

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JULY 23, 2014**

**PRESIDING:** Dr. Kenneth Searfoss, Chairperson

**PRESENT:** Mr. Charles Kramer, Vice Chairperson  
Mr. Dennis Bartels, Board Secretary  
Dr. Jerome Brockway, Board Member  
Mr. Shane DeGarmo, Board Member  
Dr. Steven Gratz, Board Member  
Mr. Kenneth Miller, Board Member

**ABSENT:**

**STAFF:** Mr. John Ware, Executive Director  
Ms. Ruth Myers, Assistant Director  
Ms. Laura Essman, Administrative Professional 4  
Ms. Kimberly Stein, Investigator  
Dr. Richard Brubaker, Consultant/Evaluator  
Dr. Steven Puckett, Consultant/Evaluator  
Mr. Jim Zinsmeister, Consultant/Evaluator  
Mr. James Miller, Assistant Attorney General

**ABSENT:** Mr. Tim Boylan, Consultant/Evaluator

**GUESTS:** Mr. Dave Rankin, Ohio Association of Career Colleges and Schools  
Ms. Gay Miller, Guest  
Ms. Jennifer Walters, ITT Technical Institute  
Ms. Wanda Curry-Shepard, Unique Services Logistics Career Academy  
Ms. Shannon McMannon, Vatterott College  
Mr. Wesley Smith, National College  
Ms. Tomeka Sheppard, KMR Training Center LLC  
Ms. Kalena Robinson, KMR Training Center LLC  
Ms. Jennifer Sprague, Heritage College  
Ms. Anjean McCole, Heritage College  
Mr. Joe Barker, Miami-Jacobs Career College  
Mr. Rob Breeckner, ODVS  
Ms. Kim Hill, ODVS  
Mr. Bruce Campbell, South University  
Mr. Jason Plontz, Plontzie's Grooming Academy  
Mr. Robert Maguire, Masters of Bartending  
Mr. George Mikluscak, Ohio Valley College of Technology  
Ms. Karen Carter, Unique Services Logistics Career Academy  
Mr. Kirk Richards, Ohio Center for Broadcasting  
Mr. Dave Ebersbach, Herzing University  
Mr. Jason Shawberry, Athena Career Center  
Ms. Amber Gantt, ITT Technical Institute - Columbus  
Mr. Kevin Yockey, Valley View Medical Training Center  
Ms. Wendy Beahn, Hondros College  
Mr. Bob Shirey, Gallipolis Career College  
Ms. Jean Shirey, Gallipolis Career College

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**MEETING CALLED TO ORDER**

**Dr. Kenneth Searfoss, Chairperson, called the meeting to order at 9:00 a.m.**

**ROLL CALL:**

**Dr. Gratz - Yes  
Mr. DeGarmo - Yes  
Dr. Brockway - Yes  
Dr. Searfoss - Yes  
Mr. Kramer - Yes  
Mr. Bartels - Yes  
Mr. Miller - Yes**

**(15-001)Mr. Dennis Bartels moved that the Board go into Executive Session at 9:02 a.m. for discussion of pending litigation, pending investigations, and personnel matters.**

**Dr. Jerome Brockway seconded.    7 Ayes - 0 Nays.    Motion carried.**

**(15-002)Mr. Kenneth Miller moved to end Executive Session at 9:50 a.m. Public Session began at 10:01 a.m.**

**Mr. Shane DeGarmo seconded.    7 Ayes - 0 Nays.    Motion carried.**

**ROLL CALL:**

**Dr. Gratz - Yes  
Mr. DeGarmo - Yes  
Dr. Brockway - Yes  
Dr. Searfoss - Yes  
Mr. Kramer - Yes  
Mr. Bartels - Yes  
Mr. Miller - Yes**

**INTRODUCTION OF GUESTS**

**(15-003)Dr. Jerome Brockway moved for Approval of the Minutes of May 21, 2014.**

**Mr. Dennis Bartels seconded.    7 Ayes - 0 Nays.    Motion carried.**

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**Executive Director Mr. John Ware** reported on the following:

1. **Budget Update:** The budget process for the 2016-2017 biennium has begun as the Office of Budget and Management issued general guidance to all agencies and set a deadline of September 17<sup>th</sup> for submission of all budget requests to OBM. I will prepare a draft of the Board's proposed budget request and submit to the Board for any review or comments prior to the next Board meeting in September.
2. **Federal HEA Update:** The United States Department of Education (USDOE) recently completed the negotiated rule making process for a number of new rules including rules related to the state authorization of postsecondary institutions eligible for federal financial aid. As a result of concerns raised by our national association (NASASPS) and a number of other groups, USDOE issued a statement indicating that they were temporarily delaying the issuance of the final rules governing state authorization. We are hoping that this delay will allow for further discussions on the wording of the rules currently being considered.
3. **Consultant Update:** We will be holding a consultant and staff retreat September 18-19th at the Salt Fork State Park. Our discussions will relate primarily to the implementation of the Board's new online renewal system and how that will affect the school evaluation and review process going forward.

**Executive Director Mr. John Ware** reported on the FY2014 Year End Financial Report (see attached).

**Investigator Ms. Kimberly Stein** reported on the following:

Since the May 21, 2014 Board Meeting, we have opened ten (10) new cases.  
Since the May 21, 2014 Board Meeting, we have closed six (6) total cases.

Below is a summary of investigative activity for FY14:

<u>Total Number of Cases</u>	<u>Open/Active Cases</u>	<u>#Open 30 days or more</u>	<u>Closed Cases</u>
52	4	1	48

Below is a summary of investigative activity for FY15:

<u>Total Number of Cases</u>	<u>Open/Active Cases</u>	<u>#Open 30 days or more</u>	<u>Closed Cases</u>
5	5	0	0

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**PUBLIC COMMENT**

**There was no Public Comment.**

**OLD BUSINESS**

**Executive Director Mr. John Ware** reported on the Student Online Course Update and the Online Data Verification Process Update.

**NEW BUSINESS**

**Executive Director Mr. John Ware** reported on the Administrative Rule Review.

**(15-004)Mr. Dennis Bartels moved** that the Board Adopt the following Resolution:

WHEREAS **Barbizon Midwest - Cincinnati, Columbus, and Dayton** currently holds a valid certificate(s) of registration with this Board; and

WHEREAS **Barbizon Midwest - Cincinnati, Columbus, and Dayton** has failed to complete the certificate(s) of registration renewal process because they have failed to submit fees and other items as required as part of the certificate(s) of registration renewal process; and

WHEREAS these actions constitute a violation of Ohio Revised Sections 3332.05 and 3332.07.

Therefore be it resolved that:

RESOLVED, that the Executive Director of this Board, be, and he hereby is, directed to notify **Barbizon Midwest - Cincinnati, Columbus, and Dayton** and the owner(s) thereof, that this Board is initiating formal disciplinary action pursuant to Ohio Revised Code Section 3332.09 and 3332.091 and in accordance with Ohio Revised Code Chapter 119 for the aforementioned violations.

**Dr. Jerome Brockway seconded.    7 Ayes - 0 Nays.    Motion carried.**

**(15-005)Dr. Jerome Brockway moved** for Approval of the following New Program(s):

- A.     Davis College  
        4747 Monroe Street  
        Toledo, OH 43623  
        Consultant:    Dr. Puckett  
        **APPROVAL TO JANUARY 2015**

- 1.     STNA - Certificate  
        **SUBJECT TO DEPARTMENT OF HEALTH APPROVAL**  
        **(anticipated start date: 10/1/14)**

**Mr. Charles Kramer seconded.    6 Ayes - 1 Abstention (Searfoss) - 0 Nays.    Motion carried.**

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**(15-006)Mr. Dennis Bartels moved** for Approval of the following New Program(s):

B. Herzing University  
5212 Hill Avenue  
Toledo, OH 43615  
Consultant: Dr. Puckett  
**APPROVAL TO SEPTEMBER 2015**

1. Electrocardiography Training & Certification (CEKG) - Certificate  
**(anticipated start date: 7/24/14)**

**Dr. Jerome Brockway seconded.    7 Ayes - 0 Nays.    Motion carried.**

**(15-007)Mr. Kenneth Miller moved** for Approval of the following New Program(s):

C. Miami-Jacobs Career College  
150 Gay Street  
Columbus, OH 43215  
Consultant: Dr. Puckett  
**APPROVAL TO SEPTEMBER 2015**

1. Medical Billing and Coding Specialist - Diploma  
**(anticipated start date: 1/21/15)**

**Mr. Shane DeGarmo seconded.    7 Ayes - 0 Nays.    Motion carried.**

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**(15-008)Mr. Charles Kramer moved** for Approval of the following New Program(s):

D. National College  
4736 Dressler Road NW  
Canton, OH 44718  
Consultant: Dr. Puckett  
**APPROVAL TO SEPTEMBER 2014**

National College  
6871 Steger Drive  
Cincinnati, OH 45237  
Consultant: Dr. Puckett  
**APPROVAL TO MAY 2015**

National College  
5665 Forest Hills Blvd.  
Columbus, OH 43231  
Consultant: Dr. Puckett  
**APPROVAL TO NOVEMBER 2015**

National College  
1837 Woodman Center Drive  
Kettering, OH 45420  
Consultant: Dr. Puckett  
**APPROVAL TO JANUARY 2015**

National College  
13855 Fishcreek Road  
Stow, OH 44224  
Consultant: Dr. Puckett  
**APPROVAL TO JANUARY 2016**

National College  
27557 Chardon Road  
Willoughby Hills, OH 44092  
Consultant: Dr. Puckett  
**APPROVAL TO JULY 2016**

National College  
3487 Belmont Avenue  
Youngstown, OH 44505  
Consultant: Dr. Puckett  
**APPROVAL TO MARCH 2016**

1. Medical Office Professional - Diploma  
**(anticipated start date: 2/1/15)**

**Mr. Dennis Bartels seconded. 7 Ayes - 0 Nays.**

**Motion carried.**

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**(15-009)Dr. Jerome Brockway moved** for Approval of the following New Program(s):

- E. ITT Technical Institute  
3428 W. Market Street  
Akron, OH 44333  
Consultant: Dr. Puckett  
**APPROVAL TO MAY 2016**
- ITT Technical Institute  
4717 Hilton Corporate Drive  
Columbus, OH 43232  
Consultant: Dr. Puckett  
**APPROVAL TO SEPTEMBER 2014**
- ITT Technical Institute  
3325 Stop Eight Road  
Dayton, OH 45414  
Consultant: Dr. Puckett  
**APPROVAL TO JAN. 2015**
- ITT Technical Institute  
3781 Park Mill Run, Suite 1  
Hilliard, OH 43026  
Consultant: Dr. Puckett  
**APPROVAL TO JULY 2016**
- ITT Technical Institute  
1656 Henthorne Drive, Suite B  
Maumee, OH 43537  
Consultant: Dr. Puckett  
**APPROVAL TO MARCH 2015**
- ITT Technical Institute  
4750 Wesley Avenue  
Norwood, OH 45212  
Consultant: Dr. Puckett  
**APPROVAL TO MARCH 2015**
- ITT Technical Institute  
14955 Sprague Road  
Strongsville, OH 44136  
Consultant: Dr. Puckett  
**APPROVAL TO JULY 2016**
- ITT Technical Institute  
24865 Emery Road  
Warrensville Heights, OH 44128  
Consultant: Dr. Puckett  
**APPROVAL TO MARCH 2016**
- ITT Technical Institute  
1030 N. Meridian Road  
Youngstown, OH 44509  
Consultant: Dr. Puckett  
**APPROVAL TO MARCH 2015**
1. Accounting - Diploma
  2. Business Management - Diploma
  3. Criminology and Forensic Technology - Diploma
  4. Drafting and Design Technology - Diploma
  5. Electrical Engineering Technology - Diploma
  6. Medical Assisting and Administration - Diploma  
(NOT AT THE COLUMBUS OR MAUMEE LOCATION)
  7. Network Systems Administration - Diploma
  8. Software Development - Diploma  
(anticipated start date: 3/16/15)

**Mr. Dennis Bartels seconded.**

**7 Ayes - 0 Nays.**

**Motion carried.**

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**(15-010)Mr. Dennis Bartels moved** for Approval of the following New Program(s):

F. Ohio Business College  
5095 Waterford Drive  
Sheffield Village, OH 44035  
Consultant: Dr. Puckett  
**APPROVAL TO NOVEMBER 2015**

1. Orthopaedic Career Enhancement Workshop - Certificate  
**(anticipated start date: 9/2/14)**

**Mr. Shane DeGarmo seconded.    7 Ayes - 0 Nays.    Motion carried.**

**(15-011)Mr. Kenneth Miller moved** for Approval of the following New Program(s):

G. Valley View Medical Training Center  
5185 Lithopolis Road NW  
Lancaster, OH 43130  
Consultant: Dr. Puckett  
**APPROVAL TO NOVEMBER 2015**

1. Medical Assisting - Diploma
2. Medical Billing and Coding - Certificate  
**(anticipated start date: 8/4/14)**

**Mr. Charles Kramer seconded.    7 Ayes – 0 Nays.    Motion carried.**

**(15-012)Mr. Dennis Bartels moved** for Approval of the following New Program(s):

H. Vatterott College  
5025 East Royalton Road  
Broadview Heights, OH 44147  
Consultant: Dr. Puckett  
**APPROVAL TO NOVEMBER 2014**

1. Carpentry - Diploma  
**(anticipated start date: 11/17/14)**

**Mr. Shane DeGarmo seconded.    7 Ayes – 0 Nays.    Motion carried.**

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**(15-013)Mr. Dennis Bartels moved** for Approval the following New Certificate(s) of Registration and Program Authorization(s):

- A. Athena Career Academy - Middleburg Heights - NEW SCHOOL  
7285 Old Oak Blvd., Suite 123  
Middleburg Heights, OH 44130  
Consultant: Dr. Puckett/Mr. Boylan  
**APPROVAL TO JULY 2015**

1. Practical Nursing - Diploma  
**PENDING RECEIPT OF NURSING BOARD APPROVAL AND COE  
ACCREDITATION APPROVAL FOR THIS LOCATION(anticipated start  
date: 9/22/14)**

**Mr. Charles Kramer seconded.    7 Ayes – 0 Nays.    Motion carried.**

**(15-014)Dr. Jerome Brockway moved** for Approval the following New Certificate(s) of Registration and Program Authorization(s):

- B. KMR Training Center LLC- NEW SCHOOL  
11816 Springfield Pike, Suite A  
Springdale, OH 45246  
Consultant: Dr. Puckett/Dr. Brubaker  
**APPROVAL TO JULY 2015**

1. Phlebotomy - Certificate  
2. Clinical Medical Assisting - Certificate  
**(anticipated start date: 7/24/14)**

**Mr. Shane DeGarmo seconded.    7 Ayes - 0 Nays.    Motion carried.**

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**(15-015)Mr. Dennis Bartels moved** for Approval the following New Certificate(s) of Registration and Program Authorization(s):

- C. Laurel Technical Institute - NEW SCHOOL  
847 N. Main Street, Suite 202  
Meadville, PA 16335  
Consultant: Dr. Puckett  
**APPROVAL TO JULY 2015**  
**PA APPROVAL RECEIVED**

Associate of Specialized Business in:  
Accounting & Business Administration  
Administrative Office Technology  
Early Childhood Education  
Health Information Technology  
Medical Assistant

Associate of Specialized Technology in:  
Computer Software  
Network Administration & Security

Pharmacy Technician - Diploma

**Mr. Kenneth Miller seconded.      7 Ayes - 0 Nays.      Motion carried.**

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**(15-016)Dr. Jerome Brockway moved** for the following resolution regarding:

- D. Masters of Bartending - NEW SCHOOL  
2645 N. High Street  
Columbus, OH 43202  
Consultant: Dr. Puckett  
**APPROVAL TO JULY 2015**

1. Bartending - Certificate  
**PENDING RECEIPT OF FEES AND RESOLUTION OF SCHOOL OWNER  
QUALIFICATIONS (anticipated start date: 8/4/14)**

WHEREAS **Masters of Bartending** has applied for a certificate of registration and program authorization with this Board; and

WHEREAS this application for certificate of registration was signed by a person convicted of a crime of moral turpitude; and

WHEREAS this action constitutes a violation of Ohio Revised Sections 3332.09©).

Therefore be it resolved that:

RESOLVED, that the Executive Director of this Board, be, and he hereby is, directed to notify **Masters of Bartending** and the owner(s) thereof, that this Board intends to deny their application for certificate of registration and program authorization with this Board pursuant to Ohio Revised Code Section 3332.09 and 3332.091 and in accordance with Ohio Revised Code Chapter 119 for the aforementioned reasons.

**Mr. Kenneth Miller seconded.      7 Ayes - 0 Nays.      Motion carried.**

**(15-017)Mr. Charles Kramer moved** for Approval the following New Certificate(s) of Registration and Program Authorization(s):

- E. Plontzie's Grooming Academy - NEW SCHOOL  
148 E. South Boundary Street  
Perrysburg, OH 43551  
Consultant: Dr. Puckett/Mr. Boylan  
**APPROVAL TO JULY 2015**

1. Dog Grooming-Start to Finish - Diploma  
**(anticipated start date: 7/24/14)**

**Mr. Kenneth Miller seconded.      7 Ayes - 0 Nays.      Motion carried.**

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**(15-018)Mr. Dennis Bartels moved** for Approval the following New Certificate(s) of Registration and Program Authorization(s):

- F. University of Fairfax - NEW SCHOOL  
3361 Melrose Avenue, Suite A  
Roanoke, VA 24017  
Consultant: Dr. Puckett  
**APPROVAL TO JULY 2015**  
**VA AND OHIO BOARD OF REGENTS APPROVAL RECEIVED**

Doctorate in Information Assurance  
Doctorate of Science in Information Assurance  
Master of Science in Information Security Management  
**PENDING RECEIPT OF FEES (anticipated start date: 7/24/14)**

**Dr. Jerome Brockway seconded.    7 Ayes - 0 Nays.    Motion carried.**

**(15-019)Mr. Dennis Bartels moved** for Approval the following New Certificate(s) of Registration and Program Authorization(s):

- G. Unique Services Logistics Career Academy LLC - NEW SCHOOL  
1561 Old Leonard Avenue  
Columbus, OH 43219  
Consultant: Dr. Puckett  
**APPROVAL TO JULY 2015**
1. CDL Class A/B Program - Certificate  
**SUBJECT TO DEPARTMENT OF PUBLIC SAFETY APPROVAL**
  2. Logistics Broker Agent Program - Certificate
  3. Logistics Dispatching Program - Certificate
  4. Logistics Warehouse Operations Associate Program - Certificate
  5. Entrepreneurship Program - Certificate
  6. Warehouse/Office Management Program - Certificate  
**(anticipated start date: 8/1/14)**

**Dr. Jerome Brockway seconded.    7 Ayes - 0 Nays.    Motion carried.**

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**(15-020)Dr. Jerome Brockway moved** for Approval of the following Schools Ready for Board Action:

**Renewals:**

Assist to Succeed Willoughby Hills  
Heritage College, Middleburg Heights  
ITT Technical Institute, Strongsville  
National College, Willoughby Hills  
Sanford Brown College, Middleburg Heights  
Sanford Brown College, Middleburg Heights - LEARNING CENTER  
Antonelli College, Cincinnati  
Antonelli College, West Chester - LEARNING CENTER  
Cincinnati Bartending School, Cincinnati  
DATS, LLC - Dental Assistant School, Springboro  
First Impressions Dental Assisting, Marion  
Gallipolis Career College, Gallipolis  
ITT Technical Institute, Hilliard  
Ohio Center for Broadcasting, Columbus  
Performance Training Solutions, LLC, Reynoldsburg  
ACRT Urban Forestry Training, Akron  
Akron Testing Laboratory & Welding School, Barberton  
Lake Erie Dental Assisting Academy Ltd., Ashtabula  
Larock Healthcare Academy - Canton  
Ohio College of Massotherapy, Akron  
Raphael's School of Beauty Culture, Inc., Boardman  
South University, Warrensville Heights  
South University, Cincinnati - LEARNING CENTER

**Mr. Dennis Bartels seconded. 6 Ayes - 1 Abstention (Kramer - Assist to Succeed Willoughby Hills and Gallipolis Career College) - 0 Nays. Motion carried.**

**(15-021)Mr. Dennis Bartels moved** for Approval of the following Conditional Schools Ready for Board Action:

Northcoast Medical Training Academy      ACCSC  
1832 S.R. 59  
Kent, OH 44240

(Diplomas)                                      Zinsmeister  
Massage Therapy  
Medical Assistant  
Practical Nursing  
Veterinary Assistant

(Certificate)  
Phlebotomy Technician

**PENDING RECEIPT OF FINANCIAL STATEMENT (PSR0006)  
ATTACHMENT**

**Dr. Jerome Brockway seconded. 7 Ayes - 0 Nays. Motion carried.**

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**(15-022)Dr. Jerome Brockway moved** for Approval of the following previously approved out-of-state schools recommended to receive Board Approval:

American National College 1813 E. Main Street Salem, VA 24153	ACICS	1 New Program
Bradford School 125 West Station Square Drive, Suite 129 Pittsburgh, PA 15219	ACICS	19 Program Renewals
Grand Canyon University 330 W. Camelback Road Phoenix, AZ 85017	HLC	13 Program Renewals
ITT Technical Institute 9511 Angola Court Indianapolis, IN 46268	ACICS	7 New Programs
Lincoln College of Technology 1524 Gallatin Road Nashville, TN 37206	ACCSC	11 Program Renewals
New Castle School of Trades 4117 Pulaski Road New Castle, PA 16101	ACCSC	1 New Program
Pittsburgh Technical Institute-Boyd School Div 1111 McKee Road Oakdale, PA 15071	MSA	29 Program Renewals; 3 New Programs
Redstone College-Denver East 7350 N. Broadway Denver, CO 80221	ACICS	2 Program Renewals; 3 New Programs
Triangle Tech 1940 Perrysville Avenue Pittsburgh, PA 15214	ACCSC	4 Program Renewals; 1 New Program

**Mr. Shane DeGarmo seconded.**  
**Motion carried.**

**6 Ayes – 1 Abstention (Bartels - Bradford School ) - 0 Nays.**

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**(15-023)Mr. Charles Kramer moved** for Approval of the following request for New Scholarship/Grant(s):

Akron Campus of Herzing University  
1600 S. Arlington Street, Suite 100  
Akron, OH 44306

**Herzing Employee Scholarship  
Herzing Employee Dependent Grant  
Herzing University Continuing Education Grant  
Herzing University High School Transition Grant  
Herzing University Yellow Ribbon Grant  
Herzing University Out of School Balance  
Forgiveness Grant  
Henry G. Herzing Grant**

Herzing University  
5212 Hill Avenue  
Toledo, OH 43615

**Herzing University Continuing Education Grant  
Herzing University High School Transition Grant  
Herzing Employee Dependent Grant  
Herzing Employee Scholarship  
Herzing University Yellow Ribbon Grant**

Davis College  
4747 Monroe Street  
Toledo, OH 43623

**Signature Grant**

ITT Technical Institute, Akron, Columbus, Dayton, Hilliard, Maumee, Norwood, Strongsville, Warrensville Heights, Youngstown

**Student Attainment Grant  
Graduate Award Program Grant**

MyComputerCareer.com/TechSkills  
2400 Corporate Exchange Drive, Suite 300  
Columbus, OH 43231

**Graduation Tuition Waiver**

School of Advertising Art  
1725 E. David Road  
Kettering, OH 45440

**Congressional Art Award Scholarship**

Stautzenberger College  
8001 Katherine Blvd.  
Brecksville, OH 44141

**Stautzenberger College Animal Studies Scholarship  
Stautzenberger College Learn What You Love Grant**

Trumbull Business College  
3200 Ridge Avenue  
Warren, OH 44484

**Graduation Success Grant  
Future Success Grant  
Spring Ahead Grant**

**Mr. Kenneth Miller seconded.  
Motion carried.**

**6 Ayes - 1 Abstention (Searfoss - Davis College) - 0 Nays.**

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**(15-024)Mr. Dennis Bartels moved** for Approval of the following Consent Agenda:

Athena Career Academy, Toledo	Change of Director (TO: Jason Shawberry)
Brown Mackie College-Akron, Akron	Change of Director (TO: Andrew Felberg)
Daymar College, KY	Change of Director (TO: Andre Davis)
Gallipolis Career College, Gallipolis	Change of Director (TO: Dennis Daugherty)
Hondros College, Independence	Change of Director (TO: Beth Pippin)
Miami-Jacobs Career College, Columbus	Change of Director (TO: Joseph Barker)
Miami-Jacobs Career College, Dayton	Change of Director (TO: Elizabeth Fogle)
Ohio Business College, Sandusky	Change of Director (TO: Sharon Fain)
Ross Medical Education Center, Cincinnati	Change of Director (TO: Robin Re)
Valor Christian College, Canal Winchester	Change of Director (TO: James Turpin)

**Dr. Jerome Brockway seconded. 7 Ayes - 0 Nays. Motion carried.**

**Mr. Robert Breeckner** reported for the State Approving Agency for Veterans Training.

**Mr. David Rankin** reported for the Ohio Association of Career Colleges and Schools.

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**(15-025)Mr. Dennis Bartels moved** that the Board adjourn at 10:35 a.m.

**Mr. Charles Kramer seconded.    7 Ayes - 0 Nays.    Motion carried.**

Respectfully Submitted,

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Chairperson or Vice Chairperson

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Board Secretary

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# STATE BOARD OF CAREER COLLEGES AND SCHOOLS

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(614) 466-2752 · Fax (614) 466-2219 · Toll Free (877) 275-4219  
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## **FISCAL YEAR 2014** **YEAR END FINANCIAL REPORT**

*For the Period July 1, 2013 through June 30, 2014*

This report is intended to provide the Board with a summary of all financial activity generated by the State Board of Career Colleges and Schools during fiscal year ("FY") 2014. This report contains a statistical comparison of expenditures and revenue for each of the last four (4) fiscal years.

### **Expenditures**

The State Board's operating budget for FY 2014 was \$579,328. The Board's operating budget in previous fiscal years was: (FY 2013: \$579,328) (FY 2012: 558,658) (FY 2011: \$499,008) (FY 2010: \$490,008) (FY 2009: \$572,700). Total expenditures of FY 2014 funds are projected to amount to \$551,074 resulting in a year end balance of \$28,254.

### **Revenue**

Revenue generated during FY 2014 was \$782,694. The amount of revenue is slightly lower than the previous few years primarily due to decreased school activity.

### **Revenue vs. Expenditures Comparison**

During FY 2014, the Board's revenue exceeded its expenditures by \$231,620.

**FISCAL YEARS 2011-2014 EXPENDITURES<sup>1</sup>**

<b><u>Accounts- Payroll</u></b>	<b><u>FY11</u></b>	<b><u>FY12</u></b>	<b><u>FY13</u></b>	<b><u>FY14</u></b>
Staff/Board Payroll	\$342,436 <sup>2</sup>	\$353,393	\$356,029	\$361,253
Personal Services	<u>62,254</u>	<u>85,697</u>	<u>105,026</u>	<u>108,618</u>
<b>ACCOUNT TOTAL</b>	<b>\$404,690</b>	<b>\$439,090</b>	<b>\$461,055</b>	<b>\$469,871</b>

**Accounts - Maintenance**

Rent	\$44,124	\$26,739	\$19,856	\$25,816
Operations	25,148	32,004	32,436	29,339
Travel	8,064	8,949	7,637	8,875
Office Supplies	1,332	4,289	2,660	1,799
General Expenditures	5,434	5,833	3,356	2,848
Moving Expenses	0	16,716	0	0
State Audit**	<u>9,817<sup>3</sup></u>	<u>9,184</u>	<u>190</u>	<u>8,887</u>
<b>ACCOUNT TOTAL</b>	<b>\$93,919</b>	<b>\$103,714</b>	<b>\$66,135</b>	<b>\$77,564</b>

**Accounts - Equipment**

Computer	-0-	\$3,275	\$3,584	\$3,639
Communications Equipment	-0-	-0-	1,433	-0-
Office Equipment	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b>ACCOUNT TOTAL</b>	<b>\$0</b>	<b>\$3,275</b>	<b>\$5,017</b>	<b>\$3,639</b>

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**Total Expenditures  
for the Fiscal Year:    \$498,609    \$546,079    \$532,207    \$551,074**

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<sup>1</sup> Totals include projected expenditures of year end encumbered funds.

<sup>2</sup> Total includes cost savings day funds were taken from payroll and transferred to the state.

<sup>3</sup> The State Auditor began charging agencies the cost of bi-annual audits in FY 2011.

**FISCAL YEARS 2011-2014  
REVENUE/INCOME**

<u>Revenue Source</u>	<u>FY 2011</u>	<u>FY 2012<sup>4</sup></u>	<u>FY 2013</u>	<u>FY 2014</u>
Agent Permits	\$221,500	\$750	\$0	\$0
New Schools	4,950	3,300	3,000	5,200
School Renewals	122,950	150,550	123,500	140,600
Program Renewals	115,150	225,500	160,350	178,500
New Programs	55,020	71,250	45,750	67,650
New Associate Deg.	87,900	26,775	7,650	41,175
Associate Deg. Renew	218,475	207,900	229,050	163,800
Advanced Degrees	261,000	210,150	216,450	172,350
Majors	4,800	8,100	5,400	3,600
Learning Centers	7,650	8,750	7,350	5,250
<u>Late fees/Misc. Other</u>	<u>2,125</u>	<u>3,620</u>	<u>4,135</u>	<u>4,569</u>
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<b>TOTAL REVENUE</b>	<b>\$1,101,520</b>	<b>\$916,645</b>	<b>\$802,635</b>	<b>\$782,694</b>

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Beginning in January 2011, the Board stopped assessing fees for agent permits as schools now pay directly for the Board's agent training course. This change is reflected in FY 2012 agent permit revenue.