

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
NOVEMBER 23, 2015**

PRESIDING: Dr. Kenneth Searfoss, Board Chairperson

PRESENT: Mr. Dennis Bartels, Board Secretary  
Dr. Jerome Brockway, Board Vice Chairperson  
Dr. Stephanie McCann, Board Member  
Mr. Kenneth Miller, Board Member

ABSENT:

STAFF: Mr. John Ware, Executive Director  
Ms. Ruth Myers, Assistant Director  
Mr. Tim Boylan, Consultant/Evaluator  
Dr. Richard Brubaker, Consultant/Evaluator  
Dr. Steven Puckett, Consultant/Evaluator  
Mr. Jim Zinsmeister, Consultant/Evaluator  
Ms. Marissa Palumbo, Assistant Attorney General

ABSENT:

GUESTS: Mr. Kent Trofholz, Ohio Association of Career Colleges and Schools  
Mr. Richard Pountney, Ohio Technical College  
Mr. Jim Troisi, Heritage College  
Ms. Mary Edwards, Columbus Dispatch

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**MEETING CALLED  
TO ORDER**

**Dr. Kenneth Searfoss, Board Chairperson  
called the meeting to order at 9:30 a.m.**

**ROLL CALL:**

**Dr. Brockway - Yes  
Dr. McCann - Yes  
Dr. Searfoss - Yes  
Mr. Bartels - Yes  
Mr. Miller - No**

**(16-055)Mr. Dennis Bartels moved** that the Board go into Executive Session at 9:31 a.m. for discussion of pending litigation, pending investigations, and personnel matters.

**Dr. Stephanie McCann seconded. 4 Ayes - 0 Nays. Motion carried.**

**Let the record show that Mr. Kenneth Miller arrived at 9:36 a.m.**

**ROLL CALL:**

**Dr. Brockway - Yes  
Dr. McCann - Yes  
Dr. Searfoss - Yes  
Mr. Bartels - Yes  
Mr. Miller - Yes**

**(16-056)Mr. Dennis Bartels moved** to end Executive Session at 9:57 a.m. Public Session began at 10:00 a.m.

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

**ROLL CALL:**

**Dr. Brockway - Yes  
Dr. McCann - Yes  
Dr. Searfoss - Yes  
Mr. Bartels - Yes  
Mr. Miller - Yes**

**INTRODUCTION OF GUESTS**

**(16-057)Dr. Jerome Brockway moved** for Approval of the Minutes of September 30, 2015.

**Mr. Dennis Bartels seconded. 4 Ayes - 0 Nays (Mr. Miller stepped out). Motion carried.**

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

1. **Online Processing Update:** We are nearing the completion of our transition to online processing for all school submissions. In the next few months we will be launching the online applications for new schools and agents. There will be a few more remaining items to transition online in the first part of 2016 and we should have the process completed by the end of the fiscal year.
2. **Student Course Update:** We are in the process of finalizing our online Student Disclosure Course. We incorporated the requirements for this online course into our administrative rule changes that are being finalized today. We plan to begin testing the course at the beginning of the calendar year and will begin requiring schools to administer it as of July 1, 2016.
3. **EDMC Settlement:** Ohio Attorney General Mike Dewine announced last week that a settlement had been reached with EDMC in a case concerning allegations of improper recruiting practices. As a result, EDMC has agreed to stop collecting on the private loan accounts of approximately 7,100 former students in Ohio who had attended EDMC schools including Brown Mackie and the Art Institute from 2006-2014. In addition, the schools have agreed to several other restrictions on their recruiting practices.
4. **Director Training:** We held our second director training seminar for this year on October 15<sup>th</sup> at the State Library of Ohio. Approximately 25-30 school directors were in attendance. I anticipate that we will schedule the next training seminar for the spring of 2016.

**Executive Director Mr. John Ware** reported on the 1<sup>st</sup> Quarter Financial Report (see attached).

**Ms. Laura Essman** reported on the following Compliance items:

Since the September 30, 2015 meeting, we have opened two (2) new cases.

Since the September 30, 2015 meeting, we have closed zero (0) total cases.

**Below is a summary of investigative activity for FY16:**

<u>Total Number of Cases</u>	<u>Open/Active Cases</u>	<u>#Open 30 days/more</u>	<u>Closed Cases</u>
8	2	0	6

**PUBLIC COMMENT**

There was no Public Comment.

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**OLD BUSINESS**

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

**(16-058)Mr. Dennis Bartels moved** that the Board adopt the following rules adoption order:

WHEREAS this Board previously approved changes to the following rules:

<b>3332-1-01</b>	<b>Authority for rule adoption</b>
<b>3332-1-04.5</b>	<b>Suspension or revocation of certificate of registration</b>
<b>3332-1-09</b>	<b>Student enrollment policies and practices</b>
<b>3332-1-10</b>	<b>Tuition and fees</b>
<b>3332-1-11</b>	<b>Scholarships and institutional grants</b>
<b>3332-1-12</b>	<b>Advertising, promotional literature and publicity</b>
<b>3332-1-12.1</b>	<b>Recruitment and solicitation of students</b>
<b>3332-1-14</b>	<b>Student Surveys</b>
<b>3332-1-18</b>	<b>Complaint procedure</b>
<b>3332-1-19</b>	<b>Student tuition recovery fund</b>
<b>3332-1-20</b>	<b>Penalties</b>
<b>3332-1-22</b>	<b>Fees for certificate of registration and program authorization</b>
<b>3332-1-22.1</b>	<b>Miscellaneous fees</b>

and;

WHEREAS a public hearing on the rule changes was held on September 30, 2015 and the rules were subject to review of the Joint Committee on Agency Rule Review whose jurisdiction over the rules ended on or about October 30, 2015.

THEREFORE BE IT RESOLVED THAT:

This Board formally adopts the rule changes as filed with an effective date of January 4, 2016.

BE IT FURTHER RESOLVED that the Executive Director of this Board is directed to notify all registered schools and the directors thereof, of this Board's order.

**Dr. Jerome Brockway seconded.    5 Ayes - 0 Nays.    Motion carried.**

**NEW BUSINESS**

**(16-059)Dr. Jerome Brockway moved** that the Board approve the 2016 Talent Management Strategy and Compensation analysis including the proposed salary increase for the Board's Executive Director.

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

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**(16-060)Dr. Jerome Brockway moved** for Approval of the following New Program(s):

- A. Cleveland Institute of Electronics  
1776 East 17<sup>th</sup> Street  
Cleveland, OH 44114  
Consultant: Dr. Puckett

**APPROVAL TO SEPTEMBER 2016**

1. Introduction to Game Development & Mobile Apps - Certificate
  2. IT Security - Diploma
- (anticipated start date: 12/1/15)**

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

**(16-061)Mr. Kenneth Miller moved** for Approval of the following New Program(s):

- B. Fortis College  
555 East Alex-Bell Road  
Centerville, OH 45459  
Consultant: Dr. Puckett

**APPROVAL TO SEPTEMBER 2016**

1. Predictive Data Science Boot Camp - Certificate
  2. Team Foundation Server Boot Camp - Certificate
  3. CISM Exam Boot Camp - Certificate
  4. Continuous Integration Workshop - Certificate
  5. Docker Containerization Boot Camp - Certificate
  6. Agile-Driven DevOps Workshop - Certificate
  7. Hands-On Agile Engineering - Certificate
  8. Fundamentals of Secure Application Development - Certificate
  9. Big Data Boot Camp - Certificate
  10. Kaban Workshop - Certificate
  11. DevOps Implementation Boot Camp - Certificate
- (anticipated start date: 12/1/15)**

**Dr. Stephanie McCann seconded.      5 Ayes - 0 Nays.      Motion carried.**

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**(16-062)Dr. Jerome Brockway moved** for Approval of the following New Program(s):

C. Fred's Appliance Academy LLC  
1949 Hubbard Road  
Madison, OH 44057  
Consultant: Dr. Puckett  
**APPROVAL TO MARCH 2016**

1. Basic Refrigeration - Certificate  
**(anticipated start date: 11/30/15)**

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

**(16-063)Dr. Stephanie McCann moved** for Approval of the following New Program(s):

D. Heritage College  
150 Taylor Station Road, Suite 200  
Columbus, OH 43213  
Consultant: Dr. Puckett  
**APPROVAL TO JANUARY 2017**

1. Dental Assisting - Diploma  
**(anticipated start date: 1/4/16)**

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

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**(16-064)Dr. Stephanie McCann moved** for Approval of the following New Program(s):

- E. Heritage College  
1878 East Bagley Road, Suite 300  
Middleburg Heights, OH 44130  
Consultant: Dr. Puckett  
**APPROVAL TO JULY 2016**

1. Dental Assisting - Diploma  
**(anticipated start date: 1/4/16)**

**Dr. Jerome Brockway seconded.    5 Ayes - 0 Nays.    Motion carried.**

**(16-065)Mr. Kenneth Miller moved** for Approval of the following New Program(s):

- F. HomeSpection Training Institute  
4683 Whipple Avenue NW  
Canton, OH 44718  
Consultant: Dr. Puckett  
**APPROVAL TO NOVEMBER 2016**

1. Certified Microbial Assessment Training Course - Certificate  
**(anticipated start date: 12/12/15)**

**Dr. Jerome Brockway seconded.    5 Ayes - 0 Nays.    Motion carried.**

**(16-066)Mr. Kenneth Miller moved** for Approval of the following New Program(s):

- G. Ohio Business College  
4525 Trueman Blvd.  
Hilliard, OH 43026  
Consultant: Dr. Puckett  
**APPROVAL TO JULY 2017**

1. Phlebotomy Technician - Certificate  
**(anticipated start date: 1/11/16)**

**Dr. Jerome Brockway seconded.    5 Ayes - 0 Nays.    Motion carried.**

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**(16-067)Dr. Stephanie McCann 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 2017**
1. Phlebotomy Technician - Certificate  
**(anticipated start date: 1/11/16)**

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

**(16-068)Mr. Dennis Bartels moved** for Approval of the following New Program(s):

- I. Ohio Business College  
5095 Waterford Road  
Sheffield Village, OH 44035  
Consultant: Dr. Puckett  
**APPROVAL TO NOVEMBER 2017**
1. Phlebotomy Technician - Certificate  
**(anticipated start date: 1/11/16)**

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

**(16-069)Dr. Stephanie McCann moved** for Approval of the following New Program(s):

- J. Ohio School of Phlebotomy  
17 Aldrich Road, Suite A  
Columbus, OH 43214  
Consultant: Dr. Puckett  
**APPROVAL TO MAY 2016**
1. Clinical Laboratory Assisting - Certificate  
**(anticipated start date: 12/1/15)**

**Dr. Jerome Brockway seconded.      5 Ayes - 0 Nays.      Motion carried.**

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**(16-070)Mr. Kenneth Miller moved** for Approval of the following New Program(s):

K. Ohio Technical College  
1374 East 51<sup>st</sup> Street  
Cleveland, OH 44103  
**APPROVAL TO SEPTEMBER 2017**

1. HVAC/R Technology - Diploma  
**(anticipated start date: 11/1/16)**

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

**(16-071)Mr. Dennis Bartels moved** for Approval of the following New Program(s):

L. Stautzenberger College  
8001 Katherine Blvd.  
Brecksville, OH 44141  
Consultant: Dr. Puckett  
**APPROVAL TO MARCH 2016**

1. Dental Assisting - Diploma  
**(anticipated start date: 4/18/16)**

**Dr. Stephanie McCann seconded.      5 Ayes - 0 Nays.      Motion carried.**

**(16-072)Mr. Kenneth Miller moved** for Approval of the following New Program(s):

M. Stautzenberger College  
1796 Indian Wood Circle  
Maumee, OH 43537  
Consultant: Dr. Puckett  
**APPROVAL TO MARCH 2016**

1. Dental Assisting - Diploma  
**(anticipated start date: 4/18/16)**

**Dr. Stephanie McCann seconded.      5 Ayes - 0 Nays.      Motion carried.**

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**(16-073)Dr. Jerome Brockway moved** for Approval of the following New Degree(s):

- A. Brown Mackie College  
1011 Glendale-Milford Road  
Cincinnati, OH  
Consultant: Dr. Puckett

**AUTHORIZATION TO SEPTEMBER 2016**

Associate of Applied Science in Occupation Therapy Assistant

**CONDITIONAL STATE APPROVAL SUBJECT TO ACCREDITATION  
COUNCIL FOR OCCUPATIONAL THERAPY EDUCATION (ACOTE)  
APPROVAL NECESSARY FOR STATE LICENSURE (anticipated start date:  
3/1/16)**

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

**(16-074)Dr. Jerome Brockway moved** for Approval of the following New Degree(s):

- B. Ohio Technical College  
1374 East 51<sup>st</sup> Street  
Cleveland, OH 44103  
Consultant: Dr. Puckett

**AUTHORIZATION TO SEPTEMBER 2019**

Associate of Applied Science in HVAC/R Technology

**(anticipated start date: 11/1/16)**

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

**(16-075)Dr. Stephanie McCann moved** for Approval of the following New Degree(s):

- C. Stautzenberger College  
8001 Katherine Blvd.  
Brecksville, OH 44141  
Consultant: Dr. Puckett

**AUTHORIZATION TO MARCH 2018**

Associate of Applied Science in:

Construction Management

Medical Laboratory Technician

**(anticipated start date: 1/6/16; 5/23/16)**

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

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**(16-076)Dr. Jerome Brockway moved** for Approval of the following New Degree(s):

- D. Stautzenberger College  
1796 Indian Wood Circle  
Maumee, OH 44141  
Consultant: Dr. Puckett  
**AUTHORIZATION TO MARCH 2018**

Associate of Applied Science in:  
Construction Management  
Medical Laboratory Technician  
**(anticipated start date: 1/6/16; 5/23/16)**

**Dr. Stephanie McCann seconded. 5 Ayes - 0 Nays. Motion carried.**

**(16-077)Mr. Dennis Bartels moved** for Approval of the following New Learning Center(s):

- A. Great Lakes School of Integrative Medicine - **MAIN CAMPUS**  
19800 Detroit Road, Suite 202  
Rocky River, OH 44116

Great Lakes School of Integrative Medicine - **LEARNING CENTER**  
170 W. 5<sup>th</sup> Avenue  
Columbus, OH 43201  
Consultant: Dr. Puckett  
**APPROVAL TO JANUARY 2016**

**COURSES:**

Selected courses from all currently approved programs  
**PENDING RECEIPT OF FEES**

**Dr. Stephanie McCann seconded. 5 Ayes - 0 Nays. Motion carried.**

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**(16-078)Dr. Stephanie McCann moved** for Approval of the following New Learning Center(s):

B. We Can Code IT - **MAIN CAMPUS**  
3558 Lee Road  
Shaker Heights, OH 44120

We Can Code IT - **LEARNING CENTER**  
50 Public Square, Suite 200  
Cleveland, OH 44113  
**APPROVAL TO MARCH 2016**

**COURSES:**

Selected courses from all currently approved programs  
**PENDING RECEIPT OF FEES**

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

**(16-079)Mr. Dennis Bartels moved** for Approval of the following Schools Ready for Board Action:

**Renewals:**

Global Tech Institute, Toledo  
Lakewood College, Cleveland Heights  
Ohio Business College, Sandusky  
Ohio Business College, Sandusky - LEARNING CENTER  
Ohio Business College, Sheffield Village  
Ohio Business College, Sheffield Village - LEARNING CENTER  
Accelerated Dental Assisting School of America, Cincinnati  
Center for Medical Services, Cincinnati  
DATS, LLC - Dental Assistant School, Troy  
Dental Assistant Pro LLC, Lebanon  
Elite Welding Academy, Cincinnati  
Fortis College, Cincinnati  
Universal School of Dental Assisting, Cincinnati  
ABC Bartending School, Columbus  
American National University, Columbus  
Columbus Bartending School, Columbus  
Cosmetic Therapy Training Center, Columbus  
Harrison College-Columbus, Ohio, Grove City  
EDWINS Leadership and Restaurant Institute, Cleveland  
English Nanny & Governess School, Chagrin Falls  
ETI Technical College of Niles  
Hamrick School, Medina  
Academy of Dental Assisting & Smile Design, Newton Falls

**Dr. Jerome Brockway seconded.      5Ayes - 0 Nays.      Motion carried.**

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**(16-080)Dr. Jerome Brockway moved** for Approval of the following previously approved out-of-state schools recommended to receive Board Approval:

NASCAR Technical Institute 220 Byers Creek Road Mooresville, NC 28117	ACCSC	6 Program Renewals
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New Castle School of Trades 4117 Pulaski Road New Castle, PA 16101	ACCSC	1 New Program
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**Mr. Dennis Bartels seconded.      5 Ayes - 0 Nays.      Motion carried.**

No representative for the State Approving Agency for Veterans Training.

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

**(16-081)Mr. Dennis Bartels moved** that the Board adjourn at 11:35 a.m.

**Dr. Stephanie McCann seconded.      5 Ayes - 0 Nays.      Motion carried.**

Respectfully Submitted,

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Chairperson or Vice Chairperson

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Board Secretary