

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 22, 2017**

PRESIDING: Dr. Jerome Brockway, Board Vice Chairperson

PRESENT: Mr. Dennis Bartels, Board Secretary
Mr. Kenneth Miller, Board Member
Ms. Lynn Mizanin, Board Member
Dr. Emily Passias, Board Member

ABSENT: Dr. Stephanie McCann, Board Member

STAFF: Mr. John Ware, Executive Director
Ms. Ruth Myers, Assistant Director
Ms. Laura Essman, Administrative Professional
Dr. Richard Brubaker, Consultant/Evaluator
Mr. Charles Kramer, Consultant/Evaluator
Dr. Steven Puckett, Consultant/Evaluator
Mr. James Miller, Assistant Attorney General

ABSENT:

GUESTS: Mr. Kent Trofholz, Ohio Association of Career Colleges and Schools
Ms. Wendy Beahn, Hondros College of Nursing
Mr. Adam Bulizk, Hondros College of Nursing
Mr. Eric Stoneking, Ross Education
Ms. Shannon Trenta Kolm, Ross College - N. Canton
Mr. Mark Sullivan, AIAM
Mr. Ricky Madison, Continents Academy

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 22, 2017
PAGE 2.**

**MEETING CALLED
TO ORDER**

**Dr. Jerome Brockway, Board Chairperson
called the meeting to order at 9:35 a.m.**

ROLL CALL:

**Dr. Passias - Yes
Dr. McCann - Absent
Dr. Brockway - Yes
Ms. Mizanin - Yes
Mr. Bartels - Yes
Mr. Miller - Yes**

(17-077)Mr. Dennis Bartels moved that the Board go into Executive Session at 9:37 a.m. to discuss investigations subject to informal methods of conference and conciliation in accordance with Ohio Revised Code section 3332.091(A)(1) and to discuss imminent court action.

Ms. Lynn Mizanin seconded. 5 Ayes - 0 Nays. Motion carried.

ROLL CALL:

**Dr. Passias - Yes
Dr. McCann - Absent
Dr. Brockway - Yes
Ms. Mizanin - Yes
Mr. Bartels - Yes
Mr. Miller - Yes**

(17-078)Mr. Kenneth Miller moved to end Executive Session at 10:00 a.m. Public Session began at 10:04 a.m.

Ms. Lynn Mizanin seconded. 5 Ayes - 0 Nays. Motion carried.

ROLL CALL:

**Dr. Passias - Yes
Dr. McCann - Absent
Dr. Brockway - Yes
Ms. Mizanin - Yes
Mr. Bartels - Yes
Mr. Miller - Yes**

INTRODUCTION OF GUESTS

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 22, 2017
PAGE 3.**

(17-079)Mr. Dennis Bartels moved for Approval of the Minutes of January 25, 2017.

Ms. Lynn Mizanin seconded. 5 Ayes - 0 Nays. Motion carried.

Executive Director Mr. John Ware reported on the following:

1. **State Budget Update:** The 2018-2019 Ohio biennium budget process continues to move forward in the legislature. I testified on March 15th before the House Finance and Appropriations Higher Education Subcommittee on the Board's budget request and I have provide the Board with a copy of my testimony. I expect that we will see an approved budget from the House by mid-April and the process will move to the Senate for more hearings with a final budget taking effect before the end of the fiscal year on June 30th.
2. **Federal Update:** The U.S. Department of Education announced on March 7th a three-month delay to deadlines for schools to submit appeals or public disclosures under the federal gainful employment rule. Schools now have until July to submit appeals to their programmatic debt-to-earnings ratios and to update their public disclosures for 2017 GE rates. In addition to the GE issues, we continue to monitor the schools that were impacted by ACICS' loss of federal recognition and will continue to monitor the progress of schools that are seeking new grants of institutional accreditation.
3. **School Closure Update:** We continue to work with students that have been affected by recent school closures. States that were affected by the ITT closure have been working with the bankruptcy trustee to come up with a solution to how to store and access the 60,000 boxes of ITT student records currently in possession of the bankruptcy trustee in Indianapolis. In addition, we were notified on March 10th that Trumbull Business College will be closing at the end of March and we have been working to assist approximately 80 students that were impacted by the closure.
4. **Ethics Update:** All Board members should have received notice regarding the Ethics Commission's annual financial disclosure statements that must be filed with the Ethics Commission by May 15th.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 22, 2017
PAGE 4.**

Administrative Professional Ms. Laura Essman reported on the following Compliance items:

Since the January 25, 2017 meeting, we have opened nine (9) new cases.
Since the January 25, 2017 meeting, we have closed eight (8) total cases.

Below is a summary of investigative activity for FY17:

| <u>Total Number of Cases</u> | <u>Open/Active Cases</u> | <u>#Open 30 days/more</u> | <u>Closed Cases</u> |
|------------------------------|--------------------------|---------------------------|---------------------|
| 35 | 7 | 6 | 28 |

(17-080)Ms. Lynn Mizanin moved for Approval of the following Board Officers for 2017:

| | |
|-------------------------|---------------------|
| Board Chairperson: | Dr. Jerome Brockway |
| Board Vice Chairperson: | Mr. Dennis Bartels |
| Board Secretary: | Ms. Lynn Mizanin |

Dr. Emily Passias seconded. 5 Ayes - 0 Nays. Motion carried.

PUBLIC COMMENT

There was no Public Comment.

OLD BUSINESS

Executive Director Mr. John Ware reported on the Student Disclosure and Continuing Education Portal Update.

Executive Director Mr. John Ware reported on the Strategic Plan Update.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 22, 2017
PAGE 5.**

NEW BUSINESS

(17-081)Ms. Emily Passias moved that the Board Rescind the resolution adopted through motion 16-109 at the Board's March 16, 2016 Board meeting that addressed continuing education and training courses.

Mr. Dennis Bartels seconded. 5 Ayes - 0 Nays. Motion carried.

(17-082)Ms. Emily Passias moved that the Board Adopt the following resolution:

WHEREAS In an effort to provide more clarity to schools and to better facilitate the Board's rules and regulations in regards to continuing education and training for staff of career colleges and schools, the Board hereby designates the Executive Director, with the assistance of staff, schools and other appropriate persons, to develop training courses to meet the requirements of Ohio Administrative Code (OAC) sections 3332-1-17(G) (Agent Training) and 3332-1-08(F) (Required Compliance and Ethics Training); and,

WHEREAS, the Board further authorizes the Executive Director to execute written agreements and take other action necessary to facilitate the development of these online training courses and to make these courses available to schools and their staff on or before August 1, 2017; and,

WHEREAS, any courses previously approved by the Board and/or the Executive Director to meet the requirements of Ohio Administrative Code (OAC) sections 3332-1-17(G) (Agent Training) and 3332-1-08(F) (Required Compliance and Ethics Training) will continue to be approved only through July 31, 2017.

THEREFORE BE IT RESOLVED THAT, after August 1, 2017, no online training courses will meet the requirements of Ohio Administrative Code sections 3332-1-17(G) and 3332-1-08(F) other than those courses developed by the Board and its staff in accordance with this resolution.

Mr. Dennis Bartels seconded. 5 Ayes - 0 Nays. Motion carried.

(17-083)Mr. Dennis Bartels moved to Approve the following Board Meeting date change:

July 26, 2017 Board Meeting changed to July 19, 2017.

Ms. Lynn Mizanin seconded. 5 Ayes - 0 Nays. Motion carried.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 22, 2017
PAGE 6.**

(17-084)Mr. Dennis Bartels moved for Approval of the following New Programs (Degrees/Diplomas/Certificates):

| School/City | Program Name/Level | Anticipated Start Date |
|--|---|-------------------------------|
| Hondros College of Nursing (Fairborn) | Medical Laboratory Technology - Associate of Applied Science | 10/9/2017 |
| Hondros College of Nursing (West Chester) | Medical Laboratory Technology - Associate of Applied Science | 4/9/2018 |
| Institute of Integrative Nutrition (Cincinnati) | Intensive Coaching Practicum - Certificate | 4/11/2017 |
| Lincoln College of Technology (TN) | Welding and Metal Fabrication Technology - Diploma | 3/23/2017 |
| NASCAR Technical Institute (NC) | Automotive Technology & Mopar TEC w/NASCAR Engines I & II - Diploma | 3/23/2017 |
| NASCAR Technical Institute (NC) | Automotive Technology & NASCAR w/Mopar TEC + Pit Crew - Diploma | 3/23/2017 |
| NASCAR Technical Institute (NC) | CNC Machining Technology - Diploma | 3/23/2017 |
| NewBridge Cleveland Center for Arts & Technology (Cleveland) | Hospital Nursing Assistant (STNA) Program - Certificate | 5/17/2017 |
| Ross College (N. Canton) - formerly Brown Mackie College | Dental Assistant - Diploma | 3/27/2017 |
| Ross College (N. Canton) - formerly Brown Mackie College | Medical Assistant (Ross Version) - Diploma | 3/27/2017 |
| Ross College (N. Canton) - formerly Brown Mackie College | Medical Insurance Billing and Office Administration - Diploma | 3/27/2017 |
| Ross College (N. Canton) - formerly Brown Mackie College | Veterinary Assistant - Diploma | 3/27/2017 |

Dr. Emily Passias seconded.

5 Ayes - 0 Nays.

Motion carried.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 22, 2017
PAGE 7.**

(17-085)Ms. Lynn Mizanin moved for Approval of the following Renewal Certificate(s) of Registration and Program Authorization(s):

| SCHOOLS RECOMMENDED TO RECEIVE RENEWAL CERTIFICATE(S) OF REGISTRATION (continued) | | | |
|---|--------|--|--------------|
| NAME OF SCHOOL | ACCRED | PROGRAM(S) | CONSULTANT |
| Paws Grooming Academy (Sidney) | | Pet Grooming - Certificate | Brubaker |
| AIC College of Design (Cincinnati) | ACCSC | Graphic Design - AAS Graphic Design - Bachelor of Science | Brubaker |
| Art Institute of Pittsburgh (PA) | MSA | 2D Animation - Certificate 3D Animation - Certificate 3D Modeling for Games - Certificate Advertising - Bachelor of Science Art of Cooking - Diploma Baking and Pastry - Diploma Baking & Pastry - Associate of Applied Science Character Animation for Games - Certificate Culinary Arts - Associate of Applied Science Culinary Management - Bachelor of Science Digital Design - Diploma Program Digital Film Making & Video Production - AAS Digital Film Making & Video Production - B of Science Digital Workflow - Certificate Entertainment Design - Bachelor of Science Event Management - Certificate Fashion Design - Bachelor of Science Fashion & Retail Management - Bachelor of Science Food & Beverage Operations - Certificate Game Art & Design - Bachelor of Science Graphic Design - Associate of Applied Science Graphic Design - Bachelor of Science Hospitality Leadership - Certificate Hotel Operations - Certificate Hotel & Restaurant Management - Bachelor of Science | Out-of-State |

(MORE ART INSTITUTE OF PITTSBURGH ON NEXT PAGE)

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 22, 2017
PAGE 8.**

| SCHOOLS RECOMMENDED TO RECEIVE RENEWAL CERTIFICATE(S) OF REGISTRATION (continued) | | | |
|---|--------|--|------------|
| NAME OF SCHOOL | ACCRED | PROGRAM(S) | CONSULTANT |
| Art Institute of Pittsburgh (PA) - continued from Page 8 | | Industrial Design - Bachelor of Science Industrial Design Technology - AAS Instructional Technology & Design - Bachelor of Art Interior Design - Bachelor of Science Internet Marketing - Certificate Program Kitchen & Bath - Associate of Applied Science Marketing & Entertainment Management - B of Art Media Arts & Animation - Bachelor of Science Photography - Associate of Applied Science Photography - Bachelor of Science Portrait Photography - Certificate Professional Writing for Creative Arts - B of Fine Arts Residential Planning (Distance Education) - Diploma Software Development for Creative Technologies - Bachelor of Science Studio Photography - Certificate Visual Arts and Motion Graphics - Bachelor of Science Web Design - Diploma Web Design & Interactive Media - AAS Web Design & Interactive Media - Bachelor of Science | |

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 22, 2017
PAGE 9.**

| SCHOOLS RECOMMENDED TO RECEIVE RENEWAL CERTIFICATE(S) OF REGISTRATION (continued) | | | |
|--|--------|---|------------|
| NAME OF SCHOOL | ACCRED | PROGRAM(S) | CONSULTANT |
| Assist to Succeed of Marietta | | Fundamentals of Dental Assisting | Puckett |
| Cleveland Industrial Training Center (Cleveland) 1311 Brookpark Road | | CNC Programming & Operation/Machine Tools - Certificate CNC Swiss Machine Operations - Certificate | Kramer |
| Cleveland Industrial Training Center - LEARNING CENTER Gilchrist Road, Akron, OH | | Selected courses from all currently approved programs | Kramer |
| D & S Training Center (Findlay) | | Medication Aide Training - Certificate m Phlebotomy - Certificate STNA - Certificate | Brubaker |
| Fast Track Dental School (Cincinnati) | | Entry Level Dental Assisting - Certificate | Brubaker |
| Fortis College (Westerville) | | Accounting Technology - Diploma Business Management - Diploma Healthcare Management - Associate of Applied Science Heating, Ventilation, Air Conditioning and Refrigeration - Diploma Medical Assisting - Diploma Medical Assisting with Basic X-Ray Operation - Diploma Medical Billing and Coding - Diploma Medical Office Administration - Diploma Nursing - Associate of Applied Science Occupational Therapy Assistant -AAS Practical Nursing - Diploma Radiologic Technology - Associate of Applied Science Surgical Technologist - Associate of Applied Science | Puckett |

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 22, 2017
PAGE 10.**

| SCHOOLS RECOMMENDED TO RECEIVE RENEWAL CERTIFICATE(S) OF REGISTRATION (continued) | | | |
|---|--------|--|------------|
| NAME OF SCHOOL | ACCRED | PROGRAM(S) | CONSULTANT |
| Med-Cert Inc. (Maple Heights) | | EKG Technician - Certificate Home Health Aide - Certificate Phlebotomy Technician - Certificate STNA - Certificate | Kramer |
| Miami-Jacobs Career College (Dayton) (SCHOOL IS CLOSING 4/18) | ACICS | Business Administration - AAB Criminal Justice - Associate of Applied Science Electronic Health Records - Associate of Applied Science Management - Associate of Applied Business Massage Therapy - Diploma Medical Assisting - Associate of Applied Science Medical Billing and Coding - Diploma Medical Office Management - AAB Surgical Technology - Associate of Applied Science | Brubaker |
| Miami-Jacobs Career College (Springboro) (SCHOOL IS CLOSING 4/18) | ACICS | Business Administration - AAB Dental Assisting - Associate of Applied Science Electronic Health Records - Associate of Applied Science Medical Assisting - Associate of Applied Science | Brubaker |
| Miami-Jacobs Career College (Troy) (SCHOOL IS CLOSING 4/18) | ACICS | Automotive Technology - Diploma Medical Assisting - Associate of Applied Science Veterinary Technology - Associate of Applied Science | Brubaker |
| MyComputerCareer.com/TechSkills (Westerville) | ACCET | Information Technology Network Administration and Security -AAS Information Technology Network Administration and Security (Full IDL) -AAS Information Technology Systems Administrator - Certificate Information Technology Systems Engineer - Certificate Information Technology Security Specialist (ITSS) - Certificate PC Technician - Certificate | Puckett |

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 22, 2017
PAGE 11.**

| SCHOOLS RECOMMENDED TO RECEIVE RENEWAL CERTIFICATE(S) OF REGISTRATION (continued) | | | |
|--|--------|--|------------|
| NAME OF SCHOOL | ACCRED | PROGRAM(S) | CONSULTANT |
| National Personal Training Institute of Columbus 3496 Snouffer Road | ACCET | Personal Training - Certificate | Puckett |
| National Personal Training Institute of Columbus - LEARNING CENTER 10516 Sawmill Road, Powell, OH | ACCET | Selected courses from all currently approved programs | Puckett |
| Ohio Institute of Allied Health, Inc. (Huber Heights) | COE | Holistic Health Practitioner - Diploma Holistic Life Coach - Diploma Massage Therapy - Diploma Medical Assisting - Diploma Program Medical Assisting - Associate of Applied Science Nursing - Associate of Applied Science Ohio Institute of Allied Health Inc., Nursing Education Program - Diploma Patient Care Technician Certificate - Certificate Physical Therapy Assistant - Associate of Applied Science Practical Nursing - Diploma | Brubaker |
| Ohio Media School (Cincinnati) | | Media Sales and Marketing - Diploma Radio & Television Broadcasting - Diploma Sports Broadcasting - Diploma | Brubaker |
| Ohio Medical Electrology Institute (Mansfield) 271 Cline Avenue | | Cosmetic Therapy - Diploma | Brubaker |
| Ohio Medical Electrology Institute (Mansfield) - Learning Center 2055 Middle Bellville Road | | Selected courses from all currently approved programs | Brubaker |
| Orion Institute (Perrysburg) | ACCSC | Advanced Massage Therapy - Diploma Massage Therapy - Diploma Medical Assisting - Diploma | Brubaker |

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 22, 2017
PAGE 12.**

| SCHOOLS RECOMMENDED TO RECEIVE RENEWAL CERTIFICATE(S) OF REGISTRATION | | | |
|---|--------|--|------------|
| NAME OF SCHOOL | ACCRED | PROGRAM(S) | CONSULTANT |
| Professional Skills Institute (Maumee) | ABHES | Medical Billing and Coding Specialist - Diploma Medical Office Assistant - AAS Medical Office Assistant - Diploma Pharmacy Technician - Diploma Physical Therapist Assistant - AAS Practical Nurse - Diploma | Brubaker |
| SHI Integrative Medical Massage School (Lebanon) | | Medical Massage Therapy - Diploma | Brubaker |
| TDDS Technical Institute (Lake Milton) | ACCSC | Diesel Technician Training - Diploma | Kramer |
| The Training Center (Buckeye Lake) | | EKG Technician - Certificate Phlebotomy - Certificate STNA - Certificate | Puckett |
| Trumbull Business College (Warren) (SCHOOL IS CLOSING 3/31/17) | ACICS | Accounting - Diploma Accounting - Associate of Applied Business Business Administration - Associate of Applied Business Business Administration with Concentration in: Supply Chain & Logistics - AAB Business Computer Applications - Diploma Business Office Technology Administration - AAS Computer Information Technology for Office Professionals - AAB Health Information Technology - AAB Human Resources - Associate of Applied Business Legal Studies - Associate of Applied Business Medical Assisting - Associate of Applied Science Social Media - Associate of Applied Business | Kramer |

Dr. Emily Passias seconded.

5 Ayes - 0 Nays.

Motion carried.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 22, 2017
PAGE 13.**

(17-086)Mr. Dennis Bartels moved for Approval of the following New Scholarship/Grant(s):

| NAME OF SCHOOL | NAME OF SCHOLARSHIP/GRANT |
|--|--|
| AIC College of Design (Cincinnati) | Partners in Art |
| Athena Career Academy (Toledo) | Athena Alumni LPN to RN Completion Grant |
| Continents Academy (Columbus) | Continents Scholarship |
| Groove U (Columbus) | Emerging Artist Grant |
| Hondros College of Nursing (Fairborn, Independence, Maumee, West Chester, Westerville) | Hondros College of Alumni Achievement Grant |
| New Castle School of Trades East Liverpool Campus (East Liverpool) | Life Improvement Scholarship, Lou Holtz Hall of Fame |
| New Castle School of Trades East Liverpool Campus (East Liverpool) | The Archie Zarone Memorial Scholarship |
| New Horizons Computer Learning Center (Blue Ash, Fairborn) | Succeed Through Learning Grant |
| Ross College (N. Canton) - formerly Brown Mackie College | Business Management Associate Degree Success Grant |
| Ross College (N. Canton) - formerly Brown Mackie College | Information Technology Associate Degree Success Grant |
| Ross College (N. Canton) - formerly Brown Mackie College | Nursing Associate Degree Success Grant |
| Ross College (N. Canton) - formerly Brown Mackie College | Occupational Therapy Assistant Associate Degree Success Grant |
| Ross College (N. Canton) - formerly Brown Mackie College | Practical Nursing Diploma Success Grant |
| Ross College (N. Canton) - formerly Brown Mackie College | Veterinary Technology Associate Degree Success Grant |
| Ross College (N. Canton) - formerly Brown Mackie College | Active Military and Spouse of Active Military Grant |
| Ross College (N. Canton) - formerly Brown Mackie College | Ross Education Institutional Grant |
| We Can Code IT (Cleveland, Columbus) | Financial Need Grant |

Mr. Kenneth Miller seconded. 5 Ayes - 0 Nays. Motion carried.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 22, 2017
PAGE 14.**

(17-087)Ms. Lynn Mizanin moved for Approval of the following Change of Ownership(s):

- A. Advanced Technical Intelligence Center- CHANGE OF OWNERSHIP
506 E. Xenia Drive
Fairborn, OH 45324
Consultant: Dr. Puckett/Dr. Brubaker
APPROVAL TO MARCH 2018

New Owner(s): Wright State Applied Research Corporation (WSARC)

1. Analyst Boot Camp - Certificate
2. Cyber Analyst Data Security (CADS) Program - Certificate

Dr. Emily Passias seconded.

5Ayes - 0 Nays.

Motion carried.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 22, 2017
PAGE 15.**

(17-088)Mr. Dennis Bartels moved for Approval of the following Change of Ownership(s):

- B. Ross College - (formerly Brown Mackie College) - CHANGE OF OWNERSHIP
4300 Munson Street
Canton, OH 44718
Consultant: Dr. Puckett/Mr. Kramer
APPROVAL TO MARCH 2018

New Owner(s): Ross Education LLC

Associate of Applied Science in:

Computer Networking (teach-out 9/30/17)

Surgical Technology (teach-out 6/30/17)

Nursing

Veterinary Technology

Associate of Applied Business in Business Management

Diplomas in:

Medical Assisting (Brown Mackie version teach-out)

Medical Assisting (Ross College version)

Practical Nursing

Medical Insurance Billing Office Administration

Dental Assistant

Veterinary Assistant

PENDING RECEIPT OF FEES

Mr. Kenneth Miller seconded. 5 Ayes - 0 Nays. Motion carried.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 22, 2017
PAGE 16.**

No representative for the State Approving Agency for Veterans Training.

Mr. Kent Trofholz reported for the Ohio Association of Career Colleges and Schools.

The Board took a ten minute break starting at 10:40 a.m. and ending at 10:50 a.m.

ROLL CALL:

Dr. Passias - Yes

Dr. McCann - Absent

Dr. Brockway - Yes

Ms. Mizanin - Yes

Mr. Bartels - Yes

Mr. Miller - Yes

Disciplinary Hearing(s):

INTRODUCTION

CHAIR: Good Morning. My name is Jerome Brockway, Chair of the State Board of Career Colleges and Schools and I will be presiding over this disciplinary hearing of this case on behalf of the State Board. At the conclusion of the evidence and after this Board has reviewed the evidence submitted this Board will take final action in this matter.

This is a matter with regard to the intent of the State Board of Career Colleges and Schools to initiate formal disciplinary action against **Ohio College of Massotherapy** . This hearing is taking place pursuant to Chapter 119 of the Ohio Revised Code.

Since no formal hearing request was received from **Ohio College of Massotherapy** , the Board will only be reviewing evidence and documents presented by the Board's staff.

During the hearing, the testimony and offers of evidence shall be recorded by electronic means. The Board may administer oaths or affirmations.

To present the introductory exhibits I would like to present our representative from the office of the Attorney General, Mr. James Miller. Mr. Miller, please enter for the record the identification of certain exhibits that establish compliance with Chapter 119 of the Ohio Revised Code.

ASST. ATTORNEY GENERAL: Thank you, Dr. Brockway. I am presenting to the Board State exhibits 1 thru 6 . These exhibits include copies of the hearing notice and the original disciplinary resolution adopted by the Board as well as correspondence and other evidentiary information gathered by the Board's staff. I would ask that the Board admit these exhibits at the end of the hearing.

CHAIR: Thank you. At this time, the Chair would like to call upon the Executive Director to identify the exhibits and provide testimony on the proposed disciplinary action.

(Witness sworn in by Board Chair.)

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 22, 2017
PAGE 17.**

EXECUTIVE DIRECTOR: Thank you Dr. Brockway. I have handed out copies of the Exhibits. Exhibit 1 is the original Notice of Opportunity for Hearing was mailed to the school on October 5, 2016. This includes a copy of the Board's resolution which was adopted at the September 28, 2016 Board Meeting. This original notice which was mailed certified came back on November 4, 2016 as unclaimed. Pursuant to Chapter 119 of the Ohio Revised Code the hearing notice was resent with a Certificate of Mailing on December 15, 2016 to the same address (Exhibit 2). Exhibit 3 is a copy of the letter sent to the school in regards to today's hearing. Exhibit 4 is a copy of e-mail communications between the school and myself discussing the closure of the school. Essentially what occurred here was back in September 2016 the school had approximately 40 students enrolled and they stopped holding classes primarily due to financial issues. However even though the school had stopped holding classes with students enrolled they insist that the are not closed. They don't have any students at this time. It is a very odd situation. Exhibit 5 is additional e-mail correspondence where we asked the school to provide a list of students that were enrolled at the time the school stopped holding classes. Exhibit 6 is the list of students that were enrolled at the time the school stopped holding classes. A number of these students we have been working with for teaching out purposes at other schools. The situation again is that the school currently has a Certificate of Registration. However they are no longer holding classes as of September 2016. My recommendation to the Board is that we revoke the school's Certificate of Registration and Program Authorization. It is not going to have any impact on any current students because they don't have any. If the school wishes to offer programs in the future, they would need to apply to the Board of approval. I will be happy to answer any questions.

CONCLUSION

CHAIR: Thank you, Mr. Ware. Are there any other comments or statements by any Board Members?

CHAIR: At this time, Mr. Miller, would you like to move for introduction of the exhibits?

ASST. ATTORNEY GENERAL: Thank you, Dr. Brockway. I would move for the admission of Board State exhibits 1 thru 6 as identified by Mr. Ware.

CHAIR: Are there any objections to the exhibits being admitted?

CHAIR: Hearing no objections, the exhibits are admitted.

CHAIR: If there is no other testimony or exhibits, I declare this disciplinary hearing closed. I will now entertain a motion for a Board order on the proposed disciplinary action.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 22, 2017
PAGE 18.**

(17-089)Mr. Dennis Bartels moved that the Board Adopt the following adjudication order:

WHEREAS this Board adopted a resolution proposing to impose disciplinary action against the **Ohio College of Massotherapy** ; and,

WHEREAS this Board provided notice to **Ohio College of Massotherapy** and the owner thereof and gave them the opportunity to request a hearing and no hearing was requested; and,

WHEREAS in consideration of the testimony and documents reviewed by the Board on March 22, 2017, the Board finds that **Ohio College of Massotherapy** has committed the following violations of the Board's laws and rules:

Ohio College of Massotherapy ceased offering programs of instruction with students enrolled in the programs and failed to provide students in the programs with assistance to complete the programs elsewhere; and,

WHEREAS these actions constitute a violation of Ohio Administrative Code Section 3332-1-15(A)(4).

THEREFORE BE IT RESOLVED THAT: The Board hereby revokes the certificates of registration and program authorization that were previously issued to **Ohio College of Massotherapy** and orders the school to cease offering programs and soliciting students to enroll in programs and/or any other activities subject to approval under Ohio Revised Code Chapter 3332.

BE IT FURTHER RESOLVED that the Executive Director of this Board is directed to notify Ohio College of Massotherapy and the owner thereof, of this Board's order.

Dr. Emily Passias seconded. 5 Ayes - 0 Nays. Motion carried.

ROLL CALL:

Dr. Passias - Yes

Dr. McCann - Absent

Dr. Brockway - Yes

Ms. Mizanin - Yes

Mr. Bartels - Yes

Mr. Miller - Yes

(17-090)Ms. Lynn Mizanin moved that the Board adjourn at 11:01 a.m.

Dr. Emily Passias seconded. 5 Ayes - 0 Nays. Motion carried.

Respectfully Submitted,

Chairperson or Vice Chairperson

Board Secretary