

DISTRICT OF COLUMBIA
HIGHER EDUCATION LICENSURE COMMISSION

Public Session No. 20-07
July 9, 2020 (virtual)
9:30 am

I. Call to Order

Commissioner Mary Dilworth called the meeting to order at 9:30 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
Nagesh Tammara, Attorney Advisor
Maia Turner, Administrative Assistant

Guests Present:

YWCA National Capital Area
Aleathia Adams

University of the People
Zoe Aharon
Adi Kadrinal

Texas A&M University (The Bush School of Government
and Public Service)
Frank B. Ashley, III
Gregory Gause
Jeryl Mumpower

D.C. Office of the State Superintendent of Education Student
Advisory Committee
Shallum Atkinson

Daniel Morgan Graduate School of National Security
James Carroll
Eric Eaton

National University
Lisa Chambers
Matthew Medeiros
Leticia Payan

TEACH-NOW Graduate School of Education
Jessica Deinlein
Fatima Oglesby Morris
Kevin J. Ruth
Emily Feistritzer

University of Georgia
Don DeMaria

Bay Atlantic University
Timur Edib
Sinem Vatanartiran
Racquel Williams

Cornell University
Patrick Feely
Carol Fields Hagen
Camilla Morgan
Verne Thalheimer

Pedago, LLC
Johanna Fernandez

TCS Education System
Kathleen Henn

Drexel University
Aroutis Foster
James Wilson

Certification School Worldwide
Jacqueline Howard-Matthews
Robert Jordan

Truxton University
Jen Jacob

Quantic School of Business and Technology
Indhika Jayaratnam
Skylar Neil

D.C. Board of Nursing (BON)
Bonita Jenkins

Pepperdine University
Steve Kirnon
Margaret J. Weber

Inter-American Defense College
Marina Malamud

University of San Francisco
Madeline Meininger

Davis Memorial Goodwill Industries
Pat Philippe

Wake Forest University
Jenna Radford
Jennifer Richwine

Byte Back, Inc.
Mark Rivera
Melissa Stallings

Brown University
Joaquin Romero
Betsy Shimberg

Claremont Graduate University
Teresa Shaw
Phaidra Speirs

The Chicago School of Professional Psychology
Heather Sheets

Ohio State University
Lisa Siefker

Transemantics, Inc. d/b/a International Language Institute
Fredrik Skoglund

Wales Young Institute
Robby Tandrian

S.O.M.E. Center for Employment Training
Veronica Wright

Office of the State Superintendent of Education
Carmela Edmunds (Deputy General Counsel)
Catherine Wright (Legal Intern)

Public Attendee
Elizabeth Burgess

II. Ascertainment of Quorum

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

III. Approval of the Agenda

The Commission voted to approve the July 9, 2020 agenda.

IV. Public Comment (reserved for agenda items only)

There were no comments from the public.

V. Consent Agenda

A. Approval of the May 14, 2020 meeting minutes

The Commission voted to approve the minutes from the May 14, 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
Northcentral University (D)	Renewal/Amendment (Modifications to existing programs)	7/31/21

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
Inter-American Defense College (D)	Amendments (Distance Education)	Permanent
Institute of World Politics (D)	Amendments (Distance Education)	5/31/21

Pepperdine University (D)	Amendments (Master's program)	1/31/21
S.O.M.E. Center for Employment Training (ND)	Amendments (Distance Education)	1/31/21
YWCA National Capital Area (ND)	Amendments (Distance Education)	9/30/20
TEACH NOW Graduate School of Education (D)	Amendment (Name Change to Moreland University)	9/20/20

STATE AUTHORIZATION RECIPROCITY AGREEMENT (SARA)

Institutions	Approval Type	Expiration Date if Approved
Howard University (D)	Renewal	7/31/21
TEACH NOW Graduate School of Education (D)	Renewal	7/31/21

APPROVAL LIST with conditions

In light of the adjustments made in the application submission and review process, in response to COVID-19, the following applications are recommended for **approval with conditions**. The *expiration date if approved* below is from the date of last expiration. The conditions placed on the license or exemption to include site visits necessary to confirm compliance with facility, library and student records must be satisfied within 60 calendar days of the suspension of the DC Mayor's Stay-at-Home Order. Other conditions should be satisfied as specified.

RENEWALS & AMENDMENTS

Institution	Approval Type	Conditions	Expiration Date if Approved
University of Colorado Boulder (D)	Conditional Exemption with Physical Presence	Site visit	7/31/21
William & Mary College (D)	Renewal Conditional Exemption with physical presence	Site visit	7/31/21
Brown University (D)	Renewal Conditional Exemption with physical presence	Site visit	7/31/21
University of San Francisco (D)	Renewal	Site visit	7/31/21
Drexel University (D)	Renewal	Site visit	7/31/21
Goodwill of Greater	Renewal	Site visit	7/31/21

Washington (ND)			
Claremont Graduate University (D)	Renewal	Provide a surety bond instead of the insurance certificate (due 7/16/20)	5/31/21
Duke University (D)	Renewal	Site visit	7/31/21
The Ohio State University (D)	Renewal	Site visit	7/31/21
Wake Forest University (D)	Renewal	Site Visit	7/31/21
Transemantics, Inc. dba International Language Institute (ND)	Amendment (Distance Education)	Site visit and fee	1/31/21
University of Georgia (D)	Renewal Conditional Exemption with physical presence	Site Visit	7/31/21
Opportunities for Industrialization (ND)	Amendment (Distance Education)	Site Visit	9/30/20
Byte Back, Inc (ND)	Amendment (Distance Education)	Fee (if waiver not approved)	3/31/21
New York University (D)	Amendment (Distance Education)	Updated surety bond (due 7/16/20)	Permanent
Quantic School of Business and Technology (D)	Renewal/Amendment (MBA and Executive MBA change in program length and deletion of certificate programs)	Site visit	7/31/21
Bay Atlantic University	Program Amendment	Update HELC address in the catalog	8/31/20

STATE APPROVING AGENCY APPROVALS

May 8 – June 30, 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
Georgetown University	1. Doctor of Philosophy in Applied Mathematics 2. Graduate Certificate in Senior Living Administration

Program Amendments

Institution Name	Program Name
Georgetown University	1. Master of Science in Business Analytics (change in modality to distance learning)

The Commission removed from the consent agenda TEACH-NOW Graduate School of Education. With the stated change, the Commission voted unanimously to approve the consent agenda.

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

A. TEACH-NOW Graduate School of Education

TEACH-NOW Graduate School of Education submitted an amendment to change the institutional name to Moreland University and an application requesting continued participation in the State Authorization Reciprocity Agreement (SARA).

The Commission voted (In favor: Cross, Joyner, Mathis-Lloyd, Dilworth) to approve the amendment application to change the institutional name to Moreland University submitted by TEACH-NOW Graduate School of Education, synchronous with the current licensure approval.

The Commission voted (In favor: Cross, Joyner, Mathis-Lloyd, Dilworth) to approve the application for State Authorization Reciprocity Agreement (SARA) renewal for a period of one year, not to exceed July 31, 2021.

VII. Unfinished Business

A. Hands on Dental Assistant Training

Hands on Dental Assistant Training submitted an application requesting Provisional licensure to offer non-degree certificate programs in Dental Assistant Training.

RECAP from previous meeting(s):

At the May 14, 2020 public meeting, the Commission deferred action on the application requesting provisional licensure to offer its non-degree program submitted by Hands on Dental Assistant Training until the Commission receives a notice of approval from the Board of Dentistry, a financial audit, clarification in the rationale for membership recommendation, a catastrophic events policy, an edited catalog, and the bylaws no later than June 15, 2020.

The Commission voted (In favor: Cross, Joyner, Mathis-Lloyd, Shelton; Opposed: Dilworth) to approve the Provisional application submitted by Hands on Dental Assistant Training until the July 31, 2021 with the conditions to provide a rubric of grading regarding student skills to the Commission no later than 14 days post meeting.

B. Intellect Health Institute

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The Intellect Health Institute submitted an application requesting licensure renewal to continue to offer the non-degree Home Health Aide program.

RECAP from previous meetings:

At the May 14, 2020 public meeting, the Commission voted (In favor: Cross, Joyner, Shelton, Mathis-Lloyd, Shelton; Opposed: Dilworth) to defer action on the application requesting licensure renewal submitted by Intellect Health Institute until the July 9, 2020 public meeting with the condition to submit a certificate of Good Standing, a certificate of Clean Hands, and an emergency plan no later than June 15, 2020.

The Commission voted (In favor: Joyner, Mathis-Lloyd, Dilworth; Opposed: Cross, Shelton) to deny the application for renewal submitted by The Intellect Health Institute.

VIII. Applications for Licensure/Exemption/Amendment

A. Provisional

i. Bush School of Government and Public Service, Texas A&M University

The Bush School of Government and Public Service, Texas A&M University submitted an application for Provisional licensure to offer degree program in International Policy.

The institution also submitted a request for name approval since the school name contains the word “government” and a waiver of the surety bond requirement.

The Commission voted unanimously to approve the application for Provisional licensure, request for name approval, and request for a waiver of the surety bond requirement submitted by the *The* Bush School of Government and Public Service, Texas A&M University for a period of one (1) year, not to exceed July 31, 2021 with the condition that the university provides an alternative to the staff.

ii. Truxton University

Truxton University submitted an application for Provisional licensure to offer a degree certificate program in Business Administration.

The Commission voted unanimously to defer action on the Provisional application submitted by Truxton University with the conditions that the institution resubmit their application upon completion and that the institution provides a dispute resolution, Board of Directors organizational chart, student catalog, prerequisites of courses and retention plan to the Commission no later than August 15, 2020.

iii. National University

National University submitted an application for Provisional licensure to offer a degree certificate programs in Management, Pre-law Studies, Political Science, Computer Science, Criminal Justice Administration, Financial Management, Homeland Security and Emergency Management, Business Administration, Criminal Justice, Public Administration, Cybersecurity, and Homeland Security and Emergency Management.

The Commission voted unanimously to approve the Provisional application submitted by National University until the July 31, 2021 with the conditions to add residency to the Board of Directors list.

iv. Cornell University

Cornell University submitted an application for Provisional licensure to offer its degree and semester programs in Cornell in Washington and Executive Masters Business Administration.

The Commission voted unanimously to approve the Provisional application submitted by Cornell University until the July 31, 2021 with the conditions to provide copies of the certified letters that they have received and to submit data regarding their diversity statements.

B. Renewals/Amendment Applications

i. 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.

The Commission voted unanimously to defer action on the application submitted by Prospect College until the September 21, 2020 public meeting, to allow time for the Commission receive and review the application due to a late submission no later than August 11, 2020.

i. Bethel Training Institute

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

The Commission voted unanimously to defer action on the application for licensure renewal submitted by Bethel Training Institute until the September 21, 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).

ii. University of the People

The University of the People submitted an application for license renewal to offer degree programs in Business Administration, Computer Science, Community and Public Health, and Advanced Teaching.

The Commission voted (In favor: Cross, Joyner, Shelton, Mathis-Lloyd, Shelton; Abstention: Dilworth) to approve the application requesting licensure renewal submitted by *The University of the People* for one (1) year, not to exceed March 31, 2021.

i. Certification School Worldwide

Certification School Worldwide submitted an application for program amendment to modify the mode of delivery for the following approved programs: Business and Entrepreneurship, IT Administration, Cyber Security, Green Infrastructure, Style and Wellness (theory only) and Early Education (theory only).

The Commission voted unanimously to approve the application requesting program amendment submitted by the Certification School Worldwide synchronous with the current licensure approval.

IX. Pending Cases

A. Continued

i. Case #C2020-005 – W. Gordon v. Catholic University of America

On March 3, 2020, the Commission received a formal complaint from Wendy Gordon against the Catholic University of America alleging financial aid was not applied in previous terms and the student not being notified of pending financial aid to allow for registration of upcoming term.

The Commission voted (In favor: Cross, Joyner, Mathis-Lloyd, Dilworth; Abstention; Shelton) to dismiss the complaint as non-jurisdictional.

ii. Complaint #C2020-006 – B. Wheatley v. Howard University

On April 3, 2020, the Commission received a complaint from Briana Wheatley against Howard University alleging that the institution would not release the transcript due to remaining financial obligations that the student was not made aware of.

The Commission voted (In favor: Cross, Joyner, Mathis-Lloyd, Dilworth; Abstain: Shelton) to dismiss the complaint as non-jurisdictional.

iii. Complaint #C2020-008 – N. Rubenstein v. The Chicago School of Professional Psychology (TCSPP)

On April 23, 2020, the Commission received a complaint from Natalie Rubenstein against The Chicago School of Professional Psychology alleging that the student was released from the internship and/or externship site without following the proper procedures listed on the training

agreement contract.

The Commission voted unanimously to dismiss the complaint as resolved.

B. New

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

On May 14, 2020, the Commission received a complaint from Sharlita Bradley against The Salon Professional Academy alleging that the institution did not allow for a continuance in Ms. Bradley's courses due to the COVID-19 cancellations of hands on work.

The response from the complainant wasn't due until July 19, 2020, therefore no action was required by the Commission at that time.

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

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

A. After Action Report

- i. The University of the Potomac** have updated their response to the Commission, stating that the construction to the lab has been halted due to COVID-19 but are scheduled to begin the construction by January 2021.
- ii. The Certification School Worldwide** still has an outstanding request for their financial audit.
- iii. Westlink Career Institute** has an outstanding request for the financial audit. The institution paid their Notice of Infraction issued at the March public meeting for their lack of a financial audit.
- iv. Innovative Institute** has a hearing date scheduled for July 28, 2020 for the issuance of the notice of intent to deny.
- v. Mid-Atlantic College** has a hearing date scheduled for July 28, 2020 for the issuance of the notice of intent to deny.
- vi. Paralegal Institute** has a hearing date scheduled for July 30, 2020 for the issuance of the notice of intent to deny.

- vii. The **Davis Memorial Goodwill Industries** has an assigned hearing officer to facilitate the legal process of the hearing in response to a notice of infraction for opening prior to providing notice to the Commission.

B. Student Advisory Committee (SAC)

The Student Advisory Committee (SAC), provided to the Commission, a report on the D.C. reopen plan that focused on the D.C. government reopening guidelines to the various sectors of the government, higher education, school systems, public sectors, and local community areas.

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.

C. COVID-19 response update (see osse.dc.gov/helc)

The Commission released some guidance that is tailored toward the reopening of the post-secondary school sector at the end of June. The information is available on the Commission's website and has also been distributed to the schools via email communication.

XII. Correspondence and Communications

A. Actionable

i. James Madison University (7/6/20)

RE: Request to continue operating while work on submission of provisional application

In a request submitted to the Commission, the University has asked for permission to continue operating while the application for Provisional licensure is pending submission.

The Commission voted unanimously to grant conditional approval to James Madison University with the condition that they attend the New Applicant Workshop, submit a full and complete application, and that they submit all applicable fees no later than July 31, 2020.

ii. Byte Back (7/2/20)

RE: Request waiver of fees

On July 3, 2020, the Commission received an application for program amendment submitted to change the instructional modality which was already approved. The waiver is requested because the institution feels uncertain about the amount of donations based on shifting priorities of regular donors. As a result of COVID-19 they've adjusted their budget down by \$400K.

The Commission voted unanimously to approve the waiver of the eighteen-hundred dollar (\$1800), miscalculated fee and clarified the required fee of three hundred dollars (\$300.00), to the institution for the currently approved program amendment.

B. Informational

i. Daniel Morgan Graduate School (DMGS)

RE: update on closure and teach out plans

On July 6, 2020, institution representatives will be present to address.

No action required by the Commission at this time.

ii. Accrediting Commission of Career Schools and Colleges (ACICS)

RE: BAU Accreditation Warning

May 19, 2020: copied on correspondence to Dr. Sinem Vatanartiran, Campus President of Bay Atlantic University (BAU), providing information from the May 2020 meeting, the Council considering the institution's application for renewal of accreditation, the evaluation team's visit report, and the institution's responses to that report. The institution appeared before the Council with 13 findings, 5 of which were resolved to the Council's satisfaction. As a result of its review, the

Council found the following based on the Accreditation Criteria:

1. The CEP elements are not evaluated at the program level and the institution is not utilizing appropriate assessments of learning outcomes to measure student learning (Section 3-1-110 and Appendix K).
2. The CEP does not include appropriate baseline data and goals with rationale for each outcome (Section 3-1-111 and Appendix K).
3. The CEP is not appropriately evaluated annually (Section 3-1-113 and Appendix K).
4. Foreign student transcripts for admission were not evaluated by a member of NACES or AICE (Section 3-1-411).
5. Advertising materials do not clearly identify the names of some programs (Section 3-1-703 and Appendix C).
6. The graduate oversight committee does not have employer representation (Section 3-6-30).
7. Appropriate prerequisites are not in place for some courses (Section 3-1-513(b) and Glossary).
8. There is insufficient evidence to determine if the third-and fourth-year courses are based upon appropriate prerequisites (Section 3-5-204).

Council Action

Therefore, the Council acted to place your institution on compliance warning, continue the current grant of accreditation through September 30, 2020, and require the list of information prior to its August 2020 meeting.

The information or reports listed above must be received in the Council office electronically by June 26, 2020. An institution's effort toward continuous improvement is an important component of its accredited status; therefore, a constructive response to this Council action letter is essential to a favorable outcome for both the institution and its students.

No action required by the Commission at this time.

iii. Accrediting Council of Career Schools and Colleges (ACICS)

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RE: Bay Atlantic University (BAU) accreditation

May 28, 2020: copied on an email correspondence Dr. Sinem Vatanartiran of Bay Atlantic University (BAU), providing information of the Council's reviewed and considered the quality assurance monitoring visit reports for the bachelor's degree in data science, bachelor's degree in information technology, master's degree in big data analytics, and the master's degree in cyber security. As a result of the visit, the Council has acted to continue the institution's scope of accreditation with respect to the additional program offerings, which extends through December 31, 2020.

No action required by the Commission at this time.

iv. Bay Atlantic University (BAU)

RE: Response to Compliance Warning

June 22, 2020: copied on correspondence to Michelle Edwards, President and CEO of ACICS providing a response to the renewal accreditation that Dr. Sinem Vatanartiran, President of Bay Atlantic University (BAU) reviewed the Council decision placing Bay Atlantic University (BAU) on compliance warning and requiring certain information by June 26, 2020 prior to its August 2020 meeting. Below is the detailed explanation of what Bay Atlantic University (BAU) has done in regards with each of the 6 (six) items. The supporting evidence of each is attached to this letter.

Bay Atlantic University (BAU), once again ascertain their belief in the positive impact of the peer reviews on quality assurance and the use of such reviews to make their institution a better one for students that they exist to serve.

No action required by the Commission at this time.

v. Council for Higher Education Accreditation (CHEA)

RE: Leadership Change

May 28, 2020: copied on an email correspondence providing information that Dr. Cynthia Jackson-Hammond, who retires on June 30, 2020 as President of central State University in Ohio, was elected by a unanimous vote of the Council for Higher Education Accreditation (CHEA) board following an extensive presidential search and has been named the new President of the Council for Higher Education Accreditation (CHEA), the Council for Higher Education Accreditation (CHEA) Board of Directors announced May 28, 2020. She will begin as Council for Higher Education Accreditation's (CHEA) President on August 1, 2020.

No action required by the Commission at this time.

vi. University of the Potomac

RE: Stratford Teach Out Agreement

In a letter dated May 29, 2020 from providing update to the teach-out agreement established with Stratford University.

May 29, 2020: received the signature authority agreement made by and between University of the Potomac located at 1401 H Street N.W., Washington, DC 20005 and Stratford University, with offices located at 7777 Leesburg Pike, Falls Church, VA 22043.

Through the execution of the Agreement, Potomac and Stratford will enter into a Teach-Out plan and agreement to ensure students at Stratford will achieve the successful completion of their academic programs at Potomac.

No action required by the Commission at this time.

vii. National Accrediting Commission of Career Arts and Sciences (NACCAS)

RE: AVEDA Arts & Sciences Institute

RE: Voluntary Relinquishment of Accreditation

June 18, 2020: received correspondence providing notification that effective June 17, 2020, Aveda Arts & Sciences Institute has voluntarily relinquished their accreditation Pursuant to Section 8.13 of National Accrediting Commission of Career Arts and Sciences' (NACCAS) Rules of Practice and Procedure, an accredited institution (1) shall be deemed to have relinquished its accreditation if it fails to respond to a "show cause" order relating to certain institutional changes, or if the response to such a "show cause" order does not warrant another action and (2) may voluntarily relinquish its accreditation at any time by written notice to National Accrediting Commission of Career Arts and Sciences (NACCAS).

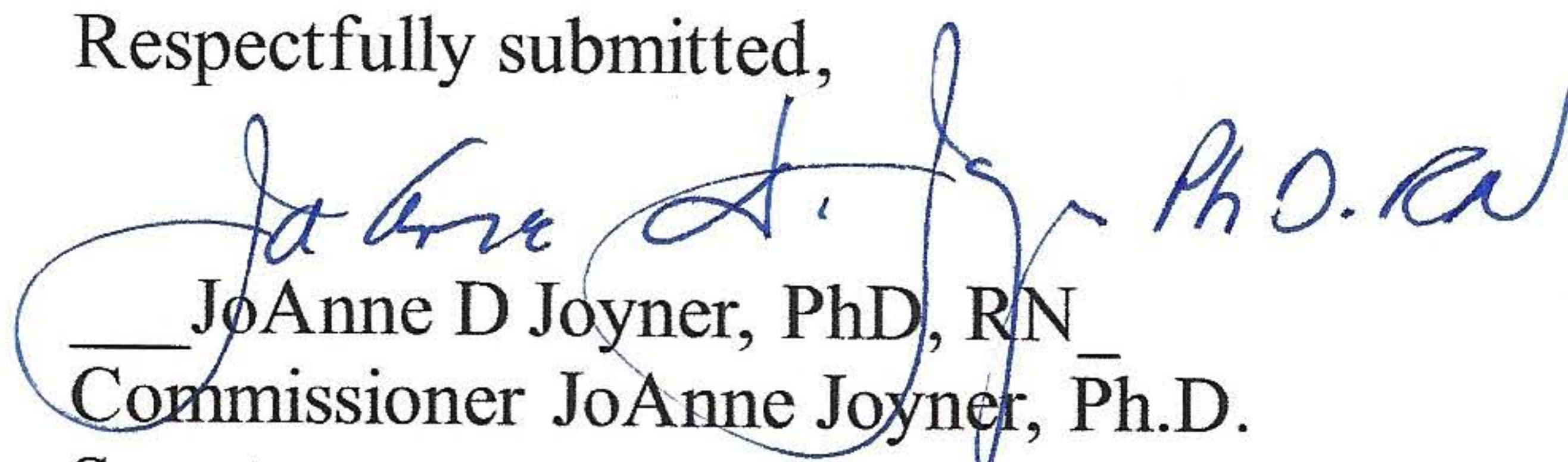
No action required by the Commission at this time.

XIII. Next Public Meeting: September 21, 2020

XIV. Adjournment

Having no further business, the meeting was adjourned at 3:20 pm.

Respectfully submitted,



JoAnne D Joyner, PhD, RN
Commissioner JoAnne Joyner, Ph.D.
Secretary