

DISTRICT OF COLUMBIA
HIGHER EDUCATION LICENSURE COMMISSION

Public Session No. 18-01
January 11, 2018
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 11:18 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. (via remotely)
Commissioner Anita Shelton, M.S.W.

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: Aveda Institute
Jason Blackwell
Eljin McClain

Daniel Morgan Graduate School of National Security
Luke McCabe
Jonathan Strum
Kevin McCarty

Flatiron School
Adam Enbar
Brandon Walters

Iteach D.C.
Andrew Rozell

Olivet University
Sarah Lafleur
Lillian Quan

Smartly Institute
Matthew Kelly

Teach-Now, Inc.
Emily Feistritzer
Donna M. Gollnick

University of Phoenix
Bridget Beville
Michael Hearon

University of Southern California
Marietta Watts
Stefany Laun

Walden University
Staci R. Shelley
Roger McKinney
Ward Ulmer
Jim Wilson
Sharon VanWyk

Westlink Career Institute
Dasia Merriweather

II. Ascertainment of Quorum

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

III. Approval of the Agenda

The Commission voted to approve the January 11, 2018 agenda.

IV. Approval of the November 2, 2017 meeting minutes

The Commission voted to approve the minutes from the November 2, 2017 meeting.

V. Report of the Executive Director

The following are licensure action updates:

HELC Minutes
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- A. The **AYT Institute** has not yet provided the closure plan. However, upon site visits, staff determined that the facility has stopped operating in accordance with the denial.
- B. **BUEI Institute** has submitted a draft of their audited financial statement as well as the nine months of their most recent bank statements.
- C. **Athabasca University's** accreditation status was updated, and they are in full compliance with their accreditor.
- D. The **Daniel Morgan Graduate School of National Security** provided the requested appointment letters for their Interim President and Dean of Graduate Studies.
- E. The **Paralegal Institute** has submitted all of the documentation requested pertaining to their change in ownership approval. A site visit is still pending.
- F. **St. Leo University** has remitted the late fee of \$500.00.
- G. **I. Toni Thomas d/b/a Community Empowerment Training Academy** has submitted the application for license renewal as well as the late fee.

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 January 31, 2019.

Renewals & Amendments *submitted at time of renewal*

<u>Institutions</u>	<u>License Type</u>
Kaplan Inc. d/b/a Metis	Renewal & Amendment (Change to 100% online)
Bei Capelli, LLC dba The Salon Professional Academy, D.C.	Renewal
University of the Potomac	Renewal and new program in Bachelor of Science in Computer Science

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>
TEACH-NOW Inc. dba Educatore School of Education	New Program: Master's in Educational Leadership & Change of Name to "TEACH-NOW"

	Graduate School of Education”
From: Smartly By Pedago, LLC To: Smartly Institute	Amendment (Name and Location Change)
*Byte Back, Inc.	Amendment (Location change)

Conditional Exemptions

<u>Institutions</u>	<u>License Type</u>
Southeastern Baptist Theological Seminary	Renewal
Seton Hall University	Renewal
Athabasca University	Renewal

STATE APPROVING AGENCY APPROVALS November 2 – December 31, 2017

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

<u>Institute of Higher Learning</u>	<u>Application Type</u>
George Washington University	New Programs: Graduate Certificate in Business Foundations Graduate Certificate in Documentary Filmmaking Bachelor of Science in Health Sciences – Leadership for Emergency Action and Disaster Response Master of Science in the Field of Management of Health Informatics and Analytics

<u>Non-College Degree</u>	<u>Application Type</u>
VETS Group Training Academy	Initial VA Approval

VII. Unfinished Business

A. Regis College

During the November 2, 2017 public session, the Commission voted to deny Regis College’s request for conditional exemption to offer a Doctorate of Nursing Practice. The institution did not respond to the Notice of Intent to Deny, nor did they request a hearing on the matter.

The Commission voted unanimously to deny the conditional exemption request for the Doctorate of Nursing Practice.

B. Daniel Morgan Graduate School of National Security

During the November 2, 2017 public session, the Commission voted to defer action on the application until the January 11, 2018 public meeting and requested that the institution provide documentation which was as of today is complete.

The Daniel Morgan Graduate School of National Security submitted to the Commission an application requesting licensure renewal to continue offering their degree program in master of Arts and National Security, Master of Arts in Intelligence, Master of Arts in Information Operations, Graduate Certificate in Special Operations and Low Intensity Conflict, Graduate Certificate in Regional Specialization, Graduate Certificate in Non-Kinetic Operations, Graduate Certificate in Intelligence Specialization, Graduate Certificate in National Security Specialization. They also requested to offer new certificate programs: Terrorism Prevention, Domestic and Beyond National Security, and Intelligence and Information Operations for the 21st Century.

They subsequently submitted a request for license amendments to add a third program certificate, Master of Arts Managing Disruption and Violence.

The Commission voted unanimously to approve the application for license renewal submitted by Daniel Morgan Graduate School of National Security for a period of one year, not to exceed January 31, 2019.

VIII. Fact Finding Hearing

A. Daniel Morgan Graduate School of National Security

Daniel Morgan Graduate School of National Security was deemed to be operating the two programs prior to being approved by the Commission. The programs started in August 2017. The Commission issued a Notice of Infraction with a fine in the amount of \$1,000. The institution requested a hearing on the matter.

The Commission voted (4 affirmative, 1 negative) to withdraw the Notice of Infraction for Daniel Morgan Graduate School of National Security.

IX. Provisional Applications

A. Iteach D.C.

Iteach D.C. submitted to the Higher Education Licensure Commission an application for provisional licensure to offer non-degree programs for Teacher Certification.

The Commission voted (3 affirmative, 1 negative, 1 abstention) to approve the provisional application submitted by Iteach D.C. for one (1) year, not to exceed January 31, 2019.

B. University of Southern California

The University of Southern California submitted to the Higher Education Licensure Commission an application for provisional licensure to offer degree programs as follows: Master of Business Administration (M.B.A.), Master of Science in Integrated Design, Business and Technology, Master of Arts in Teaching (M.A.T.) Graduate Certificate in Gifted Education, Graduate Credential in Special Education, Master of Arts in Teaching English to Speakers of

Other Languages (MAT-TESOL), Master's in Education, School Counseling (M.E.S.C.), Organizational Change and Leadership (Ed.D.), Master of Science in Nursing (M.S.N.), Master of Public Health (M.P.H.), Master of Laws (LL.M.), Master of Science in Human Resource Management (M.S.), Master of Science in Project Management (M.S.), Master of Science in Applied Psychology (M.S.), Masters in Social Work (D.S.W.), Doctor of Social Work (D.S.W.) and Doctor of Physical Therapy (D.P.T.).

The Commission voted unanimously to approve the provisional application submitted by University of Southern California for one (1) year, not to exceed January 31, 2019, with the condition that the University of Southern California submit documentation of its practicum process by January 31, 2018.

C. Walden University

Walden University submitted to the Higher Education Licensure Commission an application for provisional licensure to offer their full complement of degree programs.

The Commission voted unanimously to approve the provisional application submitted by Walden University for one (1) year, not to exceed January 31, 2019.

D. Flatiron School, LLC

Flatiron School, LLC submitted to the Higher Education Licensure Commission an application for provisional licensure to offer degree programs in Full Stack Web Developer Immersive and Full Stack Web Developer Immersive Online.

The Commission voted (3 affirmative, 1 negative, 1 abstention) to approve the provisional application submitted by Flatiron School, LLC for one (1) year, not to exceed January 31, 2019.

E. Olivet University

Olivet University submitted to the Higher Education Licensure Commission an application for provisional licensure to offer degree programs as follows: Washington Journalism Major Program, Master of Arts in Journalism Program, Advanced News Writing Certificate Program, Multimedia Journalism Certificate Program and Digital Journalism Certificate Program.

The Commission voted unanimously to defer decision on the provisional application submitted by Olivet University until the March 1, 2018 Public Meeting to allow for review of the audited financial statement and to seek clarity regarding the institutions admission policy in terms of alignment with the District of Columbia Human Rights' Law.

X. Renewal/Amendment Applications

A. Captec Professional Training Center & Health Care Services, Inc.

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Captec Professional Training Center & Health Care Services, Inc. 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 (CAN) to Home Health Aide (HHA).

The Commission voted unanimously to deny the request for license renewal submitted by Captec Professional Training Center & Health Care Services, Inc. for findings of failure to comply with the following standards: integrity, retention, job placement, library, physical plant, servie & resources, student records, and publication and advertising.

B. Four Walls Career & Technical Education Center

Four Walls Career & Technical Education Center submitted to the Higher Education Licensure Commission an application requesting license renewal to continue offering the following non-degree programs: Adult Basic Education/General Education Diploma (ABE/GED), National External Diploma Program (NEDP), Virtual Enterprise/Business & Technology (also known as Business Entrepreneurship), Digital Literacy, CORE Curriculum (Construction), Stationary Steam Engineering, Electrical Wiring, Heating Ventilation and Air Conditioning (HVAC), Plumbing, and Computer Aided Design (CAD).

The Commission voted unanimously to approve the application submitted by Four Walls Career & Technical Education Center for a period of one (1) year, not to exceed January 31, 2019, with the following conditions: submission of a written statement of contingencies if funds are no longer available from OSSE/AFE, and submission of a current audit no later than February 15, 2018.

C. Sistema Universitario Ana G. Mendez, Universidad del Este

Sistema Universitario Ana G. Mendez, Universidad del Este submitted to the Higher Education Licensure Commission an application requesting license renewal to continue offering the following degree programs: Associate of Science in Culinary Arts, Bachelors of Science in Culinary Management and Associate in Science Major in Culinary Arts (Dual Language Curriculum).

The Commission voted (4 affirmative, 1 abstention) to approve the application submitted by Sistema Universitario Ana G. Mendez, Universidad del Este for a period of one (1) year, not to exceed January 31, 2019, with the condition that an audit be submitted to the Commission no later than February 15, 2018.

XI. Conditional Exemption Renewal

A. National Customs Brokers & Forwarders Association of America, Inc.

National Customs Brokers & Forwarders Association of America, Inc. submitted an application for conditional exemption renewal to continue offering degree programs in Certified Customs Specialist and Certified Export Specialist.

The Commission voted unanimously to deny the application for license renewal submitted by National Customs Brokers & Forwarders Association of America, Inc.

XII. Closure Plan

A. University of Phoenix

The University of Phoenix has submitted a Closure plan and request for new/additional location to accommodate students who elect not to transfer to online instruction or to the Arlington, VA Learning Center during the planned teach-out of the Washington, DC Campus.

The projected teach-out date for students is February 2019. The lease on the current location will expire April 30, 2018. The new location is in close proximity to the existing one and operations will continue as normal until all students have completed the program.

The Commission voted (4 affirmative, 1 abstention) to accept the closure plan and request for new location submitted by the University of Phoenix.

XIII. Complaints

Aveda Institute

The Commission received the following complaints:

- 1- Complaint number 2017-006 student alleges that the transcript and student record received from the school were incomplete and expressed concerns regarding working on clients without proper compensation.
- 2- Complaint number 2017-007, student cited concerns of unsupervised instruction, unmet learning objectives, unqualified instructors and inadequate facilities.

The Commission voted unanimously to impose an infraction to the Aveda Institute for the following findings resulting from the investigation of the aforementioned complaints: failure to demonstrate that all instructors had requisite licensure to teach the Cosmetology Program, failure to demonstrate that there were sufficient number of instructors to teach each course, failure to demonstrate delineated written outlines for the programs of study, failure to demonstrate compliance with applicable regulations for the physical plant, specifically: an out of order restroom, missing ceiling and wall panels and exposed wires and pipes, a dead station on the floor, and concern that students stand on stools to access power sources from the ceiling. The Commission also requested evidence that the institution demonstrate corrective action of these matters no later than February 15, 2018.

XIV. Correspondence and Communications

A. DC Board of Nursing

Re: Intellect Health Institute, Allied Health, Mid-Atlantic

In a copy of a Notice of Intent to Withdraw Approval (NOI) dated 11/06/2017, from Amanda Liddle, Chairperson of the Board of Nursing, giving notice of intent to withdraw approval of Home Health Aide Training program in accordance with the provisions of the District of Columbia Administrative Procedure Act, D.C. Official Code &3-1202.04 (2012 Repl.) D.C. Official Code & 3-1205.14 (2012 Repl.); and Title 17, Chapter 22 of the District of Columbia Municipal Regulations (DCMR); and Title 29, Chapter 32 of the DCMR.

In a copy of a Notice of Intent to Withdraw Approval (NOI) dated 10/24/2017, addressed to Allied Health & Technology Institute from Amanda Liddle, Chairperson of the Board of Nursing, giving notice of intent to withdraw approval of Home Health Aide and Certified Nursing Assistant Training programs in accordance with the provisions of the District of Columbia Administrative Procedure Act, D.C. Official Code &3-1202.04 (2012 Repl.) D.C. Official Code & 3-1205.14 (2012 Repl.); and Title 17, Chapter 22 of the District of Columbia Municipal Regulations (DCMR); and Title 29, Chapter 32 of the DCMR.

In a letter dated 12/21/2017, from Amanda Liddle, Dr. PH, RN, FAAN, Chairperson of the Board of Nursing citing their concerns regarding the Mid-Atlantic College. Specifically, (1) facility's cleanliness, (2) no nursing instructor while students were present, (3) lack of accreditation and impact on graduates ability to further their education.

No action required by the Commission at this time.

B. Inter-American Defense College non-substantive modifications to two programs

Program Name: Inter-American Defense and Security, Master's degree, credits reduced from 38 to 36.5; added course 500 "Fundamental of Hemisphere Defense and Security Workshop", changed course numbers

Program Name: Inter-American Defense and Security, Diploma, credit reduced from 36-32.50; added course 400 "Fundamentals of Hemisphere Defense Security Workshop, add course 498 "Individual Research (optional), increase the number of electives from four to seven;

Notice included a copy of the Academic Credit Analysis submitted to its accreditor ACICS.

No action required by the Commission at this time.

C. University of Phoenix

Re: Change in Campus Director

In a letter dated 12/21/2017, from Bridget Beville, Sr. Corporate Counsel of the University of Phoenix, informing that the University now has a new Director for the Washington, DC Campus, Michael Hearon. The institution's organizational chart has been updated and a copy of his resume' and job description were sent along with the letter for record purposes.

No action is required by the Commission at this time.

D. Strayer University

1. In an email from Mustafa Hersi, Associate General Counsel, notification provided that on October 30, 2017, Strayer Education, Inc., the parent company of Strayer University, announced an agreement of merger with Capella Education Company, which owns and operates Capella University.

Proposed merger will not change the ownership of Strayer University, nor will the management, mission, scope and administration change.

No action is required by the Commission at this time.

2. Re: Proposed Four Additional Post-Baccalaureate Graduate Certificates

In a letter dated 11/16/2017, received from Mustafa Hersi, Associate General Counsel, providing information of the four enhancements to Strayer University's educational programs that they propose to implement beginning in winter/spring of 2018, based on their ongoing assessment and program review activities.

The four proposed programs enhancements are as follows:

- Graduate Certificate in Entrepreneurial Leadership will take three 4.5 quarter credit hour core courses from the MBA-DE: BUS 520, BUS 599 and MAT 510
- Graduate Certificate in Finance and Accounting for Entrepreneurs will take three of the more "numbers-oriented" courses from the MBA core curriculum: ECO 550, FIN 534 and ACC 556
- Graduate Certificate in Marketing & Branding for Entrepreneurs utilizes the three remaining courses from the MBA-DE curriculum: COM 510, MKT 500 and LEG 500
- Certificate in Digital Entrepreneurship will be composed of three existing courses from the MBA-DE. Each course will be 4.5 quarter credit hours: BUS 523, BUS 543 and BUS 553.

No action is required by the Commission at this time.

E. Adtalem Global Education

1. Adtalem Commitments Report, “Independent Student Commitment Review”

In a report dated 10/23/2017, informing that on October 31, 2016, Adtalem Global Education (“Adtalem”) announced the adoption of twenty-one voluntary student commitments in designated areas including recruitment and enrollment, student outcomes, and informed student choice purposed to build upon the institution’s commitment to continuous improvement and accountability. (13 page document was distributed for more thorough review).

No action is required by the Commission at this time.

2. Re: Adtalem Global Education Signs Agreement to Transfer Ownership of DeVry University

In a news release dated 12/04/2017, announcing that the Adtalem Global Education (NYSE: ATGE) announced that it had signed an agreement to transfer ownership of DeVry University and its Keller Graduate School of Management to Cogswell Education, LLC.

No action is required by the Commission at this time.

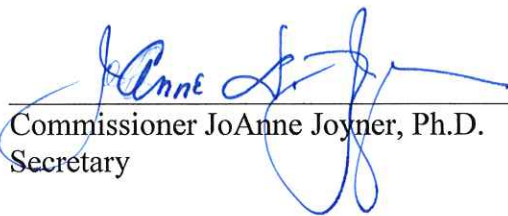
XII. Public Comments

No public comments.

XIV. Adjournment

Having no further business, the meeting was adjourned at 3:51 pm.

Respectfully submitted,



Commissioner JoAnne Joyner, Ph.D.
Secretary