

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
MAY 21, 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  
Mr. Tim Boylan, Consultant/Evaluator  
Dr. Richard Brubaker, Consultant/Evaluator  
Dr. Steven Puckett, Consultant/Evaluator  
Mr. Jim Zinsmeister, Consultant/Evaluator  
Mr. James Miller, Assistant Attorney General

ABSENT:

GUESTS: Mr. Dave Rankin, Ohio Association of Career Colleges and Schools  
Mr. Jeremy Johnson, Hondros College  
Ms. Misty Graham, Maumee Valley Dental Assisting School  
Mr. George Mikluscak, Ohio Valley College of Technology  
Mr. David Yeaman, National College  
Mr. David Cunningham, Wellness Learning Group  
Mr. Greg Guzman, Herzing University  
Mr. Isaac Haggins, Higher Education Network  
Ms. Tanya Haggins, Higher Education Network  
Mr. Jack Kraszewski, Lead Carpenter Training  
Ms. Shannon McManamon, Vatterott College  
Mr. William Bradford, Educational Consultant  
Mr. Wesley Smith, National College  
Mr. Art Wagner, National College - Dayton  
Mr. Mark Sullivan, A.I.A.M.  
Ms. Amber Gantt, ITT Technical Institute - Columbus  
Ms. Karen Patterson, American Winds Academy  
Mr. Kip Kubele, American Winds Academy  
Ms. Gay Miller, Guest

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**MEETING CALLED TO ORDER**

**Dr. Kenneth Searfoss, Chairperson, called the meeting to order at 8:54 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**

**(14-158)Mr. Kenneth Miller moved that the Board go into Executive Session at 8:56 a.m. for discussion of pending litigation, pending investigations, and personnel matters.**

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

**(14-159)Dr. Jerome Brockway moved to end Executive Session at 10:00 a.m. Public Session began at 10:10 a.m.**

**Mr. Charles Kramer 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**

**(14-160)Dr. Jerome Brockway moved for Approval of the Minutes of March 19, 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. **Online Processing Update:** We are nearing completion of the next phase of the Board's online renewal and application system. We expect that we will have the schools begin using the system after July 1<sup>st</sup>. The first step will be for schools to complete a verification and update process to assure that the information currently in our database is correct and to electronically update some information that is not yet in the database. We expect to have that process completed by mid-September and thereafter schools may begin submitting electronic applications for new programs and other items beginning with the November Board meeting. Our current plan is that all certificate of registration renewals and other processes (including new schools and programs, agent applications, etc.) will be submitted online beginning in January 2015.
2. **Audit:** The state auditor is in the process of conducting an audit of the Board's operations for the period July 1, 2012 through June 30, 2014. We expect to receive an audit report sometime later this summer.
3. **NASASPS Conference:** The annual conference of the National Association of State Administrators and Supervisors of Private Schools (NASASPS) was held April 27-30 in Little Rock, Arkansas. Approximately 160 representatives from other states, accrediting agencies, guaranty agencies, schools, and the U.S. Department of Education were in attendance. During the annual members meeting, I was reelected President of the NASASPS Board of Directors.

**Executive Director Mr. John Ware** reported on the 3<sup>rd</sup> Quarter Financial Report (see attached).

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

Since the March 19, 2014 Board Meeting, we have opened nine (9) new cases.  
Since the March 19, 2014 Board Meeting, we have closed eleven (11) 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>
47	5	2	42

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**PUBLIC COMMENT**

**There was no Public Comment.**

**OLD BUSINESS**

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

**NEW BUSINESS**

**(14-161)Mr. Charles Kramer moved for Approval of the following New Program(s):**

A. Antonelli College  
124 E. 7<sup>th</sup> Street  
Cincinnati, OH 45202  
Consultant: Dr. Puckett  
**APPROVAL TO JULY 2014**

1. Nursing Assistant (STNA) - Certificate  
**SUBJECT TO DEPARTMENT OF HEALTH APPROVAL  
(anticipated start date: 5/21/14)**

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

**(14-162)Dr. Jerome Brockway moved for Approval of the following New Program(s):**

B. Cincinnati School of Medical Massage  
11250 Cornell Park Drive, Suite 203  
Cincinnati, OH 45242  
Consultant: Dr. Puckett  
**APPROVAL TO MAY 2015**

1. Medical Assisting Program - Diploma  
**(anticipated start date: 9/1/14)**

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

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**(14-163)Mr. Kenneth Miller moved** for Approval of the following New Program(s):

- C. Cleveland Institute of Medical Massage  
18334-E East Bagley Road  
Middleburg Heights, OH 44130  
Consultant: Dr. Puckett  
**APPROVAL TO SEPTEMBER 2014**

1. Medical Assisting Program - Diploma  
**(anticipated start date: 9/1/14)**

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

**(14-164)Mr. Charles Kramer moved** for Approval of the following New Program(s):

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

1. Computer Networking - Diploma
2. Hospitality Management - Diploma
3. Retail Management and Fashion Merchandising - Diploma
4. Sports and Recreation Marketing - Diploma  
**(anticipated start date: 8/1/14)**

**Dr. Jerome Brockway seconded.      6 Ayes - 1 Abstention (Searfoss) - 0 Nays.      Motion carried.**

**(14-165)Mr. Dennis Bartels moved** for Approval of the following New Program(s):

- E. Dayton School of Medical Massage  
4457 Far Hills Avenue  
Dayton, OH 45429  
Consultant: Dr. Puckett  
**APPROVAL TO MAY 2015**

1. Medical Assisting Program - Diploma  
**(anticipated start date: 9/1/14)**

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

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**(14-166)Mr. Kenneth Miller moved** for Approval of the following New Program(s):

- F. Medical Academy of America  
(formerly Higher Education Network)  
2000 Lee Road, Suite 216  
Cleveland Heights, OH 44118  
Consultant: Dr. Puckett  
**APPROVAL TO MAY 2016**
1. Medical Coding - Certificate
  2. Medical Billing - Certificate
  3. Administrative Medical Assisting - Certificate  
**(anticipated start date: 5/22/14)**

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

**(14-167)Mr. Charles Kramer moved** for Approval of the following New Program(s):

- G. National College  
1837 Woodman Center Drive  
Kettering, OH 45420  
Consultant: Dr. Puckett  
**APPROVAL TO JANUARY 2015**
1. Paralegal Studies - Certificate  
**(anticipated start date: 7/7/14)**

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

**(14-168)Mr. Dennis Bartels moved** for Approval of the following New Program(s):

- H. Ohio Business College  
5202 Timber Commons Drive  
Sandusky, OH 44870  
Consultant: Dr. Puckett  
**APPROVAL TO NOVEMBER 2015**
1. Medical Assisting - Diploma  
**(anticipated start date: 9/29/14)**

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

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**(14-169)Dr. Jerome Brockway moved** for Approval of the following New Program(s):

- I. Vatterott College  
5025 East Royalton Road  
Broadview Heights, OH 44147  
Consultant: Dr. Puckett  
**APPROVAL TO NOVEMBER 2014**
  - 1. Powersports Equipment and Small Engine Mechanic - Diploma  
**(anticipated start date: 9/8/14)**

**Dr. Steven Gratz seconded. 7 Ayes – 0 Nays. Motion carried.**

**(14-170)Mr. Shane DeGarmo moved** for Approval of the following New Program(s):

- J. Wellness Learning Group  
(name change from Wellness Institute Learning Group)  
7140 North High Street, Suite 250  
Worthington, OH 43085  
(address change from 1000 High Street, Suite E, Worthington, OH 43085)  
Consultant: Dr. Puckett  
**APPROVAL TO SEPTEMBER 2014**
  - 1. Level 1 Certified Wellness Counselor (CWC 1) - Certificate  
**(anticipated start date: 7/18/14)**

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

**(14-171)Mr. Kenneth Miller moved** for Approval of the following New Degree Program(s):

- A. Herzing University  
5212 Hill Avenue  
Toledo, OH 43615  
Consultant: Dr. Puckett  
**AUTHORIZATION TO SEPTEMBER 2015**  
  
Associate of Applied Science in:  
Business Studies  
Technology Studies  
**(anticipated start date: 7/1/14)**

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

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**(14-172)Dr. Jerome Brockway moved** for Approval of the following New Degree Program(s):

- B. Hondros College  
4140 Executive Parkway  
Westerville, OH 43081  
Consultant: Dr. Puckett  
**AUTHORIZATION TO SEPTEMBER 2014**

Master of Science in Nursing  
**SUBJECT TO NURSING BOARD AND BOARD OF REGENTS APPROVAL  
(anticipated start date: 1/5/15)**

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

**(14-173)Mr. Kenneth Miller moved** for Approval of the following New Degree Program(s):

- C. ITT Technical Institute  
3428 W. Market Street  
Akron, OH 44333  
Consultant: Dr. Puckett  
**AUTHORIZATION TO MAY 2016**

ITT Technical Institute  
4717 Hilton Corporate Drive  
Columbus, OH 43232  
Consultant: Dr. Puckett  
**AUTHORIZATION TO SEPT. 2014**

ITT Technical Institute  
3325 Stop Eight Road  
Dayton, OH 45414  
Consultant: Dr. Puckett  
**AUTHORIZATION TO JAN. 2019**

ITT Technical Institute  
3781 Park Mill Run, Suite 1  
Hilliard, OH 43026  
Consultant: Dr. Puckett  
**AUTHORIZATION TO JULY 2016**

ITT Technical Institute  
1656 Henthorne Drive, Suite B  
Maumee, OH 43537  
Consultant: Dr. Puckett  
**AUTHORIZATION TO MARCH 2019**

ITT Technical Institute  
4750 Wesley Avenue  
Norwood, OH 45212  
Consultant: Dr. Puckett  
**AUTHORIZATION TO MARCH 2019**

ITT Technical Institute  
14955 Sprague Road  
Strongsville, OH 44136  
Consultant: Dr. Puckett  
**AUTHORIZATION TO JULY 2016**

ITT Technical Institute  
24865 Emery Road  
Warrensville Heights, OH 44128  
Consultant: Dr. Puckett  
**AUTHORIZATION TO MARCH 2018**

ITT Technical Institute  
1030 N. Meridian Road  
Youngstown, OH 44509  
Consultant: Dr. Puckett  
**AUTHORIZATION TO MARCH 2019**

Associate of Applied Science in Accounting  
**(anticipated start date: 9/15/14)**

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

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**(14-174)Dr. Jerome Brockway moved** for Approval of the following New Degree Program(s):

- D. Ohio Medical Career Center  
1133 S. Edwin C. Moses Blvd, Suite 110  
Dayton, OH 45417  
Consultant: Dr. Puckett/Dr. Brubaker  
**AUTHORIZATION TO JULY 2015**

Associate of Applied Science in One Plus One Nursing Education  
**SUBJECT TO NURSING BOARD APPROVAL AND CONSULTANT  
REPORT/SITE VISIT(anticipated start date: 5/22/14)**

**Dr. Steven Gratz seconded. 7 Ayes - 0 Nays. Motion carried.**

**(14-175)Mr. Charles Kramer moved** for Approval the following New Certificate(s) of Registration and Program Authorization(s):

- A. American Winds Aviation, Inc. - NEW SCHOOL  
1600 Triplett Blvd., Suite C  
Akron, OH 44306  
Consultant: Dr. Puckett/Mr. Zinsmeister  
**APPROVAL TO MAY 2015**

1. Professional Pilot Program - Diploma
2. Aviation Administration & Management - Diploma
3. Commercial Pilot Program - Diploma
4. Instructor Pilot Program - Diploma

**PENDING RECEIPT OF FAA APPROVAL OF LOCATION/PROGRAMS,  
APPROVED CONSULTANT REPORT/SITE VISIT, AND RESOLUTION  
OF ALL CURRICULUM CONSULTANT CONCERNS (anticipated start  
date: 5/22/14)**

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

**(14-176)Dr. Jerome Brockway moved** for Approval the following New Certificate(s) of Registration and Program Authorization(s):

- B. Lead Carpenter Training - NEW SCHOOL  
4911 Grant Avenue  
Cuyahoga Heights, OH 44125  
Consultant: Dr. Puckett/Mr. Boylan  
**APPROVAL TO MAY 2015**

1. Lead Carpenter Training Program - Certificate  
**(anticipated start date: 6/1/14)**

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

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**(14-177)Mr. Kenneth Miller moved** for Approval the following New Certificate(s) of Registration and Program Authorization(s):

C. Maumee Valley Dental Assisting School - NEW SCHOOL  
610 Broadmoor Avenue  
Napoleon, OH 43545  
Consultant: Dr. Puckett/Mr. Boylan  
**APPROVAL TO MAY 2015**

1. Dental Assisting 101 - Certificate  
**(anticipated start date: 6/1/14)**

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

**(14-178)Mr. Dennis Bartels moved** for Approval of the following New Learning Center(s):

A. Dayton School of Medical Massage-Lima - MAIN CAMPUS  
3325 Shawnee Road  
Lima, OH 45806  
Consultant: Dr. Puckett/Dr. Brubaker

Dayton School of Medical Massage-Lima - LEARNING CENTER  
201 West Market Street  
Lima, OH 45801  
Consultant: Dr. Puckett/Dr. Brubaker  
**APPROVAL TO MAY 2015**

**COURSES IN:**

Selected courses in all currently approved programs

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

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

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**(14-179)Mr. Dennis Bartels moved** for Approval of the following Schools Ready for Board Action:

**Renewals:**

Bio Phlebotomy Career & Training Program, Euclid  
Medical Academy of America, Cleveland Heights  
MRI Institute of Ohio, Perrysburg  
ADAPT-Academy of Dental Assisting and Professional Training, Cincinnati  
John Casablancas Modeling and Career Center, Cincinnati  
American Institute of Alternative Medicine, Columbus  
Larock Healthcare Academy-Columbus  
Ohio School of Phlebotomy, Columbus  
American Home Inspectors Training Institute, Akron  
ITT Technical Institute, Akron  
Larock Healthcare Academy-Northfield  
New Horizons Computer Learning Center, Garfield Heights

**Mr. Kenneth Miller seconded.      6 Ayes - 1 Abstention (Kramer - MRI Institute of Ohio)**  
**- 0 Nays.      Motion carried.**

**(14-180)Mr. Kenneth Miller moved** for Approval of the following previously approved out-of-state schools recommended to receive Board Approval:

American National University 1813 E. Main Street Salem, VA 24153	ACICS	1 New Program
Centura College 4455 South Boulevard, Suite 250 Virginia Beach, VA 23452	ACCSC	7 Program Renewals
Harrison College 550 East Washington Street Indianapolis, IN 46204	ACICS	4 New Programs
ITT Technical Institute, Huntington 5183 US Route 60, Building 1, Suite 40 Huntington, WV 25705	ACICS	3 New Programs
Laurel Technical Institute 200 Sterling Avenue Sharon, PA 16146	ACICS	1 New Program
Tulsa Welding School/Jacksonville Campus 3500 Southside Boulevard Jacksonville, FL 32216	ACICS	4 Program Renewals; 1 New Program
WyoTech 470 Destination Daytona Lane Ormond Beach, FL 32174	ACCSC	4 Program Renewals

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

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**(14-181)Mr. Charles Kramer moved** for Approval of the following request for New Scholarship/Grant(s):

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

**Herzing University Learner Resources Fee Grant**

Antonelli College  
124 East 7<sup>th</sup> Street  
Cincinnati, OH 45202

**Antonelli College High School Scholarship**

Groove U  
1300 Forsythe Avenue  
Columbus, OH 43201

**The Continuing Student Success Grant**

Herzing University  
5212 Hill Avenue  
Toledo, OH 43615

**Herzing University Founders Grant  
Herzing University Learner Resource Fee Grant  
Herzing University Out of School Balance Forgiveness Grant**

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

**Seasonal Grant**

Maumee Valley Dental Assisting School  
610 Broadmoor Avenue  
Napoleon, OH 43545

**Maumee Valley Dental Assisting School Scholarship**

National College  
Canton, Cincinnati, Columbus, Willoughby Hills,  
Kettering, Stow, Youngstown

**Distinction in General Studies Grant**

Ohio Technical College  
1374 East 51<sup>st</sup> Street  
Cleveland, OH 44103

**Boy Scouts of America Welding Badge Scholarship  
Hugh O'Brian Youth (HOBY) Leadership Scholarship**

Ross College  
5834 Monroe Street, Suite F-J  
Sylvania, OH 43560

**Ross Education Payment Plan Forgiveness Program Grant**

Trumbull Business College  
3200 Ridge Avenue  
Warren, OH 44484

**The Trumbull Business College - Ohio Means Jobs (OMJ) -  
Mahoning and Columbiana Training Association (MCTA)  
Scholarship (Associate Degree)  
The Trumbull Business College - Ohio Means Jobs (OMJ) -  
Mahoning and Columbiana Training Association (MCTA)  
Scholarship (Diploma)**

**Mr. Dennis Bartels seconded.**

**7 Ayes - 0 Nays.**

**3Motion carried.**

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**(14-182)Dr. Jerome Brockway moved** for Approval of the following Consent Agenda:

Bio Phlebotomy Career & Training Program, Euclid	(Change of Director) TO: Sharebah Walker Beddingfield
Daymar College, Chillicothe	(Change of Director) TO: Michael McMurray
Daymar College, Jackson	(Change of Director) TO: Beth Zinn
Daymar College, Lancaster	(Change of Director) TO: Tina Saldana
Daymar College, New Boston	(Change of Director) TO: Carolyn Salyer
Everest Institute, Gahanna	(Change of Director) TO: Curtis Hemmeler
ITT Technical Institute, Akron	(Change of Director) TO: Tanya Foose
ITT Technical Institute, West Chester	(Change of Director) TO: Traci Fletcher-Garrett
Miami-Jacobs Career College , Dayton	(Change of Director) TO: Joan Krein
National College, Cincinnati	(Change of Director) TO: Pamela Harris
National College, Stow	(Change of Director) TO: Jamie Jackson

**Dr. Steven Gratz seconded. 7 Ayes - 0 Nays. Motion carried.**

No report for the State Approving Agency for Veterans Training.

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

**(14-183)Mr. Kenneth Miller moved** that the Board adjourn at 10:40 a.m.

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

Respectfully Submitted,

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Chairperson or Vice Chairperson

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Board Secretary