

DISTRICT OF COLUMBIA
HIGHER EDUCATION LICENSURE COMMISSION

Public Session No. 20-11
November 5, 2020 (virtual)
9:30 am

I. Call to Order

Commissioner Mary Dilworth called the meeting to order at 9:32 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 Estell Mathis-Lloyd, M. Ed.
Commissioner Anita B. Shelton, MSW

Staff Present:

Angela Lee, Executive Director
Terasita Edwards, Deputy Director
Jocelyn Harris, Education Compliance Specialist
Alesia Henry, Education Compliance Specialist
Dorothy Thomas, Education Compliance Specialist
Chasity Cook, SAA Compliance Specialist
Nagesh Tammara, Attorney Advisor
Maia Turner, Administrative Assistant

Guests Present:

Arizona State University
Alison Hines Hahn

Florida International University
Eric Feldman

Pepperdine University
David Smith

International Center for Language Studies
Lee Evans

Bard College
Clara Botstein

Saint Michael College of Allied Health
Michael Adedokun

Washington University at Brookings
Ian Dubin
Katie Hood

Berlitz Language CenterLandrea W. Dudley
Alejandra Zegarra Blanco

Technical Learning Center t/a Prospect College
Mark Toufanian

The Salon professional Academy (TSPA)
Patrick Justin Guarniere

Urban Education Inc.
Roxanne Williams
Violet Browne

Board of Nursing (BON)
Bonita Jenkins

Lambda School
Cecilia Ziniti

Bethel Training Institute
Donna Allen Williamson

University of California Davis
James T. Kelly "Jim"
Eugenia Luu

Bennett Career Institute, Inc.
Chet A. Bennett

Toni Thomas Associates dba Community Empowerment
Training Academy (HOPE Project)
Raymond Bell

Time for Change
Tonya Ridley

Strayer University
Lisa Sincere

Dudley Beauty College
Melanie McClain
Patricia Shields

University of Southern California (USC)
Jamie Putorti-Sandheinrich

Board of Ethics and Government Accountability (BEGA)
Shree DeBerry

Immaculate School of Allied Health
Winstina Taylor

University of Michigan – Ann Arbor
Amber Blomquist

Maryland Higher Education Commission
Trish Gordon-McCown

University of St. Augustine
Kim Reffner

Public Attendees
Soccora Smith, TFC
Harriet Segar
Emily Hayman-Bard
April Alredge
Raymond Weeden
Katherine Boo

II. Ascertainment of Quorum

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

III. Approval of the Agenda

The Commission voted to approve the November 5, 2020 agenda.

IV. Public Comment (reserved for agenda items only)

There were no comments from the public.

V. Consent Agenda

A. Approval of the September 21, 2020 meeting minutes

The Commission voted to approve the minutes from the September 21, 2020 meeting.

APPROVAL LIST (1 year)

B. One-year approval list

Recommended approval for the following applications for one (1) year from the date of expiration.

RENEWALS & AMENDMENTS *submitted at time of renewal*

Institutions	Approval Type	Expiration Date if Approved
Berlitz Language, INC (ND)	Renewal	11/30/2021
UC Berkeley (D)	Renewal	11/30/2021
St. Michael College of Allied Health (D)	Renewal	9/30/2021
University of St. Augustine for Health Sciences (D)	Renewal	11/30/2021
Immaculate School of Allied Health (ND)	Renewal	11/30/2021
Washington University in St. Louis-Olin Business School (D)	Renewal	11/30/2021
International Center for Language Studies (ND)	Renewal	11/30/2021

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	Approval Type	Current Expiration
University of Southern California (D)	Program amendments	1/31/2021
Carnegie Mellon University (D)	Program Amendment	Permanent
Bard College (D)	Amendment/New Program	5/31/2021
Pepperdine University (D)	Amendment/New Program	1/31/2021
Arizona State University (D)	Program Amendments	5/31/2021

CONDITIONAL EXEMPTIONS

Institutions	Approval Type	Expiration Date if Approved
University of Michigan (D)	Renewal	11/30/2021
Florida International University (D)	Renewal	1/31/2022

AGENTS

Institutions	Approval Type	Expiration Date if Approved
Ross University School of Medicine (D)	Provisional (Bianca Trindade and Jeffrey Weisberger)	11/30/2021

KEY: Institution Type: (D) – Degree (ND) – Non-Degree

STATE APPROVING AGENCY APPROVALS

September 1 – October 31, 2020

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

INSTITUTE OF HIGHER LEARNING (IHL)

New Programs

Institution Name	Program Name
American University	Media Technology, and Democracy
American University	Healthcare Administration (MPS)
American University	Data Science (BS)
Georgetown University	Graduate Certificate in Catholic Clinical Ethics
Georgetown University	Master of Science in Integrative Medicine and Health Sciences

Program Amendments

Institution Name	Program Name
American University	Graphic Visual Communications Design (BA)

American University	Literature (MA)
American University	Quantitative Analysis
American University	Language and Area Studies: Russian/Area Studies (BA)
Georgetown University	Doctor of Philosophy (PhD) in Pharmacology and Physiology (name changed from Pharmacology – PhD)

Program Withdrawals

Institution Name	Program Name
American University	Professional Science Biostatistics
American University	Biology (MA)

COMPLIANCE & MONITORING REPORT

UNLICENSED ACTIVITY

The Commission is investigating the following institutions suspected to be operating postsecondary educational programs in the District of Columbia without approval.

Institutions
Middle East Institute
ELS Language Center
Fluent City
Rowan University

LICENSE EXPIRATIONS

Notice of license expiration was sent to the following institutions. They have not responded to the Commission.

Institutions	Approval Type	Expiration Date
Community Care Training Services (ND)	Provisional	7/31/2020
DC Central Kitchen (ND)	License	7/31/2020
Nursing Assistant Academy (ND)	License	5/31/2020

The Commission removed from the consent agenda The Salon Professional Academy. With the stated changes, the Commission voted unanimously to approve the consent agenda.

VI. Non-Consent Agenda (items removed from consent agenda)

A. The Salon Professional Academy

The Salon Professional Academy submitted an application requesting program amendment to offer their non-degree programs in a distance education (hybrid format).

The Commission voted unanimously to approve the application for program amendment submitted by The Salon Professional Academy synchronous with the current licensure approval.

VII. Unfinished Business

A. Prospect College

Prospect College submitted an application requesting program amendment to offer the Medical Assistant, Medical Office Administration and PC Specialist non-degree programs in a distance education (hybrid format) and to delete the programs in: Medical Billing and Coding and Dental Assistant. Additionally, the institution has submitted an application for licensure renewal.

RECAP from previous meeting(s):

At the July 9, 2020 public meeting, the Commission voted unanimously to defer action on the application submitted by Prospect College until the September 21, 2020 public meeting. The institution requested the amendment but failed to submit the license renewal; application timely.

At the September 21, 2020 public meeting, The Commission voted unanimously to defer action on the applications for renewal, program deletion and amendment to offer non-degree programs in distance education, hybrid format submitted by Prospect College until the November 5, 2020 public meeting with the conditions to providing course curriculum sequencing no later than October 1, 2020.

The Commission voted unanimously to approve the application for renewal submitted by Prospect Colleg, for one (1) year not to exceed July 31, 2021.

The Commission voted unanimously to approve the applications requesting amendment and program deletion submitted by Prospect College synchronous with the current licensure approval.

B. Urban Ed, Inc.

Urban Ed, Inc. submitted an application for licensure renewal to continue offering non-degree programs in Amazon Web Services Cloud Practitioner, Amazon Web Services Solutions Architect-Associate, Cisco Certified Entry level Network Technician, Cisco Certified Network Associate Routing & Switching, Cisco Certified Network Associate Security, Certified Associate Programmer: Essentials in C++, Help Desk Institute -Customer Service Representative,

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Introduction to Cybersecurity, Information Technology Essentials (A+), Information Technology Infrastructure Library, Net Dev Group Linux Essentials, Network +, Security +, Computing Technology Industry Association Network+, Computing Technology Industry Association Security+; and, a program amendment to add the STEAMAcad program which includes 9 courses. The institution also submitted are request for a waiver of fees the program amendments.

RECAP from previous meetings:

At the September 21, 2020 public meeting, The Commission voted unanimously to defer action on the application requesting licensure renewal submitted by Urban Ed, Inc. until the November 5, 2020 public meeting to provide the opportunity for the institution to realign their programs and courses.

The Commission voted unanimously to the application for renewal submitted by Urban Ed, Inc. for one (1) year, not to exceed July 31, 2021.

The Commission voted unanimously to approve the application requesting program amendment submitted by Urban Ed, Inc. synchronous with the current licensure approval.

The Commission voted (In favor: Joyner, Lloyd, Shelton; Opposed: Cross, Dilworth) to waive the fee of \$300.00 for the program amendment application.

C. Bethel Training Institute

Bethel Training Institute submitted an application for license renewal to continue offering non-degree programs: Home Health Aide.

RECAP from previous meeting(s):

At the July 9, 2020 public meeting, The Commission voted unanimously to defer action on the application for licensure renewal submitted by Bethel Training Institute until the November 5, 2020 public meeting with the conditions to providing the pass rates after the November testing date and the corrective action plan that was submitted to the Board of Nursing (BON).

The Commission voted unanimously to approve the application for licensure renewal submitted by the Bethel Training Institute for one (1) year, not to exceed May 31, 2021.

VIII. Applications for Licensure/Exemption/Amendment

A. Provisional

i. Lambda School

The Lambda School submitted an application for Provisional licensure to offer non-degree certificate programs: Full Stack Web Development, Data Science.

The Commission voted (In favor: Joyner, Lloyd, Shelton; Abstention: Dilworth) to approve the application for Provisional licensure submitted by the Lambda School for a period of one (1) year, not to exceed November 30, 2021.

ii. University of California Davis

The University California Davis submitted an application for Provisional licensure to offer degree program: Masters in Business Administration (MBA).

The Commission voted unanimously to approve the Provisional application submitted by the University California Davis for one (1) year, no to exceed November 30, 2021.

B. Renewals/Amendment Applications

i. Bennett Career Institute, Inc.

Bennett Career Institute, Inc. submitted an application requesting licensure renewal to continue to offer non-degree certificate programs in: Cosmetology, Barbering, Manager, Instructor, Manicure I, Make-Up Artistry, Esthetics and Braiding. The institution also submitted an application requesting program amendment to modify its existing programs to change the instructional modality to hybrid.

The Commission voted unanimously to approve the application submitted by Bennett Career Institute, Inc. for one (1) year, not to exceed August 31, 2021.

ii. Toni Thomas Associates, Inc.

Toni Thomas Associates, Inc. submitted an application for program modification to change the instructional modality of the currently approved non-degree certificate programs in: Commercial Driver's License (Class A), Commercial Driver's License (Class B), Medical Administrative Assistant, Electronic Health Records, Security Guard, Office Administration, CompTIA A+, CompTIA Network+, Entrepreneurship & Small Business, CompTIA Security+; and an application to change the institutional DBA name to HOPE Project Training Academy.

The Commission voted (In favor: Cross, Joyner, Lloyd, Dilworth; Abstention: Shelton) to approve the applications for program modification and amendment to change the institutional name submitted by Toni Thomas Associates, Inc. synchronous with the current licensure approval.

iii. Time for Change

Time for Change submitted an application for program amendment to modify and change the instructional modality of its non-degree certificate nurse assistant program from residential to hybrid.

The Commission voted unanimously to approve the application requesting program modification submitted by Time for Change synchronous with the current licensure approval.

C. Closures

i. Strayer University (branch campus)

Strayer University submitted a closure form to discontinue operation at the Tacoma Park branch campus with a proposed effective date of December 1, 2020.

The Commission voted unanimously to approve the closure plan submitted by Strayer University Takoma Park branch location.

IX. Pending Cases

A. Continued

i. Case #C2020-012 – S. Bradley v. The Salon Professional Academy

On May 14, 2020, the Commission received a formal complaint from S. Bradley against The Salon Professional Academy alleging: the inability to graduate and take state board exam due to institutional closure related to COVID19 (was scheduled to graduate 5/28/20); Students were not notified of the closure timely (3 days-notice); and the student paid \$154 for Dermalogica products and had not received the items (school refunded the money).

In an email dated October 27, 2020 to Deputy Director, Ms. Terasita Edwards, Ms. Bradley indicated that she “would consider the complaint resolved”.

The Commission voted unanimously to dismiss the complaint as resolved.

B. New

ii. Complaint #C2020-016 – T. Miller v. Dudley Beauty College

On September 18, 2020, the Commission received a formal complaint from T. Miller alleging that 1) the institution failed to provide timely notification of campus closure in response to COVID19 and 2) that the institution is improperly awarding credits that were not earned. The Complainant has received the institution’s response to her initial complaint; however, the complainant has not yet provided a response.

The Commission voted (In favor: Cross, Joyner, Lloyd, Dilworth; Opposed: Shelton) to dismiss the complaint as unsubstantiated.

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

There were no comments from the public.

XI. Report of the Executive Director

A. After Action Report

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

- i. **Truxton University** is pending a hearing to be scheduled.
- ii. **Intellect Health Institute** has a hearing scheduled for December 3, 2020, pending approval from the institution.
- iii. **Mid-Atlantic College** has a hearing scheduled for November 17-18, 2020.
- iv. **Paralegal Institute's** matter is pending signature of the joint stipulation agreement as voted on during the September 14, 2020 meeting.
- v. **Innovative Institute** has a hearing scheduled for November 17-18, 2020.

B. Unlicensed Activity/Expired Licenses Report

The Higher Education Licensure Commission is investigating unlicensed activity with the Middle East Institute, ELS language Center, Fluent City and Rowan University.

The Higher Education Licensure Commission has also communicated with following institutions regarding their license expirations: Community Care Training Services, DC Central Kitchen, and Nursing Assistant Academy.

C. Student Advisory Committee

The Student Advisory Committee (SAC) recruitment remains open. Interested persons may contact osse.elcmail@dc.gov. Information is available on the HELC web page at osse.dc.gov/helc.

XII. Correspondence and Communications

A. Actionable

i. Middlebury College

RE: Request for Reinstatement

In a letter dated October 22, 2020, Middlebury College offers an apology for the lapse in renewing license in Washington, DC which expired in November of 2019. The letter acknowledges the error and communicates that a system has been established so this does not occur again. The institution requests the opportunity for reinstatement and are ready to pay the fees that we have accrued.

The Commission voted (4 In Favor; Cross, Lloyd, Joyner, Dilworth; 1 Abstention: Shelton) to approve the request for reinstatement submitted by Middlebury College to be submitted to the Commission within sixty (60) days.

ii. Colgate University

RE: Colgate University 2021 Application for Conditional exemption Renewal

In a letter dated October 26, 2020 –notification that the university cancelled all off-campus study programs scheduled for the spring semester 2021.

“As a result, Colgate University will not be sending any students to Washington, D.C. as part of its Washington Study Group in D.C. program this coming spring. This decision, we believe, absolves us of the requirement to complete and submit an application for Conditional Exemption Renewal relative to calendar year 2021.”

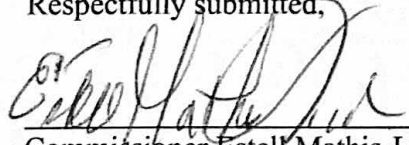
The institution will be notified of need to complete the requirement to file an application for renewal timely.

XII. Next Public Meeting: February 4, 2021

XIV. Adjournment

Having no further business, the meeting was adjourned at 1:33 pm.

Respectfully submitted,



Commissioner Estell Mathis-Lloyd
Secretary