

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
SEPTEMBER 25, 2013**

PRESIDING: Dr. Kenneth Searfoss, Chairperson

PRESENT: Mr. Dennis Bartels, Board Secretary
Dr. Jerome Brockway, Board Member
Mr. Charles Kramer, Vice Chairperson
Mr. Kenneth Miller, Board Member
Dr. Kathy Shibley, Board Member

ABSENT: Dr. Stephanie Davidson, Board Member

STAFF: Mr. John Ware, Executive Director
Ms. Ruth Myers, Assistant Director
Ms. Kimberly Stein, Investigator
Mr. Tim Boylan, Consultant/Evaluator
Dr. Richard Brubaker, Consultant/Evaluator
Dr. Steven Puckett, Consultant/Evaluator
Mr. Jeff Greenley, Assistant Attorney General

ABSENT: Ms. Mia Yaniko, Assistant Attorney General

GUESTS: Mr. David Rankin, Ohio Association of Career Colleges and Schools
Mr. Shane DeGarmo, Ohio Board of Regents
Mr. David LaRue, Akron Institute of Herzog University
Ms. Wendy Kandel, Ross College
Ms. Jennifer Walters, ITT Technical Institute
Ms. Anjean McCole, Heritage College
Ms. Jennifer Sprague, Heritage College
Mr. Anthony Hibbs, Kaplan Career College
Ms. Wendy Beahn, Hondros College
Mr. Jeremy Johnson, Hondros College
Mr. George Mikluscak, Ohio Valley College of Technology
Ms. Joan Krein, Miami-Jacobs Career College
Mr. Joe Barker, Miami-Jacobs Career College
Mr. Robert Elmore, Kaplan College - Dayton
Mr. Art Wagner, National College - Dayton
Mr. Wayne Korpics, Brown Mackie College
Mr. Robert Breeckner, SAA for Veterans Training

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
SEPTEMBER 25, 2013
PAGE 2.**

**MEETING CALLED
TO ORDER**

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

ROLL CALL:

**Dr. Kathy Shibley - Yes
Dr. Davidson - Absent
Dr. Brockway - Yes
Dr. Searfoss - Yes
Mr. Kramer - Yes
Mr. Bartels - Yes
Mr. Miller - Yes**

(14-044)Mr. Kenneth Miller moved that the Board go into Executive Session at 9:02 a.m. for discussion of pending litigation, pending investigations, and personnel matters.

Mr. Dennis Bartels seconded. 6 Ayes - 0 Nays. Motion carried.

(14-045)Mr. Dennis Bartels moved to end Executive Session at 9:20 a.m. Public Session began at 9:54 a.m.

Mr. Kenneth Miller seconded. 6 Ayes - 0 Nays. Motion carried.

ROLL CALL:

**Dr. Kathy Shibley - Yes
Dr. Davidson - Absent
Dr. Brockway - Yes
Dr. Searfoss - Yes
Mr. Kramer - Yes
Mr. Bartels - Yes
Mr. Miller - Yes**

INTRODUCTION OF GUESTS

(14-046)Mr. Dennis Bartels moved for Approval of the Minutes of July 31, 2013.

Dr. Jerome Brockway seconded. 6 Ayes - 0 Nays. Motion carried.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
SEPTEMBER 25, 2013
PAGE 3.**

Executive Director Mr. John Ware reported on the following:

1. **Higher Education Reform Study Committee:** The Ohio House of Representative's Higher Education Reform Study Committee recently concluded a series of meetings around the state that were held on the campuses of various colleges and universities. I attended the final meeting held last week at Kaplan College in Dayton. The subject of the final meeting was "Serving the Non-Traditional Student" and several career colleges testified before the committee.
2. **Annual Report Update:** We will be beginning the process for the collection of the annual report data this week. The process will be slightly different this year as the annual report has been incorporated into our online school renewal application. This will be the first phase of the roll-out of the school renewal application.
3. **Consultant Update:** We held a consultant and staff retreat September 12-13, 2013 at Maumee Bay State Park. We reviewed a number of the current processes for reviewing and approving registered schools. Unfortunately, it was also the final meeting of the Board's northeast Ohio consultant, Carol Whitman Imfeld, as she is in the process of relocating to Florida. We hope to have someone new in place for northeast Ohio by the end of the year.
4. **Director Training:** We will be holding our second director training seminar for this year on October 23rd at the State Library of Ohio. Approximately 25-30 school directors are expected to attend. I anticipate that we will schedule the next training seminar for the Spring of 2014.

Investigator Ms. Kimberly Stein reported on the following:

Since the July 31, 2013 meeting, we have opened ten (10) new cases.
Since the July 31, 2013 meeting, we have closed ten (10) total cases.

Below is a summary of investigative activity for FY13:

<u>Total Number of Cases</u>	<u>Open/Active Cases</u>	<u>#Open 30 days/more</u>	<u>Closed Cases</u>
59	3	3	56

Below is a summary of investigative activity for FY14:

<u>Total Number of Cases</u>	<u>Open/Active Cases</u>	<u>#Open 30 days/more</u>	<u>Closed Cases</u>
17	5	1	12

PUBLIC COMMENT

There was no Public Comment.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
SEPTEMBER 25, 2013
PAGE 4.**

OLD BUSINESS

Executive Director Mr. John Ware reported on the Administrative Rule Review Update, FY2014-15 Proposed Budget Update, Board Strategic Five Year Plan Update, FY14 Plan of Work Update.

NEW BUSINESS

(14-047)Dr. Kathy Shibley moved for Approval of the following Board Meeting Dates for 2013:

January 29	July 23
March 19	September 24
May 21	November 19

Mr. Charles Kramer seconded. 6 Ayes - 0 Nays. Motion carried.

(14-048)Dr. Jerome Brockway moved for Approval of the following New Program(s):

- A. Beckfield College
225 Pictoria Drive, Suite 200
Springdale, OH 45246
Consultant: Dr. Puckett
APPROVAL TO MAY 2015
 - 1. Chiropractic Assisting - Diploma
(anticipated start date: 4/1/14)

Mr. Dennis Bartels seconded. 6 Ayes - 0 Nays. Motion carried.

(14-049)Dr. Kathy Shibley moved for Approval of the following New Program(s):

- B. Brown Mackie College - Findlay
1700 Fostoria Avenue, Suite 100
Findlay, OH 45840
Consultant: Dr. Puckett
APPROVAL TO SEPTEMBER 2014
 - 1. Initial Dental Radiography Certification Training - Certificate
(anticipated start date: 9/26/13)

Mr. Charles Kramer seconded. 6 Ayes - 0 Nays. Motion carried.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
SEPTEMBER 25, 2013
PAGE 5.**

(14-050)Dr. Jerome Brockway moved for Approval of the following New Program(s):

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

1. Professional Truck Driving - Certificate
SUBJECT TO DEPT. OF PUBLIC SAFETY APPROVAL
(anticipated start date: 10/1/13)

Mr. Charles Kramer seconded. 5 Ayes - 1 Abstention (Searfoss) - 0 Nays. Motion carried.

(14-051)Mr. Charles Kramer moved for Approval of the following New Program(s):

D. Daymar College
1410 Industrial Drive
Chillicothe, OH 45601
Consultant: Dr. Puckett
APPROVAL TO JANUARY 2015

Daymar College
980 East Main Street
Jackson, OH 45640
Consultant: Dr. Puckett
APPROVAL TO JANUARY 2015

Daymar College
1579 Victor Road
Lancaster, OH 43130
Consultant: Dr. Puckett
APPROVAL TO JANUARY 2015

Daymar College
3879 Rhodes Avenue
New Boston, OH 45662
Consultant: Dr. Puckett
APPROVAL TO JANUARY 2015

1. Criminal Justice - Diploma
(anticipated start date: 1/13/14)

Mr. Kenneth Miller seconded. 6 Ayes - 0 Nays. Motion carried.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
SEPTEMBER 25, 2013
PAGE 6.**

(14-052)Dr. Kathy Shibley moved for Approval of the following New Program(s):

E. Kaplan Career Institute
8720 Brookpark Road
Brooklyn, OH 44129
Consultant: Dr. Puckett
APPROVAL TO JULY 2015

1. A+ Certification Preparation Program- Certificate
2. Network+ Certification Preparation Program - Certificate
3. Security+ Certification Preparation Program - Certificate
(anticipated start date: 9/26/13)

Dr. Jerome Brockway seconded. 6 Ayes - 0 Nays. Motion carried.

(14-053)Mr. Dennis Bartels moved for Approval of the following New Program(s):

F. Ohio Technical College
1374 East 51st Street
Cleveland, OH 44103
Consultant: Dr. Puckett
APPROVAL TO SEPTEMBER 2015

1. Car Care Specialist - Certificate
2. Service Advisor Specialist - Certificate
3. Advanced Pipe Welding - Certificate
4. Master Welding Technology - Diploma
(anticipated start date: 1/1/14)

Dr. Jerome Brockway seconded. 6 Ayes - 0 Nays. Motion carried.

(14-054)Mr. Charles Kramer moved for Approval of the following New Program(s):

G. Stautzenberger College
8001 Katherine Blvd.
Brecksville, OH 44141
Consultant: Dr. Puckett
APPROVAL TO MARCH 2014

1. Animal Care and Management - Diploma
(anticipated start date: 4/1/14)

Mr. Dennis Bartels seconded. 6 Ayes - 0 Nays. Motion carried.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
SEPTEMBER 25, 2013
PAGE 7.**

(14-055)Dr. Kathy Shibley moved for Approval of the following New Program(s):

H. Trumbull Business College
3200 Ridge Road
Warren, OH 44484
Consultant: Dr. Puckett
APPROVAL TO MARCH 2015

1. Administrative Support Specialist-Social Media - Diploma
(anticipated start date: 1/7/14)

Dr. Jerome Brockway seconded. 6 Ayes - 0 Nays. Motion carried.

(14-056)Mr. Kenneth Miller moved for Approval of the following New Degree Program(s):

A. Brown Mackie College - Akron
755 White Pond Drive, Suite 101
Akron, OH 44320
Consultant: Dr. Puckett
AUTHORIZATION TO SEPTEMBER 2016

Brown Mackie College - N. Canton
4300 Munson Street NW
Canton, OH 44718
Consultant: Dr. Puckett
AUTHORIZATION TO SEPTEMBER 2016

Brown Mackie College - Cincinnati
1011 Glendale-Milford Road
Cincinnati, OH 45215
Consultant: Dr. Puckett
AUTHORIZATION TO SEPTEMBER 2016

Associate of Applied Science in Nursing
SUBJECT TO NURSING BOARD APPROVAL
(anticipated start date: 1/2/14)

Mr. Dennis Bartels seconded. 6 Ayes - 0 Nays. Motion carried.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
SEPTEMBER 25, 2013
PAGE 8.**

(14-057)Mr. Charles Kramer moved for Approval of the following New Degree Program(s):

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

Bachelor in:
Information Technology with no Concentration
Information Technology with Concentration in Security Technology
(anticipated start date: 9/26/13)

Mr. Dennis Bartels seconded. 6 Ayes - 0 Nays. Motion carried.

(14-058)Mr. Dennis Bartels moved for Approval of the following New Degree Program(s):

- C. National College
5665 Forest Hills Blvd.
Columbus, OH 43231
Consultant: Dr. Puckett
AUTHORIZATION TO NOVEMBER 2015

Associate of Applied Business in Tourism and Hospitality
(anticipated start date: 12/2/13)

Mr. Kenneth Miller seconded. 6 Ayes - 0 Nays. Motion carried.

(14-059)Dr. Jerome Brockway moved for Approval of the following New Degree Program(s):

- D. Ohio Technical College
1374 East 51st Street
Cleveland, OH 44103
Consultant: Dr. Puckett
APPROVAL TO SEPTEMBER 2019

Associate of Applied Science in:
BMW Fast Track Technology
Master Welding Technology
Dealership Operations & Management
(anticipated start date: 1/1/14)

Mr. Dennis Bartels seconded. 6 Ayes - 0 Nays. Motion carried.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
SEPTEMBER 25, 2013
PAGE 9.**

(14-060)Dr. Kathy Shibley moved for Approval of the following New Degree Program(s):

- E. Ross College
5834 Monroe Street, Suite F-J
Sylvania, OH 43560
Consultant: Dr. Puckett
AUTHORIZATION TO JULY 2017

Associate of Applied Science in Human, Social and Health Services
(anticipated start date: 1/8/14)

Dr. Jerome Brockway seconded. 6 Ayes - 0 Nays. Motion carried.

(14-061)Mr. Charles Kramer moved for Approval of the following New Degree Program(s):

- F. Stautzenberger College
8001 Katherine Blvd.
Brecksville, OH 44141
Consultant: Dr. Puckett
AUTHORIZATION TO MARCH 2018

Associate of Applied Science in Animal Care and Management
(anticipated start date: 4/1/14)

Mr. Dennis Bartels seconded. 6 Ayes - 0 Nays. Motion carried.

(14-062)Mr. Charles Kramer moved for Approval of the following Re-authorization of Degree Program(s):

- A. ATS Institute of Technology
325 Alpha Park, Highland Heights, OH 44143
Consultant: Dr. Puckett/Mr. Boylan
AUTHORIZATION TO SEPTEMBER 2019

Associate of Applied Business in:
Accounting and Business Management
Marketing

Associate of Applied Science:
Nursing **(PENDING CLARIFICATION OF LEGAL AND NURSING
BOARD ACTION)**

Mr. Kenneth Miller seconded. 6 Ayes - 0 Nays. Motion carried.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
SEPTEMBER 25, 2013
PAGE 10.**

(14-063)Mr. Dennis Bartels moved for Approval of the following Re-authorization of Degree Program(s):

- B. Kaplan College
2800 East River Road
Dayton, OH 45439
Consultant: Dr. Puckett/Dr. Brubaker
AUTHORIZATION TO SEPTEMBER 2019

Associate of Applied Science in:
Nursing
Photographic Technology with Majors in:
Commercial Photography
Portrait Photography

Mr. Kenneth Miller seconded. 6 Ayes - 0 Nays. Motion carried.

(14-064)Dr. Kathy Shibley moved for Approval of the following Re-authorization of Degree Program(s):

- C. Miami-Jacobs Career College
150 E. Gay Street
Columbus, OH 43215
Consultant: Dr. Puckett
AUTHORIZATION TO SEPTEMBER 2019

Associate of Applied Business in:
Paralegal
Court Reporting
Criminal Justice
Accounting
Business Administration

Associate of Applied Science in:
Electronic Health Records
Medical Assisting
Surgical Technology
Dental Assisting
Massage Therapy

Mr. Kenneth Miller seconded. 6 Ayes - 0 Nays. Motion carried.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
SEPTEMBER 25, 2013
PAGE 11.**

(14-065)Dr. Kathy Shibley moved for Approval of the following Re-authorization of Degree Program(s):

- D. Miami-Jacobs Career College
6400 Rockside Road, Independence, OH 44131
Consultant: Dr. Puckett/Mr. Boylan
AUTHORIZATION TO SEPTEMBER 2019

Associate of Applied Science in:
Electronic Health Records
Medical Assisting
Medical Laboratory Technology

Associate of Applied Business in:
Paralegal
Court Reporting
Criminal Justice
Management
Security & Investigation

Mr. Dennis Bartels seconded. 6 Ayes - 0 Nays. Motion carried.

(14-066)Dr. Kathy Shibley moved for Approval of the following Re-authorization of Degree Program(s):

- E. Miami-Jacobs Career College
2 Crowne Point Court, Suite 100, Sharonville, OH 45241
Consultant: Dr. Puckett/Dr. Brubaker
AUTHORIZATION TO SEPTEMBER 2019

Associate of Applied Business in:
Court Reporting
Criminal Justice
Management
Paralegal

Associate of Applied Science in:
Dental Assisting
Electronic Health Records
Medical Assisting
Surgical Technology

Dr. Jerome Brockway seconded. 6 Ayes - 0 Nays. Motion carried.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
SEPTEMBER 25, 2013
PAGE 12.**

(14-067)Mr. Dennis Bartels moved for Approval of the following Re-authorization of Degree Program(s):

- F. Ohio Technical College
1374 E. 51st Street
Cleveland, OH 44103
Consultant: Dr. Puckett/Mr. Boylan
AUTHORIZATION TO SEPTEMBER 2019

Associate of Applied Science in:

Automotive and Diesel Technology
Diesel Equipment Technology
Classic Car Restoration Technology
Complete Automotive Technology
High Performance & Racing Technology
Collision Repair & Refinishing Technology with Custom Paint & Graphics
Customizing & Restyling Technology

Dr. Kathy Shibley seconded. 6 Ayes - 0 Nays. Motion carried.

(14-068)Mr. Charles Kramer moved for Approval the following Change of Ownership(s):

- A. Hondros College - CHANGE OF OWNERSHIP
4140 Executive Parkway
Westerville, OH 43081
Consultant: Dr. Puckett
APPROVAL TO SEPTEMBER 2014

NEW OWNER(S) (ALL FOUR LOCATIONS): American Public Education, Inc. (APEI)

Bachelor of Science in Nursing: RN to BSN
Associate of Applied Science in Nursing
Associate of Applied Business in Real Estate

1. Medical Assistant -Certificate
2. Medical Assistant - Diploma
3. Medical Billing & Coding - Certificate
4. Medical Billing & Coding - Diploma
5. Pharmacy Technician - Diploma
6. Pharmacy Technician - Certificate
7. Practical Nursing - Diploma

(MORE OF THIS REQUEST ON NEXT PAGE)

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
SEPTEMBER 25, 2013
PAGE 13.**

Hondros College - CHANGE OF OWNERSHIP
1810 Successful Drive, Fairborn OH 45324
Consultant: Dr. Puckett/Dr. Brubaker
APPROVAL TO SEPTEMBER 2014

Associate of Applied Science in Nursing

1. Medical Assistant - Diploma
2. Medical Billing and Coding - Diploma
3. Pharmacy Technician - Diploma
4. Practical Nursing - Diploma

Hondros College - CHANGE OF OWNERSHIP
4100 Rockside Road, 2nd Floor
Independence OH 44131
Consultant: Dr. Puckett/Mr. Boylan
APPROVAL TO SEPTEMBER 2014

Associate of Applied Science in Nursing

1. Medical Assistant - Diploma
2. Medical Billing & Coding - Diploma
3. Pharmacy Technician - Diploma
4. Practical Nursing - Diploma

Hondros College - CHANGE OF OWNERSHIP
7600 Tylers Place, West Chester OH 45069
Consultant: Dr. Puckett/Dr. Brubaker
APPROVAL TO SEPTEMBER 2014

Associate of Applied Science in Nursing

1. Medical Assistant - Diploma
2. Medical Billing & Coding - Diploma
3. Pharmacy Technician - Diploma
4. Practical Nursing - Diploma

ALL FOUR LOCATIONS PENDING COMPLETION OF CHANGE OF OWNERSHIP PAPERWORK, RECEIPT OF FEES, AND BILL OF SALE AND CLARIFICATION OF HOW HONDROS COLLEGE AND HONDROS COLLEGE OF BUSINESS (LOCATED IN THREE EXACT LOCATIONS) WILL BE SEPARATED, ETC.

Mr. Dennis Bartels seconded.

6 Ayes - 0 Nays.

Motion carried.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
SEPTEMBER 25, 2013
PAGE 14.**

(14-069)Mr. Charles Kramer moved for Approval the following Change of Ownership(s):

B. School of Advertising Art - CHANGE OF OWNERSHIP
1725 East David Road, Kettering, OH 45440
Consultant: Dr. Puckett/Dr. Brubaker
APPROVAL TO SEPTEMBER 2014

NEW OWNER(S): Jessica Barry

Associate of Applied Business in Advertising Art

Mr. Kenneth Miller seconded. 6 Ayes - 0 Nays. Motion carried.

(14-070)Dr. Jerome Brockway moved for Approval of the following Schools Ready for Board Action:

Renewals:

Athena Career Academy, Sylvania
ATS Institute of Technology, Highland Heights
Cornerstone Dog Grooming Academy, Clyde
Great Lakes Truck Driving School Inc., Columbia Station
Herzing University, Toledo
Hondros College, Independence
Miami-Jacobs Career College, Independence
NewBridge Cleveland Center for Arts & Technology, Cleveland
Ohio Technical College, Cleveland
Strayer University, Fairview Park
Kaplan College, Dayton
Miami-Jacobs Career College, Sharonville
Motoman Technical Education Center, Miamisburg
Strayer University, Mason
Veterinary Assistant School, Springboro
Barbizon of Akron
DATS/Cleveland East, Beachwood
Fortis College, Ravenna
International Culinary Arts and Sciences Institute, Chesterland
National Institute of Massotherapy, Akron
Radiological Services Training Institute, Solon
Strayer University, Akron
Assist to Succeed of Columbus
Babbage Simmel, Columbus
Computer Workshop Inc., Dublin
Miami-Jacobs Career College, Columbus
M.T. Wellness Medical Model Massage Institute, Columbus
Strayer University, Columbus

Dr. Kathy Shibley seconded. 6 Ayes - 0 Nays. Motion carried.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
SEPTEMBER 25, 2013
PAGE 15.**

(14-071)Mr. Charles Kramer moved for Approval of the following Conditional Schools Ready for Board Action:

Fortis College 2545 Bailey Road Cuyahoga Falls, OH 44221	ACCSC	(?)	Whitman Imfeld
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PENDING CLARIFICATION OF PROGRAMS

Fortis College - LEARNING CENTER 1040 East Tallmadge Avenue Akron, OH 44310		(Courses in) Selected courses from all currently approved programs	Whitman Imfeld
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PENDING RECEIPT OF CURRENT FIRE INSPECTION

Dr. Jerome Brockway seconded. 6 Ayes - 0 Nays. Motion carried.

(14-072)Mr. Dennis Bartels moved for Approval of the following previously approved out-of-state schools recommended to receive Board Approval:

Columbia Southern University 21982 University Lane Orange Beach, AL 36561	DETC	61 Program Renewals and 1 New Program
Erie Business Center 246 West 9 th Street Erie, PA 16501	ACICS	16 Program Renewals
ITT Technical Institute 9511 Angola Court Indianapolis, IN 46268	ACICS	1 New Program
Kaplan Career Institute 933 Penn Avenue Pittsburgh, PA 15222	ACICS	8 Program Renewals
Lincoln College of Technology 7225 Winton Drive, Building 128 Indianapolis, IN 46268	ACCSC	10 Program Renewals
MIAT College of Technology 2955 S. Haggerty Road Canton, MI 48188	ACCSC	2 New Programs
New Castle School of Trades 4117 Pulaski Road New Castle, PA 16101	ACCSC	1 New Program
Strayer University 1133 15 th Street NW Washington, DC 20005	MSCHE	23 Program Renewals

Mr. Charles Kramer seconded. 6 Ayes - 0 Nays. Motion carried.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
SEPTEMBER 25, 2013
PAGE 16.**

(14-073)Mr. Dennis Bartels moved for Approval of the following request for New Scholarship/Grant(s):

Brown Mackie College - Akron
755 White Pond Drive, Suite 101
Akron, OH 4430

**Brown Mackie College Community College Grant
Brown Mackie College Future Nurses Grant**

Brown Mackie College - Cincinnati
1011 Glendale-Milford Road
Cincinnati, OH 45215

**Brown Mackie College Community College Grant
Brown Mackie College Future Nurses Grant**

Brown Mackie College - Findlay
1700 Fostoria Avenue, Suite 1000
Findlay, OH 45840

**Brown Mackie College Community College Grant
Brown Mackie College Future Nurses Grant**

Brown Mackie College - N. Canton
4300 Munson Street NW
Canton, OH 44718

**Brown Mackie College Community College Grant
Brown Mackie College Future Nurses Grant**

Global Tech Institute
4346 Secor Road
Toledo, OH 43623

GTI Matching Grant

Kaplan College
2800 East River Road
Dayton, OH 45439

Achievement Assistance Grant

Strayer University
Fairview Park, Akron, Columbus, Fairborn, Mason, Cincinnati

Jack Welch Emerging Radiology Leaders Grant

**Dr. Jerome Brockway seconded. 5 Ayes - 1 Abstention (Kramer - Global Tech Institute) - 0 Nays.
Motion carried.**

(14-074)Mr. Dennis Bartels moved for Approval of the following Consent Agenda:

Lincoln College of Technology, Cleveland

Change of Director
(TO: William McClung)

MAX Technical Training, Mason

School Name Change
(FROM: Protrain Services)

Ohio Business College, Hilliard

Change of Director
(TO: Dawn Hodges)
Change of Director
(TO: Angelique Walker)

Strayer University, Columbus

Change of Director
(TO: Anne Jones)

Tulsa Welding School, Tulsa, OK

Change of Director
(TO: Mark Staats)

Vatterott College, Broadview Heights

Change of Director
(TO: Shannon McManamon)

Dr. Jerome Brockway seconded. 6 Ayes - 0 Nays. Motion carried.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
SEPTEMBER 25, 2013
PAGE 17.**

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.

(14-075)Mr. Charles Kramer moved that the Board adjourn at 10:45 a.m.

Mr. Dennis Bartels seconded. 6 Ayes - 0 Nays. Motion carried.

Respectfully Submitted,

Chairperson or Vice Chairperson

Board Secretary