

STATE BOARD OF CAREER COLLEGES AND SCHOOLS

**BOARD MEETING
NOVEMBER 19, 2008
10:00 A.M. - NOON**

A. MEETING CALLED TO ORDER - Dr. Kenneth Searfoss, Chairperson

1. Executive Session: 9:00 a.m. - 10:00 a.m.
2. Introduction of Guests
3. Approval of the Minutes of September 24, 2008
4. Executive Director Report
5. Compliance Report
6. 1st Quarter Financial Report
7. Public Comment

B. OLD BUSINESS

1. Administrative Rule Review Update
2. RETS College dba Miami Valley Medical School - LEARNING CENTER Update. This school was presented to the Board at the September 24, 2008 Board Meeting (motion #09-070). The Board moved to table the request for renewal of a learning center with approval of a Nurse Aide Training Program - Certificate pending clarification of why the school has a learning center at the same address as the main campus and clarification of why the Nurse Aide Training Program, which is also approved at the main campus, needs to be registered with state agency. It is our understanding that the program is currently approved by the Department of Health as a State Tested Nurse Aide program (under the name of Miami Valley Medical School). A letter was sent to the school on October 15, 2008. The school sent a letter October 24, 2008 stating that since the program is currently registered with the Department of Health and not required to be registered with our agency, they request to remove this program from their approval (at the main campus). They also wish to drop their learning center for the same reason.

C. NEW BUSINESS

1. Two-Year State Audit
2. Request for Approval of the following New Program(s):
 - A. Academy of Court Reporting
630 Main Street
Cincinnati, OH 45202
Consultant: Dr. Brown/Dr. Brubaker
APPROVAL TO SEPTEMBER 2009
 1. Medical Coding and Billing - Diploma
(anticipated start date: 1/21/09)
 - B. Academy of Court Reporting
2044 Euclid Avenue
Cleveland, OH 44115
Consultant: Dr. Brown/Dr. Brubaker
APPROVAL TO SEPTEMBER 2009
 1. Medical Coding and Billing - Diploma
 2. Medical Office Assistant - Diploma
(anticipated start date: 1/21/09)
 - C. Academy of Technical Studies
1946 N. 13th Street, Suite 492, Toledo, OH 43604
Consultant: Dr. Brown/Ms. Basinger
APPROVAL TO NOVEMBER 2010
 1. Customer Service "Above and Beyond" - Certificate
(anticipated start date: 12/1/08)
 - D. American School of Technology
2100 Morse Centre Road, Columbus, OH 43229
Consultant: Dr. Brown/Dr. Neff
APPROVAL TO SEPTEMBER 2010
 1. State Tested Nursing Aide Program - Certificate
SUBJECT TO DEPARTMENT OF HEALTH APPROVAL
(anticipated start date: 1/1/09)

(MORE NEW PROGRAMS ON NEXT PAGE)

- E. New Horizons Computer Learning Center
1 Infinity Corporate Centre Drive, Suite 250, Garfield Heights, OH 44125
Consultant: Dr. Brown/Mr. Boylan
APPROVAL TO MAY 2010

1. Administrative Assistant Track - Certificate
2. Customer Service Track - Certificate
3. Leadership Development Track - Certificate
4. Project Management Track - Certificate

(anticipated start date: 12/1/08)

- F. Ohio Institute of Energetic Studies & Bodywork
1251-1253 N. High Street, Columbus, OH 43201
Consultant: Dr. Brown/Dr. Neff
APPROVAL TO JANUARY 2011

1. Reiki Education - Certificate
2. Total Sensory Integration - Certificate

(anticipated start date: 1/1/09)

- G. Ross Institute of Medical and Dental Technology
375 Glensprings Drive
Cincinnati, OH 45246
Consultant: Dr. Brown/Dr. Brubaker
APPROVAL TO MAY 2009

1. Medical Insurance Billing and Office Administration - Diploma
(anticipated start date: 1/1/09)

2. Request for Approval of the following New Degree(s):

- A. Academy of Court Reporting
2930 West Market Street
Akron, OH 44333
Consultant: Dr. Brown/Ms. Basinger
AUTHORIZATION TO SEPTEMBER 2013

Associate of Applied Science in:

Dental Assisting

Massage Therapy (**THIS PROGRAM IS SUBJECT TO
MEDICAL BOARD APPROVAL**) **(anticipated start date: 3/09)**

(MORE NEW DEGREES ON NEXT PAGE)

- B. Academy of Court Reporting
630 Main Street
Cincinnati, OH 45202
Consultant: Dr. Brown/Dr. Brubaker
AUTHORIZATION TO SEPTEMBER 2013

Associate of Applied Business in:
Advertising Arts

Associate of Applied Science in:
Dental Assisting
Surgical Technology
Medical Assisting
Health Information Technology
Massage Therapy
**(THIS PROGRAM IS SUBJECT TO MEDICAL BOARD
APPROVAL) (anticipated start date: 1/09; 3/09)**

- C. Academy of Court Reporting
2044 Euclid Avenue
Cleveland, OH 44115
Consultant: Dr. Brown/Mr. Boylan
AUTHORIZATION TO SEPTEMBER 2013

Associate of Applied Science in:
Health Information Technology
Medical Assisting
(anticipated start date: 1/21/09)

- D. American Center for Conflict Resolution Institute
12900 Lake Avenue, Suite 3A-B
Lakewood, OH 44107
Consultant: Dr. Brown/Mr. Boylan
AUTHORIZATION TO NOVEMBER 2015

Associate of Applied Business in Paralegal Studies
(anticipated start date: 12/1/08)

- E. Bohecker College-Columbus
4151 Executive Parkway, Suite 240
Westerville, OH 43081
Consultant: Dr. Brown/Dr. Neff
AUTHORIZATION TO MARCH 2013

Associate of Applied Science in:
Surgical Technologist
Radiologic Technologist

**(THIS PROGRAM IS SUBJECT TO DEPARTMENT OF HEALTH
APPROVAL AND RECEIPT OF REQUEST FOR EXEMPTION
FORM) (anticipated start date: 3/1/09)**

- F. Brown Mackie College - Akron
755 White Pond Drive, Suite 101
Akron, OH 44320
Consultant: Dr. Brown/Ms. Basinger
AUTHORIZATION TO SEPTEMBER 2010

Associate of Applied Science in:
Occupational Therapy Assistant

**SUBJECT TO ACCREDITATION COUNCIL FOR OCCUPATIONAL
THERAPY EDUCATION (ACOTE) (anticipated start date: 1/5/09)**

- G. Herzing College
5212 Hill Avenue
Toledo, OH 43615
Consultant: Dr. Brown/Ms. Basinger
AUTHORIZATION TO SEPTEMBER 2009

Associate of Applied Science in:
Graphic Design
Criminal Justice
Computer Science
Legal Assisting/Paralegal

(anticipated start date: 3/2/09)

- H. Kaplan Career Institute
8720 Brookpark Road
Brooklyn, OH 44129
Consultant: Dr. Brown/Mr. Boylan
AUTHORIZATION TO JULY 2015
- Associate of Applied Science in:
Criminal Justice
- Associate of Applied Science in:
Medical Practice Management
(anticipated start date: 4/1/09; 4/15/09)
- I. Kaplan College
801 Linn Street
Cincinnati, OH 45203
Consultant: Dr. Brown/Dr. Brubaker
AUTHORIZATION TO JANUARY 2014
- Associate of Applied Science in:
Computer Networking Technology
Health Information Technology
(anticipated start date: 4/15/09)
- J. Miami-Jacobs Career College
110 N. Patterson Blvd.
Dayton, OH 45402
Consultant: Dr. Brown/Dr. Brubaker
AUTHORIZATION TO MARCH 2013
- Associate of Applied Business in:
Court Reporting
(anticipated start date: 1/1/09)
- K. Technology Education College
2745 Winchester Pike
Columbus, OH 43232
Consultant: Dr. Brown/Dr. Neff
AUTHORIZATION TO MARCH 2009
- Associate of Applied Science in:
Computer Networking Technology
(anticipated start date: 4/15/09)

3. Request for Approval of the following Re-authorization of Degree(s):
 - A. Hondros College
1810 Successful Drive
Fairborn, OH 45324
Consultant: Dr. Brown/Dr. Brubaker
AUTHORIZATION TO SEPTEMBER 2014

Associate of Applied Business in:
Real Estate

4. Request for Approval of the following New Certificate(s) of Registration and Program Authorization(s):
 - A. Academy of Dental Assisting and Smile Design - NEW SCHOOL
2000 Milton Blvd.
Newton Falls, OH 44444
Consultant: Dr. Brown/Ms. Basinger
APPROVAL TO NOVEMBER 2009
 1. Principles of Dental Assisting - Diploma
PENDING RECEIPT OF FEES AND APPROVED CONSULTANT REPORT/SITE VISIT(anticipated start date: 12/1/08)

 - B. Athena Career Academy LTD- NEW SCHOOL
3023 W. Sylvania Avenue
Toledo, OH 43613
Consultant: Dr. Brown/Ms. Basinger
APPROVAL TO NOVEMBER 2009
 1. Practical Nursing - Diploma
PENDING RECEIPT OF FEES, SURETY BOND, APPROVED CONSULTANT REPORT/SITE VISIT, NURSING BOARD APPROVAL, AND COMPLETION OF FACILITIES COMPLIANCE STATEMENT (anticipated start date: 12/1/08)

(MORE NEW SCHOOLS ON NEXT PAGE)

- C. Indiana Business College-Grove City
3880 Gateway Lakes Drive
Grove City, OH 43123
Consultant: Dr. Brown/Dr. Neff
APPROVAL TO NOVEMBER 2009

Associate of Applied Science in:

Accounting
Administrative Professional
Business Finance
Business Management
Business Marketing
Criminal Justice
Help Desk Administration
Human Resource
Medical Assistant
Medical Reimbursement Technology
Network Administration
Systems Administration

**PENDING RECEIPT OF FEES, APPROVED CONSULTANT
REPORT/SITE VISIT, AND COMPLETION OF FACILITIES
COMPLIANCE STATEMENT (anticipated start date: 9/15/09)**

Request for Approval of the following New Institutional Grant Award(s):

**Charles Cring Adult Learner Award
Imagine America
Imagine America Military Award Program**

(MORE NEW SCHOOLS ON NEXT PAGE)

- D. National College - NEW SCHOOL
5725 Forest Hills Blvd., Columbus, OH 43231
Consultant: Dr. Brown/Dr. Neff
APPROVAL TO NOVEMBER 2009

Associate of Applied Business in:
Administrative Office Professional
Business Administration - Accounting
Business Administration - Management
Computer Applications Technology

Associate of Applied Science in:
Health Information Technology
Information Systems Engineering
Medical Assisting
Pharmacy Technician
Surgical Technology

Diplomas in:
Accounting
Accounting Office Assistant
Business Administration
Desktop Support
Medical Office Assistant
Medical Office Specialist
Supervisory Management Specialist
Technical Support Assistant

**PENDING RECEIPT OF FEES, APPROVED CONSULTANT
REPORT/SITE VISIT, AND COMPLETION OF FACILITIES
COMPLIANCE STATEMENT (anticipated start date: 3/9/09)**

**Request for Approval of the following New Scholarship Award(s):
Chairman's Scholarship
Honor's Scholarship
President's Scholarship
Student Merit Award**

**Request for Approval of the following New Institutional Grant Award(s):
Joseph E. Hurn Academic Performance Grant
Armed Services Recognition Grant
Private Loan Supplemental Grant
Business Partnership Grant
Workforce Development Grant**

(MORE NEW SCHOOLS ON NEXT PAGE)

- E. Southwestern College
5325 Airport Highway
Toledo, OH 43615
Consultant: Dr. Brown/Ms. Basinger
APPROVAL TO NOVEMBER 2009

Associate of Applied Business in:
Business Management

Associate of Applied Science in:
Medical Administrative Assistant
Criminal Justice
Network Communications and Information Systems

Diplomas in:
Medical Assistant
Medical Coding and Billing
Network Communications and Information Systems
Phlebotomy
Therapeutic Massage and Bodywork Technology
**(THIS PROGRAM IS SUBJECT TO MEDICAL BOARD
APPROVAL) PENDING RECEIPT OF APPROVED
CONSULTANT REPORT/SITE VISIT AND COMPLETION
OF FACILITIES COMPLIANCE STATEMENT (anticipated
start date: 4/6/09)**

5. Request for Approval of the following Change of Ownership(s):

- A. Medical Transcription Education Center - CHANGE OF OWNERSHIP
3634 West Market Street, Suite 103, Fairlawn, OH 44333
Consultant: Dr. Brown/Ms. Basinger

**NEW OWNER(S): WebMedx, Inc.
Atlanta, GA**

1. Tier I: Premier Advanced Medical Transcription - Diploma
2. Tier II: Premier Advanced Medical Transcription - Diploma
3. Tier I: Basic Medical Transcription - Certificate
4. Tier II: Basic Medical Transcription - Certificate

**PENDING RECEIPT OF FEES AND APPROVED CONSULTANT
REPORT/SITE VISIT**

6. Request for Approval of the following New Learning Center(s):

- A. TEACH TEC - MAIN CAMPUS
899 E. Broad Street, Suite 450, Columbus, OH 43205
Consultant: Dr. Brown/Dr. Neff

TEACH TEC - LEARNING CENTER
190 S. Hamilton Road
Columbus, OH 43213
Consultant: Dr. Brown/Dr. Neff

APPROVAL TO JANUARY 2011

COURSES IN:

Selected courses from currently approved HVAC-R program

**PENDING RECEIPT OF FEES AND APPROVED CONSULTANT
REPORT/SITE VISIT**

7. Request for Approval of the following New Scholarship Award(s):

- A. Herzing College - Toledo
5212 Hill Avenue
Toledo, OH 43615
Consultant: Ms. Basinger

**Henry G. Herzing Scholarship
Herzing High School Merit Scholarship
Adult Learner Scholarship**

8. Request for Approval of the following New Institutional Grant Award(s):

- A. Herzing College - Toledo
5212 Hill Avenue
Toledo, OH 43615
Consultant: Ms. Basinger

**Institutional Grant in Lieu of OCOG
Institutional Grant
Institutional Grant for Completion of Second Degree/Major
Academic Award
Academic Persistence Award**

- B. Southwestern College
111 West First Street
Dayton, OH 45402
Consultant: Dr. Brubaker

Southwestern College
201 East Second Street
Franklin, OH 45005
Consultant: Dr. Brubaker

Southwestern College
149 Northland Boulevard
Cincinnati, OH 45246
Consultant: Dr. Brubaker

Southwestern College
632 Vine Street
Cincinnati, OH 45202
Consultant: Dr. Brubaker

Lawrence E. Brown Leadership Award

9. Staff Recommendations on Schools Ready for Board Action:

- A. Renewals (Pages 14-15)
B. Conditional Renewals (Page 16)
C. Out-of-State Schools (Page 17)
D. Consent Agenda (Page 18-19)
E. Pending Update from Prior Board Meetings

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10. State Approving Agency for Veterans Training
 - A. Mr. Terry Worst
11. Ohio Association of Career Colleges and Schools
 - A. Dr. Max Lerner
12. Other
13. Adjournment

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SCHOOLS RECOMMENDED TO RECEIVE RENEWAL CERTIFICATE(S) OF REGISTRATION (continued)
November 19, 2008

NAME OF SCHOOL	LOCATION	ACCRED	PROGRAM(S)	CONSULTANT
Academy of Technical Studies	Toledo		(Certificates) Office Technician Administrative Office Assisting	Basinger
Tri-State College	Lima	ACCST	(Diploma) Massage Therapy	Basinger
Cleveland School of Massage/ Advanced Bodywork Institute	Solon		(Certificate) Ethical Massage Practitioner	Boylan
Harmony Path School of Massage Therapy	Rocky River		(Diploma) Massage Therapy (Certificate) Ethical Massage Practitioner	Boylan
Fur on the Floor	Xenia		(Certificate) All Breed Pet Grooming	Brubaker
Hobart Institute of Welding Technology	Troy	ACCST	(Diplomas) Combination Structural & Pipe Welding Program Structural Welding Program	Brubaker
Hondros College	Fairborn	ACICS	(Diploma) Practical Nursing	Brubaker
School of Advertising Art	Kettering	ACCST	(Diploma) Advertising Art	Brubaker

SCHOOLS RECOMMENDED TO RECEIVE RENEWAL CERTIFICATE(S) OF REGISTRATION
November 19, 2008

NAME OF SCHOOL	LOCATION	ACCRED	PROGRAM(S)	CONSULTANT
Building Trades Institute	Lewis Center		(Certificates) Electrical HVAC Construction Technology Carpentry Plumbing	Neff
World Harvest Bible College	Canal Winchester		(Diplomas) Pastoral and Church Leadership Evangelism and Missions General Bible Music Ministries Advanced Leadership Evangelism Studies General Studies	Neff

**SCHOOLS RECOMMENDED TO RECEIVE CONDITIONAL RENEWAL CERTIFICATE(S) OF REGISTRATION
November 19, 2008**

NAME OF SCHOOL	LOCATION	ACCRED	PROGRAM(S)	CONSULTANT
Associated Training Services of Ohio	Columbus		(Certificates) Heavy Equipment Operator Training Program I Heavy Equipment Operator Training Program II Heavy Equipment Operator Training Program III Machine Specific Training Program-Loader Machine Specific Training Program-Backhoes Machine Specific Training Program-Bulldozers Machine Specific Training Program0Excavators	Neff
PENDING RECEIPT OF FEES, CURRENT FIRE INSPECTION, AND CLARIFICATION OF PROGRAMS				
Lincoln Welding School	Cleveland		(Certificates) Basic Plate & Sheet Metal Welding Advanced Arc Welding	Boylan
PENDING RECEIPT OF FEES, CURRENT FIRE INSPECTION, COMPLETION OF PLACEMENT REPORT, AND CORRECTION OF ENROLLMENT AGREEMENT				
Clip-N-Dales	Toledo		(Certificate) Certified Pet Groomer	Basinger
PENDING RECEIPT OF FEES AND CLARIFICATION OF NAME OF PROGRAM				

PREVIOUSLY APPROVED OUT-OF-STATE SCHOOLS RECOMMENDED TO RECEIVE BOARD APPROVAL
November 19, 2008

NAME OF SCHOOL	LOCATION	ACCRED	BOARD ACTION
Great Lakes Institute of Technology	Erie, PA	ACCST	8 Program Renewals
ITT Technical Institute	Indianapolis, IN	ACICS	13 Program Renewals
PIA Career Services	Wheeling, WV		16 Program Renewals
Westwood College	Woodridge, IL	ACICS	16 Program Renewals

PENDING RECEIPT OF FEES AND CLARIFICATION OF PROGRAMS

CONSENT AGENDA (continued on next page)
November 19, 2008

NAME OF SCHOOL	LOCATION	ACTIVITY
Brown Mackie College-Akron	Akron	Program Name Change
Miami-Jacobs Career College	Dayton	Program Name Change
Miami-Jacobs Career College	Springboro	Program Name Change
RETS College	Centerville	Program Name Change
Beckfield College	Springdale	School Director Change (To: William Rooney)
Daymar College	Chillicothe	School Director Change (To: William Ward)
Daymar College	Jackson	School Director Change (To: Teresa Beeson)
Daymar College	Lancaster	School Director Change (To: Gerald Dragoo)
Daymar College	New Boston	School Director Change (To: Alexander Bosserman)
Kaplan Professional Schools/Inspection Training	Gahanna	School Director Change (To: Forrest Lines)
Miami-Jacobs Career College	Dayton	School Director Change (To: Faith Mitchell)
Miami-Jacobs Career College	Columbus	School Director Change (To: Joanie Krein)

**CONSENT AGENDA
November 19, 2008**

NAME OF SCHOOL	LOCATION	ACTIVITY
National K-9 School for Dog Trainers	Columbus	School Director Change (To: Robert Jervis)
Chancellor University	Cleveland	School Name Change (From: Myers University)
Ohio Model and Talent Management LLC	Garfield Heights	School Name Change (From: Barbizon of Northeastern Ohio)
National Institute of Massotherapy	Independence	School Change of Location (To: 5700 Brecksville Road Independence, OH 44125)
Ohio Model & Talent Management	Garfield Heights	School Change of Location (To: 5422 East 96 th Street, Suite 210 Garfield Heights, OH 44125)
International Business College	Ft. Wayne, IN	Annual Report Late Fee
Radiological Service Training Institute	Solon	Annual Report Late Fee
Ross Institute of Medical & Dental Technology	Cincinnati	Annual Report Late Fee
Ross Medical Education Center	Sylvania	Annual Report Late Fee
Googasian Firm	Bloomfield Hills, MI	Copies