

**JOE LOMBARDO**  
Governor

**STATE OF NEVADA**

**KELLY D. WUEST**  
Commission Administrator

**CHRISTOPHER SEWELL**  
Director

**KRISTINE NELSON**  
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 1, 2024**

The Commission on Postsecondary Education will conduct a meeting on **August 7, 2024**, commencing 9:00 a.m., at the locations listed below via videoconferencing:

**THIS MEETING WILL BE HELD VIA VIDEOCONFERENCE AND IN PERSON**

The public may observe this meeting and provide public comment during the public comment section on Zoom or in person at:

**Live Meeting:**

DETR – Job Connect/EmployNV  
Conference Room  
3405 S. Maryland Parkway  
Las Vegas, NV 89169

**Zoom Meeting:**

Join Zoom Meeting

<https://nvde-tr.org.zoom.us/j/84525576972?pwd=TUNHQWZxSU3cnpDZU83VnhYS0NpZz09>

**Meeting ID: 845 2557 6972**

**Passcode: 797505**

Dial by your location:

- +1 206 337 9723 US (Seattle)
- +1 213 338 8477 US (Los Angeles)
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- 833 548 0282 US Toll-free
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- 888 475 4499 US Toll-free
- 833 548 0276 US Toll-free
- 833 548 0282 US Toll-free
- 833 928 4608 US Toll-free
- 833 928 4609 US Toll-free

According to NRS 241.020, Meeting Materials are available at:

[https://detr.nv.gov/page/public\\_meetings](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 Phone Option Instructions -----Informational
- C. 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.*
- D. Review Written Comments -----Informational
- E. Confirmation of Posting and Opening Meeting Compliance -----Informational
- F. Roll Call and Confirmation of Quorum -----Informational
- G. Adoption of Agenda -----For possible action
- H. Approval of May 1, 2024, Minutes -----For possible action
- I. Adoption of 2024 Meeting Dates -----For possible action
- J. Administrator’s Report -----Informational

### **Applicants for consideration of a Full-Term License**

- K. Unity Dental -----For possible action

### **Applicants for consideration of Initial Provisional Licensure**

- L. Pretty in Ink Brow Academy -----For possible action

### **Order to Refund**

- M. The Learning Center -----For possible action

### **Student Indemnification Claims**

- N. Career College of Northern Nevada -----For possible action

### **Comments**

- O. 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**

- P. 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, 2800 E. St. Louis Avenue, Las Vegas, Nevada 89104; email at [k-scott@detr.nv.gov](mailto:k-scott@detr.nv.gov); or telephone Kassondra Scott at (702) 486-2805 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 6, 2024, at the following address:

Department of Employment, Training and Rehabilitation  
Employment Security Division  
Commission on Postsecondary Education  
Attn: Kassondra Scott  
2800 E. St. Louis Avenue  
Las Vegas, NV 89104  
Or via e-mail at [k-scott@detr.nv.gov](mailto:k-scott@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 2800 E. St. Louis Avenue, Las Vegas, Nevada 89104, or contact Kassondra Scott at (702) 486-2805 or e-mail [k-scott@detr.nv.gov](mailto:k-scott@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 Kassondra Scott at the above-noted contact information.

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

1. Commission on Postsecondary Education principal office at, 3405 S. Maryland Pkwy, Las Vegas, NV 89169
2. DETR – State Administrative Office, Stan Jones Building, 2800 E. St. Louis Avenue, Las Vegas, NV 89104
3. DETR – State Administrative Office, 500 E. Third Street, Carson City, NV 89713
4. Grant Sawyer Building, 2501 Washington Street, Las Vegas, NV 89101
5. State Capital Building, 101 N. Carson Street, Carson City, NV 89701

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](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](http://www.cpe.nv.gov).

**DRAFT MINUTES**  
**STATE OF NEVADA**  
**EMPLOYMENT SECURITY DIVISION**  
**COMMISSION ON POSTSECONDARY EDUCATION**

**NEVADA COMMISSION ON POSTSECONDARY EDUCATION MINUTES**

**THIS MEETING WAS HELD VIA VIDEOCONFERENCE AND IN PERSON**

The public may observe this meeting and provide public comment during the public comment section on Zoom or in person at:

**Live Meeting:**

DETR – Job Connect  
Conference Room  
3405 S. Maryland Parkway  
Las Vegas, NV 89169

**Zoom Meeting:**

Topic: CPE Quarterly Commission Meeting  
Time: May 1, 2024, 09:00 AM Pacific Time (US and Canada)

**Join Zoom Meeting**

<https://nvdetr-org.zoom.us/j/89727207051?pwd=and2eHBYa2RPY1pYUmlJUMUhnNVlRUT09>

**Meeting ID: 897 2720 7051**

**Passcode: 307291**

One tap mobile  
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- 888 475 4499 US Toll-free

**Meeting ID: 897 2720 7051**

**Passcode: 307291**

**Staff Present during Video Conference**

Kelly Wuest, CPE Administrator  
Maricris Wu, CPE Postsecondary Education Specialist  
Susan Beckett, Compliance Audit Investigator I  
Kassondra Sott, CPE Administrative Assistant III

**Members of the Public, Educational Institutions and Other Agencies Present**

Todd Weiss, Nevada Attorney General Office, Chief Deputy Attorney General  
Jordan Laub, Nevada Attorney General Office, Deputy Attorney General  
Kristine Nelson, DETR, ESD Administrator  
Kristi Bordelon  
Dr. Lee  
Candice Sonny  
Jennifer Green  
Cristina Guerra Romero  
Dr. Joshua Smith  
Ryan Kairalla  
Tanya McDonald  
Dr. Trott  
Hannah Branch  
Marion Knight  
Sarah Ortkiese  
Jackalyn Copeland  
Chad Hirschi  
Samantha Hyatt  
iPhone User  
Claudia Araiza  
Dr. Patrick Nuzzo  
Wesley Pettus  
Paul Schwarz  
Karen Delmaso Hughey  
Michael Whitehead Jr.  
Joseph Salvaggio  
Judith Marty  
Renee Fairless  
Michael Muhle  
William Doyle

**Commissioners Present during Video Conference Meeting**

Thomas Kenny, Chair  
Sharon Frederick, Vice Chair  
Jon Ponder  
Randall Kirner

**STATE OF NEVADA**  
**EMPLOYMENT SECURITY DIVISION**  
**COMMISSION ON POSTSECONDARY EDUCATION**  
**MINUTES**  
May 1, 2024 – 9:00 A.M.

**Call to Order**

The meeting was held via Video Conference ZOOM and In Person, DETR – Job Connect Conference Room, 3405 S. Maryland Parkway, Las Vegas, Nevada 89169. The meeting was called to order by Chair Commissioner Thomas Kenny at approximately 9:24 AM.

**Public Comment Phone Option Instructions**

For members of the public please note the options for attending this zoom meeting are via web and phone:

Meeting ID: 897 2720 7051

Passcode: 307291

877 853 5257 US Toll-free

888 475 4499 US Toll-free

**Public Comments**

None

**Written Comments**

None

**Confirmation of Posting**

Kassondra Scott, for the record, Commission on Postsecondary Education. Yes, proper notice was provided for this meeting pursuant to Nevada’s Open Meeting Law, NRS 241.020 and confirmation of posting was received. We are in compliance with the open meeting law.

**Roll Call**

- Commissioner Chair Kenny – Present
- Commissioner Vice-Chair Frederick – Present
- Commissioner Clyne – Excused
- Commissioner Ponder – Present
- Commissioner Kirner – Present

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

**Adoption of Agenda:**

Motion: Commissioner Frederick – Move to approve adoption of Agenda for May 1, 2024.

Second: Commissioner Ponder.

Discussion: None.

Results: Unanimous; agenda is adopted.

### **Approval of Minutes February 7, 2024, Meeting**

Discussion: None.  
Motion: Commissioner Kenny – Motion to approve the minutes for February 7, 2024 meeting.  
Second: Commissioner Ponder.  
Discussion: None.  
Results: Unanimous; motion carries.

### **Introduction of Kristine Nelson, ESD Administrator**

Administrator Wuest introduced Kristin Nelson, the ESD Administrator. She has administrative responsibility for the Commission, including HR, IT, financials, and signatory on the State Budget. Administrator Nelson addressed the Commissioners.

### **Administrators Report**

Administrator Wuest gave the Administrator's Report as submitted with the updated additions to the total student counts for Quarter 4. The student count is 8,526 with 37 institutions unreported.

### **Applications for Full Term License**

#### **Battle Born EMS Health and Science Learning Center**

Testified: Karen Hughey and Michael Whitehead detailed audit issues stemming from internal organizational changes and thanked Susan for getting everyone up to speed.  
Discussion: Commissioner Kenny noted that Susan and Maricris are often mentioned positively during Commission meetings and offered a special acknowledgement.  
Motion: Commissioner Frederick – The provisional license for Battle Born EMS Health and Science Learning Center be extended for an additional nine months.  
Second: Commissioner Ponder.  
Results: Unanimous; motion carries.

#### **Galen College of Nursing**

Testified: Jennifer Green and Cathy Dwyer noted that Galen runs on a quarter system, and their first ADN and BSN cohorts started April 4, 2024. The first term ends June 18, 2024; students begin with gen ed courses and start nursing courses afterwards. They requested an extension to have a few terms completed before the audit.  
Discussion: Commissioner Frederick asked about partnerships with hospital and medical facilities; recommended Encompass Rehabilitation as a nearby facility Galen could partner with.  
Commissioner Ponder asked how many students enrolled with the first cohort. Ms. Green stated: 12 students in BSN program; 15 students in ADN program.  
Motion: Commissioner Kenny – The provisional license for Galen College of Nursing be extended for twelve months.  
Second: Commissioner Frederick.  
Results: Unanimous; motion carries.

Genevieve Training Center

Testified: Jackalyn Copeland representing school; stated school has been operating since June 2023 and thanked Susan and Maricris for their help. She expressed interest in adding a phlebotomy program pending approval of a full license. Noted the corrections submitted to Susan, per results of second audit.

Discussion: None.

Motion: Commissioner Ponder – The provisional license for Genevieve Training Center be extended for an additional nine months.

Second: Commissioner Kenny.

Results: Unanimous; motion carries.

Haven University

Testified: Dr. Joshua Smith, Dr. Lee, Dr. McDonald, Dr. Trott, and Dr. Trott were present for the school. Dr. Trott expressed appreciation for Susan and Maricris assisting them throughout their 12 months in provisional status. The university is moving from 12 enrollments this semester to 14 enrollments next semester, hoping to increase enrollment over the next 5 years and move to campus instruction, and continue to grow the university and establish relationships in Nevada.

Discussion: None.

Motion: Commissioner Kenny – That a full-term license be granted to Haven University.

Second: Commissioner Ponder.

Results: Unanimous; motion carries.

OceanPointe Dental Academy of Nevada

Testified: Candice Sonny, Administrator and Instructor, present for OceanPointe Dental. She noted behind-the-scenes issues with a previously involved company that led to changes in operational timeline and a refresh of curriculum, catalog, and other application documents. She is hoping to start classes by the end of June 2024, and requesting another extension due to these setbacks.

Discussion: Commissioner Kenny clarified that classes would start in June and school would be operational.

Commissioner Ponder asked about sourcing students. Ms. Sonny mentioned advertising locally, in Mesquite, and applying with Workforce Connections to gain entry to the ETPL list and funding for students.

Motion: Commissioner Frederick – The provisional licensure for OceanPointe Dental Academy of Nevada be extended for an additional nine months – with the condition that training commences no later than six months from the date of this meeting – or the license will terminate.

Second: Commissioner Ponder.

Results: Unanimous; motion carries.



## Applications for Initial License

### Doral College

Testified: Judith Marty, President of Doral College in Florida; Renee Fairless, NV Director; and Michael Muhle, attorney/legal in Nevada were present for school. Ms. Marty described Doral's FL charter schools that aim to provide quality education to disadvantaged students; the College serves those students by providing a clear pathway to college for those who otherwise wouldn't have the opportunity to attend. The college currently serves 5,000 students online; they wish to offer hybrid classes in addition to online classes in Nevada. They currently focus on education and business administration programs.

Discussion: Commissioner Kirner asked about the school's relationship with Doral Academy. Mr. Muhle explained that Doral Academy is a sister school, and acts as a pipeline for students to attend Doral College and as professional development for student teachers.

Commissioner Kenny asked how the College intends to recruit students. Ms. Fairless plans to start with presentations for seniors at charter schools and public schools with high populations of low-income students; also networking with principals to develop teacher assistant and student teaching programs.

Commissioner Kenny asked if they plan on offering dual enrollment programs. Ms. Marty stated no, traditional programs at this time.

Motion: Commissioner Kenny – That a twelve-month provisional license be granted to Doral College to offer the Associate of Arts degree, Bachelor of Business Administration, Bachelor of Elementary Education and Master of Educational Leadership degrees contingent upon facility approval, personnel, and surety in the amount of \$556,000 to be reduced to \$83,000 if the institution participates in Title IV financial aid.

Second: Commissioner Kirner.

Results: Unanimous; motion carries.

### Path Ways School of Masonry

Testified: Paul Schwarz, VP of HR, and Wesley Pettus, Safety Director, present on behalf of Hirschi Masonry, owners of the institution. Mr. Schwarz described the history of Hirschi – present in NV since 2009, around 700 employees, with a specialization in commercial and residential masonry. They want to educate the next generation of skilled laborers and increase the number of skilled tradesmen to combat the current aging/retiring population, as well as provide opportunities for felons to establish a good career via Hope for Prisoners. They are requesting a license to partner with HFP at the Southern Nevada Correctional Facility's vocational village to offer a *pathway* to earn a Mason Tender certificate and earn \$22-\$25/hour starting out in a field that needs knowledgeable workers.

Discussion: Commissioner Frederick congratulated Path Ways on the program and gratitude for their desire to help the incarcerated population obtain gainful employment.

Commissioner Ponder expressed excitement at the benefits the program will provide to the incarcerated and the community. He also noted his intention to abstain from the vote.

Commissioner Frederick asked for clarification on abstaining; DAG Weiss explained that Commissioner Ponder can vote as long as he discloses the conflict and his ability to be impartial. Commissioner Ponder affirmed.

Motion: Commissioner Ponder – That a twelve-month provisional license be granted to Path Ways School of Masonry to offer the Mason Tender Certification contingent upon approval of staffing, facility, and surety in the amount of \$46,000.

Second: Commissioner Frederick.

Results: Unanimous; motion carries.

### Southwest University of Naprapathic Medicine

Testified: Dr. Patrick Nuzzo, Founder and President of the institution, gave a background on naprapathy and how chiropractic medicine is similar yet different. Dr. Nuzzo stated SNU is the first naprapathic school to earn distance education accreditation and they have petitioned the state for licensing. School will run on a quarterly system out of space rented from Roseman University and students will learn drug-free, surgery-free treatment of pain.

Discussion: Commissioner Kenny noted that his father was a chiropractor. Commissioner Frederick expressed interest in dry needling.

Commissioner Kirner asked about active practitioners in Nevada, and SNU's relationship with Roseman beyond renting space. Dr. Nuzzo explained that there isn't a license in NV yet, but there are chiropractors and massage therapists trained in naprapathic techniques. Dr. Nuzzo wants to potentially work with Roseman's physical therapy and nursing students.

Administrator Wuest noted that Title 4 funding would lower the bond amount to \$145,000.

DAG Laub brought up Dr. Nuzzo's license status in Nevada; Dr. Nuzzo clarified that Nevada doesn't currently recognize naprapathy, but he is licensed in other states. DAG Laub advises Commissioners to consider that information when voting. Dr. Nuzzo is qualified to serve as Director. Administrator Wuest confirmed that the Director required the Director to have experience in an accredited institutions in Administration.

Commissioner Ponder asks when licenses will be available. Dr. Nuzzo estimated the end of 2024.

Motion: Commissioner Kenny – That a twelve-month provisional license be granted to Southwest University of Naprapathic Medicine to offer the Doctor of Naprapathic Medicine and Master of Science in Anti-Inflammatory Nutrition contingent upon facility approval, staffing and surety in the amount of \$970,000.

Second: Commissioner Frederick.

Discussion: None.  
Results: Unanimous; motion carries.

**Order to Refund**

*Career College of Northern Nevada*

Testified: Administrator Wuest noted a clerical error on the list – start date for Castillo-Gonzales should be 7-2023 instead of 7-2024.

Administrator Wuest read the Findings of Fact, Conclusions of Law, and Order required to refund students for tuition and fees from the student indemnification account. In summary, students were attending the Career College of Northern Nevada when the school precipitously closed on February 9, 2024. A total of 226 students were impacted by the closure. Currently 27 students have filed claims totaling \$301,974.38. The list of students, tuition and fee changes along with the indemnification for each student was provided for the Commission’s review. Chair Kenny noted a correction to his name on the document.

Administrator Wuest explained the additional \$5 per student fee for enrollment to replenish the student indemnification account to the minimum \$250,000 balance.

Discussion: Commissioner Kenny mentioned establishing a special committee to discuss NAC changes relating to financials and collecting financial information more often. He also requested a report on the current process for monitoring financial stability of institutions; options for better data reporting/collecting; other agencies with potential to assist.

Motion: None required, per DAG Weiss

Second: n/a

Results: n/a

**Authorization to Operate**

*Southern States University*

Testified: Claudia Araiza, Chancellor of SSU, and William Doyle described the March 2024 ACICS closure and how it led to accreditation loss. SSU’s main campus is in San Diego, with a branch in Los Angeles, and agreements with North American University and California Science and Technology University. A transfer agreement with Westwood University is pending.

Administrator Wuest explained SSU’s unique situation – that the agreements support the quality of SSU’s curriculum. The degree is recognized by other programs as equivalent in quality. All 13 current students are international students and accreditation isn’t as relevant in other countries. The law allows unaccredited institutions to operate while seeking accreditation with regular reporting, monitoring, and evaluation. Administrator Wuest recommended limiting the number of enrollments.

Discussion: Commissioner Kenny pointed to the administrative issues, not operational issues, that led to the accreditation lapse. Ms. Araiza stated that the school has been in contact with several regional accreditors to choose the one that best aligns with the school's goal to remain small and cater to international students. An application to HLC should be ready in July.

Motion: Commissioner Kenny – That Southern States University be issued a provisional license for one year, with an enrollment cap of no greater than 20 students at any time, and requirements to: report student enrollments, drops, and completions quarterly; immediately report any changes in BPPE licensing status; provide the Commission with any notices from the Higher Learning Commission regarding their application for accreditation upon receipt.

Second: Commissioner Frederick.

Results: Unanimous; motion carries.

**Public Comment**

None.

The meeting was adjourned by Commissioner Kenny. Time: 11:27 AM

To: CPE Commissioners  
From: Kelly D. Wuest, Administrator  
Subject: 2025 Proposed Meeting Schedule  
For Action: August 7, 2024

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Attached are the proposed meeting dates for review, modification, and/or discussion and adoption of the 2025 meeting schedule.

The Commission is authorized by statute to meet a minimum of four times per calendar year and has traditionally met on the first 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.

Proposed Scheduled:

Meeting Date
February 5, 2025
May 7, 2025
August 6, 2025
November 5, 2025

Application Submission Deadline
December 6, 2024
March 7, 2025
June 6, 2025
September 5, 2025

Proposed Motion:

To approve the calendar of proposed meeting dates as presented by staff.

**Administrators Report  
Prepared July 30, 2024**

1. **Computer system update** - CPE is working with EDvera on the workflow process for the new computer system and reviewing all prior to launch. We are now on track for fall implementation.
2. **Legislative Update** – R000-24 removal of NAC 394.600 will be heard by the Legislative Commission on Friday September 13, 2024, at 2:00 pm at the Nevada Legislative Office Building in Las Vegas.
3. **VA Updates** CPE held the School Certifying Official (SCO) conference on June 5, 2024, at Touro University. 47 SCO's were in attendance.

CPE/SAA has completed all assigned risk-based surveys and supervisory visits by the end of the quarter. Staff are on track to meet all performance measures except one related to the EP date on an RBS.

The Nevada SAA is the host state of the National Association of State Approving Agencies (NASAA) summer conference from August 10-August 14, 2024, at the South Point Casino. Staff currently attend NASAA conference committee meetings and will assist with Color Guard, a keynote speaker and conference registration.

#### 4. **Institutional Initial Licensing and Closures**

##### **Closures**

Adult Care Connections – 4/30/24 – Received transcripts/student files. All students taught out.

The Learning Center – 6/28/24 – Received transcripts from institution. 4 students attending at the time of closure.

Academy of Professional Development – 5/31/24 – Closure never enrolled students

##### **Provisional Licenses Issued**

Savvy Needle Phlebotomy Training – 4/25/24

Path Ways School of Masonry – issued 5/31/24

Las Vegas Bartending School – issued 6/28/24

##### **Teach out**

Bodhi Tree Center for Healing Arts announced teach out with anticipated closure in December 2024.

#### 5. **Application Backlog**

CPE continues to experience a backlog of applications for license processing. VA also has a backlog but on a lower scale. There are many factors contributing to the backlog:

- Conditions of submission disorganized and missing required documents or blank document submissions. 100% return rate for Q2 2024. Some applications returned 5 times for corrective action.
- Completing backgrounds in a timely manner. Backgrounds for specific staff/faculty are required prior to employment.
- Continued high number of change applications/licensee submission – Staff are reviewing all outstanding applications and when feasible process multiple applications at one time to reduce the backlog. Administrator is processing applications with both VA and CPE pending items and recording catalog approves processed by the VA Specialist to eliminate duplication. Licensing: Q1 2024 staff processed 50 applications and received 63; Q2 2024 staff processed 74 applications and received 73.
- Increase in non-application work: Transcripts increased from 287 requests FY23 to 1,103 in FY24.
- For VA, the new requirement of completing a full 24-month reapproval if any programs experience a change in curriculum or add a program has doubled the time required to review the full submission.

- Institutional Closures – Recent closures required staff to obtain institutional documents, transcripts and ensure students have access to indemnification when appropriate.
6. **Quarterly Report** – With 36 institutions unreported, the total enrollment for the April 1, 2024 – June 30, 2024, quarter stands at 8,647 new students. An update will be provided at the meeting.

Q1 updated to 9,820

April – June 2024	April-June 2023	April-June 2022	April-June 2021	April-June 2020
8,647	8,936	9,826	8,756	7,326

7. **CPE Quarterly Activities** – April-June 2024

CPE Activity	Number of Applications Processed	CPE Activity	Number of Applications Processed
License Renewals	18	Agent Permits	9
Experiential License	0	VA Compliance Visits/Other Visits	4
School Change of Ownerships	1	VA Program Approvals (individual programs)	470
License Evaluations & DE Exemptions	7	School Audits	6
Added Facility/change of location	12	Added Program/Modifications	37
Transcripts	380	SARA notice	2

8. **CPE Student Complaints:** April-June 2024

Complaints listed only include students who filed formal paperwork with CPE to initiate an investigation. Staff regularly assist students with institutional grievance processes for resolving issues informally and at the lowest level possible.

Institution Name	Filed	Issues/Allegation	Findings	Status
Bodhi Tree Center for Healing Arts	2/5/24	Expelled without cause, refund issues	Refund not calculated properly	Institution refunded all monies - closed
Bodhi Tree Center for Healing Arts	6/12/24	Transcript indicated expelled and hours wrong	Transcript indicated student expelled. hours verified as correct	Institute removed term and changed to LDA - closed
United Education Institute	6/17/24	Issues with LOA and readmission, no longer eligible for ATB, still charging fees	Unsubstantiated – institution followed published LOA requirements. Refund occurred prior to complaint	Institute canceled outstanding balance prior to complaint- Closed
Unitek College	4/23/24	Grading issues, removed from program	Investigation in progress	Active

CPE received an anonymous complaint about a licensed school which is under investigation. CPE received three informal complaints about program cost, admissions requirements, and missing transcript from past owner records.

Licensing Worksheet

Prepared by: Kelly D. Wuest, Administrator *Kelly D. Wuest*  
Applicant: Breanna Hill, Owner/Director  
Institution: Pretty in Pink Brow Academy  
For Action: August 7, 2024

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**Recommendation**

That a twelve-month provisional license be granted to Pretty in Pink Brow Academy to offer the Deluxe Permanent Makeup Course and 5 Day Brow Course contingent upon facility approval, personnel, fictitious firm name and surety in the amount of \$10,000.

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Curriculum: Curriculum has been approved July 15, 2024.

Surety Bond: Recommended amount bond calculation \$10,000. **CONTINGENCY.**

Fictitious Firm: **CONTINGENCY.**

Financial Statement: Received on June 6, 2024 and reviewed on June 21-June 26, 2024.

Budget Estimate: Received on June 6, 2024 and reviewed on June 21, 2023.

Financial Release: Received on June 6, 2024 and reviewed on June 21, 2023.

Personnel Information: Completed on July 29, 2024.

Catalog: Received on June 6, 2024. Under review.


Enrollment Agreement: Received on June 6, 2024 correction requested

Completion Certificates: Received on June 6, 2024 and approved on June 18, 2024.

Facility: **CONTINGENCY.**

Fees: Received on June 6, 2024.



To: CPE Commissioners  
From: Kelly Wuest, Administrator   
Subject: Unity Dental  
Request for Extension of Provisional License  
For Action: August 7, 2024

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Unity Dental Assisting was granted provisional approval to offer a Dental Assistant certificate program during the August 2, 2023, Commission meeting. All contingencies were fulfilled, and the license was issued on March 19, 2024.

The institution has had no enrollments since being issued a license for staff to conduct the provisional audit. Staff is requesting an additional six months to permit Unity Dental Assisting additional time to enroll students prior to the required audit.

I recommend that:

**The provisional license for Unity Dental be extended for an additional nine months.**

To: CPE Commissioners

From: Kelly Wuest, Administrator 

Subject: Order to Refund  
The Learning Center


For Action: August 7, 2024

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Attached are the Findings of Fact, Conclusions of Law, and Order required to refund students for tuition and fees from the student indemnification account once the surety bond funds are received. Students were attending The Learning Center when the school precipitously closed on June 27, 2028. A total of 4 students were impacted by the closure.

The institution held surety in the amount of \$46,400 which requires the Commission to submit a claim and Finding of Fact, Conclusions of Law, and Order to collect. There is no anticipated impact on the Student Indemnification Account.

To: CPE Commissioners

From: Kelly Wuest, Administrator 

Subject: Student Indemnification Claims  
Career College of Northern Nevada Closure

For Action: August 7, 2024

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The following are student indemnification claims for students attending the Career College of Northern Nevada when the school precipitously closed on February 9, 2024. A total of 226 students were impacted by the closure. At the May 1, 2024 Commission meeting 27 students refund claims were approved totaling \$301,974.38. This claim approval resulted in the Student Indemnification Account balance falling below the required \$250,000 balance in Quarter 3 of 2024.

Starting in Quarter 3 (July 1, 2024 – September 30, 2024), CPE will begin collecting the required \$5 per new student fee pursuant to NRS 394.557 to be deposited into the Account for Student Indemnification. This is a fee that can be charged to incoming students by the institution and will remain in place until the account balance reaches a minimum of \$250,000.

The list of 11 students, tuition and fee changes along with the indemnification for each student is attached for the Commissions review. Claims will be processed at funds become available in the account based on the submission date. CPE anticipates account interest and \$5 new payments will cover the \$37,996.94 by October 2024.