

DISTRICT OF COLUMBIA
HIGHER EDUCATION LICENSURE COMMISSION

Public Session No. 18-05
May 3, 2018
1050 First Street, NE
1st floor – Eleanor Holmes Norton I (108)
Washington, DC 20002

9:30 am

I. Call to Order

Commissioner Mary Dilworth called the meeting to order at 9:36 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.
 Commissioner Anita B. Shelton, MSW

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

Guests Present: Adecco Group
 Deborah Seymour

 Allied Health and Technology Institute
 Frank B. Uzoma

 Argosy University
 Lorraine Beach

 Aveda Institute
 Jason Blackwell

 Bard College
 Marina Van Zuylen
 Melissa Itare
 Ella Geisner
 Clara Botstein
 Jennifer Betanceer

 Children's National Medical Center
 Elizabeth Berg

Dream Center Education Holdings
Kimberly Walsh

General Assembly
Brigitta McKinley
Shanaz Chowdhery

Intellect Health Institute
Patrick Nwaokwu
Brian Bregman

Latin America Youth Center
Lorie Kaplan

PECB University
Toska Zajmi

S.O.M.E. Center for Employment Training
Emily Price

Southeast Welding Academy
Douglas Nelson
Londrea Dudley

Unity Education Center
Amilia Alcema

University of the Potomac
Dr. Rick Murphy
Andrea Ford

VMT Education Center
Kevin Archer

II. Ascertainment of Quorum

Five (5) Commission members were present constituting a quorum.

III. Approval of the Agenda

The Commission voted to approve the May 3, 2018 agenda.

IV. Executive Session

The executive session began at 9:42 am and concluded at 10:43 am.

V. Report of the Executive Director

The following are updates to conditions of license approval and other requests made by the Commission:

A. The **AYT Institute** has not yet submitted their closure plan. The Office of Attorney General (OAG) sent a demand letter on March 5, 2018, and are in the process of drafting a complaint because the demand letter were not responded to.

B. **BUEI Institute** has submitted the audited financial statement as requested by the

Commission. It was received on April 30, 2018. Our budget analyst reviewed the documents and said that they are compliant.

C. **Four Walls Career and Technical Education Center** has complied with the request for written statement of contingencies provided that the grant funding they receive from OSSE is no longer available, the status of their auditing process and a current audit.

D. The **Daniel Morgan Graduate Academy** submitted the information regarding the District resident enrollment.

E. **Olivet University** submitted their financial audit on March 14, 2018, ahead of the due date of March 31, 2018.

F. The **Allied Health and Technology Institute's** update is provided during "Unfinished Business." (see page 5)

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

VI. Public Comment (reserved for agenda items only)

There were no comments from the public.

VII. Consent Agenda

A. Approval of the March 1, 2018 meeting minutes

The Commission voted to approve the minutes from the March 1, 2018 meeting.

B. One-year approval list

The Commission approved the following applications for one (1) year, not to exceed May 31, 2019.

Renewals & Amendments *submitted at time of renewal*

<u>Institutions</u>	<u>License Type</u>
Institute of World Politics (D)	Renewal
Arizona State University (D)	Renewal & New Location
Contemporary Family Services (ND)	Renewal
Southeast Children's Fund (ND)	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.

<u>Institutions</u>	<u>License Type</u>
University of the Potomac (D)	New Programs: 1. Master of Science in Data Analytics 2. Master of Science in Health Informatics 3. Master of Science in Computer Science 4. Bachelor of Science in Data Analytics and Management 5. Bachelor of Science in Health Information Management 6. Teaching English to Speakers of Other Languages 7. Diploma Cyber Security 8. Diploma Data Science 9. Diploma Software Development
Davis Memorial Goodwill Industries	New Program: Energy Construction

	(Licensure period will synchronize with current license which will expire 7.31.2018)
The Salon Professional Academy	New Programs: Esthetics and Master Esthetics (Licensure period will synchronize with current license which will expire 1.31.2019)
Ross University (Transfer)	Agent John-Deane Nwafor (Licensure period will synchronize with current license which will expire 11.30.2018)

C. SAA-Veterans Education approval list

STATE APPROVING AGENCY APPROVALS
March 1 – April 30, 2018

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

<u>Institute of Higher Learning</u>	<u>New Programs</u>
George Washington University	1. Master of International Policy and Practice 2. Graduate Certificate in Management Leadership
Georgetown University	1. Graduate Certificate in Cybersecurity Risk Management 2. Master of Professional Studies in Cybersecurity Risk Management 3. Master of Arts in Catholic Clinical Ethics
The Institute of World Politics	Deemed approved program review (24 IHL programs)
American University	Deemed approved program review (316 IHL programs)
The Chicago School of Professional Psychology	Deemed approved program review (14 IHL programs)

<u>Licensure and Certification</u>	<u>Examination</u>
National Council of Architectural Registration Boards	• Architect Registration Examination Version 5.0 (replaces version 4.0)

The Commission voted unanimously to approve the Consent Agenda.

VIII. Non-Consent Agenda (items removed from agenda)

There were no items removed from the consent agenda.

IX. Unfinished Business

G. Allied Health and Technology Institute

Allied Health and Technology Institute submitted to the Higher Education Licensure Commission an application requesting license renewal to continue offering non-degree programs in Home Health Aide (HHA), Nurse Assistant (NA), and Bridge program – converting Certified Nurse Assistant (CNA) to Home Health Aide (HHA).

The Commission voted unanimously to defer the renewal application submitted by Allied Health and Technology Institute until the next public meeting September 13, 2018, and directed the institution to submit proof that student records are in electronic format and website corrections no later than August 1, 2018.

H. BUEI, LLC d/b/a Mentora College

No action taken on BUEI, LLC d/b/a Mentora College.

I. Argosy University

Argosy University submitted to the Higher Education Licensure Commission an application requesting ownership change. Dream Center Education Holdings, LLC entered into an asset purchase with Education Management Corporation to purchase Argosy University, Virginia to provide opportunities in education for the Dream Center Foundation. At the March 1, 2018 public meeting, the Commission voted unanimously to defer decision on the application submitted by Argosy University until the May 3, 2018 public meeting.” Subsequently, the institution submitted an application for Conditional Exemption to continue offering currently approved programs pursuant to DC Official Code §38-1310 (f) (1) for “Education provided as a local offering of a foreign institution” based on the limitation that the internships are only for Argosy University students regularly enrolled in the institution’s main campus and that the education does not fulfill more than 25% of the normal degree requirements as follows:

Bachelor of Arts in Psychology, Bachelor of Science in Business Administration, Bachelor of Science in Criminal Justice, Master of Arts in Education and Educational Administration, Master of Arts in Forensic Psychology, Master of Public Health, Master of Science in Human Services, Master of Arts in Clinical Mental Health Counseling, Doctor of Education in Counseling Psychology, and Master of Education in Higher Postsecondary Education.

The Commission voted (4 affirmative, 1 abstention) to approve the application for change in ownership submitted by Argosy University for a period of one (1) year, not to exceed May 31, 2019. The Commission also approved the application for Ownership Change.

X. Applications for Licensure/Exemption

A. Provisional

i. Bard College

Bard College submitted to the Higher Education Licensure Commission a provisional application to offer degree programs in the Associate of Arts and the Clemente Program: Literature, Philosophy, American History, Art History, Critical Thinking and Writing.

The Commission voted (3 affirmative, 2 abstentions) to approve the Bard College Clemente Program operating at the Latin American Youth Center for a period of one (1) year, not to exceed May 31, 2019.

The Commission voted (3 affirmative, 2 abstentions) to approve the provisional application to offer dual credit associate degree program of Arts for one (1) year, not to exceed May 31, 2019.

ii. PECB University

PECB University submitted to the Higher Education Licensure Commission an application for provisional licensure to offer the following:

Master of Business Administration (MBA) degrees in: Information Security Management, Business Continuity Management, Information Technology Service Management, Quality Management and Risk Management.

Graduate Certificates in: Business Administration, Management Systems Administration, Information Security Management, Business Continuity Management, Information Technology Service Management, Quality Management and Risk Management.

The Commission voted (4 affirmative, 1 negative) to approve the application for provisional licensure submitted by PECB University for one (1) year, not to exceed May 31, 2019, with the condition of submitting required documentation from the D.C. Office of Tax and Revenue submitted by May 31, 2018.

B. Renewals/Amendment Applications

i. SOME Center for Employment Training

S.O.M.E. Center for Employment Training submitted to the Higher Education Licensure

Commission an application requesting license amendment to change locations from 2300 Martin Luther King Jr. Avenue, SE to 4400 Benning Road, NE.

The Commission voted unanimously to approve the amendment application submitted by S.O.M.E. Center for Employment Training.

ii. Intellect Health Institute

Intellect Health Institute submitted to the Higher Education Licensure Commission an application requesting license renewal to continue offering non-degree programs in Home Health Aide (HHA).

The Commission voted (3 affirmative, 2 abstentions) to approve the renewal application submitted by Intellect Health Institute for a period of one (1) year, not to exceed May 31, 2019, with the conditions that enrollment is limited to no more than five (5) students in the morning and five (5) students in the evening, that they submit a list of students after each cohort and that they continue to follow the curriculum established by the D.C. Board of Nursing.

iii. Bethel Training Institute

Bethel Training Institute has submitted to the Higher Education Licensure Commission an application requesting license renewal to continue offering non-degree programs in Home Health Aide (HHA). Additionally the institution submitted a request to close the Certified Nursing Assistant Training (CNA) program effective May 12, 2018, and the request to close the certified nursing program.

The Commission voted unanimously to approve the renewal application and the request to close the submitted by Bethel Training Institute for a period of one (1) year, not to exceed March 31, 2019.

iiii. Aveda Institute

Aveda Institute submitted to the Higher Education Licensure Commission an application requesting license renewal to continue non-degree programs in: Cosmetology, Instructor training and Esthiology.

The Commission voted unanimously to approve the renewal application submitted by Aveda Institute for a period of one (1) year, not to exceed May 31, 2019, with the condition to submit the catastrophic event policy no later than May 4, 2018.

v. Southeast Welding Academy

Southeast Welding Academy submitted to the Higher Education Licensure Commission an application requesting license renewal to continue non-degree programs in: Advanced Shielded Metal Arc Welding, Tungsten Arc Welding, Oxy-fuel Plasma Cutting Operation, Basic Pipe Welding, and Basic Shielded Metal Arc Welding.

The Commission voted (3 affirmative, 2 negative) to approve the renewal application submitted by Aveda Institute for a period of one (1) year, not to exceed May 31, 2019, with the condition to submit an updated financial report and a revised catalog no later than May 31, 2018.

vi. General Assembly

General Assembly has submitted to the Higher Education Licensure Commission an application requesting ownership change and an application for license renewal to continue non-degree programs in: Back-End Web Development, Front-End Web Development, Business Fundamentals and Tactics, Software Engineering for Developers, Digital Marketing, Data Science, Product Management, User Experience Design, User Experience Design Immersive, Web Development Immersive, Mobile Development, Visual Design, Sales and Business Development Immersive, Product Management Immersive, Web Design Circuit, Android Development Immersive, Data Science Immersive, Digital Marketing Circuit (Online), JavaScript Development, Web Development Immersive Remote (Online) and User Experience Design Circuit (Online).

The Commission voted unanimously to approve the application requesting ownership change and license renewal submitted by General Assembly for a period of one (1) year, not to exceed May 31, 2019.

vii. VMT Education Center

VMT Education Center submitted to the Higher Education Licensure Commission applications requesting ownership and change of name to Unity Education Center.

The Commission voted unanimously to defer action on the application until the July 12 public session and Commission is provided with the proof financial solvency for the proposed new owner to be submitted no later than May 31, 2018.

viii. The Washington Center for Psychoanalysis, Inc.

The Washington Center for Psychoanalysis, Inc. has submitted to the Higher Education Licensure Commission an application requesting name change to The Washington Baltimore Center for Psychoanalysis, Inc.

The Commission voted unanimously to approve the application requesting name change submitted by The Washington Center for Psychoanalysis, Inc. for one (1) year, not to exceed May 31, 2019, Additionally the Commission intends to issue an infraction based on the institution's failure to seek approval prior to operating under the new name.

C. Provisional Agent

i. Temple University

Temple University submitted a provisional agent license application for representative's Elizabeth Jung, Tamryn McDermott and William Bulat and a renewal application for representative AnneMarie Szambelak to recruit prospective students in the District.

The Commission voted unanimously to approve the agent application submitted by Temple University for one (1) year, not to exceed May 31, 2019.

D. Provisional Conditional Exemption

i. Children's National Medical Center

Children's National Medical Center submitted to the Higher Education Licensure Commission an Application for Conditional Exemption or Exclusion under the provisions of DC Official Code 38-1310 (f) to offer practicum credit in the following programs: Operating Room Rotation, Crucial Conversation, Crucial Accountability, Annual Flight Training, ECIC Assist Course, IV Start Course, Quarterly Skills, Shift Leader Course, Managing Workplace Conflict, Navigating Transport Team Dynamics, Preceptor Workshop and EMTC Trauma/Resuscitation Course.

The Commission voted unanimously to approve the request for Exclusion submitted by Children's National Medical Center based on 38-1310 (a) (1), education provided by an employer for its own employees.

ii. Maryland University of Integrative Health

Maryland University of Integrative Health submitted to the Higher Education Licensure Commission a conditional exemption application under the provisions of DC Official Code 38-1310 (f) to offer internships in their Master of Science in Nutrition and Integrative Health and Doctor of Clinical Health programs.

The Commission voted unanimously to approve the request for conditional exemption submitted by Maryland University of Integrative Health for a period of one (1) year, not to exceed March 31, 2019.

E. State Authorization Reciprocity Agreement

i. University of the Potomac

The University of the Potomac submitted to the Higher Education Licensure Commission an application for institutional participation in the State Authorization Reciprocity Agreement (SARA).

The Commission voted unanimously to approve the SARA application submitted by the University of the Potomac for a period of one (1) year, not to exceed May 31, 2019.

XI. Complaints

A. Dudley Beauty College, Case No 2018-002

The Higher Education Licensure Commission (HELC) received a formal complaint from Ms. Courtney Davis dated February 22, 2018. The complainant alleges the withholding of student records, failure to issue a student catalogue/handbook, and instructor misconduct. The complainant did not submit a reply to the institution's response and the institution did not submit a subsequent response. The case has been forwarded to the Commission for review.

The Commission voted unanimously to resolve the complaint by requesting the institution to release to the complainant a copy of transcript and follow the refund policy.

XII. Correspondence and Communications

A. The New York Code & Design Academy

On 10/30/2017, Strayer Education, Inc., the parent company of The New York Code and Design Academy ("NYCDA"), announced an agreement of merger with Capella Education Company. The proposed merger will not change the ownership of NYCDA. The entity that is Strayer Education, Inc. will continue to be the parent company that owns and operates NYCDA.

No action required by the Commission at this time.

B. Inter-American Defense College

In a letter dated 04/06/2018, from Martha Herb, Director- notification provided that the institution remains accredited by ACICS through Dec. 31, 2018. Effective March 2018 the institution is in candidacy for accreditation with the Middle States Commission on Higher Education.

No action required by the Commission at this time.

C. US Department of Education

Accrediting Council for Independent Colleges and Schools (ACICS) status as a federally recognized accrediting agency is restored effective as of December 2016 until the current Secretary of Education makes a final decision regarding the institution's recognition petition which was submitted after the previous administration withdrew recognition in December 2016.

No action required by the Commission at this time.

D. Captec Professional Training and Health Services

Re: Request for Hearing

A letter dated 03/12/2018, from Esther Ukaobasi, CAPTEC CEO, request a hearing on the matter of Case No. D-2018-001, to defend against the intent to deny license renewal.

On March 1, 2018, the Commission, in public meeting, addressed the Notice of Intent to Deny that was issued to Captec. Because the Commission had not received a request for hearing from Captec, the Commission took action on the case and denied licensure to Captec pursuant to 5A DCMR 8133.3. Accordingly, the Commission's final decision stands, and Captec is not currently licensed to operate in the District of Columbia. In response to March 12, 2018 letter requesting a hearing, Attorney Aniton sent a letter dated March 19, 2018 to the institution denying the request for hearing. On March 29, 2018 Specialist Henry conducted an unannounced site visit. There

was no answer. Although the facility appeared to have had some exterior improvements since the previous two visits, it did not appear to be in operation. D.C. Department of Consumer and Regulatory Affairs (DCRA) had tagged the property as "VACANT".

E. Aveda Institute

In a letter dated 02/02/2018, from Kauren Fender, Compliance Director, notification provided that Mr. Eljin McClain, Director of the Institute, left the school on March 28, 2018 and that Jason Blackwell, Regional Director is acting as Director while the position remains open.

No action required by the Commission at this time.

F. Strayer University

Re: Program update

A letter dated 04/25/2018, from Darlene Bell-Alexander, Sr. Associate General Counsel announced plans to enhance the Jack Welch Management Institute MBA program, with a new Human Resources Leadership Concentration effective Summer/Fall 2018.

No action required by the Commission at this time.

G. DeVry University

Re: Approval inquiry

A letter dated 04/23/2018, from Melissa Robbins, Senior Director, Educational Authorization, seeking provisional conditional exemption to cover the DeVryWORKS training program. The HELC application for Conditional Exemption or Exclusion requires copies of contracts with individual companies.

Based on the letter, DeVry University is not eligible to seek exclusion or exemption based on the category 38-1310(a)(1) "Courses of instruction...solely for the training of the employees of the person, and for which no fee is charged." This exclusion would only apply if DeVryWORKS was training their own employees. They are not; they wish to train other people's employees. And, although the employees will not pay for the course a fee is being charged to the employer.

Additional documentation (more than a letter) is needed as proof of how this proposed offering qualifies for the exclusion category referenced in the correspondence.

H. Mid-Atlantic College

Re: Request for Hearing

A letter dated 03/31/2018, from Christopher Azoroh, President and Brian R. Bregman, Attorney (Representative), request a hearing in Case No. D-2018-002 and the files maintained by the HELC, to dispute the allegations and proposed action.

I. Innovative Institute

Re: Request for Hearing

A letter dated 03/31/2018, from Christopher Azoroh, President and Brian R. Bregman, Attorney (Representative), request a hearing in Case No. D-2018-003 and the files maintained by the HELC, to dispute the allegations and proposed action.

XIII. Extended Public Comments (limited to 2 minutes per person on any item/matter not listed on the agenda)

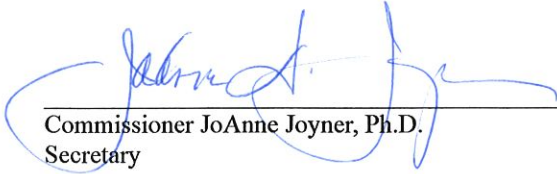
There were no comments from the public.

XIV. Next Public Meeting: July 12, 2018

XV. Adjournment

Having no further business, the meeting was adjourned at 3:19 pm.

Respectfully submitted,



Commissioner JoAnne Joyner, Ph.D.
Secretary

HELC Minutes
Public Session No.: 18-05
May 3, 2018