

**BOARD OF PRIVATE OCCUPATIONAL SCHOOLS
BOARD MEETING
October 22, 2013, 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. Tom Narvaez, Chair, called the meeting to order at 10:13 A.M. and greeted guests. The Board members, Division staff and guests were introduced. Board roll call was taken. A quorum and a two-third majority of the Board members were present.

Board Members Present:

Tom Narvaez, Chair	Winnifred Rovig	Joseph James Wolf
Arlene Rae Malay	Richard Semakula	Steven W. Steele
Rochelle Shelly Krovitz		

Division Staff Present:

Lorna Candler, Director	Jim Parker, Interim Deputy Director
Renee Belisle, Program Specialist	Bernadette Esquibel, Program Specialist
Voni Oerman, Program Specialist	Karla Viteri, Program Specialist
Loretta Perez, Administrative Assistant	

Board Counsel Present:

Erica Weston, Assistant Attorney General, Office of the Colorado Attorney General

Guests Present:

Norman Blome, Redstone College – Denver
Chris Griebe, LifePower – Parker & Westminster
Sherri Kananen, Intellitec College – Grand Junction
Wendy Peters, New Dimensions Beauty Academy - Parker
Bob Fulton, Denver Learning Institute – Denver
Brad Wilson, Bartending School, Inc., - Denver
Anne Baksh, Kaplan Professional Schools – all locations
Cindy Cooper, Peak Technical Institute - Loveland
Isabel Jackson, Peak Technical Institute – Loveland

Approval of the September 24, 2013 Board Meeting Public Session Minutes:

The Board reviewed the September 24, 2013, meeting minutes. Ms. Rovig moved for approval of the minutes as read. The motion was seconded and passed.

Additions / Changes to the Agenda:

None

Staff / Director Report:

Program Specialist Belisle reported that all contingency approvals concerning Board action taken at the September 24, 2013 meeting have been met, recorded, and are on file with the Division.

Director Candler reminded the Board member that the Annual Board meeting is set for November 6, 2013, at 9:30 A.M. at the Oxford Hotel, 1659 Wazee Street, Denver, CO 80202, the material for the meeting was provided to all Board Members.

A. Consideration of Approval Programs / Stand Alone Courses

1. Denver Learning Institute – Denver

Program Specialist Esquibel brought to the Board's attention for review and consideration twenty new stand-alone courses: (1) Communications and Collaboration (Self-Directed); (2) Communication Skills for Managers (Self-Directed); (3) Computer Concepts (Self-Directed); (4) Creativity and Innovation; (5) Critical Thinking and Problem Solving (Self-Directed); (6) Cultural Competence for Health Care Providers (Self-Directed); (7) Effective Business Writing Skills (Self-Directed); (8) Effective Time Management (Self-Directed); (9) First Line Supervision and Leadership (Self-Directed); (10) Health Care Reform Perspective – Accountable Care Concepts for Managers; (11) How to Manage Conflict in the Organization (Self-Directed); (12) Introduction to Anatomy and Physiology (Self-Directed); (13) Introduction to Medical Law and Ethics (Self-Directed); (14) Introduction to Pharmacology (Self-Directed); (15) Medical Office Assistant; (16) PHR-SPHR Certification Preparation; (17) Productivity and Accountability (Self-Directed); (18) Project Management Essentials (Self-Directed); (19) Project Risk and Cost Analysis (Self-Directed); and (20) Universal Precautions (Self-Directed), proposed by Denver Learning Institute, Denver. A school representative was present. Based upon the Board having determined that the above-referenced courses for Denver Learning Institute, 1515 Arapahoe Street, Tower One, Suite 500, Denver, CO 80202 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. Steele moved to approve the courses effective October 22, 2013. The motion was seconded and unanimously passed.

2. Bartending School, Inc., - Denver

Program Specialist Viteri brought to the Board's attention for review and consideration one new program, Bartending 101 Online, proposed by Bartending School, Inc., 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 Bartending School, Inc., 5777 E. Evans Avenue #3, Denver, CO 80222 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. Malay moved to approve the above-referenced program effective October 22, 2013. The motion was seconded and unanimously passed.

3. IntelliTec College – Grand Junction

Program Specialist Oerman brought to the Board's attention for review and consideration one new program, Refrigeration & HVAC, proposed by IntelliTec College, Grand Junction. A school representative was present. The school satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced program for IntelliTec College, 772 Horizon Drive, Grand Junction, CO 81506 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. Malay moved to approve the above-referenced program effective October 22, 2013. The motion was seconded and unanimously passed.

4. Tresses Studio – Glenwood Springs

Program Specialist Oerman brought to the Board's attention for review and consideration one new stand-alone course, Electric Files Certificate, proposed by Tresses Studio, Glenwood Springs. A school representative was available via telephone. Based upon the Board having determined that the above-referenced course for Tresses Studio, 1317 Grand Avenue, #117, Glenwood Springs, CO 81601 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. Steele moved to approve the course effective October 22, 2013. The motion was seconded and unanimously passed.

B. Consideration of Approval of Provisional Certificate of Approval

1. LifePower - Parker

See # 2 below

2. LifePower – Parker and Westminster

It was the will of the Board to consider the renewal and program for both locations as one combined matter.

Program Specialist Viteri brought to the Board's attention for review and consideration two new schools with one program LifePower Yoga Teacher Training, proposed by LifePower, Parker and Westminster. A school representative was present. The schools at both locations satisfied the Board's inquiry. Upon determining that the schools are in compliance with the required surety level in the amount of \$89,850; that the schools submitted a bond in the amount of \$359,400; (umbrella bond for four locations Colorado Springs, Centennial, Parker and Westminster); and that the above-referenced program for LifePower – Parker, 9250 Crown Crest Boulevard, Parker, CO 80122 and for LifePower – Westminster, 397 W. 148th Avenue, Westminster, CO 80020 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. Semakula in a combined motion moved that a Provisional Certificate of Approval be granted to both locations for the period beginning October 22, 2013 ending June 30, 2015, and that the program before the Board be approved. The combined motion was seconded and unanimously passed.

C. Consideration of Change of Ownership

1. Peak Technical Institute – (formerly UXO Global) - Loveland

Program Specialist Esquibel brought to the Board's attention for consideration application for a change of ownership for Peak Technical Institute, Loveland. School representatives were present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required minimum surety level in the amount of \$5,000; that the school submitted a bond in the amount of \$40,000; and that Peak Technical Institute, 5609 Goldco Drive, 2nd Floor, Loveland, CO 80538 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, Mr. Steele moved that the change of ownership be granted for the period beginning October 22, 2013 and ending June 30, 2016. The motion was seconded and unanimously passed.

D. Matters of Noncompliance - Updates

1. Boulder College of Massage Therapy (BCMT) - Boulder

Director Candler also informed the Board that BCMT has closed effective October 5, 2013. Most of the student's records have been picked up from the school, with one more trip pending. The remaining students have been provided an opportunity through the auspices of the Division to continue and complete their training through a train-out or elect to receive a refund of any prepaid unearned tuition a student may be eligible to receive, or the Division will assist any student wishing to transfer to another school of their choice to complete training. The surety bond appears to be sufficient to provide those 15 non-graduating students with a train-out or refund if either or both are elected.

2. Bull Locks Barber Academy – Littleton

Program Specialist Viteri provided the Board with an update on Bull Locks Barber Academy; they have issued a refund check to the one student. Once we have been notified that the check has cleared, this matter will be closed.

E. Notification of School Closings (no action required)

As an informational item only the staff reported the closing of two schools: Colorado Transportation School, Commerce City; and Technical Education College, Colorado Springs. Staff confirmed that there were no enrolled students at the time, and that student records and certificates of approval have been submitted to the Division.

Adjournment:

There being no other business, Ms. Malay motioned to adjourn the Board meeting. The motion was seconded and duly passed. The Board of Private Occupational Schools' Meeting of October 22, 2013, adjourned at 10:42 A.M.

The next regularly scheduled meeting of the Board is Tuesday, December 3, 2013, 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) 866-2723