

**BOARD OF PRIVATE OCCUPATIONAL SCHOOLS
BOARD MEETING**

January 27, 2009 9:30 A.M.

The Colorado Private Occupational Schools Board convened at the offices of the Division of Private Occupational Schools, 1560 Broadway, Suite 1250, Denver, CO 80202.

Vice Chair Lisa Bennison Noll called the meeting to order at 10:03 A.M. and greeted guests. The Board members, Division staff and guests were introduced. Board roll call was taken and a quorum was present.

Board Members Present:

Lisa Bennison Noll, Vice Chair
Winnifred Rovig

Buddy Douglass
Karen Hall

Board Members Absent:

Robert Martin, Chair

Jerry Sirbu

Tom Narvaez

Division Staff Present:

Jim Parker, Director

Renee Belisle, Program Specialist

Bernadette Esquibel, Program Specialist

Georgia Roberts, Deputy Director

Voni Oerman, Program Specialist

Loretta Perez, Administrative Assistant

Board Counsel Present:

Monica Aldridge, Assistant Attorney General, Office of the Colorado Attorney General

Nicholas Stancil, Assistant Attorney General, Office of the Colorado Attorney General

Guests Present:

Jim Jones, Rolf Institute of Structural Integration – Boulder

Mary Jefferson, IntelliTec Medical Institute – Colorado Springs

Susan Falzone, Denver Academy of Court Reporting – Westminster

Zach Anderson, Assist to Succeed – Parker

Anne Salisbury, Transpersonal Hypnotherapy Institute – Golden

Paula Faulkner, Starkey International Inst of Household Management - Denver

Todd Smith, Kaplan College – Thornton

Trish Bowen, U.S. Career Institute – Fort Collins

Janet Perry, U.S. Career Institute – Fort Collins

Katy Little, U.S. Career Institute – Fort Collins

William McAfee, Pikes Peak School of Real Estate – Colorado Springs

Jan Combs, Boulder College of Massage Therapy – Boulder

James Hadly, Everest College – Colorado Springs

Michael Wray, International Sommelier Guild Ltd. – Denver

Roger Patrizio, Colorado Institute of Massage Therapy – Colorado Springs

Amy Armenta - General Public

Approval of the December 2, 2008 Minutes:

The Board reviewed the Minutes of the December 2, 2008 Board meeting. Ms. Rovig motioned for approval of the minutes as read. The motion was seconded and passed.

The Board review the Minutes of the December 2, 2008 Rulemaking Hearing. Mr. Douglass motioned for approval of the minutes as read. The motion was seconded and passed.

Changes / Additions to the Agenda:

Director Parker updated the Board on a closed school, John Robert Powers, Colorado Springs (June 2008). Bond payments totaling \$4,200 are being issued to qualified students.

Mr. Parker further reported that the Board should have in addition to their packets, one hand-out for Assist to Succeed showing a correction and one for U.S. Career Institute noting an additional program.

Concerning 2nd quarter student assessments Director Parker conveyed that to date sixty (60) schools had not paid; that for the fiscal year first quarter there were 33,963 students enrolled; and that so far for the second quarter more than 34,000 students enrolled, notwithstanding the schools identified to have not yet paid assessment fees.

Staff Report:

Staff reported that all contingencies have been met, recorded and are on file.

New Business Action Items:

A. Consideration of Renewal of Certificate of Approval

1. Transpersonal Hypnotherapy Institute – Golden

Program Specialist Esquibel brought to the Board's attention for consideration of renewal Transpersonal Hypnotherapy Institute, Golden. A school representative was present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required bond in the amount of \$9,073; that the school submitted a bond of the amount of \$15,000; 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, Mr. Douglass moved that the Standard Certificate of Approval be granted to Transpersonal Hypnotherapy Institute, 1849 Denver West Drive, Suite 2313, Golden, CO 80401, for the period beginning July 1, 2009 and ending June 30, 2012. The motion was seconded and unanimously passed.

2. Noble School of Cosmetology – Colorado Springs

Program Specialist Esquibel brought to the Board's attention for consideration of renewal Noble School of Cosmetology, Colorado Springs. A school representative was not present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required bond in the amount of \$12,000; that the school submitted a bond for the surety amount of \$12,000; 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 moved that the Standard Certificate of Approval be granted to Noble School of Cosmetology, 1325 North Academy Blvd., Colorado Springs, CO 80909, for the period beginning July 1, 2009 and ending June 30, 2012. The motion was seconded and unanimously passed.

3. Rocky Mountain Institute of Healing Arts, Inc.

Program Specialist Belisle brought to the Board's attention for consideration of renewal Rocky Mountain Institute of Healing Arts, Inc., Durango. A school representative was available by telephone. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required certificate of deposit as surety in the amount of \$33,938.97; that the school submitted a certificate of deposit in the amount of \$35,000; 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, Mr. Douglass moved that the Standard Certificate of Approval be granted to Rocky Mountain Institute of Healing Arts, Inc., 98 Everett Street - Suite F, Durango, CO 81303, for the period beginning July 1, 2009 and ending June 30, 2012. The motion was seconded and unanimously passed.

4. The Rolf Institute of Structural Integration – Boulder

Program Specialist Belisle brought to the Board's attention for consideration of renewal The Rolf Institute of Structural Integration, Boulder. A school representative was present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required bond in the amount of \$141,490; that the school submitted a bond in the amount of \$141,490; 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 moved that the Standard Certificate of Approval be granted to The Rolf Institute of Structural Integration, 5055 Chaparral Court, Suite 103, Boulder, CO 80301, for the period beginning July 1, 2009 and ending June 30, 2012. The motion was seconded and unanimously passed.

5. Intellitec Medical Institute – Colorado Springs

Program Specialist Oerman brought to the Board's attention for consideration of renewal Intellitec Medical Institute, Colorado Springs. A school representative was present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required bond in the amount of \$269,385; that the school submitted a bond in the amount of \$269,385; 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, Mr. Douglass moved that the Standard Certificate of Approval be granted to Intellitec Medical Institute, 2345 North Academy Blvd., Colorado Springs, CO 80909, for the period beginning July 1, 2009 and ending June 30, 2012. The motion was seconded and unanimously passed.

6. Denver Academy of Court Reporting - Westminster

Program Specialist Oerman brought to the Board's attention for consideration of renewal Denver Academy of Court Reporting, Westminster. A school representative was present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required bond in the amount of \$146,822; that the school submitted a bond in the amount of \$147,000; 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 moved that the Standard Certificate of Approval be granted to Denver Academy of Court of Reporting, 9051 Harlan Street, Unit 20, Westminster, CO 80031, for the period beginning July 1, 2009 and ending June 30, 2012. The motion was seconded and unanimously passed.

7. Starkey International Institute of Household Management - Denver

Program Specialist Oerman brought to the Board's attention for consideration of renewal Starkey International Institute of Household Management, Denver. A school representative was present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required Letter of Credit as surety in the amount of \$41,016; that the school submitted a Letter of Credit in the amount of \$100,000; 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, Mr. Douglass moved that the Standard Certificate of Approval be granted to Starkey International Institute of Household Management, 1350 Logan Street, Denver, CO 80203, for the period beginning July 1, 2009 and ending June 30, 2012. The motion was seconded and unanimously passed.

B. Consideration of Renewal of Certificate of Approval with Program/Courses

1. Intellitec College – Grand Junction

See below # 2

2. Intellitec College – Pueblo

Program Specialist Oerman brought to the Board's attention for consideration of renewal and one revised program, Dental Assistant, proposed by Intellitec College, Pueblo, and Intellitec College, Grand Junction. A school representative for both locations was present. It was the will of the Board to consider the matter for both locations in one action. The school satisfied the Board's inquiry. Upon determining that the schools are in compliance with the required bond in the amount of \$126,170; that the schools submitted a bond in the amount of \$750,000 (total is "umbrella" coverage for all campuses) and that the schools 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. Douglass moved that the Standard Certificate of Approval be granted and the above-reference program be approved in respect to both Intellitec College, 3673 Parker Blvd., Pueblo, CO 81001, and to Intellitec College, 772 Horizon Drive, Grand Junction, CO 81506, for the period beginning July 1, 2009 and ending June 30, 2012. The combined motion was seconded and unanimously passed.

C. Consideration of Approval of Provisional Certificate of Approval

1. Assist to Succeed - Parker

Program Specialist Oerman brought to the Board's attention for consideration, Assist to Succeed, Parker a new school with one proposed program, Dental Assisting 101. A school representative was present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required savings account in the amount of \$22,500; that the school submitted a savings account in the amount of \$22,500; 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, Mr. Douglass in a combined motion, moved that a Provisional Certificate of Approval be granted to Assist to Succeed, 11280 South Twenty Mile Road, Suite 119, Parker, CO 80134 for the period beginning January 27, 2009, ending June 30, 2010, and that the program before the Board be approved. The combined motion was seconded and unanimously passed.

D. Consideration of Approval of Programs / Courses

1. Everest College – Colorado Springs

Program Specialist Belisle brought to the Board's attention for review and consideration one new program: (1) Dental Assisting, proposed by Everest College, Colorado Springs. A school representative was present. Based upon the Board having determined that the above-referenced program for Everest College, 1815 Jet Wing Drive, Colorado Springs, CO 80916 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 effective January 27, 2009. The motion was seconded and unanimously passed.

2. Boulder College of Massage Therapy – Boulder

Program Specialist Belisle brought to the Board's attention for review and consideration four stand alone courses (three new and one revised): (1) Healing Touch I – Continuing Education Course; (2) Healing Touch II – Continuing Education Course; (3) Sensory Motor Manual Therapy; and (4) Healing Touch III – Continuing Education, proposed by Boulder College of Massage Therapy, Boulder. A school representative was present. Based upon the Board having determined that the above-referenced courses for Boulder College of 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, Mr. Douglass moved to approve the above-referenced new courses effective January 27, 2009. The combined motion was seconded and unanimously passed.

3. Kaplan College - Thornton

Program Specialist Belisle brought to the Board's attention for review and consideration one new program: (1) Health Information Technology, proposed by Kaplan College, Thornton. A school representative was present. Based upon the Board having determined that the above-referenced program for Kaplan College, 500 East 84th

Avenue, Suite W-200, Thornton, CO 80229 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 effective January 27, 2009. The motion was seconded and unanimously passed.

4. Van Education Center – Boulder

Program Specialist Belisle brought to the Board's attention for review and consideration one new stand alone course, Transportation Planning, and one revised course, Mineral Rights: Oil & Gas Leases, proposed by Van Education Center, Boulder. A school representative was available by telephone. Based upon the Board having determined that the above-referenced courses for Van Education Center, 4801 Riverbend Road, Suite 203, 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, Mr. Douglass moved to approve the above-referenced courses effective January 27, 2009. The combined motion was seconded and unanimously passed.

5. Pikes Peak School of Real Estate – Colorado Springs

Program Specialist Belisle brought to the Board's attention for review and consideration two new stand alone courses: (1) Myths, Mistakes, and Mayhem in the Short Sales Process; and (2) Reverse Mortgages for Home Buyers, proposed by Pikes Peak School of Real Estate, Colorado Springs. A school representative was present. Based upon the Board having determined that the above-referenced courses for Pikes Peak School of Real Estate, 5755 Mark Dabbling Blvd., Suite 110, Colorado Springs, CO 80919 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 courses effective January 27, 2009. The combined motion was seconded and unanimously passed.

6. Colorado Institute of Massage Therapy – Colorado Springs

Program Specialist Oerman brought to the Board's attention for review and consideration one new program, Massage Therapy Core, proposed by Colorado Institute of Massage Therapy, Colorado Springs. A school representative was present. Based upon the Board having determined that the above-referenced program for Colorado Institute of Massage Therapy, 1490 West Fillmore Street, Colorado Springs, CO 80904, 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 effective January 27, 2009. The motion was seconded and unanimously passed.

7. International Sommelier Guild Ltd. - Denver

Program Specialist Oerman brought to the Board's attention for review and consideration one revised program, Sommelier Diploma, proposed by International Sommelier Guild Ltd., Denver. A school representative was present. Based upon the

Board having determined that the above-referenced program for International Sommelier Guild Ltd., 1201 5th Street, Campus Box #60, Denver, CO 80217, 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 revised program effective January 27, 2009. The motion was seconded and unanimously passed.

8. U. S. Career Institute – Fort Collins

Program Specialist Oerman brought to the Board's attention for review and consideration nine new programs: (1) Associate of Applied Science Entrepreneurship; (2) Associate of Applied Science in Human Resources; (3) Associate of Applied Science Financial Services Management; (4) Associate of Applied Science in Marketing and Business Management; (5) Associate of Applied Science Accounting; (6) Associate in Applied Science in Social Work; (7) Associate of Applied Science Health Information Management; (8) Associate of Applied Science Business Management; and (9) Associate of Applied Science in Fashion Merchandising, proposed by U. S. Career Institute, Fort Collins. School representatives were present. Based upon the Board having determined that the above-referenced programs for U. S. Career Institute, 2001 Lowe Street, Fort Collins, CO 80525, 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 programs effective January 27, 2009. The combined motion was seconded and unanimously passed.

E. Adjournment

Having no further business, Mr. Douglass moved for adjournment. The motion was seconded and passed. The Board meeting adjourned at 10:50 A.M.

Next regularly scheduled Board Meeting:

Tuesday, February 24, 2009 9:30 A.M.
at the offices of the Division of Private Occupational Schools
1560 Broadway, Suite 1250
Denver, CO 80202
Telephone: (303) 866-2723