

STEVE SISOLAK
Governor

STATE OF NEVADA

KELLY D. WUEST
Commission Administrator

KIMBERLY GAA
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 6, 2020

The Commission on Postsecondary Education will conduct a meeting on **August 12, 2020**, commencing 9:00 a.m., at the locations listed below via videoconferencing:

THIS MEETING WILL BE HELD VIA VIDEOCONFERENCE ONLY:

In accordance with Governor Sisolak's Declaration of Emergency Directive 0006; Subsection 1; The requirement contained in NRS 241.023 (1) (b) that there be a physical location designated for meeting of public bodies where members of the public are permitted to attend and participate is suspended.

The public may observe this meeting and provide public comment during the public comment section on Zoom.

Time: Aug 12, 2020 09:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/94739866856?pwd=YWp6RWVyMC83TFpQS3VLNi9PdXlEdz09>

Meeting ID: 947 3986 6856

Passcode: 600026

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Meeting ID: 947 3986 6856

Find your local number: <https://zoom.us/u/axSSKT4Ee>

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According to NRS 241.020, Meeting Materials are available at:

https://detr.nv.gov/page/public_meetings

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 three minutes. Written submissions may be considered. While there will be no restriction on comments based on viewpoint, repetitive comments may be limited.

AGENDA

General Business

- A. Call to Order -----Informational
- B. Public Comment -----Informational
Chair may limit public comment to 3 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. Review Written Comments -----Informational
- D. Confirmation of Posting and Opening Meeting Compliance -----Informational
- E. Roll Call and Confirmation of Quorum -----Informational
- F. Adoption of Agenda -----For possible action
- G. Approval of May 6, 2020 Minutes -----For possible action
- H. 2021 Proposed Meeting Dates -----For possible action
- I. Administrator’s Report -----Informational

Applicants for consideration of a Full-Term License

- 1. Covered 6 -----For possible action
- 2. Las Vegas Institute of Welding -----For possible action
- 3. Live Savers Training Center, LLC -----For possible action
- 4. Reno Dental Assistant School -----For possible action
- 5. Reno Medical Assistant School -----For possible action
- 6. Rika Makeup Academy -----For possible action
- 7. SW Compliance -----For possible action
- 8. Total Physician Resources TPR PSVTS -----For possible action
- 9. Unitek College -----For possible action

Applicants for consideration of Initial Provisional Licensure

- 10. Academy for Professional Development -----For possible action
- 11. Choice Business Academy -----For possible action
- 12. Gurnick Academy of Medical Arts -----For possible action
- 13. Strayer University -----For possible action

Applicants for consideration of Added Program

- 14. Standards of Excellence -----For possible action

Students for consideration of Refund

- 15. Art Institute -----For possible action

Comments

- 16. Public Comment -----Informational
Chair may limit public comment to 3 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

- 17. 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, 1860 E. Sahara Avenue, Las Vegas, Nevada 89104; email at sbeckett@detr.nv.gov; or telephone Susan Beckett at (702) 486-2898 or fax request to (702) 486-7340. Copies of pertinent documents will also be made available on the CPE and DETR website at: <http://cpe.nv.gov> and <http://detr.nv.gov>.

NOTE: Written comments must be received by the Commission on Postsecondary Education on or before August 10, 2020, at the following address:

Department of Employment, Training and Rehabilitation
Employment Security Division
Commission on Postsecondary Education
Attn: Susan Beckett
1860 E. Sahara Avenue
Las Vegas, NV 89104
Or via e-mail at sbeckett@detr.nv.gov

NOTE: Persons with disabilities who require reasonable accommodations or assistance at the meeting should notify the Commission on Postsecondary Education in writing at 1860 East Sahara Avenue, Las Vegas, Nevada 89104, or contact Susan Beckett at (702) 486-2898 or e-mail sbeckett@detr.nv.gov (*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.

Agenda Posted at the Following Locations:

Notice of this meeting was posted on the Internet on the following websites: DETR's Public Notices website at: http://detr.nv.gov/Page/PUBLIC_NOTICES, 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/>.

In accordance with Nevada Governor Sisolak's Declaration of Emergency Directive 006 there will not be a physical location for the Governor's Commission on Behavioral Health Meeting regarding the Annual Governor's Letter.

- As per Nevada Governor Sisolak's Declaration of Emergency Directive 006; Subsection 3: The requirements contained in NRS 241.020 (4) (a) that public notice agendas be posted at physical locations within the State of Nevada are suspended.
- As per Nevada Governor Sisolak's Declaration of Emergency Directive 006; Subsection 4: Public bodies must still comply with requirements in NRS 241.020 (4)(b) and NRS 241.020 (4)(c) that public notice agendas be posted to Nevada's notice website and the public body's website, if it maintains one along with providing a copy to any person who has requested one via U.S. mail or electronic mail.
- As per Nevada Governor Sisolak's Declaration of Emergency Directive 006; Subsection 5: The requirement contained in NRS 241.020 (3)(c) that physical locations be available for the public to receive supporting material for public meetings is suspended.
- As per Nevada Governor Sisolak's Declaration of Emergency Directive 006; Subsection 6: If a public body holds a meeting and does not provide a physical location where supporting material is available to the public, the public body must provide on its public notice agenda the name and contact information for the person designated by the public body from whom a member of the public may request supporting material electronically and must post supporting material to the public body's website, if it maintains one.

STATE OF NEVADA
EMPLOYMENT SECURITY DIVISION
COMMISSION ON POSTSECONDARY EDUCATION

This meeting conducted by the Commission on Postsecondary Education Chapter 394 of Nevada Administrative Code pursuant to Nevada Revised Statute NRS 394.383. Under the Emergency Directive of Governor Sisolak 006; Subsection 1; The requirement contained in NRS 241.023 (1)(b) that there be a physical location designed for meetings of public bodies where members of the public are permitted to attend and participate is suspended.

NEVADA COMMISSION ON POSTSECONDARY EDUCATION

Wednesday, May 6, 2020; 9:00 A.M.

PLACE OF MEETING: This meeting took place via video conference with the below call information:

To join the Zoom conference, go to:

<https://zoom.us/j/97798157960?pwd=NFVZL3Z5S001ZCtRbGI5bjRWeEdzUT09>

(you may have to download the Zoom application from your smartphone or computer at zoom.us).

Join Zoom Meeting

<https://zoom.us/j/97798157960?pwd=NFVZL3Z5S001ZCtRbGI5bjRWeEdzUT09>

Meeting ID: 977 9815 7960

Password: 362462

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+1 301 715 8592 US (Germantown)

Meeting ID: 977 9815 7960

Find your local number: <https://zoom.us/u/aJDAYVUBN>

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Join by H.323

10.133.3.237

Meeting ID: 977 9815 7960

Password: 362462

Department of Employment, Training and Rehabilitation (DETR) Staff

Present during Video Conference

Chris Sewell, ESD Director's Office, Commissioner
Kelly D. Wuest, CPE Administrator
Maricris Wu, CPE Postsecondary Education Specialist
Susan Beckett, CPE, Administrative Assistant III
Matthew Sung, IDP, IT Technician VI, Field Services

Members of the Public, Media and Other Agencies

Present in Las Vegas

Robert Whitney, Nevada Attorney General Office Deputy Attorney General
Gerry Julian, Community Ambulance Health Science Center
Elvia Barba, United Education Institute
Lisa Nordman, Aviation Institute of Maintenance
Lisa Murphy, Southeastern University
Angela Paul, United Education Institute
Emily Green, Elite Professional Healthcare Training Academy
James (Jim) E. York, United Education Institute
Joe Fitzpatrick, Signature Real Estate Institution, LLC
Rafael, Rika Makeup Academy
Erika Rendon, Rika Makeup Academy
Daniel Kipnis, Classes.Vegas
Jason Smith, Laurus College

Member of the Commission on Postsecondary Education

Present during Video Conference Meeting

Larry Nathan (Nate) Clark, Chair
Sharon Frederick, Vice Chair
Dr. Thomas Kenny
Jill Hersha
Jon Ponder

STATE OF NEVADA
EMPLOYMENT SECURITY DIVISION
COMMISSION ON POSTSECONDARY EDUCATION

May 6, 2020 – 9:00 A.M.

Call to Order

The meeting was held via Video Conference ZOOM. The meeting was called to order by Chair Commissioner Nathan Clark at approximately 9:00 AM.

Public Comments

Commissioner Clark asked for public comment, no public comment.

Written Comments

This is Kelly Wuest, we have received no written comments.

Confirmation of Posting

Susan Beckett, for the record, Administrative Assistant III, Employment Security Division, Commission on Postsecondary Education. Yes, proper Notice was provided for this Meeting.

Open Meeting Compliance

For the record, this is Susan Beckett, again, in accordance with Governor Sisolak's Declaration of Emergency Directive 006; Subsection 1; The requirement contained in NRS 241.023 (1)(b) that there be a physical location designated for the meeting of public bodies where members of the public are permitted to attend and participate is suspended. The meeting will be held via videoconference only.

Roll Call

- Commissioner Cantu-Excused
- Commissioner Clark-Present
- Commissioner Frederick-Present
- Commissioner Hersha-Present
- Dr. Thomas Kenny - Present
- Commissioner Ponder-Present
- Commissioner Sewell - Present

Administrator Kelly Wuest: took roll via video.

Adoption of Agenda:

Motion: Commissioner Frederick - Motion to adopt the agenda for May 6, 2020.

Second: Commissioner Sewell.

Discussion: None.

Results: Unanimous, agenda is adopted.

Approval of Minutes February 12, 2020 Meeting

Motion: Commissioner Frederick – Motion to approve February 12, 2020 meeting minutes.

Second: Commissioner Sewell.

Discussion: None.

Results: Unanimous, motion carries.

Administrators Report

Administrator Kelly Wuest read the report from the submitted report in the packet.

Emergency Provisions for Distance Education related to COVID-19

Administrator Wuest updated the Commission on the status of institutions, some doing distance education whenever possible, others are closed due to governing bodies not permitting operation remotely, such as Massage and Gaming. Administrator Wuest asked the Commission for guidance on reopening institutions.

- Commissioner Clark, do we have options we need to consider?
- Administrator Wuest, some of the options would be considering whether to set up specific protocol or general protocol? Do we look to our health departments to set up the protocol because they have already done this for the EMT program? Institutions are looking for a direction on how to proceed. Some of this will be dictated by occupational boards. Do we want to set parameters? The Governor stated he was looking at all the boards and commissions to have input. We are not required to do something, but I think it would be good to have something general.
- Commissioner Dr. Kenny, I do think providing some sort of guidelines would be helpful. It has been an ongoing conversation in our institution. I think it would be ten in a classroom, but I think we need to provide some sort of clarification so that institutions are not guessing.
- Commissioner Frederick, I am concerned about the students who are impacted and not able to complete their studies maybe they need a plan B, so they can complete their work.
- Commissioner Clark, from my standpoint are you talking about massage institutions and gaming institutions?
- Commissioner Frederick, yes, the students that cannot complete distance education.
- Commissioner Clark, our institution has students that did not have the technology. We were able to apply for the emergency financial aid for students. They could purchase a laptop, and or internet. Those students also needed help with technology. I am pondering over what are options are here.
 - Follow CDC Guidelines
 - Follow the Governors Directive, no more than ten people congregate.
 - A summary of the Directive and CDC Guidance for institutions to follow.
 - Beyond that, would that extend liability to CPE if we get it wrong?
- Robert Whitney, regarding possible liability I would have to look into that. It has been a long time since I have researched that, but I don't believe the Commission would be liable if they provided their interpretation of the circumstances and guidance. If we require additional clarification, we can reach out to the Governor's Office.
- Commissioner Clark, what is it that we are actually looking for on this issue? Are we going to develop guidance for all institutions or specifically for those gaming and massage institutions or are we just going to refer them to the information that already exists from the Governor's Office and CDC?
- Commissioner Hersha, I would like to add that we also need to add that we need to also add the six-foot guidance, as well. Using some common sense with the ten people and

also providing the PPE. As a side note, even though the libraries are closed in Southern Nevada, there is still Wi-Fi in the parking lot that is available.

- Commissioner Clark, I think that anything we take into account also needs to be a part of the reopening plans. I am having a meeting this afternoon about reopening plans as we are trying to figure out our plans too.
- Commissioner Dr. Kenny, I am concerned the lack of clarity and our program is also working on reopening. I would like to hear from Kelly regarding her perspective for the gaming and massage institutions, is there a potential action?
- Administrator Wuest, I think Robert Whitney could expand on this, I asked him about the need to set aside or suspend those provisions of the NAC. Ultimately, the Governor would have to sign off on emergency provisions. The Gaming Control Board is working on plans concerning table game operations.
- Commissioner Clark, am I hearing you correctly? Are you saying there may not be as much of a need today as there was when you created this agenda item?
- Administrator Wuest, in part, when it comes to the aspect of gaming and massage therapy. We have 150 licensed institutions reaching out asking about protocols with the Directives and the CDC. Part of the request is do we want to get more specific or not?
- Commissioner Clark, I was under the belief that the laws pertaining to COVID, distancing and all that are already out there, and it would be a matter of summarizing what is already out there which a lot of organizations have already done. I did read there was a potential sub-committee that could be formed, what that for this agenda item?
- Administrator Wuest, it was intended for a subcommittee to come up with those parameters It was an option.
- Commissioner Clark, was it an option related to Item J, Emergency Provisions for Distance Education related to COVID-19?
- Administrator Wuest, yes.
- Commissioner Clark, okay. So that is the other option to form a subcommittee? Do we want to have some discussion about that? My thoughts are if we form a subcommittee, is the subcommittee to be helpful with institutions in transitioning back and forth and decide what phase we are in and reopening, or would this subcommittee be tasked with protecting the students and the consumers and watching for institutions that are trying to gain the system and put profits above the needs of the students, or would it be both?
- Commissioner Dr. Kenny, I think moving forward on some of the addition clarification that is out there. I don't think we will have value if we don't have additional clarification beyond what the Governor's Directive. Do we want to push out more information of that effect? I am not clear on the purpose of the subcommittee.
- Commissioner Clark, is there an expectation from the Governor's Office that we have clarification or a subcommittee, emergency provision or is there any direction from the powers above us?
- Administrator Wuest, Commissioner Sewell may have more information because he is higher up in administration than I am, but I have not received anything directly. When I first did, I was given no guidance from any occupational board, but now I am starting to receive information.
- Commissioner Sewell, I think the direction from the Governor's Office is very cautious in setting up with each occupational board with what is best for each occupational board. Whether it be gaming or massage or any of the variety of boards that we have in this state.

If you want to look at the gaming regulation, why do that have that prohibition? At this point in time it might be better to just wait and see how each board handles the phases, what is currently happening, and what they have planned for reopening.

- Commissioner Clark, I think the questions left are if we form a subcommittee, I think the first thing they would need to do is to reach out to the gaming board and the massage board and find out why did they prohibit online and could we work together to have online be a piece of their training and how to be on campus and practice social distancing. I think a lot of that will have to do with whatever phase of reopening we are in. It is going to need to be fluid and change as the circumstances change. What are we gaining from doing any of that?
- Commissioner Dr. Kenny, the focus of that subcommittee could be working with those boards to focus on those challenges. I do see that could be of value. I do think that pathway will of value. I think that if we do not find an option, we will see corporate closures and institution closures across these two industries, specifically. If we could do that I would be in favor of that focus of the subcommittee, at least two start.
- Commissioner Clark, if a subcommittee is formed would it be good if they could monitor reopening plans? Would these institutions submit plans of reopening and bringing students back on campus during various levels? Administrator Wuest, is this even close to what you had intended, envisioned when you placed it on the agenda?
- Administrator Wuest, these types of issues and the regulations we discussed the last update was in 2012. I would have to go back into the archives to find out where they were initiated from, they were well before video none of the technology we use today in distance education or in the classroom was available at that time. They are really old regulations that have not been revisited in years. Dr. Kenny mentioned we will have some institutions close if we do not reach out and address the issues, that is very true. That was one of the main items to focus on was to look at these specific occupations and overall people just transitioning back because we are getting a lot of questions, especially small institutions. How do we proceed because they don't have the expertise?
- Commissioner Clark, then who do we envision being members of this subcommittee?
- Mr. York, I am the Campus President of a new institution on the agenda today. When Doctor Kenny and Kelly are talking about institution closures that scares me a lot and a lot of the student out there really need what we do. I am not sure if you want a new kid on the block, but I just wanted to offer my services.
- Commissioner Clark, thank you. That leads to my last question, who do we envision being members of this subcommittee? Are we talking commissioners, staff members, or general public?
- Administrator Wuest, if we form a subcommittee there would have to be commissioners on the subcommittee and it would be a public meeting, we will have to have an agenda and post three days prior. We could have members from institutions, but I am not sure the limitations from other public for a public board.
- Commissioner Clark, do you have a comment Mr. Whitney?
- Deputy Attorney General Robert Whitney, definitely a subcommittee should be made up of the majority of the committee members being voting members of the commission. There is nothing that I can think of that would prohibit non-commission members from being on the committee as long as they are not in the majority. It should also they be advisory and non-voting members.

- Commissioner Clark, is there anything else that we need to discuss that we haven't already discussed and if anybody has been taking some notes and if anyone has any idea of how this possible action might progress maybe to a motion?
- Commissioner Dr. Kenny, I am the new kid on the block for this commission. However, I would like to make the motion - should be, if it should be on an administrative level or if there is something more with additional details. (parts were inaudible)
- Deputy Attorney General Robert Whitney, I think the proposed motion is a good start by Doctor Kenny, but we should probably perhaps mention a process of how we are going to choose committee members or if we are going to ask for volunteers, it probably should be a bit more detailed. (parts were inaudible)
- Commissioner Clark, is anyone else having trouble with the audio? I am having a hard time hearing the discussion.
- **MOTION: Commissioner Sewell, how about I move that we set up a committee to review current regulations dealing with the current pandemic issues made up of three members of the commission, two members of the public and appointed by the chair in consultation with the Administrator of CPE and we can leave it at that.**
- Commissioner Clark, I actually heard that entire motion. We have a motion do we have a second.
- **SECOND: Commissioner Frederick, I will second the motion.**
- Commissioner Clark, we have a motion and we have a second. Do we have any discussion?
- Commissioner Ponder, I like the motion, with the persons from the public, would that be a part of this subcommittee? Is there a recommendation of who the public might be, a recommendation of the public that might be able to add value to the discussion?
- Commissioner Clark, that is a good question I am not really sure how to answer that until we sit down and start meet and speak with the occupational boards in question. What direction is this subcommittee going to go? Are we going to try to sway them to try to change their regulations or to find creative ways to work around their regulations, I don't know? Commissioner Sewell, what part of the public determining the direction to go. I would suggest somebody from the massage institutions and somebody from the gaming institutions, maybe?
- Commissioner Ponder, I agree with you on that.
- Administrator Wuest, Commissioner Clark, I just wanted to point out that NAC 394.523 Commission on Postsecondary Education Gaming and 394.526 Massage are our regulations.
- Commissioner Clark, I am not sure what you just said you quoted off some regs.
- Administrator Wuest, those regulations are part of the Commission's regulations they are not part of the gaming board or the massage board.
- Commissioner Clark, let me see if I understand what you just said. The regulations that are not allowing the gaming to be taught online and the massage to be taught online fall under the CPE regulations, is that correct?
- Administrator Wuest, that is correct.
- Commissioner Clark, so the purpose would be to go out to those board and find out if they have an appetite for us to change our own regulations for this emergency provision. Do we have a way to change those regs in regard to the emergency provisions?

- Deputy Attorney General Robert Whitney, we have seen different agencies act, with the Governors permission of course, do it through emergency regulation. There have been different agencies who have asked the Governor to suspend certain aspects of their regulations, so in this case and perhaps draft in something that just lasts for 90 days or other language keen to end at the emergency regulation time period. It is possible to suspend those portions of the NAC as Administrator Wuest mentioned in NAC 394.523 and 394.526 the online prohibition part of it and perhaps write in language that would permit online portions. Again, the language would have to be presented to the Governor and the Governor would have to agree with our attempts to pass emergency regulations. We could set a hearing specifically set for the Commission on Postsecondary Education to pass those. So those regulations along with a statement of emergency would have to be sent to the Governor and he would have to approve those. There would also have to be an informational statement is typically filed with the regulations in all circumstances. Once those are done and the regulation is filed the legislative commission and secretary of state then those regulations can become effective. There is still a process here, but it is shorter.
- Commissioner Clark, there has been a lot of discussion many minutes on this agenda item/ I am a little confused as to what the intent is and what are parameters are simply because the audio keeps breaking up every time someone tries to explain a piece of the puzzle. I am wondering if Administrator Wuest or Robert Whitney could type in the chat a recommended motion you would like to hear from us. That could get us to closure on this. We have spent a lot of time talking about this, a lot of what ifs. I just want to make sure whatever motion we make here is going to serve the intended purpose.
- Commissioner Dr. Kenny, I would also like some guidance as to what the motion would look like so we could do it properly it would be great. I think we should make a motion to create an emergency regulation for NAC 394.523 and NAC 394.526. Again, though I agree with Commissioner Clark, I would like some sort of clarification or guidance to ensure that we do that properly and that we check all the boxes as we make that motion. I would be willing to make that motion with the earlier parameters.
- Commissioner Clark, we have a motion on the table right now. I believe we have a second now we are in the discussion phase. I guess the first question is does that motion achieve what we are looking for, Administrator Wuest?
- Administrator Wuest, I didn't have a specific outcome. It was really about do we want to consider these things at the commission. I didn't have a sway in either direction. I think that may be where part of the confusion is at the time, we did this trying to figure out what direction do we go as a commission because I wasn't certain.
- Commissioner Clark, I am starting to think that forming a subcommittee may not be in our best interests because we don't have a lot of clarification as to what this subcommittee is going to do. Is it a matter of developing a subcommittee to develop what the subcommittee is going to do? Do we need to do that? I'm not convinced we need a subcommittee. If we are going to form a subcommittee, I think it was Mr. Sewell that made the motion, I like the way he formed that. I just don't understand what the purpose would be. Anybody else have any discussion that is on the table right now.
- Commissioner Sewell, well I think at this point in time we just form a subcommittee. Let them have a discussion offline and bring something back to the commission. Whether that be we don't need to do anything; or we need to look at changing 523; or 526? I think that

might lead us in the direction whether that be an emergency regulation because of the pandemic or the new normal because there is going to be lots of changes based on this.

- Commissioner Hersha, I agree. I think that we as a commission if we have prohibitive guidelines, we need to address that for these institutions. Additionally, if we are prohibiting them from delivering their service. So, we as a commission need to look at revising some of our language. I mean everybody in education knows we have been pushed to going virtual we need to be more forward thinking. The only thing I have a concern is we only meet every quarter, so what phase will we be in when we finally get back from the subcommittee and we are talking about old information again or we are passed that already.
- Deputy Attorney General Robert Whitney, Commissioner Hersha, a comment, any subcommittee and or commission can meet although we typically meet quarterly there is nothing prohibiting them to meet more often as long as the open meeting law requirements are followed which they are currently modified in the emergency regulation. There is nothing that prohibits either the subcommittee or the commission to meet more often than quarterly. Another item, Commissioner Sewell had mentioned, I just want to be careful as he mentioned offline. I do agree with Administrator Wuest that any subcommittee would be subject to the open meeting law. I am not sure if that is what he meant, but I wanted to be clear on that open meeting laws must be subject to open meeting laws when they met.
- Commissioner Clark, can someone review what the motion was? I am unsure about the two committee public members until the subcommittee meets. Bringing in the two committee members before we are sure which direction this subcommittee is going to take; it bothers me a little bit. How do you feel about that?
- Commissioner Frederick, I just had a question. Since we are in meeting right now can we have the commissioners assigned for the subcommittee, now?
- Commissioner Clark, do we want to reach out for volunteers, is that what we are saying? A show of hands who would like to be on the subcommittee. More than three?
- Deputy Attorney General Robert Whitney, I think the first motion could be made and clarified first then a second motion can be made for the members of the committee members to be appointed. That perhaps would be the best way to go.
- Commissioner Clark, any more discussion about the motion that is on the table to form the subcommittee? Then after that we can move into assigning committee members. Seeing no more discussion, I will call for a vote. All those in favor? Unanimous, motion carries.
- **MOTION: Commissioner Sewell, how about I move that we set up a committee to review current regulations dealing with the current pandemic issues made up of three members of the commission, two members of the public and appointed by the chair in consultation with the Administrator of CPE and we can leave it at that.**
- **SECOND: Commissioner Frederick, I will second the motion.**
- **All in favor: Unanimous, motion carries.**
- Commissioner Clark, now we have a subcommittee. I saw several hands go up as far as volunteers. We have decided that three commissioners will be on the committee. How do we decide who to put on that committee?
- Deputy Attorney General Robert Whitney, I was unable to see how commissioners volunteered to be on the subcommittee.

- Commissioner Clark, let's do it again. Who would like to be on the subcommittee? We have Commissioner Ponder, Commissioner Frederick and Commissioner Dr. Kenny; did I miss anybody? So, there is three right there. Do we need a motion as far as the members for the commissioners?
- Deputy Attorney General Robert Whitney, I would say yes, we do.
- Commissioner Clark, can I make the motion? **I make a motion that the subcommittee members from the commission, the three commissioners be Ms. Frederick, Mr. Ponder and Dr. Kenny.**
- **SECOND; Commissioner Hersha, I second that**
- **Discussion: none.**
- **All in favor: Unanimous, motion carries.**
- Commissioner Clark, public members, do we want to assign picking the public members to the subcommittee or do we want to assign those members now?
- Deputy Attorney General Robert Whitney, it might be best to have the subcommittee meet and find out who they feel would be best to be on the subcommittee and then come back with that information.
- Commissioner Clark, would we need a motion for that?
- Deputy Attorney General Robert Whitney, I would say no, not at this time.
- Commissioner Clark, then we will leave it up to the subcommittee to set up meeting dates through the Administrator. Please make sure they are in compliance with open meeting laws.

Applications for Full Term License

Aviation Institute of Maintenance

Testified: Lisa Nordman, Assistant Campus Director gave background on the institution, updated the commission pertaining to build out and delays indicating the program start is delayed until February 2021, and was available for questions.

Motion: Commissioner Hersha – A motion that the provisional license for Aviation Institute of Maintenance be extended for an additional twelve months.

Second: Commissioner Ponder.

Discussion: None.

Results: Unanimous, motion carries.

Community Ambulance Health Science Center

Testified: Gerry Julian, Academic Director gave background on himself as he is fairly new to the position, provided information on the institutions corrective actions and was available for questions.

Motion: Commissioner Frederick – A motion that the provisional licensure for Community Ambulance Health Science Center be extended for nine months.

Second: Commissioner Sewell.

Discussion: None.

Results: Unanimous, motion carries.

Laurus College

Testified: Jason Smith, Campus President, gave background pertaining to accreditation, the reason for the request, and was available for questions.

Motion: Commissioner Kenny – A motion that the provisional licensure for Laurus College be extended for six months.

Second: Commissioner Hersha.

Discussion: None.

Results: Unanimous, motion carries.

Rika Makeup Academy

Testified: Erika Rendon and Rafael Aguayo updated the commission on the institution and were available for questions. Administrator Wuest specified the three-month extension was due to the cancellation of the audit after the State suspended all staff travel.

Motion: Commissioner Kenny – A motion that the provisional licensure for Rika Makeup Academy be extended for three months.

Second: Commissioner Frederick.

Discussion: None.

Results: Unanimous, motion carries.

Montessori Training of Southern Nevada

Testified: None.

Motion: Commissioner Hersha – A motion that Montessori Training of Southern Nevada be granted a full-term license.

Second: Commissioner Frederick.

Discussion: None.

Results: Unanimous, motion carries.

Southeastern University

Testified: Lisa Barranco Murphy, Compliance Director updated the commission about the institution and expressed a desire to not have a provisional license extension rather to have a full-term license. Administrator Wuest, explained to the commission the extension was due to no enrollments for staff perform the required audit and therefore the institution is not eligible for a full-term license.

Motion: Commissioner Frederick – A motion that the provisional licensure for Southeastern be extended for nine months.

Second: Commissioner Sewell.

Discussion: None.

Results: Unanimous, motion carries.

Applications for Initial Provisional Licensure

Elite Professional Healthcare Training Academy

Testified: Emily Green, Owner/Academic Director/Instructor, gave her professional background and plans for the institution.

Motion: Commissioner Frederick – That a twelve-month provisional license be granted to Elite Professional Healthcare Training Academy to offer the Nursing Assistant program, contingent receipt of surety in the amount of \$29,000, personnel and facility information, academic administrator and curriculum approval from the Nevada State Board of Nursing.

Second: Commissioner Ponder.

Discussion: None.

Results: Unanimous, motion carries.

Signature Real Estate Institution, LLC

Testified: Joe Fitzpatrick, Nevada Director, gave information as to his professional background, and plans for the institution.

Motion: Commissioner Kenny – That a twelve-month provisional license be granted to Signature Real Institution, LLC. to offer the Real Estate Pre-licensing programs, contingent upon personnel information, facility, surety bond in the amount of \$10,000 and curriculum approval from the Nevada Real Estate Division.

Second: Commissioner Hersha.

Discussion: None.

Results: Unanimous, motion carries.

United Education Institute

Testified: Jim York, Campus President, Elvia Barba Compliance Specialist, and Angela Paul, Senior Director of Accreditation and Licensing; gave professional backgrounds, description of the programs the institution will offer, and plans for the institution.

Motion: Commissioner Frederick – That a twelve-month provisional license be granted to United Education Institute to offer the diploma programs in Automotive Technician; Business Office Administration; Criminal Justice; Dental Assistant; HVAC; Medical Assistant; Medical Billing and Insurance Coding and Welding, contingent upon receipt of surety bond in the amount of \$747,000, facility and personnel information.

Second: Commissioner Hersha.

Discussion: None.

Results: Unanimous, motion carries

Classes.Vegas

Testified: Daniel Kipnis, Institution Director, gave his professional background, expansion plans for the program and described the other programs his institution offers.

Motion: Commissioner Hersha – That be granted approval to offer the proposed Real Estate Pre-licensing course contingent on personnel information and curriculum approval by the Nevada Real Estate Division.
Second: Commissioner Kenny.
Discussion: None.
Results: Unanimous, motion carries

Public Comment

None.

Meeting Adjourned

The meeting was adjourned by Commissioner Clark. Time: 11:23a.m.

DRAFT

To: CPE Commissioners
From: Kelly D. Wuest, Administrator
Subject: 2021 Proposed Meeting Schedule
For Action: August 12, 2020

Attached are the proposed meeting dates for review, modification, and/or discussion and adoption of the 2021 meeting schedule.

Proposed Scheduled

Meeting Date
February 3, 2021
May 5, 2021
August 4, 2021
November 3, 2021

Application Submission Deadline
December 3, 2020
March 6, 2021
June 4, 2021
September 3, 2021

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 2021						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3 CPE Meeting	4	5	6
7	8	9	10	11	12	13
14	15 Holiday	16	17	18	19	20
21	22	23	24	25	26	27
28						

May 2021						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5 CPE Meeting	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

August 2021						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4 CPE Meeting	5	6	7
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 2021						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3 CPE Meeting	4	5	6
7	8	9	10	11 Veterans Day	12	13
14	15	16	17	18	19	20
21	22	23	24	25 Thanksgiving	26 Family Day	27
28	29	30				

**Administrators Report
Prepared August 4, 2020**

COVID 19 Impacts

Impact on Office Operations: CPE moved on June 1, 2020 as DETR needed our current space to increase call center operations. The new office is located at 1860 E. Sahara, Las Vegas, NV. The office remains closed to the public. Staff continue to work via remote desktop enabling employees to telecommute and perform most agency functions. We have asked institutions to send any paperwork possible via email versus the mail whenever possible. I have been working out of the office 2 days a week to process mail, send out required notices and transcript requests that can't be completed via email. While working remote has enabled us to move forward in our operations, we are finding that many processes take extra time to complete and are dependent on internet traffic or system access.

CPE has experienced issues with mail returns from the new office as well as the previous address. Currently, we have a hold on mail for the new location and pick up items directly from the post office. We are working with institutions individually concerning returned mail. This has impacted our quarterly reporting numbers as several institutions have reported the payment as returned.

I have been notified that travel restrictions may last through this budget year. This will impact investigations, provisional audits, facility review, compliance surveys, VA risk-based assessments and will eliminate unannounced audits until we are able to travel again. This will also have an impact on the VA agreement since the assigned compliance surveys and risk-based assessments determine whether the survey meets the requirements for being completed remotely. CPE must have prior approval from VA to do any survey remote. Staff is working on formal policies and procedures for remote audits and compliance surveys and will be requesting technology to aid in this process.

Institutional Licenses: Governor Sisolak's Declaration of Emergency Directive 009 (Revised) extended the license & permit issued by Boards/Commissions for a period of 90 days from the current expiration date, or 90 days from the date the state of emergency is terminated, whichever is later remains expires on 9/28/20. Institutions with renewals due are provided additional time to submit the application and institutions attempting to fulfill contingencies will be provided additional time to complete. We have had several applicants reach out that they are unable to secure a facility, complete build out, receive approval from an occupational board or provide necessary documents due to shutdowns in Nevada and other states. Future agendas will note when the applicant was impacted by COVID 19. There is considerable lag time for documents from different municipalities.

The following processes are extended by the order:

- Licenses and Renewals
- Applicants with contingencies to fulfill
- Agent Permits
- Alcohol Beverage Awareness cards

Institutional Operations

CPE has received notice from several of the licensed colleges and universities that they will remain online or only offer lab/clinical activities in person for the fall semester. Most accrediting bodies have permitted the transition to online without significant delay or impediment through December 2020. For unaccredited NCD's, some have remained closed due to safety concerns, inability to secure practicum sites, or students be in opposition of in person learning. Other institutions have been able to hold in person training in small groups limiting the number of individuals on campus at

any given time. Students have been given the option for a leave of absence if they are uncomfortable with returning to in person classes or decided they are not suited for distance education learning. Overall training in healthcare has been challenged due to clinical sites being closed or restricted to students in preceptorship and clinical placements along with restrictions and additional safety requirements of occupational boards.

The long-term impact on institutions will not be evident for some time. Historically, institutions experience an up surge in unemployed workers retooling but this is predicated on available training funds to subsidize the efforts. The CARES Act has provided funding for colleges and universities, the unaccredited NCD's are reliant of individual payments, WIOA or other work based assistant programs. Those institutions at greatest risk focus on hospitality and gaming which is likely slow to recover which will translate into lower enrollments and funding availability.

As the time of this report, two institutions have reported one student indicating testing positive for COVID 19 however the students did not provide evidence of a positive result. In both cases, the institution was closed for deep cleaning and students in the persons class were notified of potential exposure. Staff have received COVID 19 plans for the majority of institutions, and while it is not required by the Commission, the submission of such plans does document the efforts of Nevada institutions to protect students and employees.

COVID 19 Subcommittee

Mr. Jim York, United Education Institute and Marilyn Lim-Carreon with Unitek College were selected as institutional members of the COVID-19 Subcommittee. The sub-committed held a meeting on May 28, 2020 and discussed changes in NAC 394.523 and NAC 394.525 to permit distance education in the areas of gaming and massage therapy. Any changes in the area of massage therapy would require approval with NBMT. Emergency changes would only be permitted for up to 120 days before a permanent change would be required. Gaming institutions were permitted to reopen in Phase I and massage therapy students were permitted to return to clinicals in Phase II. With the new State structure for moving forward, it is unclear how it will impact institutions.

Budget

At the special legislative session, CPE was able to have our base biennium budget stay intact. The funds allocated to computerize the agency has been eliminated, resulting in a reduction of \$352,000 over the next two years. The cooperative agreement for VA has increase by \$ \$14, 314 and runs from October 1, 2020 – September 30, 2020.

Closure Updates

Art Institute: As reported last quarter, DAG Robert Whitney filed a Position Statement with the US District Court Case No: 1:19-cv-000145 to inform the court that certain students may be owed a refund if the Department of Education paid Title IV funds in the institutions closure audit. Two of those individual's debt occurred prior to the Receivership and outside the legal requirements to pay, two individuals may be due a refund based on payments make from the VA educational benefits programs and all other students initially identified were eliminated from consideration after the Receiver provided correspondence from DE that payments for the Winter 2019 quarter and forward will not be paid and student loans will not be processed.

In most cases, this left the students with a debt on the ledger. The Received has indicated in court filing that all student ledger debt will be eliminated. While the Nevada student indemnification statutes protect student attending at closure, it does not automatically protect students who graduated or dropped prior to closure.

Quarterly Report – UPDATE - 29 schools still unreported, the total enrollment for the January 1, 2020 – March 31, 2020 quarter increased to 7,037 students. CPE has been contacted by a number of institutions unable to provide a physical check until stay at home orders are lifted in various states.

Quarterly Report - With **66** schools unreported, total enrollment for the April 1, 2020 quarter currently stands at 5,340 students. An updated count will be provided at the meeting.

April – June 2020	April - June 2019	April - June 2018	April - June 2017	April - June 2017	April - June 2016
5,340	6,988	7,449	7,292	5,814	5,340

CPE Quarterly Activities – April 1, 2020 – June 30, 2020

CPE Activity	Number of Applications Processed	CPE Activity	Number of Applications Processed
License Renewals	5	Agent Permits	8
Distance Ed Approvals	42	VA Compliance Visits/Other Visits	1
School Change of Ownerships	0	VA Program Approvals	260
Distance Education Exemptions	5	SARA Notifications	1
License Evaluations	15	School Audits	3
Added Programs	7	Transcript Requests	64

CPE Student Complaints: April 1, 2020 – June 30, 2020

School Name	Date Filed	Issues/Allegations	Findings	Status
Northwest Career College	2/14/20	Student was withdrawn from school by administration, wanted institution to guarantee a pass of the MCLEX exam	Documents show student requested withdraw at 1/21/20 meeting, student would have been administratively withdrawn otherwise based on catalog. Refund calculated was accurate.	Closed. Student claim was not substantiated.
Art Institute	1/30/19	Failure to pay stipend Incorrect processing of VA Inadequate staffing	Student identified in Court Doc owing refund.	Closed – CPE received confirmation that FA would not process FA. Receiver eliminated all debt on student file.
Art Institute	Email 7/2/19	Failure to Refund	Institution failed to process Yellow Ribbon. Required evidence of student payment \$2,032 for outstanding Pell, proof of Yellow Ribbon applied on student account. Student identified in Court Doc owing refund.	Closed – CPE received confirmation that FA would not process FA. Receiver eliminated all debt on student file.

Art Institute	5/13/19	Incorrect billing and VA processing	Certified request for transcripts and attendance sent 10/17.	CPE Hearing
Art Institute	5/2/19	Incorrect VA processing Not receiving stipend	Student identified in Court Doc owing refund.	Closed – CPE received confirmation that FA would not process FA. Receiver eliminated all debt on student file.
Art Institute	1/30/19	Failure to pay stipend Incorrect processing of VA Inadequate staffing	Student identified in Court Doc owing refund.	Closed – CPE received confirmation that FA would not process FA. Receiver eliminated all debt on student file.
Art Institute	2/4/19 and 5/13/19	Failure to Refund	Institution violated Nevada refund policy NRS 394.449. Student refunded. Payment to the VA in the amount of \$4,664 not verified.	Payment to VA verified
Art Institute	Informal	Communication concerning financial aid and payments	Closed –	Closed –
Art Institute	7/16/19	Quality of Education Failing to provide information about accreditation Financial Aid	Institution provided a fraudulent enrollment contract misrepresenting the institution as regionally accredited and part of Argosy University.	Commission hearing for student refund
Art Institute	6/3/19	Quality of Education		Open
Art Institute	6/15/19	Quality of Education School unable to answer questions about FA		Open
Art Institute	7/2/19	Failure to release stipend	Institution violated Nevada refund policy NRS 394.449. Payment to the VA in the amount of \$4,664 not verified.	Closed. FA will not pay out and ledger balance eliminated by Receiver.
Art Institute	10/7/19	Quality of Education Lack of equipment and up to date software Poor and dismissive communication by staff		Closed. Individual graduated and not eligible for student indemnification
Art Institute	12/11/19	Failed to pay financial aid	Identified in court filing to receive refund	Closed. FA will not pay out and ledger balance eliminated by Receiver. Student eligible for indemnification

To: CPE Commissioners

From: Kelly Wuest, Administrator 

Subject: Request for Extension of Provisional License
Covered 6

For Action: August 12, 2020

Covered 6 was granted a provisional approval to offer three programs in Physical Security Specialist, Executive Protection and Cyber Security Technician during the September 18, 2019 Commission meeting.

The institution had fulfilled all but the staffing for the institution due to COVID 19. Pursuant to the State of Nevada Declaration of Emergency Directive 009 (Revised), the institution is provided an additional 90 days from the end of the emergency order to complete the requirements. The institution requests a nine-month extension, I recommend that:

The provisional license for Covered 6 be extended for an additional nine-months.

To: CPE Commissioners

From: Kelly Wuest, Administrator 

Subject: Request for Extension of Provisional License
Las Vegas Institute of Welding

For Action: August 12, 2020

Las Vegas Institute of Welding was granted a provisional approval to offer Introduction to Welding- Gas Metal Arc Welding (GMAW) that consists of 100 hours and Introduction to Welding-Shielded Metal Arc Welding (SMAW) that consist of 100 hours during the September 18, 2019 Commission meeting. All contingencies were fulfilled, and the license was issued in January 2020.

The institution was originally slated to start classes in April of 2020 but had to delay the start of the program due to COVID 19 until the end of May. By September 2020, the institution will have completed three classes for CPE to complete an audit. The institution requests a three-month extension, I recommend that:

The provisional license for Las Vegas Institute of Welding be extended for an additional three-months.

LAS VEGAS INSTITUTE OF WELDING

4060 W. Hacienda Ave., Suite 110, Las Vegas, Nevada 89118
702-518-1157



Nevada Commission on Postsecondary Education

1860 East Sahara Avenue, Las Vegas, Nevada 89104

July 24, 2020

Dear Kelly D. Wuest, CPE Administrator; Nate Clark, Chair; and distinguished Commissioners for the Commission on Postsecondary Education; and Maricris Wu, Education Specialist;

Please consider this letter as an official request from the Las Vegas Institute of Welding for a 3 month extension of our Provisional License to operate a Private Postsecondary Educational Institution.

Per NAC 394.445, this written request contains enumerated reasons and explanations for the requested extension according to the timeline below:

1. Our operational license was issued on January 28, 2020, after satisfying all of the CPE prerequisites, including a site inspection.
2. The operational license of January 28, 2020, enabled us to make application to Workforce Connections for inclusion on the Eligible Training Provider List (ETPL), and final acceptance was granted to us on February 19, 2020.
3. After our Feb. 19th placement onto the ETPL we contacted several of the service providers for disadvantaged and challenged individuals and we began issuing Training Proposals for our first class to begin March 23, 2020.
4. As we were filling our first class, the COVID-19 was infecting the population, causing the Governor of Nevada to issue protective orders within the week just prior to our first class, which was then cancelled.
5. LVIW remained closed until the Governor relaxed certain conditions and initiated phased openings. CPE notified all educational institutions and LVIW voluntarily submitted an aggressive anti-COVID plan to CPE on May 12, 2020, which was accepted by CPE the following day.
6. LVIW began an immediate recruitment for students with a target date for our first class. Many of the service organizations and facilities for our targeted service remained closed, but we were able to enroll 4 students and commence our first class on May 26, 2020.
7. The first class of 4 graduated and we immediately commenced our second class of 4 on June 22 and they graduated recently on July 17th.
8. Earlier this week, on July 20th, we started class #3, which will graduate on August 14th.
9. We are expecting a full class for our Class #4 which will commence on August 17th. We continue to have excellent job placement results in spite of the present challenges.

The previous timeline is demonstrative of the delays and challenges we have faced. It is our understanding that CPE requires a representative sampling of at least 10 graduated students before an

The previous timeline is demonstrative of the delays and challenges we have faced. It is our understanding that CPE requires a representative sampling of at least 10 graduated students before an audit and report can be completed and forwarded to the Commissioners in advance of a quarterly meeting enabling timely consideration of the report. Although we have already graduated 8 students and our present class will put us at the threshold requirement for audit purposes, it will not occur in enough time for CPE staff to prepare and submit the report in time for consideration at the August 12th Commission meeting.

Based upon all of the information contained above, we respectfully request that the Commission on Postsecondary Education grant a 3 month extension of the Provisional License granted to the Las Vegas Institution of Welding/646.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'GR', with a long horizontal flourish extending to the right.

Gabrielle Roper, CEO
Las Vegas Institute of Welding

To: CPE Commissioners
From: Kelly Wuest, Administrator 
Subject: Request for Extension of Provisional License
Live Savers Training Center
For Action: August 12, 2020

Live Savers Training Center was granted a provisional approval to offer a Nursing Assistant program during the September 18, 2019 Commission meeting. All contingencies were fulfilled, and the license was issued on February 18, 2020.

The institution was originally slated to start classes in April of 2020 but had to delay the start of the program due to COVID 19. The institution requests a nine-month extension, I recommend that:

The provisional license for Live Savers Training Center be extended for an additional nine-months.

4660 S. Eastern Ave
Suite #100
Las Vegas, NV 89119

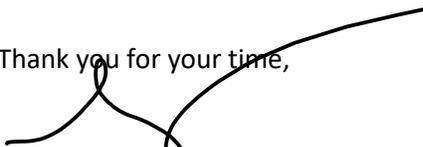


July 2, 2020

To Commission on Post-Secondary Ed Board members:

I am writing this letter on behalf of Live Savers Training Center and the provisional license received February 18, 2020. I am requesting a 9-month extension, if possible, for our post-secondary school. We offer a 120hr nursing assistant program. After approval, we began advertising our classes and were set to start our very first course April 2020. Due to the recent pandemic, we were informed that we are unable to enter our off-site clinical externship. It is an elderly population and it is best if we minimize their exposure, hence we postponed our classes. After the city had began to shut down, we closed our business as well. From there I went to NYC to work as a registered nurse on the frontline of the disaster response team. Since then, I have returned and spoke with the nursing board and our clinical site. They have agreed that limited students may enter the building while taking the necessary precautions. We have re-started the process of advertising for our next class set at the end of July. While we hope our students will be able to attend our program and enter the facility, it remains unpredictable. It has been an exceedingly difficult time for all of us, especially for new post-secondary schools. Please accept this proposal as a formal request for an extension. We thank everyone at the Commission on Post-Secondary Education for keeping us up to date with the laws and regulations that we must adhere to during these times. If any additional information is needed, I can be reached via email at info@mylivesavers.com or cell at 216-712-1812.

Thank you for your time,



Alexis Lodge, RN, Program Coordinator

To: CPE Commissioners

From: Kelly Wuest, Administrator 

Subject: Request for Extension of Provisional License
Reno Dental Assistant School

For Action: August 12, 2020

Reno Dental Assistant School was granted a provisional approval to offer a Dental Assistant program during the September 18, 2019 Commission meeting. All contingencies were fulfilled, and the license was issued on April 30, 2020.

The institution had to delay the start of the program due to COVID 19 and restrictions on dental services as mandated by the state. The institution requests a nine-month extension, I recommend that:

The provisional license for Reno Dental Assistant School be extended for an additional nine-months.



RENO DENTAL
ASSISTANT SCHOOL

To: Administrator Wuest
From: Pete Gilkey on behalf of Reno Dental Assistant School
Re: Request for 9-month extension

Dear Ms. Wuest,

We would like to request an extension due to several factors, some beyond our control. Due to delays in finalizing conditions of licensure and then facing the impacts of the Corona virus with it's health concerns, we have not been able to move forward with operations as planned.

We are however optimistic that in the weeks ahead, we will be able to adapt successfully move forward with school operations.

Thank you for your consideration of our request.

Regards,

A handwritten signature in cursive script that reads "Pete Gilkey".

Peter Gilkey

To: CPE Commissioners

From: Kelly Wuest, Administrator 

Subject: Request for Extension of Provisional License
Reno Medical Assistant School

For Action: August 12, 2020

Reno Medical Assistant School was granted a provisional approval to offer a Medical Assistant program during the September 18, 2019 Commission meeting.

The institution had fulfilled all but the staffing for the institution due to COVID 19. Pursuant to the State of Nevada Declaration of Emergency Directive 009 (Revised), the institution is provided an additional 90 days from the end of the emergency order to complete the requirements. The institution requests a nine-month extension, I recommend that:

The provisional license for Reno Medical Assistant School be extended for an additional nine-months.



RENO MEDICAL

— ASSISTANT SCHOOL —

To: Administrator Wuest
From: Pete Gilkey on behalf of Reno Medical Assistant School
Re: Request for 9-month extension

Dear Ms. Wuest,

We would like to request an extension due to several factors, some beyond our control. Due to delays in finalizing conditions of licensure and then facing the impacts of the Corona virus with it's health concerns, we have not been able to move forward with operations as planned.

We are however optimistic that in the weeks ahead, we will be able to adapt successfully move forward with school operations.

Thank you for your consideration of our request.

Regards,

A handwritten signature in cursive script that reads "Peter Gilkey".

Peter Gilkey

To: CPE Commissioners

From: Kelly Wuest, Administrator 

Subject: Request for Extension of Provisional License
Rika Makeup Academy

For Action: August 12, 2020

Rika Makeup Academy was granted a provisional approval to offer the 112-hour Professional Makeup course at the May 2019 Commission meeting. All contingencies were fulfilled, and a provisional license was issued on October 8, 2019. At the May 8, 2020, the Commission granted a 3-month provisional license to permit staff to meet with students and conduct an audit.

An onsite audit was planned for mid-July but was unable to occur due to continued travel restrictions. Staff has developed remote audit protocol for our audit procedures. Staff is requesting the Commission to extend the provisional license for an additional three months to conduct a remote audit of the institution.

I recommend that:

The provisional license for Rika Makeup Academy be extended for three-months.

To: CPE Commissioners

From: Kelly Wuest, Administrator 

Subject: Request for Extension of Provisional License
SW Compliance & Safety Training Institute

For Action: August 12, 2020

SW Compliance & Safety Training Institute was granted provisional licensure during the November 2018 Commission meeting to offer Environmental Safety Health Training Programs. The provisional audit was conducted on October 9, 2019 and staff recommended a 9-month extension to address corrective actions.

An onsite audit was planned for late-July but was unable to occur due to continued travel restrictions. Since this time staff has development remote audit protocol for our audit procedures. Staff is requesting the Commission to extend the provisional license for an additional three months to conduct a remote audit of the institution.

I recommend that:

The provisional license for SW Compliance & Safety Training Institute be extended for three-months.

To: CPE Commissioners

From: Kelly Wuest, Administrator 

Subject: Request for Extension of Provisional License
Unitek College

For Action: August 12, 2020

Unitek College was granted a provisional approval to offer a Bachelor of Science in Nursing and diploma programs in Practical Nursing and Medical Assisting during the September 2019 Commission meeting. All contingencies were fulfilled, and a provisional license was issued in December 2019.

The initial start date of the programs was April 2020 and was postponed due to COVID 19. The new start dates are scheduled for June 2020. With 8-week terms, staff will have 3 terms to evaluate the time of the audit.

I recommend that:

The provisional period for Unitek College be extended for six-months.



Marilyn Lim-Carreon, MBA
5250 South Virginia St. #220
Reno, NV 89502
(775) 571-6211
MLimCarreon@unitekcollege.edu
June 10, 2020

Ms. Kelly D. Wuest
CPE Administrator/SAA Director
Commission on Postsecondary Education
2800 E. St. Louis Avenue
Las Vegas, NV 89104

Dear Ms. Kelly D. Wuest:

Unitek College Reno Campus hereby requests our provisional license be extended for another 6 months. Although we have not started any programs yet, here are our anticipated start dates for the following programs:

1. Medical Assisting – 6/15/2020
2. Practical Nursing (CORE) – 6/29/2020

Please be advised that we have notified ACCSC of our upcoming start dates as well.

Thank you for your kind consideration.

Sincerely,

Marilyn Lim-Carreon, MBA

To: CPE Commissioners
From: Maricris Wu, Postsecondary Education Specialist 
Subject: Total Physician Resources Inc., dba TPR PSVTS
Rosa Padilla RN, Owner
For Action: August 12, 2020

Total Physician Resources Inc., dba TPR PSVTS was granted provisional licensure on September 18, 2019 Commission meeting to offer a Medication Management and Caregiving Training program that consist of 16 hours taught over a 2-day period. The programs has been approved by an independent evaluator and the State of Nevada Health Care Quality and Compliance. Mrs. Rosa Padilla is the owner of the school and has been a licensed registered nurse for over 30 years.

The provisional audit was conducted on July 15, 2020 in accordance of 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.

Provisional Audit Report
Total Physician Resources Inc., dba TPR PSVTS
July 15, 2020

Background

Total Physicians Resources Inc. registered with the Nevada Secretary State in February 2019. Total Physicians Resources Inc. has filed with the Office of the Clark County Clerk a fictitious firm name of TPR PSVTS. The company is approved to offer training in medication management and caregiving training for residential and group home staff. Rosa Padilla is the owner of the school and is a licensed registered nurse with 30 years of nursing experience. Mrs. Padilla is the Nevada Director as well as an instructor for the program.

Programs

The Medication Management program consists of 16 hours of training taught over a 2-day period as is approved by the Nevada Health Care Quality and Compliance (NHCQC). The second program offered is the Caregiving Training program that consist of 16 hours taught over a 2-day period. The curriculum is based on the professional care education learning module program used by the senior care providers to recruit and certify new caregiver with (NHCQC).

Facility

TPR PSVTS training is located in the City of Henderson at 153 W. Lake Mead Parkway Suite 1100 Henderson, NV 89015. The facility is approximately 1224 square feet with a class limit to 20 students.

Student Records

On July 15, 2020 a provisional audit was conducted remotely in accordance with NAC 394.445. The provisional audit consists of an assessment of the school operation and a review of student records in accordance of NAC 394.640. From the date of the issuance of the provisional license June 4, 2019; sixty three has been enrolled at the institution and ten random ten student records audited per NAC 394.640.

Staff/Personnel Records

All staff member has applied for the required background investigation NRS 394.465 and instructor records included evidence of instructor qualifications.

Summary of Finding

The provisional audit revealed the school operate within the applicable regulation as required by NRS and NAC Chapters. The school director is knowledgeable and organized. Student records are maintained per NAC 394.640 and faculty meets the needs of student.

Recommendation

As the school operates with the standards set forth by the NRS and NAC Chapters 394, Full Term licensure is recommended to TPR PSVTS.



Maricris Wu
Postsecondary Education Specialist

CPE Review Checklist				
YES	NO	N/A	TPR PSVTS	Applicable Regulations
Instructors/Staff				
x			Does the school maintain required evidence of instructor qualifications?	NAC 394.485
x			Have all instructors and staff submitted background investigation forms?	NRS 394.465
Facilities/Equipment				
x			Is the facility adequate for the program offerings? (determined at initial review)	NRS 394.450(2)
x			Does the school have adequate equipment and supplies available?	NRS 394.450(2)
x			Is the required grievance notice conspicuously posted? (photo evidence)	NRS 394.443(1)
x			Is the current licensed conspicuously posted?(photo evidence)	NAC 394.453
x			Is information pertaining to enrollment/graduate collected and posted?	NRS 394.441(5)
Catalog				
x			Is an approved catalog available to students?	NRS 394.441 NAC 394.381
x			Does the refund policy comply with the required pro rata policy?	NRS 394.449
x			Does the school have acceptable entrance requirements?	NAC 394.607
Student Files (minimum of 10 student files)				
x			Is evidence maintained to show students meet entrance requirements?	NAC 394.640(1)(f)
x			Is evidence maintained to show a receipt was issued for monies received?	NRS 394.441(2) NAC 394.640(1)(b)
x			Is evidence maintained to show that a refund was made, if due?	NAC 394.640(1)(b)
x			Is the approved enrollment agreement on file?	NAC 394.640(1)(a) NAC 394.381(5)
x			Are attendance records maintained?	NAC 394.640(1)(c)
x			Are progress records maintained?	NRS 394.441(3)
x			Are transcripts with required information maintained in a separate file?	NAC 394.640(3) NAC 394.353
x			Is placement assistance documented and on file?	NAC 394.640(1)(e)
x			Are graduates issued an approved certificate?	NRS 394.441(4)
Operations				
x			Are school advertisements in compliance with regulations?	NAC 394.585 NAC 394.590
x			Are long-term advertisements approved prior to use?	NAC 394.600
x			Are quarterly fees tracked and paid correctly?	NRS 394.540

Record Audit for TPR PSVTS

Conducted on: July 15, 2020 By: Maricris Wu

Access to student files, including attendance, progress and financial records, transcripts, as well instructor files, was authorized by: Mrs. Rosa Padilla, RN Owner

SUMMATION of INSPECTION ITEM	YES	NO	N/A	REMARKS
Contracts correct and documented?	X			
Entrance requirements met?	X			
Progress records maintained and current?	X			
Attendance records maintained and current?	X			
Evidence receipts are issued?	X			
Fees/tuition schedule followed?	X			
Credit for previous training evaluated?	X			
Refund policy followed?	x			
US & NV Constitution's exams documented?			x	Not applicable, as regulation applies to Associates and higher degreed programs.
Separate transcript file maintained?	x			
Instructor qualifications on file?	x			
Background checks completed?	x			
Catalog available and policies followed?	x			
Approved curriculum followed?	x			
Facility/equipment/materials satisfactory?	x			
Advertisements in compliance?	x			
Quarterly fee calculated property	x			
Quarterly reports submitted timely	x			

Student Name:	J. Gonzales			Program:	16-hours Caregiver							
Date Enrolled:	6/22/2020			Start Date:	6/22/2020							
LDA:				Graduation Date:	6/24/2020							
				Yes	No			Yes	No			
Using approved enrollment agreement/contract				x		Was Contract complete and properly executed		x				
Evidence of entrance requirements documented in student file				x		Prior Credit evaluated per catalog description		x				
Attendance Record Maintained & Complete				x		Attendance policy followed		x				
Progress Reports Maintained				x		SAP Followed		x				
Evidence of Student Receipt for payments				x		Student financial ledger maintained		x				
				Ye s	No	NA			Yes	No	NA	
Practical Training Attendance Maintained				x		Practical Training Progress Maintained		x				
Required Client releases in file						x	(Degree Programs) US and Nevada Constitution				x	
Student refund required					x		Was refund accurate and paid within 15 days				x	
Correspondence with student in file				x			Disciplinary action documented in student file				x	
Student Status at the time of audit				Currently Attending			Withdrawal	x	Graduated			
Placement information for Graduates		Employed at					Wage					
Comments: Student Graduated.												

Student Name:	R. Tongerson			Program:	16-hours Medication Management							
Date Enrolled:	5/05/2020			Start Date:	5/5/2020							
LDA:				Graduation Date:	5/6/2020							
				Yes	No			Yes	No			
Using approved enrollment agreement/contract				x		Was Contract complete and properly executed		x				
Evidence of entrance requirements documented in student file				x		Prior Credit evaluated per catalog description		x				
Attendance Record Maintained & Complete				x		Attendance policy followed		x				
Progress Reports Maintained				x		SAP Followed		x				
Evidence of Student Receipt for payments				x		Student financial ledger maintained		x				
				Ye s	No	NA			Yes	No	NA	
Practical Training Attendance Maintained				x		Practical Training Progress Maintained		x				
Required Client releases in file						x	(Degree Programs) US and Nevada Constitution				x	
Student refund required					x		Was refund accurate and paid within 15 days				x	
Correspondence with student in file				x			Disciplinary action documented in student file				x	
Student Status at the time of audit				Currently Attending			Withdrawal	x	Graduated			
Placement information for Graduates		Employed at					Wage					
Comments: Student Graduated.												

Student Name:	G. Stafford			Program:	16-hours Medication Management						
Date Enrolled:	5/20/2020			Start Date:	5/20/2020						
LDA:				Graduation Date:	5/21/2020						
				Yes	No			Yes	No		
Using approved enrollment agreement/contract				x		Was Contract complete and properly executed		x			
Evidence of entrance requirements documented in student file				x		Prior Credit evaluated per catalog description		x			
Attendance Record Maintained & Complete				x		Attendance policy followed		x			
Progress Reports Maintained				x		SAP Followed		x			
Evidence of Student Receipt for payments				x		Student financial ledger maintained		x			
				Yes	No	NA			Yes	No	NA
Practical Training Attendance Maintained				x			Practical Training Progress Maintained		x		
Required Client releases in file						x	(Degree Programs) US and Nevada Constitution				x
Student refund required					x		Was refund accurate and paid within 15 days				x
Correspondence with student in file				x			Disciplinary action documented in student file				x
Student Status at the time of audit				Currently Attending			Withdrawal	x	Graduated		
Placement information for Graduates		Employed at					Wage				
Comments: Student Graduated.											

Student Name:	D. Rostata			Program:	16-hours Medication Management						
Date Enrolled:	1/22/2020			Start Date:	1/22/2020						
LDA:				Graduation Date:	1/23/2020						
				Yes	No			Yes	No		
Using approved enrollment agreement/contract				x		Was Contract complete and properly executed		x			
Evidence of entrance requirements documented in student file				x		Prior Credit evaluated per catalog description		x			
Attendance Record Maintained & Complete				x		Attendance policy followed		x			
Progress Reports Maintained				x		SAP Followed		x			
Evidence of Student Receipt for payments				x		Student financial ledger maintained		x			
				Yes	No	NA			Yes	No	NA
Practical Training Attendance Maintained				x			Practical Training Progress Maintained		x		
Required Client releases in file						x	(Degree Programs) US and Nevada Constitution				x
Student refund required					x		Was refund accurate and paid within 15 days				x
Correspondence with student in file				x			Disciplinary action documented in student file				x
Student Status at the time of audit				Currently Attending			Withdrawal	x	Graduated		
Placement information for Graduates		Employed at					Wage				
Comments: Student Graduated.											

Student Name:	M. Portaro			Program:	16-hours Medication Management						
Date Enrolled:	2/5/2020			Start Date:	2/5/2020						
LDA:				Graduation Date:	2/6/2020						
				Yes	No			Yes	No		
Using approved enrollment agreement/contract				x		Was Contract complete and properly executed		x			
Evidence of entrance requirements documented in student file				x		Prior Credit evaluated per catalog description		x			
Attendance Record Maintained & Complete				x		Attendance policy followed		x			
Progress Reports Maintained				x		SAP Followed		x			
Evidence of Student Receipt for payments				x		Student financial ledger maintained		x			
				Yes	No	NA			Yes	No	NA
Practical Training Attendance Maintained				x		Practical Training Progress Maintained		x			
Required Client releases in file						x	(Degree Programs) US and Nevada Constitution				x
Student refund required					x		Was refund accurate and paid within 15 days				x
Correspondence with student in file				x			Disciplinary action documented in student file				x
Student Status at the time of audit				Currently Attending			Withdrawal	x	Graduated		
Placement information for Graduates		Employed at					Wage				
Comments: Student Graduated.											

Student Name:	B. Owen			Program:	16-hours Medication Management						
Date Enrolled:	4/28/2020			Start Date:	4/28/2020						
LDA:				Graduation Date:	4/29/2020						
				Yes	No			Yes	No		
Using approved enrollment agreement/contract				x		Was Contract complete and properly executed		x			
Evidence of entrance requirements documented in student file				x		Prior Credit evaluated per catalog description		x			
Attendance Record Maintained & Complete				x		Attendance policy followed		x			
Progress Reports Maintained				x		SAP Followed		x			
Evidence of Student Receipt for payments				x		Student financial ledger maintained		x			
				Yes	No	NA			Yes	No	NA
Practical Training Attendance Maintained				x		Practical Training Progress Maintained		x			
Required Client releases in file						x	(Degree Programs) US and Nevada Constitution				x
Student refund required					x		Was refund accurate and paid within 15 days				x
Correspondence with student in file				x			Disciplinary action documented in student file				x
Student Status at the time of audit				Currently Attending			Withdrawal	x	Graduated		
Placement information for Graduates		Employed at					Wage				
Comments: Student Graduated.											

Student Name:	K. Abalos			Program:	16-hours Medication Management						
Date Enrolled:	4/6/2020			Start Date:	4/6/2020						
LDA:				Graduation Date:	4/7/2020						
				Yes	No			Yes	No		
Using approved enrollment agreement/contract				x		Was Contract complete and properly executed		x			
Evidence of entrance requirements documented in student file				x		Prior Credit evaluated per catalog description		x			
Attendance Record Maintained & Complete				x		Attendance policy followed		x			
Progress Reports Maintained				x		SAP Followed		x			
Evidence of Student Receipt for payments				x		Student financial ledger maintained		x			
				Yes	No	NA			Yes	No	NA
Practical Training Attendance Maintained				x		Practical Training Progress Maintained		x			
Required Client releases in file						x	(Degree Programs) US and Nevada Constitution				x
Student refund required					x		Was refund accurate and paid within 15 days				x
Correspondence with student in file				x			Disciplinary action documented in student file				x
Student Status at the time of audit				Currently Attending			Withdrawal	x	Graduated		
Placement information for Graduates		Employed at					Wage				
Comments: Student Graduated.											

Student Name:	M. Morales			Program:	16-hours Medication Management						
Date Enrolled:	3/25/2020			Start Date:	3/25/2020						
LDA:				Graduation Date:	3/26/2020						
				Yes	No			Yes	No		
Using approved enrollment agreement/contract				x		Was Contract complete and properly executed		x			
Evidence of entrance requirements documented in student file				x		Prior Credit evaluated per catalog description		x			
Attendance Record Maintained & Complete				x		Attendance policy followed		x			
Progress Reports Maintained				x		SAP Followed		x			
Evidence of Student Receipt for payments				x		Student financial ledger maintained		x			
				Yes	No	NA			Yes	No	NA
Practical Training Attendance Maintained				x		Practical Training Progress Maintained		x			
Required Client releases in file						x	(Degree Programs) US and Nevada Constitution				x
Student refund required					x		Was refund accurate and paid within 15 days				x
Correspondence with student in file				x			Disciplinary action documented in student file				x
Student Status at the time of audit				Currently Attending			Withdrawal	x	Graduated		
Placement information for Graduates		Employed at					Wage				
Comments: Student Graduated.											

Student Name:	P. Flores			Program:	16-hours Medication Management						
Date Enrolled:	5/21/2020			Start Date:	5/21/2020						
LDA:				Graduation Date:	5/22/2020						
				Yes	No			Yes	No		
Using approved enrollment agreement/contract				x		Was Contract complete and properly executed		x			
Evidence of entrance requirements documented in student file				x		Prior Credit evaluated per catalog description		x			
Attendance Record Maintained & Complete				x		Attendance policy followed		x			
Progress Reports Maintained				x		SAP Followed		x			
Evidence of Student Receipt for payments				x		Student financial ledger maintained		x			
				Yes	No	NA			Yes	No	NA
Practical Training Attendance Maintained				x		Practical Training Progress Maintained		x			
Required Client releases in file						x	(Degree Programs) US and Nevada Constitution				x
Student refund required					x		Was refund accurate and paid within 15 days				x
Correspondence with student in file				x			Disciplinary action documented in student file				x
Student Status at the time of audit				Currently Attending				Withdrawal	x	Graduated	
Placement information for Graduates		Employed at						Wage			
Comments: Student Graduated.											

Student Name:	M. Alop			Program:	16-hours Medication Management						
Date Enrolled:	6/24/2020			Start Date:	6/25/2020						
LDA:				Graduation Date:	6/26/2020						
				Yes	No			Yes	No		
Using approved enrollment agreement/contract				x		Was Contract complete and properly executed		x			
Evidence of entrance requirements documented in student file				x		Prior Credit evaluated per catalog description		x			
Attendance Record Maintained & Complete				x		Attendance policy followed		x			
Progress Reports Maintained				x		SAP Followed		x			
Evidence of Student Receipt for payments				x		Student financial ledger maintained		x			
				Yes	No	NA			Yes	No	NA
Practical Training Attendance Maintained				x		Practical Training Progress Maintained		x			
Required Client releases in file						x	(Degree Programs) US and Nevada Constitution				x
Student refund required					x		Was refund accurate and paid within 15 days				x
Correspondence with student in file				x			Disciplinary action documented in student file				x
Student Status at the time of audit				Currently Attending				Withdrawal	x	Graduated	
Placement information for Graduates		Employed at						Wage			
Comments: Student Graduated.											

Licensing Worksheet

Prepared by: Maricris Wu, Postsecondary Education Specialist

Applicant: Jerame Ayers, Owner

School: Academy for Professional Development

For Action: August 12, 2020

Recommendation

That a twelve-month provisional license be granted to Academy for Professional Development to offer the Emergency Medical Technician; Executive Protection Specialist and Physical Security Specialist programs, contingent upon receipt of surety bond in the amount \$30,000, facility, personnel information and curriculum approvals.

Curriculum: Curriculum received on November 26, 2019 & June 11, 2020. Curriculum under pending review **CONTINGENCY.**

Bond: Recommend amount is \$30,000 **CONTINGENCY.**

Financial Statement: Received on Novembers 27, 2019 and reviewed on December 3, 2019.

Budget Estimate: Received on July 7, 2020 and reviewed on July 7-27, 2020.

Financial Release: Received on July 7, 2020 and reviewed on July 7-27, 2020.

Personnel Information: **CONTINGENCY.**

Certifications: Received on July 7, 2020 and reviewed on July 7-27, 2020

Catalog: Received on July 7, 2020 and reviewed on July 7-27, 2020

Contract: Received on July 7, 2020 and reviewed on July 7-27, 2020

Completion Certificates: Received on July 7, 2020 and reviewed on July 7-27, 2020

Facility Information: **CONTINGENCY.**

Fees: Received on November 26, 2019.

Licensing Worksheet

Prepared by: Kelly D. Wuest, Administrator 
Applicant: Melvin Valentine Jr.
Institution: Choice Business Academy
For Action: August 12, 2020

Recommendation

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 and personnel information.

Curriculum: Received on June 11, 2020 and approved on July 7, 2020.

Bond: Recommended \$12,000 **CONTINGENCY**.

Financial Statement: Received on June 11, 2020 and reviewed on June 23, 2020.

Budget Estimate: Received on June 11, 2020 and reviewed on June 23, 2020.

Financial Release: Received on June 11, 2020 and reviewed on June 23, 2020.

Personnel Information: Received partial on June 11, 2020, **CONTINGENCY**.

Certifications: Received on June 11, 2020 and reviewed on June 23, 2020.

Catalog: Revision received on July 7, 2020 and approval pending review.

Contract: Received on February 15, 2018 and approval pending review.

Completion Certificates: Received on June 11, 2020 and reviewed on June 23, 2020.

Facility Information: Received on June 11, 2020 and approved.

Fees: Received on June 11, 2020.

Licensing Worksheet

Prepared by: Maricris Wu, Postsecondary Education Specialist

Applicant: Jason Ho, Compliance Director

School: Gurnick Academy of Medical Arts

For Action: August 12, 2020

Recommendation

That a twelve-month provisional license be granted to Gurnick Academy of Medical Arts to offer Associate of Science in Magnetic Resonance Imaging program contingent upon receipt of surety bond in the amount \$123,000 facility and personnel information.

Curriculum: Curriculum received on June 16, 2020. Curriculum approval from Accrediting Bureau of Health Education School (ABHES).

Bond: Recommend amount is \$123,000. **CONTINGENCY.**

Financial Statement: Received on June 16, 2020 and reviewed on June 23, 2020.

Budget Estimate: Received on June 16, 2020 and reviewed on June 23- July 17, 2020.

Financial Release: Received on June 16, 2020 and reviewed on June 23- July 17, 2020.

Personnel Information: **CONTINGENCY.**

Certifications: Received on June 16, 2020 and reviewed on June 23- July 17, 2020.

Catalog: Received on June 16, 2020, under pending review.

Contract: Received on June 16, 2020 under pending review.

Completion Certificates: Received on June 16, 2020 and reviewed on June 23- July 17, 2020.

Facility Information: **CONTINGENCY.**

Fees: Received on June 16, 2020.

Licensing Worksheet

Prepared by: Kelly D. Wuest, CPE Administrator

Applicant: Michael Hagan

School: Strayer University

For Action: August 12, 2020

Recommendation

That a twelve-month provisional license be granted to Strayer University, to offer the diploma, associate, bachelor, masters and graduate certificates as indicated on the application, contingent upon facility information, staffing and surety in the amount of \$366,000.

Curriculum: Accredited by Middle States Commission on Higher Education. Approval for Nevada campus. **CONTINGENCY.**

Surety Bond: Recommended amount \$366,000. **CONTINGENCY.**

Financial Statement: Received on June 12, 2020 and reviewed on July 9, 2020.

Budget Estimate: Received on June 12, 2020 and reviewed on July 9, 2020

Financial Release: Received on June 12, 2020 and reviewed July 9, 2020

Personnel Information: **CONTINGENCY.**

Certifications: Received on June 12, 2020 and reviewed on July 13, 2020.

Catalog: Received on June 12, 2020 and pending staff review.

Contract: Received on June 12, 2020 and reviewed on July 16, 2020.

Completion Certificates: Received on June 12, 2020 and reviewed on July 16, 2020.

Facility Information: **CONTINGENCY.**

Fees: Received on June 15, 2020.

Licensing Worksheet

Prepared by: Kelly Wuest, Administrator 

Applicant: Conrad Torres

School: Standards of Excellence

For Action: August 12, 2020

Recommended Motion:

That Standards of Excellence be granted approval to offer the proposed Automotive course contingent on surety bond increase of \$8,700, personnel information, facility information and curriculum approval.

Curriculum: Revised Curriculum received on July 23, 2020 pending evaluation. **CONTINGENCY.**

Bond: Increase current bond by \$8,7000. **CONTINGENCY.**

Budget

Estimate: Received on July 7, 2020 and reviewed on July 8, 2020.

Financial

Release: Received on July 23, 2020 and reviewed on July 23, 2020.

Personnel

Information: **CONTINGENCY.**

Catalog: Received on April 8, 2020 and pending review.

Facility

Information: Classroom Facility information on file with CPE. Automotive shop information. **CONTINGENCY.**

Fees: Received on July 7, 2020.

To: CPE Commissioners

From: Kelly D. Wuest, Administrator



Subject: Art Institute of Las Vegas Student Refunds

Date: August 12, 2020

Attached are two student complaints requiring a final determination by the Commission concerning potential refunds. Both complaints are outside the scope of the Receivership of Dream Center Education Holdings, LLC, the owner of the Art Institute of Las Vegas due to the time frame of the occurrences prior to January 18, 2019. Surety Bond, # PB11772901996 for \$100,000 for the Art Institute of Las Vegas was in effect at the time the violations of NRS 394 and NAC 3944 occurred.

The Administrator requests the Commissioners to review the Administrators report and support documents for Richard Breckow and Byron Mays for order of refunds.