

**MINUTES
STATE BOARD OF PRIVATE CAREER EDUCATION
TUESDAY, JANUARY 28, 2014**

OFFICIAL

BOARD MEMBERS

PRESENT: Josh Blevins Sue Buffalo Wayne Camp
Christopher Comer Staci Croom-Raley Doug Carter Mary Harris

OTHERS PRESENT: Mark Ohrenberger, Attorney General's Office
Alana Boles, Arkansas Department of Higher Education

BOARD STAFF PRESENT: Brenda Germann Sara Hill Betty Mitchell Joyce Wilkerson

MINUTES OF THE DECEMBER 17, 2013 BOARD MEETING – Doug Carter moved, the motion was seconded, and the Board approved the Minutes of the December 17, 2013 Board Meeting.

RATIFICATION OF ADMISSIONS REPRESENTATIVES – Mary Harris moved, the motion was seconded, and the Board approved ratification of the following licenses issued by the Director for Admissions Representatives:

FIRST NAME	LAST NAME	SCHOOL	CITY	STATE
Lushunda	Brazell	Diesel Driving Academy	Little Rock	AR
Cynthia	Chrisman	Eastern College of Health Vocations	Little Rock	AR
Somer	Mahmoud	Heritage College	Little Rock	AR
Betty	Dennis	Spartan College of Aeronautics and Technology	Tulsa	OK
Kevin	Dennis	Spartan College of Aeronautics and Technology	Tulsa	OK
Stephanie	Bailey	WyoTech Daytona Campus	Ormond Beach	FL
Amanda	Lowe	WyoTech Wyoming Campus	Laramie	WY
Edward	Gilbert	WyoTech Wyoming Campus	Laramie	WY

ORIGINAL SCHOOL LICENSE – Doug Carter moved, the motion was seconded, and the Board approved three (3) Original School Licenses for the following school to expire on April 30, 2014.

Success Real Estate School – Little Rock RECE – Little Rock, AR	Perm #606	
<u>PROGRAM TITLE</u>	<u>TOTAL HOURS</u>	<u>TOTAL TUITION</u>
Real Estate Continuing Education	6 CL	\$50.00

Central Arkansas Nurse Assistant Training #2 – Jacksonville, AR	Perm #605	
<u>PROGRAM TITLE</u>	<u>TOTAL HOURS</u>	<u>TOTAL TUITION</u>
Certified Nursing Assistant	90 CL	\$480.00

American Dream Real Estate School – Brighton, CO	Perm #598	
<u>PROGRAM TITLE</u>	<u>TOTAL HOURS</u>	<u>TOTAL TUITION</u>
Real Estate Principles	60 CL	\$497.00

NEW PROGRAMS OF STUDY: – Staci Croom-Raley moved, the motion was seconded, and the Board approved two (2) new programs of study.

National School of Real Estate – North Little Rock, AR	Perm #567	
<u>PROGRAM TITLE</u>	<u>TOTAL HOURS</u>	<u>TOTAL TUITION</u>
Real Estate Boot Camp	125 CL	\$2560.00

PROGRAM TITLETOTAL HOURSTOTAL TUITION

Medical Billing and Coding 12-Month Program

64.5 CR

\$22600.00

REAL ESTATE CONTINUING EDUCATION COURSE OUTLINES FOR 2014: – Doug Carter moved, the motion was seconded, and approved as amended six (6) Real Estate Continuing Education Courses for Black River Technical College and thirty-two (32) RECE course outlines for National School of Real Estate as final approval is received from the Real Estate Review Committee. The approval will expire as indicated.

SCHOOL	COURSE	CE HOURS	METHOD OF DELIVERY	EXPIRATION	APPROVAL
BLACK RIVER TECHNICAL COLLEGE	Agency & Disclosure	6	Classroom	December 31, 2014	January 28, 2014
BLACK RIVER TECHNICAL COLLEGE	Agent and Broker Responsibility	6	Classroom	December 31, 2014	January 28, 2014
BLACK RIVER TECHNICAL COLLEGE	Closing Methods and Practice	6	Classroom	December 31, 2014	January 28, 2014
BLACK RIVER TECHNICAL COLLEGE	Property Management & Landlord-Tenant Relationships	6	Classroom	December 31, 2014	January 28, 2014
BLACK RIVER TECHNICAL COLLEGE	Real Estate Contract and Forms	6	Classroom	December 31, 2014	January 28, 2014
BLACK RIVER TECHNICAL COLLEGE	Real Estate Policies and Procedures	6	Classroom	December 31, 2014	January 28, 2014

REQUEST FOR RENEWAL OF EXEMPTION FROM LICENSURE –Wayne Camp moved, the motion was seconded, and the Board approved two (2) requests for Renewal of Exemption from Licensure.

UAMS Schmieding Home Caregiver Training – Springdale, AR - The exemption is renewed to offer training in the field of Certified Nursing Assistant. The school is exempt under Arkansas Code Annotated § 6-51-603 “(3) State colleges and universities coordinated by the State Board of Higher Education.” Based on the information provided, the organization meets the requirements for exemption from licensure.

ProTech Professional Technical Services, Inc. – Turtle Creek, PA - The exemption is renewed to offer training in the field of Computer. The school is exempt under Arkansas Code Annotated § 6-51-603 “(6) A training program offered or sponsored by an employer for training and preparation of its own employees and for which no tuition fee is charged the employee.” Based on the information provided, the organization meets the requirements for exemption from licensure.

Z WARRANTS - Mary Harris moved, the motion was seconded, and the Board approved the Z Warrants for October 31, 2013 – December 31, 2013 as submitted. Z Warrants report is attached.

OTHER BUSINESS – Brenda Germann shared with the Board that she attended the NASASPS Board Meeting in Orlando, Florida. The NASASPS Board worked on developing a new mission statement and a strategic plan to cover three (3) to five (5) years.

Ms. Germann shared that the Amendment Form for schools is now on line and functioning properly. The renewal application will be on line in time for 2015 renewals.

The staff is working on updating the Risk Assessment for 2014.

The staff is also working with the Real Estate Schools and Commission to provide for a simple transfer of the school licensing process. Based on a question the Board received, it has been determined that any education offered by real estate schools other than pre-license, post-license, and continuing education will require licensure by SBPCE.

INFORMATIONAL ITEMS

DECISION TO CEASE OPERATIONS – The following schools have presented the necessary information to cease operation in Arkansas.

American School of Real Estate Express	467	St. Louis, MO (new ownership)
Dr. Emma K. Rhodes Education Center II	557	Stuttgart, AR (Satellite)



Chris Comer, Board Chair