

**MINUTES
STATE BOARD OF PRIVATE CAREER EDUCATION
TUESDAY, JULY 30, 2013**

OFFICIAL

BOARD MEMBERS

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

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

BOARD STAFF PRESENT Brenda Germann Joyce Wilkerson Sara Hill

MINUTES OF THE JUNE 25, 2013 BOARD MEETING – Doug Carter moved, the motion was seconded, and the Board approved the Minutes of the June 25, 2013 Board Meeting.

RATIFICATION OF ADMISSIONS REPRESENTATIVES – Wayne Camp 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
Alex	DeJoy	Heritage College	Little Rock	AR
Paul	Durrent	Spartan College of Aeronautics and Technology	Tulsa	OK

ORIGINAL SCHOOL LICENSE: Mary Harris moved, the motion was seconded, and the Board approved four (4) Original School License for the following schools to expire on April 30, 2014.

Charlie's Tattoo Emporium LLC – Fort Smith, AR Perm #587

PROGRAM TITLE	TOTAL HOURS	TOTAL TUITION
Piercing	375 CL	\$2000.00
Tattooing	375 CL	\$3000.00

Northeast Arkansas Real Estate School – Jonesboro, AR Perm #588

PROGRAM TITLE	TOTAL HOURS	TOTAL TUITION
60 Hour Basic Principles	60 CL	\$475.00
18 Hour Post Licensing	18 CL	\$175.00
Real Estate Continuing Education	6 CL	\$50.00

Black Cobra Tattoos – Sherwood, AR Perm #590

PROGRAM TITLE	TOTAL HOURS	TOTAL TUITION
Tattooing	375 CL	\$0.00

InkFlikted Tattoos & Piercings – Paragould, AR Perm #591

PROGRAM TITLE	TOTAL HOURS	TOTAL TUITION
Tattooing	375 CL	\$1000.00
Body Piercing	375 CL	\$1000.00

NEW PROGRAMS OF STUDY – Staci Croom-Raley moved, the motion was seconded, and the Board approved eight (8) new programs of study.

Remington College – Little Rock, AR Perm #498

PROGRAM TITLE	TOTAL HOURS	TOTAL TUITION
Medical Assisting	64.5 CR	\$22,600.00
Medical Assisting with X-Ray Tech (Limited Scope)	64.5 CR	\$22,600.00

Pharmacy Technician 64.5 CR \$22,600.00

Arkansas College of Health Careers – Little Rock, AR Perm #553

PROGRAM TITLE	TOTAL HOURS	TOTAL TUITION
Certified Nursing Assistant	90 CL	\$595.00
Certified Medical Business Officer	200 CL	\$2,650.00
Certified Phlebotomy/EKG/PFT Technician Training Program	200 CL	\$2,650.00

Spartan College of Aeronautics and Technology – Tulsa, OK Perm #566

PROGRAM TITLE	TOTAL HOURS	TOTAL TUITION
Aviation Flight	62 CR	\$55,484.00

Tattoo Time – Artist Academy – Fayetteville, AR Perm #534

PROGRAM TITLE	TOTAL HOURS	TOTAL TUITION
Body Piercing	500 CL	\$2,000.00

REAL ESTATE CONTINUING EDUCATION COURSE OUTLINES FOR 2013 – Doug Carter moved, the motion was seconded, and the Board approved twenty-one (21) Real Estate Continuing Education (RECE) course outlines. The approval will expire as indicated.

SCHOOL	COURSE	EXPIRATION	CE HOURS	METHOD OF DELIVERY
ACADEMY REAL ESTATE SCHOOL	The Truth about Mold	December 31, 2013	6	Distance Education
AMERICAN SCHOOL OF REAL ESTATE EXPRES	Fair Housing, the Law of the Land	December 31, 2013	3	Distance Education
AMERICAN SCHOOL OF REAL ESTATE EXPRES	Working with Diversity to Assist the Consumer	December 31, 2013	3	Distance Education
AMERICAN SCHOOL OF REAL ESTATE EXPRES	Short Sales and Foreclosures	December 31, 2013	3	Distance Education
AMERICAN SCHOOL OF REAL ESTATE EXPRES	Environmental Issues in Real Estate	December 31, 2013	3	Distance Education
AMERICAN SCHOOL OF REAL ESTATE EXPRES	Property Management	December 31, 2013	3	Distance Education
AMERICAN SCHOOL OF REAL ESTATE EXPRES	Working with Seniors	December 31, 2013	3	Distance Education
AMERICAN SCHOOL OF REAL ESTATE EXPRES	Commercial Property Analysis	December 31, 2013	3	Distance Education
AMERICAN SCHOOL OF REAL ESTATE EXPRES	Ethics Training for Today's Real Estate Agent	December 31, 2013	3	Distance Education
AMERICAN SCHOOL OF REAL ESTATE EXPRES	Residential Finance	December 31, 2013	3	Distance Education
AMERICAN SCHOOL OF REAL ESTATE EXPRES	Technology in Residential Brokerage	December 31, 2013	3	Distance Education
AMERICAN SCHOOL OF REAL ESTATE EXPRES	Risky Business - Risk Management Techniques	December 31, 2013	3	Distance Education
AMERICAN SCHOOL OF REAL ESTATE EXPRES	Commercial Brokerage Specialization	December 31, 2013	3	Distance Education
ARKANSAS OKLAHOMA SCHOOL OF REAL ESTATE	Know the Code Real Estate Ethics V1.0	December 31, 2013	6	Distance Education
McKISSOCK	The Power of Exchange: Discover the Value of 1031 Tax Deferred Exchanges	December 31, 2013	3	Distance Education
NORTHEAST ARKANSAS REAL	Fair Housing	December 31, 2013	6	Classroom

SCHOOL	COURSE	EXPIRATION	CE HOURS	METHOD OF DELIVERY
ESTATE SCHOOL				
NORTHEAST ARKANSAS REAL ESTATE SCHOOL	Agent and Broker Responsibility	December 31, 2013	6	Classroom
NORTHEAST ARKANSAS REAL ESTATE SCHOOL	From Contracts to Closing	December 31, 2013	6	Classroom
NORTHEAST ARKANSAS REAL ESTATE SCHOOL	Real Estate Contracts and Forms	December 31, 2013	6	Classroom
THE CE SHOP	Roadmap to Success: Business Planning for Real Estate Professionals	December 31, 2013	3	Distance Education
THE CE SHOP	Uncle Sam Has Homes For Sale: Listing and Selling HUD Homes	December 31, 2013	3	Distance Education

EXEMPTION FROM LICENSURE – Mary Harris moved, the motion was seconded, and the Board approved one (1) request for Exemption from Licensure.

The Columbia Institute – San Antonio, TX - The exemption is approved to offer training in the field of Real Estate Appraisal. The school is exempt under Arkansas Code Annotated § 6-51-603 “(2) Schools established by laws of Arkansas, governed by Arkansas Boards and permitted to operate for the sole purpose of providing specific training normally required to qualify persons for occupational licensure by state Boards or commissions, which determine education and other standards for licensure and operation of such schools.” Based on the information provided, the organization meets the requirements for exemption from licensure.

Z WARRANTS – Doug Carter moved, the motion was seconded, and the Board approved the Z Warrants for April 1, 2013 – June 30, 2013 as submitted. Z Warrants report is attached.

OTHER BUSINESS

Annual processing of the 4500 Report and SPF bill are fully automated as of this month. Each year beginning the 3rd Monday of July and ending the last Friday of October schools will report student enrollment and pay SPF bill.

The project for the on-line amendment processing will be signed and development will begin in the next couple of weeks.

The project for the on-line renewals will be completed and ready for use in the 2014 – 2015 renewal year.

Brenda Germann reported that since the last meeting the Legislative audit was started and completed. The exit interview was held and Ms. Germann reported that there were no written findings. There was one oral finding; three (3) phones with one asset number needed to be removed from the asset lists. Ms. Germann reported that this issue has been resolved.

Chris Comer asked about the previous discussion of moving back to Board meeting every other month. Ms. Germann said the staff would have a final recommendation next month. At this time the thought is that the new meeting schedule, if approved, would begin in February 2014.

INFORMATIONAL ITEMS

The following schools have presented the necessary information to cease operation in Arkansas.

7th Street Tattoo & Piercing #3 Perm # 390 Little Rock, AR


Chris Comer, Chair

Z Warrants 04-~~18~~¹-13--06-30-13

Warrant	Posting Date	Reference	Vendor Name	Source Document	G/L Account	Commitment Item	Warrant Amount	Date Cleared Treasury
Payroll	4/5/2013	ARKPR00247		0007494218	5010001000	501:00:00	\$ 8,730.96	
Payroll	4/5/2013	ARKPR00247		0007494218	5010005000	501:00:03	\$ 642.25	
Payroll	4/5/2013	ARKPR00247		0007494218	5010006500	501:00:03	\$ 25.73	
Payroll	4/5/2013	ARKPR00247		0007494218	5010007000	501:00:03	\$ 1,222.33	
1320646943	4/15/2013	0216041520130001	US BANK CPS	8026257195	5020001000	502:00:02	\$ 365.99	4/24/2013
1320646960	4/15/2013	0216041520130001	US BANK CPS	8026257606	5050006000	505:00:09	\$ 396.40	4/24/2013
1310949243	4/15/2013	13-055	ARKANSAS BUILDING AUTHORITY	0051137892	5040005000	502:00:02	\$ 5,192.61	4/24/2013
1310949243	4/15/2013	13-055	ARKANSAS BUILDING AUTHORITY	0051137892	5040011000	502:00:02	\$ -	4/24/2013
1310949248	4/15/2013	13-052	DEPARTMENT OF INFORMATION SYSTEMS	1003235643	5020002000	502:00:02	\$ 300.93	4/25/2013
1310949281	4/15/2013	13-053	DFA-DISBURSING OFFICER	1003235657	5010009000	501:00:03	\$ 2,619.29	4/29/2013
Payroll	4/19/2013	ARKPR00248		0007498666	5010001000	501:00:00	\$ 8,730.95	
Payroll	4/19/2013	ARKPR00248		0007498666	5010005000	501:00:03	\$ 642.26	
Payroll	4/19/2013	ARKPR00248		0007498666	5010006500	501:00:03	\$ 25.73	
Payroll	4/19/2013	ARKPR00248		0007498666	5010007000	501:00:03	\$ 1,222.33	
Payroll	5/3/2013	ARKPR00250		0007503143	5010001000	501:00:00	\$ 8,730.96	
Payroll	5/3/2013	ARKPR00250		0007503143	5010005000	501:00:03	\$ 658.31	
Payroll	5/3/2013	ARKPR00250		0007503143	5010006500	501:00:03	\$ 9.70	
Payroll	5/3/2013	ARKPR00250		0007503143	5010007000	501:00:03	\$ 1,222.33	
1320701275	5/15/2013	0216051520130001	US BANK CPS	8026480017	5020001000	502:00:02	\$ 15.99	5/28/2013
1320701305	5/15/2013	0216051520130001	US BANK CPS	8026480064	5040009000	502:00:02	\$ 389.91	5/28/2013
1320701305	5/15/2013	0216051520130001	US BANK CPS	8026480064	5050003200	502:00:02	\$ -	5/28/2013
1320701305	5/15/2013	0216051520130001	US BANK CPS	8026480064	5050006000	505:00:09	\$ -	5/28/2013
1320701305	5/15/2013	0216051520130001	US BANK CPS	8026480064	5050012000	505:00:09	\$ -	5/28/2013
Payroll	5/17/2013	ARKPR00250		0007507623	5010001000	501:00:00	\$ 8,730.96	
Payroll	5/17/2013	ARKPR00250		0007507623	5010005000	501:00:03	\$ 642.26	
Payroll	5/17/2013	ARKPR00250		0007507623	5010006500	501:00:03	\$ 25.73	
Payroll	5/17/2013	ARKPR00250		0007507623	5010007000	501:00:03	\$ 1,222.34	
Payroll	5/31/2013	ARKPR00251		0007512114	5010001000	501:00:00	\$ 8,730.97	
Payroll	5/31/2013	ARKPR00251		0007512114	5010001900	501:00:00	\$ 270.00	
Payroll	5/31/2013	ARKPR00251		0007512114	5010005000	501:00:03	\$ 662.94	
Payroll	5/31/2013	ARKPR00251		0007512114	5010006500	501:00:03	\$ 25.73	
Payroll	5/31/2013	ARKPR00251		0007512114	5010007000	501:00:03	\$ 1,222.33	
1311166646	6/10/2013	13-057	PREMIUM HEALTH CARE INC	1003275805	5080022000	502:00:02	\$ 1,200.00	6/13/2013
1311166752	6/10/2013	13-056	INFORMATION NETWORK OF ARKANSAS	1003275790	5060001000	506:00:10	\$ 425.00	6/17/2013
1311167205	6/10/2013	13-058	DEPARTMENT OF INFORMATION SYSTEMS	1003275781	5020002000	502:00:02	\$ 607.60	6/24/2013
1311172801	6/11/2013	13-062	NEW DESIGN SCHOOL	1003277081	5110002000	502:00:02	\$ 680.00	6/17/2013

Z Warrants 04-13-13--06-30-13

Warrant	Posting Date	Reference	Vendor Name	Source Document	G/L Account	Commitment Item	Warrant Amount	Date Cleared Treasury
Payroll	6/14/2013	ARKPR00251		0007516645	5010001000	501:00:00	\$ 8,730.96	
Payroll	6/14/2013	ARKPR00251		0007516645	5010005000	501:00:03	\$ 642.25	
Payroll	6/14/2013	ARKPR00251		0007516645	5010006500	501:00:03	\$ 25.73	
Payroll	6/14/2013	ARKPR00251		0007516645	5010007000	501:00:03	\$ 1,222.33	
1320754360	6/17/2013	0216061720130001	US BANK CPS	8026650601	5020001000	502:00:02	\$ 1,403.37	6/27/2013
1320754360	6/17/2013	0216061720130001	US BANK CPS	8026650601	5090006000	502:00:02	\$ -	6/27/2013
1320754414	6/17/2013	0216061720130001	US BANK CPS	8026650693	5040009000	502:00:02	\$ 64.14	6/27/2013
1311210476	6/25/2013	13-065	PREMIUM HEALTH CARE INC	1003291071	5080022000	502:00:02	\$ 200.00	7/3/2013
1311210576	6/25/2013	13-066	GORDON JANE G	0051179068	5030017000	502:00:02	\$ 2,990.00	7/3/2013
1311211108	6/25/2013	13-063	WHITE COUNTY MEDICAL CENTER	1003290382	5080022000	502:00:02	\$ 350.00	7/18/2013
1311211440	6/25/2013	13-060	UNIVERSITY OF ARKANSAS AT LITTLE RO	0051178642	5030001000	502:00:02	\$ 352.41	7/3/2013
1311211504	6/25/2013	13-064	DEPARTMENT OF INFORMATION SYSTEMS	1003291078	5020002000	502:00:02	\$ 284.83	7/3/2013
Payroll	6/28/2013	ARKPR00250		0007521121	5010001000	501:00:00	\$ 17,958.23	
Payroll	6/28/2013	ARKPR00250		0007521121	5010001900	501:00:00	\$ 180.00	
Payroll	6/28/2013	ARKPR00250		0007521121	5010005000	501:00:03	\$ 1,361.95	
Payroll	6/28/2013	ARKPR00250		0007521121	5010006500	501:00:03	\$ 25.73	
Payroll	6/28/2013	ARKPR00250		0007521121	5010007000	501:00:03	\$ 2,514.16	
							\$ 103,896.91	