

**BOARD OF PRIVATE OCCUPATIONAL SCHOOLS
BOARD MEETING**

July 24, 2012, 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. Lisa Bennison Noll, 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. A quorum and a two-thirds majority of the Board members were present.

Board Members Present:

Lisa Bennison Noll, Chair	Tom Narvaez, Vice Chair	Buddy Douglass
Arlene Rae Malay	Jennifer Sprague	Steven W. Steele

Board Members Absent:

Winnifred Rovig

Division Staff Present:

Lorna Candler, Director	Georgia Roberts, 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:

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

Guests Present:

Jennifer Overbey, The Real Estate School - Boulder
Jim Jones, The Rolf Institute of Structural Integration – Boulder
Cindy Cobbs, Concord Career College - Aurora
Janet Perry, U. S. Career Institute – Fort Collins
Katy Little, U. S. Career Institute – Fort Collins
Kendra Narvaez and sons, Guests

Approval of the June 26, 2012 Board Meeting Public Session Minutes:

The Board reviewed the June 26, 2012 meeting minutes. Mr. Narvaez moved for approval of the minutes as read. The motion was seconded and passed.

Additions / Changes to the Agenda:

Director Candler requested the Board consider changing Section C. "Notification of School Closing" to more accurately read "Change of Status"; and asked that Section D. "Student Complaints / Matters of Non Compliance / Legal Action" with two items be added to the agenda. Of the two items to be added, one concerns pending legal actions against CollegeAmerica - Fort Collins, and the other concerns an advertising matter by CollegeAmerica through all of its Colorado locations. Director Candler provided one hand-

carried document for the Board's review regarding the CollegeAmerica's advertising question. The Board agreed to the agenda change and additions.

Staff / Director Report:

Director Candler reported that all contingency approvals concerning Board action taken at the June 26, 2012 meeting have been met, recorded and are on file with the Division.

A. Consideration of Approval Programs / Stand Alone Courses

1. The Real Estate School - Boulder

Program Specialist Oerman brought to the Board's attention for review and consideration one new stand alone course, Four Star, proposed by The Real Estate School, 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 The Real Estate School, 4750 Table Mesa Drive, Boulder, CO 80305 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 course effective July 24, 2012. The motion was seconded and unanimously passed.

2. U. S. Career Institute – Fort Collins

Program Specialist Oerman brought to the Board's attention for review and consideration three new programs: (1) CompTIA Network + Certification Training; (2) CompTIA A + Certification Training; and (3) CompTIA Security + Certification Training, proposed by U. S. Career Institute, Fort Collins. School representatives were present. The school satisfied the Board's inquiry. 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 programs effective July 24, 2012. The combined motion was seconded and unanimously passed.

3. Concorde Career College - Aurora

Program Specialist Esquibel brought to the Board's attention for review and consideration one new program, Medical Laboratory Technician, proposed by Concorde Career College, Aurora. A school representative was present. The school satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced program for Concorde Career College, 111 N. Havana Street, Aurora, CO 80010 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 program effective July 24, 2012. The motion was seconded and unanimously passed.

4. Pima Medical Institute - Denver

Program Specialist Esquibel brought to the Board's attention for review and consideration one new program, Dental Hygiene, proposed by Pima Medical Institute, Denver. There was no school representative available. Based upon the Board having determined that the above-referenced program for Pima Medical Institute, 7273 Dakin Street, #100, Denver, CO 80221 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 program effective July 24, 2012. The motion was seconded and unanimously passed.

5. The Rolf Institute of Structural Integration - Boulder

Program Specialist Viteri brought to the Board's attention for review and consideration one new program, Foundations of Roling Structural Integration (FORSI – 731 Hours), proposed by The Rolf Institute of Structural Integration, Boulder. A school representative was present. The school satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced program for The Rolf Institute of Structural Integration, 5055 Chaparral Court, Suite 103, 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. Narvaez moved to approve the above-referenced program effective July 24, 2012. The motion was seconded and unanimously passed.

B. Consideration of Approval of Standard Certificate for Out of State Schools

1. Spartan College of Aeronautics and Technology – Tulsa, OK

Program Specialist Belisle introduced the following out-of-state school for consideration and approval. No school representative was available. The Board determined that Spartan College of Aeronautics and Technology, Tulsa, OK, meets the minimum requirements as set forth in §12-59-111(2), C.R.S.; that the school's bond is set at the amount of the statutory minimum of \$50,000; that the school demonstrates compliance with the bond requirements pursuant to §12-59-115(8), C.R.S.; 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 with the minimum requirements of the Division. Mr. Narvaez motioned that Spartan College of Aeronautics and Technology, 8820 East Pine Street, Tulsa, OK 74115, be granted a Standard Certificate of Approval for the period beginning July 26, 2012 and ending June 30, 2013. The motion was seconded and unanimously passed.

C. Change of Status (no action required)

1. Platt College – Aurora

The Division informed the Board that effective July 1, 2012, Platt College, 3100 South Parker Road, Aurora, CO 80014, no longer meets the statutory criteria to be regulated by the Division of Private Occupational Schools. Specifically, the School informed that it no longer is offering or otherwise enrolling in its associate or lesser degreed/certified programs. The School is however continuing to operate and be regulated by the Colorado Commission on Higher Education (CCHHE) through the Colorado Department of Higher Education and the Degree Authorization Act.

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

1. CollegeAmerica – Fort Collins

Director Candler and Assistant Attorney General Jessica Salazar reported that based on recent communication with the School's legal counsel, it was apparent that there was some confusion over what legal action the Board at its June 26, 2012 meeting directed be taken against the School regarding the findings of Noncompliance in respect to two filed student complaints.

The Board indicated it would like to consult with its legal counsel before proceeding with this and an advertising matter, for the purpose of learning what legal options may be available to the Board. Mr. Narvaez motioned to convene into Executive Session pursuant to §24-6-402(3) (a) (II), C.R.S., on pending or imminent court action and pursuant to §24-6-402(3) (a) (III), to discuss matters required to be kept confidential pursuant to section §12-59-105.4. Mr. Douglass seconded, and the motion to convene into Executive Session was unanimously passed.

The regular public board meeting recorder was turned off, and the Board of Private Occupational Schools convened into Executive Session at 9:50 A.M. for the purposes described above as requiring confidentiality. No member of the general public was present. The Executive Session recorder was turned on.

Executive session concluded and the public session of the Board meeting reconvened at 10:15 A.M. The Executive Session recorder was turned off; the tape was removed and marked "July 24, 2012 Executive Session". The public session recorder was turned on and the general public was welcomed back.

Assistant Attorney General Salazar affirmed for the public record that the Executive Session was for the sole purpose of providing legal advice to the Board and to otherwise engage in what in good faith is believed to be attorney-client privileged matters required to be kept confidential.

After due deliberation and discussion, Mr. Narvaez motioned to Amend for Clarification the Board's previous motion of final action made and passed originally on June 26, 2012, concerning serious matters of Non-compliance found in respect to complaints # 991118 and #991109 filed against CollegeAmerica – Fort Collins. Specifically, Mr. Narvaez moved to expressly clarify that it was and continues to be the Board's intention to seek revocation of CollegeAmerica - Fort Collins' certificate of approval to operate in the state, and to this end, the Board once again directed its legal counsel to issue without undue delay a Notice of Charges to CollegeAmerica – Fort Collins, and to take all necessary and proper steps to set the matters of Non-compliance, of which the School has prior notice, for hearing with the Office of Administrative Courts. The motion to Amend for Clarification was seconded and passed unanimously.

2. CollegeAmerica – Denver, Colorado Springs, Southern Colorado Springs and Fort Collins

The Board reviewed the CollegeAmerica advertisement which is currently accessible on the website and pertains to each Colorado CollegeAmerica school. The Division asked for the Board's guidance concerning whether this specific recruitment representation is either acceptable under or violates a Board rule which precludes using student aid as inducement. After due deliberation and discussion, Mr. Narvaez motioned to direct the Division to issue a Notice of Non-compliance to CollegeAmerica, at all of its Colorado locations and to include a request for specific information as discussed. Mr. Narvaez further motioned that the School be provided ten (10) days from the date of the Notice of Non-compliance to submit a written response to the suspected advertisement violations. The motion was seconded and passed unanimously.

Other Business:

None.

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 July 24, 2012, adjourned at 10:27 A.M.

The next regularly scheduled meeting of the Board is Tuesday, August 28, 2012, 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