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Minutes

Board of Regents' Proprietary Schools Advisory Commission

May 13, 2014

The Louisiana Board of Regents' Proprietary Schools Advisory Commission met on Tuesday, May 13, 2014, at 10:12 a.m. in Room 1-190 of the Claiborne Building, Baton Rouge.

Chair Jones called the meeting to order and the roll was called.

Commission Members Present

Melanie Amrhein
Richard D'Aquin
James Dorris
James Fontenot
Keith Jones, Chair
Raymond Lalonde

Staff Members Present

Nancy Beall
Chandra Cheatham
Kristi Kron
Carol Marabella

Commission Members Absent

Tina Begnaud
Ralph Bender, Vice-Chair
Gloria Simmons

Guests Present

(See Appendix A.)

The first item of business was approval of the minutes from its meeting of March 18, 2014.

On motion of Mr. D'Aquin, seconded by Mr. Lalonde, the Proprietary Schools Advisory Commission unanimously adopted the minutes of the March 18, 2014 Proprietary Schools Advisory Commission meeting.

The next agenda item considered by the Commission was two initial license applications, the first from Grace & Favor Training Academy, located in Amite, Louisiana, and represented by the school's owner, Ms. Shirley D. Hendricks, RN. Ms. Marabella reviewed the materials for the Commission, informing it that this institution would be offering one program of study, Certified Nurse Aide Training, which is a six-week, 80.0 clock hour program (inclusive of both classroom and clinical experience). The program has received the required approval from the Department of Health and Hospitals, Health Standards Section. Grace & Favor Training Academy had met all the legal and administrative requirements to be approved for an initial license.

Following further discussion regarding the owner's employment history in the healthcare field and prior business experience, the anticipated competition in the programmatic offering, the projected class size, the school's mission and philosophy, the secured contracts with the clinical sites, the potential job opportunities for graduates, and the school's projected plan to maintain solvency,

On motion of Ms. Amrhein, seconded by Mr. Dorris, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve an initial operating license for Grace & Favor Training Academy, located in Amite, Louisiana.

The second initial license application considered by the Commission was from SIHAF Career Institute, located in Shreveport, Louisiana, and represented by the school's owner, Ms. JoAnne M. Walker. Ms. Kron reviewed the materials for the Commission, informing it that the

institution would be offering three programs of study, Accounting Administrative Specialist (552.0 clock hour program with an estimated program length of 6.0 months), Executive Administrative Assistant (480.0 clock hour program with an estimated program length of 5.0 months), and Healthcare Office Administration (672.0 clock hour program with an estimated program length of 7.0 months). SIHAF Career Institute had met all the legal and administrative requirements to be approved for an initial license.

Following further discussion regarding the program offerings and completion rates under Ms. Walker's former proprietary school license, the current financial plan for solvency, the delivery method for the anticipated program offerings, the projected class sizes, and the comparison of anticipated program offerings to other area schools,

On motion of Mr. Fontenot, seconded by Ms. Amrhein, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve an initial operating license for SIHAF Career Institute, located in Shreveport, Louisiana.

The next agenda item considered by the Commission was operating license renewals. Ms. Marabella informed the Commission members that there were twenty-five (25) schools seeking renewal. These schools scheduled for renewal were in complete compliance, having met all the legal and administrative requirements to be re-licensed.

Following further discussion,

On motion of Mr. Fontenot, seconded by Mr. Lalonde, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents renew the licenses of the following proprietary schools (initial license date in parentheses):

A & W Healthcare Educators, LLC (03/25/04)
Academy of Acadiana, Inc. (03/22/06)
Alpha Medical College, LLC (03/20/13)
At-Home Professions (04/22/99)
Blue Cliff College--Houma (03/24/05)
Blue Cliff College--Metairie (03/23/00)
Blue Cliff College--Metairie, Satellite Campus (03/23/11)
Blue Cliff College--Shreveport (03/23/00)
Coastal College--Lafayette (04/23/98)
Coastal College--Monroe (03/28/96)
Delta College of Arts & Technology--Lafayette Branch (03/24/05)
Delta School of Business and Technology (05/06/80)
Healthcare & More (03/21/12)
J W Training Center, LLC (03/25/10)
Lenora School of Phlebotomy (04/28/94)
Louisiana Culinary Institute (03/27/03)
Medical Careers College (04/23/98)
Pet Grooming Academy of Louisiana (03/21/12)
Sclafani's Cooking School (04/28/94)
Unitech Training Academy (04/24/97)
Unitech Training Academy--Houma (03/22/06)
Universal Technical Institute--Florida Branch (04/23/98)
Universal Technical Institute of Texas, Inc. (04/03/85)
WyoTech--Pennsylvania Campus (03/27/03)
WyoTech--Wyoming Campus (03/27/03)

Ms. Marabella informed the Commission that there were two institutions that chose not to renew their licenses--Amazing Careers in Dental Assisting, LLC (03/20/13) and The Ruth Cook Computer and Medical Schools (04/27/95). Staff will follow through to secure the student records from the schools for safekeeping.

The next item on the agenda was an update on program approvals. Chair Jones reminded the Commission that staff approved these updates administratively and course approvals were being shared for informational purposes only.

Under Report from Staff, Ms. Marabella informed the Commission that the Proprietary

Schools Section had recently received approval from the Louisiana Secretary of State's Office to archive older records from current and closed proprietary schools in order to free up space in the file room. Staff is continuing to coordinate with the IT department on the equipment needed for the anticipated scanning project to digitalize student records from closed proprietary schools. And, at least four initial applications are anticipated for the upcoming July meeting.

The next meeting of the Proprietary Schools Advisory Commission is scheduled for Tuesday, July 8, 2014, at 10:00 a.m., in Room 1-190 of the Claiborne Building. There being no further business, the meeting adjourned at 11:03 a.m.

APPENDIX A
GUESTS

Shirley Hendricks

Grace & Favor Training Academy

Dennis Montgomery

SIHAF Career Institute

JoAnne Walker

SIHAF Career Institute