of the industry beginning entrance salaries and ranges to be expected. There is already an online presence for the Music Alliance through its member association. He explained the two parent companies and ownership of DMA. UMM and IMERSA – both own 50%. UMM premier artistic management company that owns Studio DMI which is where a lot of Grammy Award winning hits have been mastered Luca Pretolesi and is very successful. Explained IMERSA and when they were formed. Don Ramos and Niels Hartvig-Nielsen met in 1979. Mr. Hartvig-Nielsen stated even though this is a startup they have worked in the industry for a very long time and work closely with the accrediting bodies and understand the process.

Discussion: Commissioner Hersha asked, what do you see as the need for the training here in Nevada? Mr. Ramos replied, Las Vegas has become a mecca for digital music. We will be at the Electric Light Daisy Carnival and will be the only onsite digital music. There are a lot of opportunity. When Sanford Brown closed, they had 415 modules in their program. Commissioner Hersha continued that leads to my next question, marketing. How are you going to be marketing? Mr. Ramos replied, we are going to go to those people who are interested we go to where they hang, as they say.

Commissioner Nielson stated, I am concerned about the tuition costs. It sounds like the tuition is about the first year of pay. Does the career amount expand greatly after that first year? How does that work? Mr. Ramos replied, clearly there is a large range, being a top DJ, the pay is about \$150,000 or more on a single evening. Tuition from similar program called Icon Collective is about \$25,000.00 for those in LA trying this career path.

Commissioner Cantu, stated in reviewing the information you submitted and the presentation I am seeing the income growth rate as a slower than average rate. So really this is more of a passion profession for someone rather than a career? Mr. Hartvig-Nielson responded, yes that is absolutely correct. We are all artists yes, you need a passion for this. Commissioner Cantu, asked for that one person who is making that \$102,000 or \$150,000 how others are out there waiting on tables or working at Starbucks to pay off their student loans? Do you see what I am saying? I am concerned about the cost of students and not able to pay back the loans and the students will not be working in the field.

Mr. Hartvig-Nielson replied, it goes back to the quality of the school and the Commission to review and follow up. Mr. Ramos furthered, in the entire world musical artists of that many millions 1% made a living. Discussion furthered about education and passion between Ramos, Hartvig-Nielsen and Commissioner Cantu. Hartvig-Nielsen began with I think we are going to have to address the people who are going to do what they love no matter what and go with it. If you want to have a classroom full of minorities that are never going to be able to pay it back that is going to destroy your reputation as a school. That is the same issue that has closed so many schools here in the United States in the last couple of years. It is very small time thinking from an educator's perspective. We don't want to do that, but at the same time we don't want to make the education so cheap that it has no value. It costs real money for a quality education. Hartvig-Nielsen continued with areas to cut corners and have less than quality education for students and my attitude has always been make an exception, but make sure it is a good one.

Commissioner Cantu, states I appreciate your willingness to make an exception but your comment on minorities that they are never going to pay it back is an unfair and unprofessional statement. Mr. Hartvig-Nielsen responded with I think that is what the statistics have suggested. Sorry if it was not politically appropriate. I didn't mean to address it that way it was just what the statistics state. I apologize for the statement, but it is really what happened. Commissioner Cantu, this community has a large number of minority people and if you take that attitude (Unintelligible - then Mr. Hartvig-Nielsen began to talk over Commissioner Cantu) it will be problematic, Mr. Hartvig-Nielsen interrupted and stated it's not an attitude it's just an interpretation of what the problem is. My wife is a minority family, so. Mr. Cantu responded with thank you. Mr. Ramos began talking about the program again.

Commissioner North asked, when you have an entry level position is that full time or part time? Ramos and Hartvig-Nielsen both spoke on this topic stating it is hard to say, because the position is contract and it could be part time ongoing contracts and new contracts.

Commissioner North, any more questions? There being none, I would like to entertain a motion. After several seconds, anyone want to make a motion? Since there is no motion on the floor regarding a provisional license for Music Alliance so there is no motion to vote on therefore, the Commission is not accepting the application for this license. Deputy Attorney General Robert Whitney stated, without some type of motion we could continue it until later in the meeting perhaps, but there is no automatic approval. I recommended setting this item over until later in the meeting.

Commissioner Cantu inquired, we would have other options other than table it? Deputy Attorney General Whitney responded, yes, that is correct. There could be a motion made to deny the application? Does that answer your question?

Mr. Ramos began speaking, is the issue discrimination and the word minority? If that is the case I would like to apologize. We would never discriminate against anyone. It is just Niels was just the word he used to describe the statistics. We would just never do that. If there is something else I would like to address that. Deputy Attorney General Whitney, it would really be the Commissions option to table to later. Again, you can always ask questions of the school representative.

Commissioner North probed, so would I call for a motion to table? Whitney answered, no you have the authority to do that. Commissioner North, I would like to table this until the end of the meeting itemized agenda.

Ramos states he apologies, but he has a flight to catch to Canada and Niels is driving me. Commissioner North returned to the agenda and this item was tabled.

12:15pm Commissioner North brought back the matter.

Commissioner Cantu commented regarding the concern of the comment and stated while it was a concern it was also very revealing. It is a serious concern for me in an area as I see this as an area that won't serve very many Nevadan's the prospects are few, demand is low, price is high and the return is inconsequential. I don't think the state will be any better for licensing this organization or not. I just want to put it out there and put it on the table.

Commissioner Hersha, is it possible to ask more questions of the gentlemen?
Yes, please come forward.

Commissioner Hersha, asked the schools to discuss the reasoning for choosing Las Vegas and to explain the current and projected thoughts. As a current and former school district employee I think many students especially ethnic students, including my own son would be interested in this type of program. I don't view your comments as being racial rather you were quoting factual information. I just want you to talk about why you chose Las Vegas and your current and projected goals.

Commissioner Cantu responded, I just have a real issue. Mr. Hartvig-Nielsen, interrupted and stated can we talk please? Sir, sir – can we talk. Commissioner Cantu at that point states I have a real problem (unintelligible discussion between Commissioner Cantu and Hartvig-Nielsen). Hartvig-Nielsen states you are misunderstanding me, can we just talk? Commissioner Cantu stated, I wrote it down - **We are not going to be recruiting minorities because they never pay it back.** Commissioner Cantu furthered, I will leave and we won't have a quorum. Commissioner North called the meeting to order. Commissioner Cantu responded, I will stay. Commissioner North commented, I would like to have a legal opinion. All commissioners can ask further questions as they have a right to do respectfully, Commissioner Cantu you can have a voice and your opinion. I would like legal guidance as to if a Commissioner were to leave would we continue to have a quorum and what would we need to do?

Deputy Attorney General Robert Whitney responded, we really cannot force Commissioner Cantu to stay, I would encourage him to voice his opinion. Commissioner Cantu stated, I will stay. DAG Whitney, he states he will stay. If we were to lose a commissioner we would not have a quorum, by statute we need a quorum. Commissioner Cantu states he will stay, but he is free to leave. He can express his opinion, we cannot stop any commissioner from leaving. Commissioner North responded, thank you and of course voice your opinion and you will have your voice. I do think the other commissioners have questions and I think it is fair to allow the applicants to answer the questions and then we will call for a vote. That works for everyone so Commissioner Hersha has a question that was not completely answered. If we could be little bit more specific so we can have others ask questions and be respectful of time.

Mr. Hartvig-Nielsen began talking, we have been coming her since 1979 for shows the CES show originally. We fell in love with Las Vegas. It was a natural place for us. In terms of our student demographic we want to accept the right kind of students that could be successful at it, that could afford it, not making their life more difficult rather enhancing it. That does not fall in any racial barrier at all. Speaking of the racial thing that is not who we are.

Commissioner Cantu asked, what are your demographics? Mr. Hartvig-Nielsen responded, what's that? Commissioner Cantu asked again, what are your demographics? Mr. Hartvig-Nielsen repeated, what are our demographics? Commissioner Cantu, yes. Mr. Hartvig-Nielsen furthered, typically 18-25-year-old, more male to female. Although, we try to encourage women. We have scholarships and things like that. There are some younger people in high school who are expressing interest we try to encourage them with boot camp or online courses where they can begin to develop their skills. We can encourage the right kind of people and graduate the right kind of people who can put passion in what they want to do because in this industry that is required to be successful. We want people who love music and love the technology that goes with it and see themselves working in the industry.

Commissioner North probed, does that answer your question Commissioner Cantu? Commissioner Cantu responded, no but that is okay. Commissioner North inquired, would you like to repeat your question? Commissioner Cantu stated, she asked about the demographic makeup and I asked again. There was no discussion, I think that says about the demographics of this school. Mr. Hartvig-Nielsen began speaking, that isn't the issue up in Canada like it is here. Commissioner Cantu stated, I take exception for what you said and it was very insulting about a whole group of people about minorities never pay it back. Unintelligible statements again between Commissioner Cantu and Mr. Hartvig-Nielsen. Commissioner Cantu stated, you said we would not be recruiting minorities because they won't pay it back. Mr. Hartvig-Nielsen responded, I never said we would not (unintelligible between Commissioner Cantu and Mr. Hartvig-Nielsen). Commissioner North, interrupted I would like to ask the breakdown of your ethnicity of your student population and can you tell us that? What percentages of male/female, ethnic groups that are involved in your school and your student base. Mr. Hartvig-Nielsen, you would be referring to our Canadian operations because we are not operating here. Is that correct? I can provide that we have a very large Chinese population and a very large East Indian population, so we are probably at one-third, one-third, one-third. Commissioner North restated, one-third, one-third, one-third does that reflect the population of the city, is that what you are saying? Mr. Hartvig-Nielsen responded, it reflects that community, yes.

Commissioner North, asked what is the expertise on your team regarding counseling, financial and career counseling? Do you provide scholarships? Mr. Ramos replied, I do the financial and Luca Pretolesi will be doing those types of career. In terms of financial counseling, I would be enlisting our financial advisors in the center regarding training. Commissioner North questioned, do you provide scholarships? Mr. Ramos responded, in Canada we do and we hope to do the same here. We also have formed a nonprofit and hold a boot camp go into the high schools providing them resources.

Commissioner Hersha stated, I see this as a huge opportunity for a lot of our ethnic kids and I am going to make the recommendation.

- Motion: Commissioner Hersha – That a twelve-month provisional license be granted to Music Alliance Academy, to offer a certificate program in Electronic Music Production (EMP) and a Music Management and Marketing (MMM) contingent upon receipt of surety in the amount of \$338,000.00, facility information, curriculum approval and staffing information.
- Second: Commissioner Frederick
- Results: Cantu opposed – Motion passed

Commissioner North, a question for legal, is there a way we could amend the motion to include scholarships for underserved populations in our area in Las Vegas? DAG Robert Whitney replied, to the best of my knowledge you can recommend but you cannot require. Commissioner North stated, that is what I thought.

Commissioner North furthered, I would like to say it is very important that Las Vegas is not the same as in Canada and hope you are very aware of the population you are serving.

Commissioner Cantu added, a comment on what Director Soderberg said this morning about for this commission to in short to have quality programs and to follow is something I took to heart this morning and real took it to heart. Are we rubberstamping organization by practice or putting students first here in Nevada? Not just for an organization to make money off the tuition and fees of our students and other organizations. With that being said, as we move forward it is okay, is it really okay.

Commissioner North stated, I can assure you that our students are okay. I find the Director comments today useful and I think we have work to do and consider criteria for us to look at new opportunities. I can assure that all the years I have served on this commission the students impact the quality of jobs and we have had some very heated conversations and declined several applications. We do take this to heart, I do think we have an opportunity change the way we look at opportunities.

Nevada Security Guard Training Academy

Testified: Ted Farace gave background on himself and the company Elite Security Specialists LLC. explaining the State of Nevada requires no training for security guards unlike other states. NRS 648 requires a test – an open book that can be done in person or even online. Chris Palma is the academic director – who retired with NHP after 25 years. He stated there are thousands of security positions. The school wants to provide those entering into the industry with some basic knowledge of how to observe, write reports and understand the basics of the job. The school will have onsite jobs fairs and ability to apply onsite.

Discussion: None

Motion: Commissioner Frederick – That a twelve-month provisional license be granted to Nevada Security Guard Training Academy, to offer the Role and Responsibility of a Security Guard program, contingent upon receipt of surety in the amount of \$10,000.00, facility information, curriculum approval and staffing information.

Second: Commissioner Hersha

Results: Unanimous

Trade & Fashion Academy

Testified: Kevin Smith, owner gave background and presented PowerPoint presentation. He provided information on his education, how he began his dream of opening a school. He explained that the United States used to be 97% of the fashion industry and now we are only 3%. Mr. Smith discussed programs offered and job opportunities and entry level positions in technical sewing.

Discussion: Commissioner Nielson asked, the school has projected 18 students for a year. Are you confident to see them placed in the industry? Mr. Smith responded, yes, I looked up online and there are about 20 seamstress job openings in Las Vegas right now.

Motion: Commissioner Frederick – That a twelve-month provisional license be granted to Trade & Fashion Academy, to offer the Technical Sewing, Pattern Making and Fashion Design

certificate programs, contingent upon receipt of surety in the amount of \$92,000.00, facility information, curriculum approval and staffing information.

Second: Commissioner Cantu

Results: Unanimous

Southeastern University

Testified: Lisa Murphy, Director of compliance for extended Education, gave background on the University. It is a Christian based high education school. We have several sites in Florida and have extension sites in 17 states.

Discussion: Commissioner Hersha asked, what is your projections on enrollment? Ms. Murphy responded, we have interest from churches and their congregations.

Commissioner Hersha asked, it is accredited so the students work is transferable? Ms. Murphy replied, all most all of it. Unless a student transfers with a different degree they may lose of the credits that would count as electives.

Motion: Commissioner Hersha— That a twelve-month provisional license be granted to Southeastern University, to offer the Associate of Arts degrees in General Studies and Ministerial Leadership and Bachelor of Science degrees in Ministerial Leadership and Business & Professional Leadership upon receipt of surety in the amount of \$32,000.00, personnel, and facility information.

Second: Commissioner Frederick

Results: Unanimous

Recess until 12:45pm

Commissioner Cantu made a motion to go into closed session

Frederick second

Close meeting to public at 12:45pm

Applications for Continued Employment

Crescent Gaming & Bartending School (Choa Lun Guan)

Open meeting for vote at 12:56pm

Motion: Commissioner Hersha – Crescent School of Gaming and Bartending request for continued employment of Choa Lun Guam be denied.

Second: Commissioner Frederick

Results: Unanimous

Chair North stated that Mr. Guam can no longer be employed at the school.

Deputy Attorney General Whitney furthered, for the instructor position.

Open meeting for change to Northwest Career College

Motion to go into close session Commissioner Frederick.

Second: Commissioner Hersha

Close meeting to public at 1:00pm

Northwest Career College (Daniel Holcomb)

Open meeting for vote at 1:09

Motion: Commissioner Cantu – Employment of Daniel Holcomb be continued employment with the condition that the approval is restricted to his current position at Northwest Career College.

Second: Commissioner Hersha

Results: Unanimous

Commission Comments

None

Public Comment

None

Meeting Adjourned

The meeting was adjourned by Commissioner North. Time: 1:14 pm

MINUTES OF THE COMMISSION ON POSTSECONDARY EDUCATION

August 1, 2018 Meeting

Call to Order

The meeting was held at the Department Employment Training and Rehabilitation conference meeting rooms, in Las Vegas, Nevada and SAO Auditorium, Carson City (via video conferencing). The meeting was cancelled at approximately 9:23 am by Deputy Attorney General Robert Whitney.

Recording of meeting began approximately 9:04 am, awaiting the meeting to start. A transcription of the recording is below:

Background conversations can be heard from begin recording until Mr. Robert Whitney began speaking at 9:21am as follows:

Mr. Robert Whitney, Kelly, I am sorry Administrator Wuest.

Administrator Wuest, yes.

Mr. Whitney, I just want to say hi to Carson City and it appears right now we are missing a couple of commissioners.

Administrator Wuest, we are and I just

Whitney, Commissioner North and Commissioner Cantu and need both to arrive for quorum so at this point we can't proceed with the meeting unless those two commissioners are actually here. If we know if they are enroute or I also wanted to announce to the crowd we cannot go forward without those two commissioners. Do we know if they are on their way?

Administrator Wuest, I just received notice from Commissioner North she will be unable to attend. So we will have to reschedule this meeting.

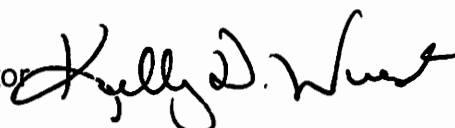
Whitney, so we will reschedule, do we know when?

Wuest, as soon as possible.

Whitney, you have heard we cannot move forward with the meeting. Thank you very much for your patience. 9:23am

To: CPE Commissioners

From: Kelly D. Wuest, Administrator



Subject: 2019 Proposed Meeting Schedule

For Action: September 5, 2018

Attached are the proposed meeting dates for review, modification, and/or discussion and adoption of the 2019 meeting schedule.

Meeting Date
February 6, 2019
May 8, 2019
August 14, 2019
November 6, 2019

Application Submission Deadline
December 5, 2018
March 8, 2019
June 13, 2019
September 6, 2019

The Commission is authorized by statute to meet a minimum of four times per calendar year and has traditionally met on Wednesday of February, May, August and November.

Included are the calendars for the month of the proposed meetings. The Commission can select to move any date due to scheduling conflicts. The application submission date will be a minimum of 60 days prior to the scheduled meeting date.

February 2019						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6 CPE Meeting	7	8	9
10	11	12	13	14	15	16
17	18 Presidents Day	19	20	21	22	23
24	25	26	27	28		

May 2019						
SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8 CPE Meeting	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27 Memorial Day	28	29	30	31	

August 2019						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7 CPE Meeting	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2019						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6 CPE Meeting	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28 Thanksgiving	29 Family Day	30

**Administrators Report
Prepared July 17, 2018**

1. Budget – 2020/2021

CPE has monthly scheduled meeting with DETR Financial Management to review the current budget, complete the year end close out and look towards the future needs of the agency.

DETR FM have requested enhancements to the budget to address staffing and computer software needs. CPE has requested the addition of a compliance audit investigator. This position would assist in performing audits with currently licensed and provisional schools and would investigate student complaints, advertising violations and illegally operating schools. The software request would fund an IT solution to maintain data located in antiquated systems and ACCESS enabling the agency process payments electronically payments and access school documents electronically.

2. Website and email

The CPE website is live at www.cpe.nv.gov. DETR has also moved CPE staff to new emails ending in detr.nv.gov

3. Accrediting Council for Independent Colleges and Schools (ACICS) Update -

At the last commission meeting, I reported that only two school are still impacted by the ACICS issue. In February, WASC approval a proposal for the Art Institute of Las Vegas along with several other Art Institute campuses to be integrated into Argosy University structure. As a substantive change, this change requires the U.S. Department of Education approval which has not been received and the Art Institute of Las Vegas remains accredited by ACICS.

In late June, Dream Center Educational Holding announced the closure of 18 locations including the Art Institute of Phoenix which is the main campus connect to the AI Las Vegas branch campus. The school has been notified of the need to establish the Las Vegas campus as a main campus through ACICS.

2. Massage Required Curriculum Changes/Establishment of Reflexology Standards

CPE is working with the Nevada Board of Massage Therapy to ensure the curriculum for each program meets the requirements for graduates to apply for licensure. The accredited programs have all gone through curriculum approval and all meet standard.

CPE licenses four unaccredited massage programs statewide and three unaccredited schools offer courses in reflexology. NSMTB has reviewed the curriculum for three of the four massage programs and found the curriculum in its current state does not meet standards. The review has provided sample daily lesson plans and suggestions for revision. The same process will occur for the three reflexology programs. The date for compliance has been extended to January 2019.

3. CPE participated in the DETR Summer Youth Internship Program

This year, CPE received two interns that started in mid-June. They have been working on scanning the Morrison University and Anthem College transcripts into separate files, performing data entry work and assisting with the Commission packet. Participating in this program has been pivotal is helping the agency process the backlog of transcripts. All of the CPE staff would like to thank the interns for their assistance.

4. CPE Quarterly Activities – April - June 2018

CPE Activity	Applications Processed	CPE Activity	Applications Processed
License Renewals	13	Agent Permits	18
Experiential License/Agent Schools Applications	4	Backgrounds Processed	312
SARA Notifications	6	VA Compliance Visits/Other Visits	3
Distance Education Exemptions	7	VA Program Approvals	426
License Evaluations	6		

5. **Quarterly Report** - With 8 schools unreported, total enrollment for the April 1, 2018 quarter stands at 7,292 students. An updated count will be provided at the meeting.

April - June 2018	April - June 2017	April - June 2016	April - June 2015	April - June 2014
7,292	5,814	5,340	6,614	3,778

6. **CPE Student Complaints:**

April - June 2018

School Name	Date Filed	Issues/Allegations	Findings	Status
PCI Dealer School	6/14/18	Inadequate instruction; marketing practices.	Audit scheduled.	Open

January – March 2018

School Name	Date Filed	Issues/Allegations	Findings	Status
Brightwood Institute	3/26/18	Has made several requests for transcripts to continue her education – only receiving a partial transcript	Student attended school during early 90's when it was Heritage College. Transcripts were transferred to Parchment services. Parchment has determined that after an expansive search, the file is not present in their documents. Student received notice that transcript was not found.	Closed



COMMISSION ON POSTSECONDARY EDUCATION

To: CPE Commissioners
From: ^{MA} Maricris Wu, Postsecondary Education Specialist
Subject: Full Term Licensure Recommendation, BDG Academy
For Action: September 5, 2018

BDG Academy was granted provisional licensure during the August 2, 2017 Commission meeting to offer a dental assisting and an introduction to orthodontic certificate program.

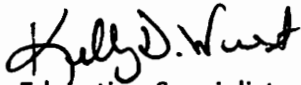
The provisional audit was conducted on June 27, 2018 in accordance with NAC 394.445 and concluded that the school substantially operates with the provisional of the NRS and NAC Chapters 394, therefore:

Full term licensure is recommended.



COMMISSION ON POSTSECONDARY EDUCATION

To: CPE Commissioner

From: Kelly Wuest, Administrator 
Maricris Wu, Postsecondary Education Specialist

Subject: Provisional to Full Term Licensure Recommendation- Elbe Institute/619
Jingjun Wang, Owner
John Chung, Owner

For Action: September 5, 2018

Elbe Institute Inc., ("the company") was organized as a corporation under the laws of the State of Nevada in February 2015. The company is owned Mr. John D. Chung and Ms. Jingjun Wang. Elbe Institute was granted approval for provisional licensure during the February 2017 Commission meeting.

Elbe Institute offers two programs in Massage Therapy that consists of 750 hours, 25 weeks of training for 30 hours per week and a Reflexology program that consists of 250 hours, 9 weeks of training for 30 hours per week. The objective of the program is to provide students with hands on competencies in the principles of clinical massage therapy techniques and the philosophy of foot reflexology massage programs.

The initial provisional audit was conducted on January 3, 2018 and due to the finding, staff recommended the provisional license be extended to ensure corrective actions have been implemented and policies are effective. At the meeting, the Commission expressed concerns for the school's national exam pass rate, curriculum, staffing, enrollment practices and the school's failure to disclose a previous closed school. A six-month extended provisional license was issued to Elbe Institute during the February 7, 2018 Commission meeting.

A second provisional audit was conducted on June 28, 2018. The institution demonstrated that the school did not maintain compliance with the minimum standards of NRS and NAC Chapters 394 and due to the significant finding listed on this report the Administrator recommends the Commission:

Deny continued licensure to Elbe Institute.

Licensing Worksheet

Prepared by: ^{AK} Maricris Wu, Postsecondary Education Specialist
Applicant: Cesar Garcia, Owner
School: HVAC Air Conditioning Academy
For Action: September 5, 2018

Recommendation

That a twelve-month provisional license be granted to HVAC Air Conditioning Academy, to offer the Heating, Ventilation & Air Conditioning program, contingent upon receipt of surety in the amount of \$35,000 and staffing information.

Curriculum: Received on April 26, 2018 and approved on July 11, 2018.

Bond: Recommended \$35,000 **CONTINGENCY**.

Financial
Statement: Received on November 22, 2017 and reviewed on May 15, 2018.

Budget
Estimate: Received on April 26, 2018 and reviewed on May 15, 2018.

Financial
Release: Received on April 26, 2018 and reviewed on May 15, 2018.

Personnel
Information: Received on April 26, 2018 and reviewed on May 15, 2018.

Certifications: Received on April 26, 2018 and reviewed on May 15, 2018.

Catalog: Received on April 26, 2018 and reviewed on May 15, 2018.

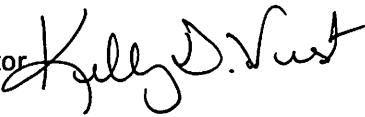
Contract: Received on April 26, 2018 and reviewed on May 15, 2018.

Completion
Certificates: Received on April 26, 2018 and reviewed on May 15, 2018

Facility
Information: Reviewed and approved on June 26, 2018.

Fees: Received on November 27, 2017.

Workforce
Participation: Received on June 20, 2018.

Prepared by: Kelly D. Wuest, Administrator 
Applicant: Veronica Donahue, Director
School: Aviation Institute of Maintenance
For Action: September 5, 2018

Recommendation

That a twelve-month provisional license be granted to Aviation Institute of Maintenance, to offer the Maintenance Technician program, contingent upon receipt of accreditation approval.

Curriculum: Received on May 29, 2018 and awaiting ACCSC approval. CONTINGENCY.

Bond: \$75,000 Surety Bond received August 1, 2018.

Financial Statement: Received on May 29, 2018 and reviewed on July 2, 2018.

Budget Estimate: Received on May 29, 2018 and reviewed on July 2, 2018.

Financial Release: Received on May 29, 2018 and reviewed on July 2, 2018.

Personnel Information: Received on May 29, 2018 and reviewed on June 7, 2018.

Certifications: Received on May 29, 2018 and reviewed on July 2, 2018.

Catalog: Received on May 29, 2018 and approved on August 2, 2018.

Contract: Received on May 29, 2018 and reviewed on July 12, 2018.

Completion Certificates: Received on May 29, 2018 and reviewed on July 12, 2018.

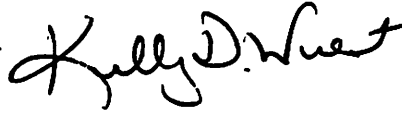
Facility Information: On file with CPE from SAA approval.

Fees: Received on May 29, 2018.

Workforce Participation: Received July 25, 2018.

**Added Program
Licensing Worksheet**

Prepared by: Kelly Wuest, Administrator



Applicant: Anne Buzak
Tom Bezek, Corporate Director of Finance

School: Asher College

For Action: September 5, 2018

Recommended Motion:

That Asher College be granted approval to offer the proposed Associate of Applied Science Degree in Hospitality Management contingent on facility approval and personnel information.

Curriculum: Received on February 1, 2018 and approved by ACCET.

Bond: CPE currently holds an irrevocable line of credit.

Financial
Statement: On file with renewal from September 22, 2017.

Financial
Release: Received on February 1, 2018 and reviewed on March 26, 2018.

Personnel
Information: CONTINGENCY.

Catalog: Received on February 1, 2018 awaiting revisions for approval.

Facility
Information: Additional build out of space within the current campus in progress.
CONTINGENCY.

Fees: Received on February 1, 2017.

To: CPE Commissioners

From: Kelly D. Wuest, Administrator 

Subject: Request to Revise Surety Amount

For Action: September 5, 2018

At the May 2, 2018 Commission meeting, the Commissioners approved a provisional license for Music Alliance Academy requiring surety in the amount of \$338,000.00. Upon review of the school's information, the enrollment projection for the Electronic Music Production program and the Music Management and Marketing programs were reversed resulting in a miscalculation of the recommended bond amount.

To rectify the error, staff is requesting the Commissioner consider adjusting the surety amount to align with the school's enrollment projections.

Recommended motion:

To adjust the surety bond requirement of Music Alliance Academy to \$206,000 as a contingency of the provisional license.