

MINUTES
BOARD OF PRIVATE OCCUPATIONAL SCHOOLS
September 24th, 2019 9:40 A.M.

Auraria Higher Education Campus
Tivoli Student Center, Room 320
900 Auraria Parkway, Denver, CO 80204

Board Members Present:

Paul Garibay, Chair;	Tim Guerrero;
Ryan Minic, Vice Chair;	JoAnn Stevens;
Chris Reister;	A. Richard Behbehani;
Shelley Krovitz	

Board Members Absent:

Division Staff Present:

Lorna Candler, Director;
Mary Kanaly, Deputy Director & Compliance Officer;
Lisa Hill, Program Coordinator;
Rachel Acosta, Program Specialist;
Carrie Harding, Program Specialist;
Brad Uyemura, Compliance Investigator;
Amy Knoblauch, Data & Research Specialist

Division Staff Absent:

Bernadette Esquibel, Program Specialist Assistant

Board Counsel Present:

Jacquelynn Rich Fredericks, First Assistant Attorney General, Office of the Colorado Attorney General;

Guests Present:

Karen Gertson, Colorado School of Animal Massage;
Kara Basinger, Colorado School of Animal Massage;
Brigitta McKinlay, General Assembly;
Michael Mulholland, Accent Beauty Academy;
Kim Jensen, Auguste Escoffier School of Culinary Arts;
Ken Wood, Auguste Escoffier School of Culinary Arts;
Miles Mitchell, Auguste Escoffier School of Culinary Arts;
Bob Schermer, August Escoffier School of Culinary Arts;
Jarred McNeely, Colorado School of Trades;
Tom Bezek, Intellitec College;
Kristy Estrada, Intellitec College;
Karen Millsapps, International Academy of Elite Esthetics and Micropigmentation;
Dianne Koehler, Nutrition Therapy Institute;
Chris Koehler, Nutrition Therapy Institute;
Shawn Sendar, Flatiron;
Nikki Alvaran, Colorado Institute of Massage Therapy;

Josh Couper, Flatiron

Call to Order:

The regularly scheduled meeting of the Private Occupational Schools Board was called to order by Mr. Paul Garibay, Chair, at 9:40 A.M. The Board members, Division staff and guests were introduced. Board roll call was taken. A quorum was present.

Consideration of Approval of the August 27th, 2019 Minutes:

Following review and consideration of the August 27, 2019 meeting minutes, Mr. Guerrero made a motion to approve the minutes as written. The motion was seconded and carried.

Additions / Changes to the Agenda:

Director/ Staff Report:

Director Candler reported the following items:

- The Department of Higher Education has a new Chief of Staff, Ben Boggs, who has been a great addition to the Department;
- Director Candler and Deputy Director Kanaly attended the NASASPS Fall Workshop for regulators to discuss issues affecting the regulatory landscape. Topics such as state authorizations, corporate reviews, and truck driving curriculum that will be discussed in the spring;
- The Division has started a Truck Driving Task Force that plans to discuss the regulation rollback. The next meeting is scheduled for October 8th.

Other Business Items

1. Legal Update

Legal Counsel, Jacquelynn Rich Fredericks, updated the Board on the following items:

- a. CollegeAmerica Settlement
 - i. Counsel has received the Settlement redlines from the Principle and the attorney for CollegeAmerica. The Settlement will be ratified by the Board in October.
- b. Westland Beauty Academy
 - i. Counsel for Westland Beauty Academy had concerns regarding the differences between the notes made by Division's counsel and the notes made by counsel for Westland Beauty Academy. These differences were regarding data referenced in paragraph twenty-five of the Settlement document. Once the document is completed, it will be ratified by the Board and legal matters will be dismissed from the Office of Administrative Courts.
- c. Staff
 - i. The Attorney Generals Office is hiring more staff to help assist with legal matters.

2. Enrollment Data Survey

Director Candler informed the Board that Deputy Director Kanaly and Data and Research Specialist Knoblauch have been working with the Data and Research Division at the Department of Higher Education to send a survey to all occupational schools. This survey would collect enrollment numbers from participating schools in order to be counted in the Higher Education landscape and also to highlight the accomplishments of occupational schools. Deputy Director Kanaly explained the difficulties of gathering enrollment statistics thus, this would help the Division provide accurate data for legislative and general inquiries.

3. CollegeAmerica

Director Candler informed the Board that CollegeAmerica provided the August monthly update on August 28th. There were no status changes contained in the update.

4. Redline Rules

Director Candler informed the Board that the Division is preparing a work product document from the stakeholder meeting to categorize stakeholder comments for the proposed rule changes. The rulemaking meeting will be held prior to the Board Meeting in October and will start at 9:30 A.M. Counsel then explained that the Division must cross-reference the redline rules for compliance measures thus, those statutory references will be included in the redlines once that process is complete. The Division will send a work product document in a few weeks.

5. Westland Ratification of Settlement Agreement

The matter was previously discussed by legal counsel.

6. Bonds – CDL and Ecotech

Director Candler informed the Board that the Bond company for CDL College denied the Division's claim on the bond. The Division is working on strategy with legal counsel to release the bond. Additionally, regarding Ecotech Institute, Director Candler informed the Board that Deputy Director Kanaly and Compliance Investigator Uyemura are determining how many students have claims and who all will receive a refund. Deputy Director Kanaly informed the Board that self-pay students are in the process to obtain a refund however, there have been G.I. Bill funding issues and loan forgiveness issues regarding the remainder of the students who have filed a claim on the bond. The Division will continue to update the Board.

New Business/Action Items:

A. Consideration of Approval of Programs/Stand- Alone Courses/Major Revisions/Degree Program

1. Intellitec College – Colorado Springs - AC

Program Specialist Cordova presented to the Board for review and consideration the following three new programs: Medical Billing and Coding Specialist; Electrical Technician; and Computer and Network Systems Technology: Cybersecurity; and one major revision to the Automotive Technician Program. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration, Mr. Minic motioned to approve the previously mentioned new programs and major revision to a program. The motion was seconded and carried.

2. Intellitec College – Pueblo - AC

Program Specialist Cordova presented to the Board for review and consideration the following two new programs: Medical Billing and Coding Specialist; and Electrical Technician; and one major revision to the Automotive Technician. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration, Mr. Guerrero motioned to approve the previously mentioned new programs and major revision to a program. The motion was seconded and carried.

3. Intellitec College – Grand Junction - AC

Program Specialist Cordova presented to the Board for review and consideration the following new program: Medical Billing; and one major revision to the Automotive Technician program. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration, Mr. Minic motioned to approve the previously mentioned new program and major revision to a program. The motion was seconded and carried.

4. Colorado Institute of Massage Therapy – Colorado Springs - AC

Program Specialist Cordova presented to the Board for review and consideration the following new stand-alone course: Thai Yoga Massage Certification. A school representative was present.

Following review and consideration, Mr. Minic motioned to conditionally approve the previously mentioned new stand-alone course provided that the school remove the "Ceremony" credit hour and relabel the course objective on the approval form from "Continuing Education" to "Advanced Level Training." The motion was seconded and carried.

5. General Assembly - Denver - AC

Program Specialist Cordova presented to the Board for review and consideration the following new stand-alone course: Cybersecurity for Developers. A school representative was present.

Following review and consideration, Mr. Reister motioned to conditionally approve the previously mentioned new stand-alone course provided that the school relabel the course objective on the approval form from "Continuing Education" to "Advanced Level Training." The motion was seconded and carried.

6. Auguste Escoffier School of Culinary Arts – Boulder - RA

Program Specialist Acosta presented to the Board for review and consideration the following two new degree programs: Associate of Occupational Studies in Food and Beverage; and Associate of Occupational Studies in Pastry and Baking. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration, Mr. Minic motioned to approve the previously mentioned new degree programs. The motion was seconded and carried.

At 11:08, Mr. Behbehani motioned for a recess. The motion was seconded and carried.
At 11:20, Chair Garibay called the meeting into session.

7. International Academy of Elite Esthetics and Micropigmentation – Wheat Ridge - RA

Program Specialist Acosta presented to the Board for review and consideration the following new stand-alone course: Micro-Needling. A school representative was present.

Following review and consideration, Mrs. Stevens motioned to conditionally approve the previously mentioned new stand-alone course provided that the school remove the "entry-level" label on the program approval form for the occupational objective. The motion was seconded and carried.

8. Colorado School of Animal Massage – Wheat Ridge - RA

Program Specialist Acosta presented to the Board for review and consideration the following major revision to the Basic Animal Massage Certification program. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration, Mr. Guerrero motioned to approve the previously mentioned major revision to a program. The motion was seconded and carried.

9. Flatiron School – Denver - LH

Program Coordinator Hill presented to the Board for review and consideration the following new programs: UI Design; and UX Design. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the

minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration, Mr. Guerrero motioned to approve the previously mentioned new programs. The motion was seconded and carried.

B. Consideration of Approval of Change of Ownership

1. Nutrition Therapy Institute – Denver - AC

Program Specialist Cordova presented to the Board for review and consideration of a Change of Ownership. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration, Mr. Minic motioned to approve the Change of Ownership. The motion was seconded and carried.

Adjournment:

Mr. Minic motioned to adjourn the meeting at 11:55 A.M. The motion was seconded and carried.

The next regularly scheduled meeting of the Board is Tuesday, October 22, 2019, at 9:30 A.M. and will be held at:

Auraria Higher Education Campus
Tivoli Student Center, Room 320
900 Auraria Parkway, Denver, CO 80204
Telephone (303) 862-3001