

DISTRICT OF COLUMBIA
HIGHER EDUCATION LICENSURE COMMISSION

Public Session No. 17-11
November 2, 2017
810 First Street, NE
3rd floor – Grand Hall B
Washington, DC 20002

10:30 am

I. Call to Order

Commissioner Mary Dilworth called the meeting to order at 10:51 am.

Commissioners Present: Commissioner Mary Dilworth, Ed.D., Chair
Commissioner John Cross, A.B., A.M., M.S., Vice Chair
Commissioner Joanne Joyner, Ph.D., Secretary
Commissioner Janette Hoston Harris, Ph.D.

Staff Present: Angela Lee, Executive Director
Jocelyn Harris, Education Compliance Specialist
Alesia Henry, Education Compliance Specialist
Dorothy Thomas, Education Compliance Specialist
Michael Aniton, Attorney Advisor
Maia Turner, Administrative Assistant

Guests Present: Becker Professional
Sulenna Guzman

Daniel Morgan Graduate School of National Security
Luke McCabe
Jonathan Strum

General Assembly
Shanaz Chowdhery
Ben Grimmig

Hamilton College
Gordon Hewitt

Middlebury College
Fariha Haque

New York Code + Design Academy
Michael Miller

Paralegal Institute of Washington
Avon Alexander
Charles Gormly

Simmons College
Gloria Lee
Suzanne Murphy

University of St. Augustine for Health Sciences
Roger McKinney
Wanda Niche
Deborah Zimick
Kim Reffner

II. Ascertainment of Quorum

Four (4) Commission members were present constituting a quorum.

III. Approval of the Agenda

The Commission voted to approve the November 2, 2017 agenda.

IV. Approval of the August 30, 2017 meeting minutes

The Commission voted to approve the minutes from the August 30, 2017 meeting.

V. Report of the Executive Director

The following are licensure action updates:

- A. **Bennett Career Institute** has submitted their financial improvement plan and they are in full compliance.
- B. **Arizona State University** has submitted their financial improvement plan and they are in full compliance.
- C. **Westlink Career Institute** has submitted their audited financial statement and have satisfied the requirement related to the completion of the annual data survey.

- D. **BUEI Institute** has submitted nine months' worth of their recent bank statements and they submitted a draft of their audited financial statement the morning of November 2, 2017. They've also provided a letter from their auditor, J.J. Schmelzle and Company, stating that the final audit will be complete within a week's time.
- E. **Allied Health and Technology Institute** submitted a copy of a revised catalog on October 27, 2017 and is pending staff review. Additionally, a letter was received from their attorney, requesting a license renewal submission date of November 30, 2017 to include the institutions complete catalog.
- F. **Dudley Beauty Institute** has submitted evidence of the catalog revision clarifying that head gear for religious reasons is permitted.
- G. **Athabasca University's** accreditation status has not changed.
- H. **The Iron Yard** has supplied the Commission with copies of the student records. Those copies are also being sent to Parchment upon the institution's closure.

The Commission did not raise any questions, concerns or guidance on these matters.

VI. Commission Approved Applications

A. One year approval

The Commission approved the following applications for one (1) year, not to exceed November 30, 2018.

Renewals & Amendments submitted at time of renewal

<u>Institutions</u>	<u>License Type</u>
Catholic Charities of the Archdiocese of Washington, DC (ND)	Renewal
Amala Lives Institute (ND)	Renewal & Amendment (New Location)
LADO International Institute (ND)	Renewal
Immaculate School of Allied Health, Inc. (ND)	Renewal

<u>Agents</u>	<u>License Type</u>
Ross University (D) Agents John-Deane Nwafor, Sean Powers & Richard A. Hague, II	Renewal

Amendments Only

* The licensure period for institutions seeking approval to amend by adding new programs, new location or name change will synchronize with the institutions current license.

Institutions**License Type**

Institute of World Politics (D)	Amendment – New Program
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Conditional Exemptions**Institutions****License Type**

Kaplan International of Washington, DC (ND)	Renewal
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State Authorization Reciprocity Agreement (SARA)**Institutions****Approval Type**

Strayer University (D)	Renewal
American University (D)	Renewal

The Commission approved the following applications for a period of two (2) years, not to exceed November 30, 2019.

Institutions**License Type**

International Center for Language Studies, Inc. (ND)	Renewal
Case Western Reserve University (D)	Renewal
Washington University of St. Louis (D)	Renewal
Berlitz Languages, Inc. (ND)	Renewal

The HELC, acting as the District of Columbia State Approving Agency for Veterans Educational benefits, approved the following applications:

Institute of Higher Learning**Application Type**

Strayer University – Online Campus	Initial VA Approval
University of Phoenix	VA-mandated program review (including addition of bachelor's and master's degree program concentrations, program name changes, and program teach-out notification)
Pontifical Faculty of the Immaculate Conception at Dominican House of Studies	VA-mandated program review and New Program – Bachelor of Sacred Theology

Non-College Degree**Application Type**

General Assembly	Initial VA Approval
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VII. Unfinished Business

A. AYT Institute

At the July 6, 2017 public session the Commission voted (4 affirmative, 1 negative) to deny the request for licensure renewal submitted by AYT Institute for failure to demonstrate compliance with the licensure standard 5-A DCMR: 8108 Finance. On August 3, 2017 AYT Institute submitted its request for an administrative hearing.

An administrative hearing on case number 2017-008D was held on September 19, 2017. On October 10, 2017, Hearing Officer Michael McMiller sent his Findings of Fact and Conclusion of Law to the institution and to the Commission. The HELC did not receive any objections from the institution to the Hearing Officer's findings of facts and conclusions of law within the 10 days required pursuant to 5A DCMR 8133.27.

The Commission voted unanimously to accept the Findings of Fact and Conclusion of Law and recommendations set forth by Hearing Officer Michael McMiller and denied the licensure renewal application submitted by AYT Institute. The institution may decide to have the case reviewed by the D.C. Court of Appeals within thirty (30) days of the Commission's final decision.

VIII. Provisional Applications

A. Simmons College

Simmons College submitted to the Higher Education Licensure Commission an application for provisional licensure to offer degree programs as follows:

Master of Science in Nursing (MSN), RN to Master of Science in Nursing (RN to MSN), Master of Science in Library and Information Science (MS-LIS), Master of Social Work (MSW), Master of Business Administration (MBA), Master of Business Administration in Health Care (HC-MBA), Master of Science in Behavior Analysis, Master of Public Health in Health Equity (MPH), Post-BS/BA to Doctor of Nursing Practice (Post-BS/BA to DNP), Post-MSN to Doctor of Nursing Practice (Post-MSN to DNP), and Master of Science in Nutrition and Health Promotion.

The Commission voted unanimously to approve the provisional application submitted by Drexel University for one (1) year, not to exceed November 30, 2018.

B. University of St. Augustine for Health Sciences

University of St. Augustine for Health Sciences submitted to the Higher Education Licensure Commission an application for provisional licensure to offer degree programs as follows:

Master of Occupational Therapy (MOT) and Flex Master of Occupational Therapy (MOT), Doctor of Occupational Therapy (OTD), Doctor of Physical Therapy (DPT) and Flex Doctor of

Physical Therapy (DPT), Master of Health Administration (MHA), Master of Health Science (MHS), Doctor of Occupational Therapy, Post Professional (OTD), Transitional Doctor of Physical Therapy (DPT), Doctor of Health Science (DHSc) and Doctor of Education (EdD).

The Commission voted (3 affirmative, 1 abstention) to approve the provisional application submitted by University of St. Augustine for Health Sciences for one (1) year, not to exceed November 30, 2018.

IX. Renewal/Amendment Applications

A. Daniel Morgan Graduate School of National Security

Daniel Morgan Graduate School of National Security has submitted to the Higher Education Licensure Commission an application requesting license renewal to continue offering degree programs in Master of Arts in National Security, Master of Arts in Intelligence, Master of Arts in Information Operations, Graduate Certificate in Special Operations & Low-Intensity Conflicts, Graduate Certificate in Regional Specialization, Graduate Certificate in Non-Kinetic Operations, Graduate Certificate in Intelligence Specialization, Graduate Certificate in National Security Specialization and offer new certificate programs in Terrorism Prevention: Domestic and Beyond National Security, Intelligence and Information Operations for the 21st Century.

The Commission voted unanimously to defer the request for license renewal submitted by Daniel Morgan Graduate School of National Security until the next public meeting on January 11, 2018.

The institution may continue to operate already approved programs under the existing license until the Commission takes action on the renewal application.

B. Paralegal Institute of Washington

Paralegal Institute of Washington submitted to the Higher Education Licensure Commission an application requesting license amendment for new ownership.

The Commission voted unanimously to approve the request for new ownership submitted by Paralegal Institute of Washington with the following condition: staff conduct a site visit by December 8, 2017, the mission statement written by new owners be provided, that admission documents be provided to the Commission bearing new owner's signatures from date of approval, that an updated catalog reflecting all changes in ownership be produced, that student and staff be notified via letter from the new owner's regarding change in ownership, that all publications and advertising reflect the ownership change including updates to the website.

C. Middlebury College

Middlebury College submitted to the Higher Education Licensure Commission an application requesting license renewal to continue offering degree programs in International Trade Policy and Conflict Resolution.

The Commission voted unanimously to approve the request for license renewal submitted by Middlebury College for a period of one (1) year, not to exceed November 30, 2018.

X. Provisional Conditional Exemption Applications

A. Becker Professional Education

Becker Professional Education submitted to the Higher Education Licensure Commission a conditional exemption application to offer non-degree programs in accordance with DC Official Code 38-1310 (a) (3) including: Certified Public Accountant Exam Review, Continuing Professional Education Courses, Certified Management Accountant Exam Review, United States Medical Licensing Examination Review and Project Management Professional Exam Review.

The Commission accepted the institution's request to withdraw their application based on the fact that exclusively exam preparation programs are excluded from the HELC oversight.

B. Regis College

Regis College submitted to the Higher Education Licensure Commission an application for conditional exemption to provide the following program(s) in accordance with DC Official Code 38-1310 (f) (1): Doctor of Nursing Practice and Master of Science in Health Administration.

The Commission voted (3 affirmative) to approve the request for conditional exemption for the Master of Science and Health program submitted by Regis College for a period of one (1) year, not to exceed November 30, 2018.

The Commission voted unanimously to deny the request for the online Doctorate Nursing practice.

XI. Conditional Exemption Renewal

A. Hamilton College

Hamilton College submitted an application for conditional exemption renewal to continue offering the Hamilton in Washington program.

The Commission voted (3 affirmative, 1 abstention) to approve the application for license renewal submitted by Hamilton College for a period of one (1) year, not to exceed November 30, 2018.

B. Saint Leo University

Saint Leo University submitted an application for conditional exemption renewal to continue offering in Health Care Management and Human Resource Management.

The Commission voted unanimously to approve the application submitted by Saint Leo University for a period of one (1) year, not to exceed November 30, 2018 with the condition that the \$500 late fee be submitted by December 15, 2017.

XII. Correspondence and Communications

A. New York Code + Design Academy

Re: Tuition repayment plan request

In a letter dated 09/18/2017, received a letter from Jeremy Snepar, CEO and Founder of the New York Code + Design Academy, requesting permission from the Commission to offer a new type of installment plan called the Deferred Tuition Agreement for their students to pay their tuition. This agreement would not require students to pay school tuition until they receive a paying job following completion of the program.

Under the terms of the agreement, after an initial deferment period, graduates would pay 8% of their income each month for up to 48 months. Since this is not a loan, the graduates would pay no interest. In addition, graduates who do not have an annual income of at least \$40,000.00 would not have to make payments.

The institution was represented by Mr. Michael Miller to respond to any overview of the proposed plan.

B. University of Phoenix

Re: DC physical location

A letter dated 09/21/17, from Bridget Beville, Sr. Corporate Counsel of the University of Phoenix notified the Commission that the University's Board of Trustees voted on September 20, 2017, to make changes at several of the physical locations and that the University will no longer enroll campus based students at the Washington, DC location. The communication included sample text that the institution plans to send to the students and faculty. The institution is in the process of submitting a teach-out plan to its accreditor, the Higher Learning Commission, and have indicated that the formal school closure form is forthcoming. There are currently 45 students at the WDC location and estimate that the teach out will be through January 2021.

Note: UOP is currently a SARA institution.

No action required by the Commission at this time.

C. University of the Potomac

Re: Change in Administration

In a letter dated 09/25/2017, from Clinton D. Gardner, President and CEO, notice was given of his decision to leave the University of the Potomac. UOTPs ownership and Board of Trustees, selected Dr. Rick Murphree as the new President and CEO of Potomac and included a copy of his resume.

No action is required by the Commission at this time.

D. Toni Thomas Associates, Inc d/b/a Community Empowerment Training Academy

Re: Request for extension

In a letter dated 10/19/2017, received from I. Toni Thomas, President of Toni Thomas Associates, Inc. d/b/a Community Empowerment Training Academy, was a request for an extension on the submission of their application for license renewal, not to exceed 90 days beyond date of expiration (11/30/2017). The rationale offered is that they were using old instructions and learned that the instructions had been revised.

The Commission voted (3 affirmative, 1 abstention) to deny the request submitted by Toni Thomas Associates, Inc d/b/a Community Empowerment Training Academy to extend the application period for license renewal for a period not to exceed 90 days from the date of expiration.

E. Dream Center Education Holdings, LLC

Re: Change in Ownership (Argosy University)

In a letter dated 10/18/2017, received from Kimberly Walsh, Director of State Licensing, notice was given that the Dream Center Education Holdings LLC (DCEH) and Education Management Corporation (EDMC) have completed the transaction on October 17, 2017, pursuant to which DCEH acquired the Argosy University, Northern Virginia campus. The Dream Center Foundation, the parent of DCEH, is a 501c3 tax exempt California non-profit. EDMC no longer has a role in managing, assisting, financing or operating the acquired institutions. Plans to submit a new ownership application are underway.

No action is required by the Commission at this time.

F. General Assembly

Re: Income Share Agreement

In a letter dated 09/11/2017, from Liz Simon, General Counsel and VP, External Affairs, provided notification that General Assembly plans to pilot offering Income Share Agreements (ISA's) to students in certain courses at their DC campus.

The ISA is a contract in which a student receives educational funding in exchange for an agreed-upon percentage of future income over a defined period of time. The students will not pay anything upfront. ISA payment will not begin until after a graduate secures a job and only if the graduates income is \$40,000.00 per year.

The institution was represented Ms. Shanaz Chowdberry & Mr. Ben Grimmig to provide an overview of the proposed plan.

G. The Chicago School of Professional Psychology

Re: Program format change

In a letter dated 10/23/2017, received from Stephanie Perez, notice was given of plans to change the Education Specialist (EdS) in School Psychology from a residential program to a hybrid online program.

The institution will be required to submit an Application for Program Amendment.

No action is required by the Commission at this time.

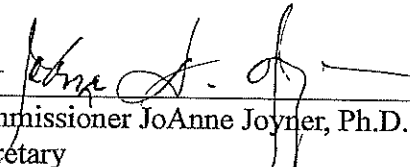
XII. Public Comments

No public comments.

XIV. Adjournment

Having no further business, the meeting was adjourned at 2:10pm.

Respectfully submitted,



Commissioner JoAnne Joyner, Ph.D.
Secretary