

**BOARD OF PRIVATE OCCUPATIONAL SCHOOLS
BOARD MEETING**

August 23, 2011 9:30 A.M.

The Private Occupational Schools Board convened at the Auraria Higher Education Campus, Tivoli Student Center, Room 320, 900 Auraria Parkway, Denver, CO 80204. Jerry Sirbu, Chair called the meeting to order at 9:34 A.M. and greeted guests. The Board members, Division staff and guests were introduced. Board roll call was taken. Board roll call was taken and a quorum was present.

Board Members Present:

Jerry Sirbu, Chair	Lisa Bennison Noll, Vice Chair	Tom Narvaez
Buddy Douglass	Winnifred Rovig	

Karen Hall joined the meeting at 9:40 A.M.

Board Members Absent:

Robert Martin

Division Staff Present:

Jim Parker, Director	Georgia Roberts, Deputy Director
Renee Belisle, Program Specialist	Voni Oerman, Program Specialist
Loretta Perez, Administrative Assistant	

Division Staff Absent:

Bernadette Esquibel, Program Specialist	Karla Viteri, Program Specialist
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Board Counsel Present:

Jessica Salazar, Assistant Attorney General, Office of the Colorado Attorney General

Guests Present:

Charmaine Williams, Englewood Cosmetology Trades - Englewood
Bruce Stassen, LeaderQuest – Colorado Springs and Englewood
Dan Nguyen, United Beauty College – Denver
Joni Masse, Boulder College of Massage Therapy – Boulder
Castle Searcy, Tootsies University - Denver

Approval of the July 26, 2011 Board Meeting Public Session Minutes:

The Board reviewed the July 26, 2011 meeting minutes. Ms. Bennison Noll motioned for approval of the minutes as read. The motion was seconded and passed.

Approval of the August 1, 2011 Interim Board Meeting Minutes:

The Board reviewed the August 1, 2011 meeting minutes. Ms. Bennison Noll motioned for approval of the minutes as read. The motion was seconded and passed.

Additions / Changes to the Agenda:

Director Parker added under "Other Business" an update about scheduling of the Board's Annual Planning meeting. In addition, one correction was made to the agenda. Under "Approval of the Minutes" the regular meeting minutes' date was changed to July 26, 2011.

Staff and Director Report:

There was no staff or Director's report.

A. Consideration of Approval Programs / Stand Alone Courses

1. Englewood Cosmetology Trades - Englewood

Program Specialist Oerman brought to the Board's attention for review and consideration one program and one new stand alone course. The program is Cosmetology Plus 1, and the one new stand alone course is Refresher Course, proposed by Englewood Cosmetology Trades. A school representative was present. The school satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced program and course for Englewood Cosmetology Trades, 3200 S. Acoma Street, Englewood, CO 80110 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and with the Division's minimum requirements, Ms. Rovig moved to approve the above-referenced new program and course effective August 23, 2011. The combined motion was seconded and unanimously passed.

2. 5 Star CDL Academy – Grand Junction

Program Specialist Oerman brought to the Board's attention for review and consideration one new program, 5SCVT-11-B, proposed by 5 Star CDL Academy, Grand Junction. A school representative was available by telephone. Based upon the Board having determined that the above-referenced program for 5 Star CDL Academy, 2591 Legacy Way, Grand Junction, CO 81503 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and with the Division's minimum requirements, Mr. Narvaez moved to approve the above-referenced new program effective August 23, 2011, contingent upon the discussed corrections being made. The motion was seconded and unanimously passed.

3. Boulder College of Massage Therapy - Boulder

Program Specialist Belisle brought to the Board's attention for review and consideration one new stand alone course, An In-Depth Intro to Oncology Massage - CE, proposed by Boulder College of Massage Therapy, Boulder. A school representative was present. The school satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced course for Boulder College Massage Therapy, 6255 Longbow Drive, Boulder, CO 80301, can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and with the Division's minimum requirements, Ms. Rovig moved to approve the above-referenced course

effective August 23, 2011, contingent upon the discussed corrections being made. The motion was seconded and unanimously passed.

4. Colorado Advanced Esthetics, Inc. - Centennial

Program Specialist Belisle brought to the Board's attention for review and consideration one new program, Cosmetic Injectable Training, proposed by Colorado Advanced Esthetics, Inc., Centennial. No school representative was available. Ms. Bennison Noll moved to table this matter until a future date when a representative will be available. The motion was seconded and unanimously passed.

5. Tootsies University - Denver

Program Specialist Belisle brought to the Board's attention for review and consideration two new programs: (1) Barbering Program; and (2) Hairstyling Program, proposed by Tootsies University, Denver. A school representative was present. The school satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced programs for Tootsies University, 3923 Tennyson Street, Denver, CO 80212 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and with the Division's minimum requirements, Ms. Rovig moved to approve the above-referenced programs effective August 23, 2011. The combined motion was seconded and unanimously passed.

6. United Beauty College - Denver

Program Specialist Oerman brought to the Board's attention for review and consideration one new program, Electric Files, proposed by United Beauty College, Denver. A school representative was present. The school satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced program for United Beauty College, 1907 W. Mississippi Avenue, Denver, CO 80223 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and with the Division's minimum requirements, Mr. Douglass moved to approve the above-referenced new program effective August 23, 2011. The motion was seconded and unanimously passed.

7. LeaderQuest – Colorado Springs

Program Specialist Oerman brought to the Board's attention for review and consideration three new stand alone courses and seven new programs. The three new stand alone courses are: (1) CISSP – Certified Information Systems Security Professional; (2) PMP – Project Management Professional Certification; and (3) Certified Ethical Hacker (CEH). The seven new programs are: (1) Microsoft Certificated IT Professional: Server Administrator; (2) Microsoft Certificated IT Professional: Enterprise Administrator; (3) Microsoft Certificated IT Professional: Enterprise Support Technician Windows 7; (4) Cisco Wireless Networking Associate; (5) Cisco Voice Networking Associate; (6) Cisco Security Networking Associate; and (7) Microsoft Office Specialist; proposed by LeaderQuest, Colorado Springs. A school representative was present. The school satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced courses and programs for

LeaderQuest, 2790 N. Academy Blvd., Suite 238, Colorado Springs, CO 80917 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and with the Division's minimum requirements, Mr. Narvaez moved to approve the above-referenced courses and programs effective August 23, 2011. The combined motion was seconded and unanimously passed.

8. LeaderQuest – Englewood

Program Specialist Oerman brought to the Board's attention for review and consideration six new stand alone courses and seventeen new programs. The new stand alone courses are: (1) MCTS (Microsoft Certified Technical Specials): Exchange Server 2011; (2) VMware VC-VIP: Virtualization Infrastructure Professional; (3) Cisco Certified Design Associate (CCDA); (4) Certified Ethical Hacker (CEH); (5) iPhone and iPad Developer; and (6) Android Developer. The seventeen new programs are: (1) Microsoft Certified IT Professional: Server Administrator; (2) Microsoft Certified IT Professional: Enterprise Administrator; (3) Microsoft Certified IT Professional: Enterprise Support Technician Windows 7; (4) Microsoft Certified IT Professional: Enterprise Messaging Administrator; (5) Microsoft Certified IT Professional: Server Virtualization Administrator; (6) Microsoft Certified IT Professional: Database Developer 2008; (7) Microsoft Certified IT Professional: Database Administrator Server 2008; (8) Microsoft Certified IT Professional: Business Intelligence Developer 2008; (9) Microsoft Certified Professional Developer: Web Developer 2010; (10) Microsoft Certified Professional Developer: Azure Developer 4; (11) Microsoft Certified IT Professional: SharePoint Administrator; (12) Microsoft Certified IT Professional: SharePoint Developer; (13) Cisco Wireless Networking Associate; (14) Cisco Voice Networking Associate; (15) Cisco Security Networking Associate; (16) Adobe Design Specialist; and (17) Microsoft Office Specialist; proposed by LeaderQuest, Englewood. A school representative was present. The school satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced courses and programs for LeaderQuest, 6825 S. Galena Street, Englewood, CO 80112 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and with the Division's minimum requirements, Mr. Douglass moved to approve the above-referenced courses and programs effective August 23, 2011. The combined motion was seconded and unanimously passed.

B. Consideration of Approval of Provisional Certificate of Approval

1. Tootsies University – Pearl Campus

Program Specialist Belisle brought to the Board's attention for consideration, Tootsies University, Pearl Campus, a new school with one proposed program, Manicuring Program. A school representative was present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required surety level in the amount of \$5,000; that the school submitted a bond in the amount of \$5,000; and that the school can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and in compliance with the Division's minimum requirements, Ms. Rovig in a combined motion moved that a Provisional Certificate of Approval be granted to Tootsies University – Pearl Campus, 1111 S. Pearl Street, Denver, CO 80210 for the period beginning August 23, 2011, ending June 30, 2013,

and that the program before the Board be approved. The combined motion was seconded and unanimously passed.

C. Student Complaints/Matters of Non Compliance/Legal Action

1. Greenway University – Denver

Deputy Director Roberts brought before the Board for review and consideration a second matter of non-compliance concerning, Greenway University, Denver, involving improper execution of enrollment agreements; unapproved course offerings; and missing student records. A school representative was available by telephone. Deputy Director Roberts summarized the suspected minimum standard violations, and identified that the Board had before it the School's timely response to the previously issued Notice of Non-compliance. After review of the available evidence including the School's response; Board discussion; and due deliberation, Ms. Bennison Noll motioned that the Board, having found that there is sufficient indication that Greenway University has violated additional minimum standards in respect to the execution of its enrollment agreements; the offering of unapproved programs or courses; and concerning the failure to create and/or to adequately maintain student records, refers this matter of Non-compliance to the Office of Attorney General and directs the Board's legal counsel to consolidate these violations into the current Notice of Charges, further supporting the Board's previous decision to suspend the School's operations and proceed toward revocation of an approval to operate. The combined motion was seconded and unanimously passed.

Other Business

1. Annual Board Meeting

Director Parker proposed dates for the Annual Board Meeting. Board members agreed to Thursday, November 10, 2011, at 9:30 A.M. The location is yet to be finalized.

Adjournment:

There being no other business, Mr. Narvaez motioned to adjourn the Board meeting. The motion was seconded and duly passed. The Board of Private Occupational Schools' Meeting of August 23, 2011, adjourned at 10:30 A.M.

The next regularly scheduled meeting of the Board, as well as a rule-making hearing, is Tuesday, September 27, 2011, beginning at 9:30 A.M. Both will be held at:

Auraria Higher Education Campus
Tivoli Student Center, Room 320
900 Auraria Parkway, Denver, CO 80204
Telephone: (303) 866-2723