

**DRAFT MINUTES**  
**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 MINUTES**

Topic: Commission on Postsecondary Education  
Canada)

Time: Feb 3, 2021 09:00 AM Pacific Time (US and

**Join Zoom Meeting**

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**Passcode: 323826**

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Join by H.323

**Staff Present during Video Conference**

Kelly D. Wuest, CPE Administrator  
Maricris Wu, CPE Postsecondary Education Specialist  
Susan Beckett, CPE, Administrative Assistant III

**Members of the Public, Media and Other Agencies**

**Present in Las Vegas**

Robert Whitney, Nevada Attorney General Office Deputy Attorney General  
Andrew Rozell  
Dora Valentin  
Jackie Villeda  
Jason Smith  
Marilyn Lim Carron  
Curtis Snaper  
Troy Tuke  
Brian Anderson  
Michael Hagan  
Shellie Hernandez  
Carol Galbraith  
Lisa Murphy  
Fran Kutner  
Rebecca Pittingsrud  
Theresa Brushfield  
Pat  
Brian Treu  
Monica Sanborn  
Steven Watkins

**Member of the Commission on Postsecondary Education**

**Present during Video Conference Meeting**

Sharon Frederick, Vice Chair  
Vincent Eade  
Jon Ponder  
Joseph Rhodes  
Chris Sewell

**EMPLOYMENT SECURITY DIVISION**  
**COMMISSION ON POSTSECONDARY EDUCATION**  
**MINUTES**

February 3, 2021 – 9:00 A.M.

**Call to Order**

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

**Public Comments**

Commissioner Frederick asked for public comment.

**Written Comments**

This is Susan Beckett; 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, 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 Chair Clark-Excused
- Commissioner Vice-Chair Frederick-Present
- Commissioner Eade - Present
- Commissioner Kenny - Excused
- Commissioner Ponder-Present
- Commissioner Rhodes - Present
- Commissioner Sewell – Present

Administrator Kelly Wuest: took roll via verbal and video. Confirmation of a quorum.

**Adoption of Agenda:**

Motion: Commissioner Sewell – Move to approve adoption of Agenda for February 3, 2021.

Second: Commissioner Rhodes.

Discussion: None.

Results: Unanimous, agenda is adopted.

**Approval of Minutes November 12, 2020 Meeting**

Motion: Commissioner Rhodes – Motion to approve the minutes for the meeting that was held on November 12, 2020.

Second: Commissioner Eade.

Discussion: None.

Results: Unanimous, motion carries.

### **Administrators Report**

Administrator Kelly Wuest read the report from the submitted report in the packet, as follows:

#### **1. COVID 19 Update**

Temporary approvals for distance education remain in place for both state licensing and for the VA educational benefits program. VA approval is now scheduled to expire December 2021. Many institutions remain in either a distance education modality or hybrid model due to occupancy restrictions.

The Nevada State Immunization Program reached out for an institutional contact list for all private postsecondary institutions in mid-January. They are working to incorporate institutional staff and faculty in the COVID vaccine planning. CPE provided both the primary institutional contact and corporate contacts for all licensees.

#### **2. Accreditation News**

Accrediting Council for independent Colleges and Schools (ACICS) – The U.S. Department of Education has started the process to again to remove the accrediting body's approval by DE. The issue will be taken up at the National Advisory Committee of Institutional Quality and Integrity February 25, 2021 meeting. Currently, CPE has two institutional remaining with ACICS accreditation. Laurus College which is dually accredited with Distance Education Accrediting Commission (DECA) and Southern States University which has been determined eligible to proceed with candidacy to WASC Senior College and University Commission.

#### **3. Legislative Session**

As the legislative session will begin in February, DETR tracks bills that may impact the agency. CPE does not have any legislation pending related to NRS 394 but is often impacted by other regulatory changes to occupational license or general government operations. CPE reviews bills related to education and occupation licensing that may impact our licensees in addition to changes in alcohol related laws impacting the Alcohol Beverage Awareness card program. Nevada legislative information can be found at: <https://www.leg.state.nv.us/>

SB 24 – Changes to NRS 231 related to workforce recruitment, assessment and training through the Office of Economic Development. Changes proposed would include payment of equipment or technology necessary to develop training in areas without sufficient offerings to meet the workforce demands. In the current form, this bill does not exclude private postsecondary institutions.

SB 27 -Creates a special license for paraprofessional license for athletic coaching or administrative personnel. Impact on CPE will be addition workload for added programs and increases in revenue related to new student enrollment.

AB 38 - Changes the required parameters of an advisory technical skills committee with membership of postsecondary education institutions that provide technical education.

#### **4. Closure Updates**

Rika Makeup Academy– At the November 12, 2020 Commission meeting, the Commission motioned to terminate the provisional license of Rika Makeup Academy. The institution has not provided CPE with the required student files as required by NRS 394.550. A total of \$13,634 (at time of report) in claims have been submitted to CPE; now \$16,900.

Pahrump Dental - Closed on December 1, 2020 and no students were in attendance at the time of the closure. The institution has provided all students records to CPE.

Multnomah University – Revised plans to permit the local staff to take over operations and will provide transitional support to enable the institution to remain open in Reno, Nevada. As the campus build was sold, the institution had to relocate.

## 5. Budget

Starting January 2021, state employees are required to take 1 furlough day per month. This will result in a reduction in the reimbursement funds for the VA agreement and impact staff workload. Travel restrictions are still in place for staff resulting in a cost saving for the state budget and reduced reimbursement for VA agreement.

**6 Quarterly Report** – With 52 schools unreported, the total enrollment for the October 1, 2020 – December 31, 2020 quarter stands at 7,024 new students. An update will be provided at the meeting.

Q3 updated to 9,428

Oct - Dec 2020	Oct - Dec 2019	Oct - Dec 2018	Oct - Dec 2017	Oct - Dec 2016
7,024	8,057	5,035	4,940	4,404

## 7. CPE Quarterly Activities – October 1, 2020 – December 31, 2020

CPE Activity	Number of Applications Processed	CPE Activity	Number of Applications Processed
License Renewals	14	Agent Permits	20
Experiential License	0	VA Compliance Visits/Other Visits	3
Transcripts Processed	75	VA Program Approvals (individual programs)	441
Distance Education Exemptions	5	SARA Notifications	1
License Evaluations	5	School Audits	4
Added Facility	3	Added Program	5

## 8. CPE Formal Student Complaints: October 1, 2020 – December 31, 2020

Complaints listed only include student who filed formal paperwork with CPE to initiate an investigation.

Institution Name	Date Filed	Issues/Allegation	Findings	Status
Rika Makeup Institute	2/24/20* Paper document found in file was misclassified as prior to licensing	Misrepresented that program was required to get Cosmetology Makeup license. Quality of Education – course did not provide any new information	Student withdrew from program and student refund was not calculated by Rika. Student handwritten receipt did not match electronic receipt provided by the institution. Refund owed to student for balance.  Violation of NRS 394.449	Open – Included in current agenda item for refund.

Carrington College	12/23/21	Unfair treatment	<p>Student was provided the three attempts allowed by institutional policy for the medication calculation exam.</p> <p>Students who received a fourth attempt in a previous semester were provided the additional attempt due to a computer software malfunction.</p>	Institution followed its published guidelines closed. Not substantiated.
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**Applications for Full Term License**

Commissioner Frederick asked the commission to consider a consent agenda. This would combine items:

2. Laurus College for six months extension
3. Mountain View Hospital Paramedic Institute a nine-month extension.
4. Sin City Scuba a nine-month extension.
6. SW Compliance & Safety Training Institute a six-month extension.

Do I have a motion and second?

Motion: Commissioner Ponder – A motion to extend the said entities for a six-month extension.

Second: Commissioner Sewell.

Discussion: Commissioner Frederick, some of the have nine months. Mountain View has nine-months and Sin City Scuba has nine-months.

Results: Unanimous, motion carries.

**Community Ambulance Health Science Center**

Testified: Brian Anderson – gave an update on operations and background of the school.

Motion: Commissioner Rhodes – A motion that Community Ambulance Health Science Center provisional licensure be extended for six months.

Second: Commissioner Eade.

Discussion: None.

Results: Unanimous, motion carries.

**Southeastern University**

Testified: Lisa Murphy – gave an update and background of the SEU.

Motion: Commissioner Ponder – A motion that a provisional license for Southeastern University for an additional six months.  
Second: Commissioner Sewell.  
Discussion: None.  
Results: Unanimous, motion carries.

#### The CE Shop

Testified: Rebecca Pittingsrud gave a background of the school.  
Motion: Commissioner Rhodes – A motion that a full-term license be granted for The CE Shop.  
Second: Commissioner Eade.  
Discussion: None.  
Results: Unanimous, motion carries.

#### Unitek College

Testified: Marilyn Lim-Carreon gave a background and update of the school.  
Motion: Commissioner Eade – A motion that a full-term license be granted for Unitek College.  
Second: Commissioner Ponder.  
Discussion: None.  
Results: Unanimous, motion carries.

### **Applications for Initial Provisional Licensure**

#### Adult Care Connections

Testified: Dora Valentin, Owner; Theresa Brushfield gave background information of her program and business.  
Motion: Commissioner Ponder – That a twelve-month provisional license be granted to Adult Care Connections, to offer the Medication Management certificate program, contingent upon receipt of surety bond in the amount of \$10,000, facility and personnel information and curriculum approval.  
Second: Commissioner Sewell.  
Discussion: None.  
Results: Unanimous, motion carries.

#### Coaching Pros for Personal Injury Academy

Testified: Jacqueline Villeda, Owner provided background of the business and how she came to create the school.  
Motion: Commissioner Rhodes – That a twelve month provisional license be granted to Coaching Pros for Personal Injury Academy to offer certificate programs in Basic Foundation of Pre-litigation; Basic Found of Litigation and Advance Pre-litigation contingent upon receipt of surety bond in the amount \$14,000, facility approval and personnel information and curriculum approval.  
Second: Commissioner Ponder.

Discussion: None.  
Results: Unanimous, motion carries.

*iTeachNevada, LLC.*

Testified: Andrew Rozell, Executive Vice President gave background of the program and the accreditation.

Motion: Commissioner Sewell – That a twelve-month provisional license be granted to iteachNEVADA to offer their Teacher Certification program contingent upon surety bond in the amount of \$409,000, personnel and facility information.

Second: Commissioner Ponder.

Discussion: None.

Results: Unanimous, motion carries.

*Phlebotomy Training Specialists*

Testified: Brian Treau, Owner gave a background of the school and program.

Motion: Commissioner Ponder – That a twelve-month provisional license be granted to Phlebotomy Training Specialists to offer the Phlebotomy Training certificate program upon receipt of surety bond in the amount of \$10,000, curriculum approval, facility and personnel information.

Second: Commissioner Eade.

Discussion: None.

Results: Unanimous, motion carries.

*Sonder CNA Training*

Testified: Carol Galbraith, Owner background on her professional career, the need for training in rural areas and how she came to create the program.

Motion: Commissioner Rhodes – That a twelve-month provisional license be granted to Sonder CNA Training to offer the Nursing Assistant program, contingent upon receipt of surety bond in the amount of \$15,000, facility and personnel information, Nevada State Board of Nursing academic administrator and curriculum approval.

Second: Commissioner Sewell.

Discussion: None.

Results: Unanimous, motion carries.

*Strayer University*

Testified: Michael Hagan, Assistant General Counsel; gave a background and updated the commission on reasons for this third time in front of the commission for the application explaining delays due to COVID-19.

Motion: Commissioner Sewell – 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 bond in the amount of \$75,000.

Second: Commissioner Rhodes.



Discussion: None.  
Results: Unanimous, motion carries.

**Applicants for consideration of Added Program**

Carrington College, Las Vegas

Testified: Withdrawn – Administrator Wuest updated the commission Carrington College, Las Vegas has withdrawn their application for this meeting.

**Order to Refund**

Rika Makeup Academy

Testified: Administrator Wuest updated commission that the audit stated 14 active students. However, during the commission meeting it was testified Rika Makeup Academy had 20 students. They continued enrolling students up to two days prior to the meeting knowing the recommendation revocation of licensure.

Motion: Commissioner Sewell – Motion to approve the order refund Rika Makeup Academy surety bond PR2709395 and to make the appropriate changes to the signature block for vice chair signature.

Second: Commissioner Rhodes.  
Discussion: None.  
Results: Unanimous, motion carries.

**Public Comment**

None.

**Meeting Adjourned**

Motion: Commissioner Sewell – Motion to adjourn the meeting.  
Second: Commissioner Ponder.  
Discussion: None.  
Results: Unanimous, motion carries.

The meeting was adjourned by Commissioner Frederick. Time: 10:56 a.m.