

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JANUARY 30, 2019**

**PRESIDING:** Dr. Jerome Brockway, Board Chairperson

**PRESENT:** Mr. Dennis Bartels, Board Vice Chairperson  
Ms. Lynn Mizanin, Board Secretary  
Ms. Andrea Fricks, Board Member  
Mr. Lloyd Graham, Board Member  
Dr. Stephanie McCann, Board Member  
Dr. Emily Passias, Board Member

**ABSENT:** Mr. Srikanth Gaddam, Board Member

**STAFF:** Mr. John Ware, Executive Director  
Ms. Ruth Myers, Assistant Director  
Ms. Laura Essman, Program Administrator 2  
Ms. Christine Gregory, Consultant/Evaluator  
Dr. Steven Puckett, Consultant/Evaluator  
Ms. Amy Golian, Assistant Attorney General

**ABSENT:** Dr. Richard Brubaker, Consultant/Evaluator  
Ms. Stephanie Swiger, Assistant Attorney General

**GUESTS:** Mr. Kent Trofholz, Ohio-Michigan Association of  
Career Colleges and Schools  
Ms. Michelle Peters, Ross Medical Education Center - Ontario  
Mr. Jonathon Field, State Approving Agency for Veterans Training  
Mr. Richard Lee, Performance Training Solutions  
Mr. Mark Sullivan, Cyanna Education Services  
Ms. Kelli Swain, Bevans Pet Center Grooming Academy  
Ms. Kim Kinser, Bevans Pet Center Grooming Academy  
Mr. Obed Osman, Alia School of Nursing  
Ms. Sandra Osman, Alia School of Nursing  
Mr. Bill Tahy, Dayton School of Medical Massage  
Mr. David Drake, Dayton School of Medical Massage  
Ms. Sarah Brannon, Dayton School of Medical Massage  
Mr. Terhan Freeman, Remington College  
Ms. Danielle Young, Focus Academy

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JANUARY 30, 2019  
PAGE 2.**

**MEETING CALLED  
TO ORDER**

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

**ROLL CALL:**

**Dr. Passias - Yes  
Dr. McCann - Absent  
Mr. Gaddam - Absent  
Dr. Brockway - Yes  
Ms. Mizanin - Yes  
Mr. Bartels - Yes  
Ms. Fricks - Yes  
Mr. Graham - Yes (non-voting member)**

**(19-046)Mr. Dennis Bartels moved** that the Board go into Executive Session at 9:36 a.m. to discuss investigations subject to informal methods of conference and conciliation in accordance with Ohio Revised Code section 3332.091(A)(1).

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

**ROLL CALL:**

**Dr. Passias - Yes  
Dr. McCann - Absent  
Mr. Gaddam - Absent  
Dr. Brockway - Yes  
Ms. Mizanin - Yes  
Mr. Bartels - Yes  
Ms. Fricks - Yes  
Mr. Graham - Yes (non-voting member)**

**Let the record show that Dr. McCann arrived at 9:40 a.m.**

Executive Session ended at 9:40 a.m. Public Session began at 10:00 a.m.

**ROLL CALL:**

**Dr. Passias - Yes  
Dr. McCann - Yes  
Mr. Gaddam - Absent  
Dr. Brockway - Yes  
Ms. Mizanin - Yes  
Mr. Bartels - Yes  
Ms. Fricks - Yes  
Mr. Graham - Yes (non-voting member)**

**INTRODUCTION OF GUESTS**

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JANUARY 30, 2019  
PAGE 3.**

**(19-047)Dr. Stephanie McCann moved** for Approval of the Minutes of November 14, 2018.

**Ms. Andrea Fricks seconded.      6 Ayes - 0 Nays.      Motion carried.**

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

1. **State Budget Update:**      On September 12<sup>th</sup> we submitted the Board’s operating budget request for the biennium that begins July 1, 2019. We have not yet received any guidance from the new Governor’s administration on budget issues, however, the current timeline calls for the new Governor to submit his proposed budget by March 15<sup>th</sup> and the legislature will work to finalize the budget by June 30<sup>th</sup>.
2. **Transferability Strategy Update:** I have given the Board a copy of the final report issued by the Proprietary Transfer Stakeholders Committee that was prepared by the Ohio Department of Higher Education (ODHE) to satisfy the requirements of Ohio Revised Code section 3332.166 that required the chancellor of ODHE to “prepare a transferability strategy plan that defines criteria, policies, procedures, and timelines that would enable students to transfer agreed upon courses completed through a for-profit private college to a state institution of higher education without unnecessary duplication or institutional barriers.”

**Executive Director Mr. John Ware** reported on the 2<sup>nd</sup> Quarter Financial Report (see attached).

**Program Administrator 2 Ms. Laura Essman** reported on the following Compliance items:

Since the November 14, 2018 meeting, we have opened eleven (11) new cases.  
Since the November 14, 2018 meeting, we have closed six (6) total cases.

**Below is a summary of investigative activity for FY19:**

<u>Total Number of Cases</u>	<u>Open/Active Cases</u>	<u>#Open 30 days/more</u>	<u>Closed Cases</u>
27	7	3	20

**(19-048)Ms. Lynn Mizanin moved** for Approval of the following Board Officers for 2019:

Board Chairperson:      Dr. Jerome Brockway  
Board Vice Chairperson:      Ms. Lynn Mizanin  
Board Secretary:      Ms. Andrea Fricks

**Dr. Emily Passias seconded.      6 Ayes - 0 Nays.      Motion carried.**

**PUBLIC COMMENT**

There was no Public Comment.

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JANUARY 30, 2019  
PAGE 4.**

**OLD BUSINESS**

**Executive Director Mr. John Ware** reported on the Administrative Rule Review Update (Prior Rule Review and New Rule Review).

**(19-049)Ms. Lynn Mizanin moved** that the Board adopt the following rules adoption order:

WHEREAS this Board previously approved changes to the following rules:

- 3332-1-04.4    Renewal of Certificate of Registration**
- 3332-1-09     Student Enrollment Policies and Practices**
- 3332-1-10     Tuition and Fees**
- 3332-1-15     Program Authorization**
- 3332-1-22     Fees for Program Authorization and Certificate of Registration**
- 3332-1-22.1   Miscellaneous Fees**
- 3332-1-24     Completion and Placement**

and;

WHEREAS a public hearing on the rule changes was held on November 14, 2018 and the rules were subject to review of the Joint Committee on Agency Rule Review whose jurisdiction over the rules ended on or about December 14, 2018.

THEREFORE BE IT RESOLVED THAT:

This Board formally adopts the rule changes as filed with an effective date of **February 15, 2019**.

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.

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

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JANUARY 30, 2019  
PAGE 5.**

**(19-050)Ms. Andrea Fricks moved** that the State Board of Career Colleges and Schools ADOPT the following Resolution:

WHEREAS

**Cleveland School of Audio Recording; and,  
Corporate Elevator CEEDU; and,  
Toledo Bartending School**

Currently hold valid certificates of registration and program authorization with this Board; and

WHEREAS the schools have failed to submit required fees for the Ohio Student Tuition Recovery Fund; and

WHEREAS this constitutes a violation of Sections 3332.07 and 3332.085 of the Ohio Revised Code and section 3332-1-19 of the Ohio Administrative Code.

Therefore be it resolved that:

RESOLVED, that the Executive Director of this Board, be, and he hereby is, directed to notify the aforementioned schools and the owners thereof, that this Board intends to initiate formal disciplinary action pursuant to Ohio Revised Code Section 3332.091 and in accordance with Ohio Revised Code Chapter 119 for the aforementioned violations.

**Dr. Stephanie McCann seconded. 6 Ayes - 0 Nays. Motion carried.**

**(19-051)Ms. Lynn Mizanin moved** for Approval of the following New Certificate(s) of Registration and Program Authorization(s):

- A. Alia School of Nursing - NEW SCHOOL  
1495 Morse Road, Suite 200  
Columbus, OH 43229  
Consultant: Dr. Puckett  
**APPROVAL TO JANUARY 2020**
  - 1. STNA - Certificate
  - 2. Practical Nursing - Diploma**SUBJECT TO NURSING BOARD APPROVAL  
(anticipated start date: 1/31/19)**

**Dr. Stephanie McCann seconded. 6 Ayes - 0 Nays. Motion carried.**

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JANUARY 30, 2019  
PAGE 6.**

**(19-052)Ms. Andrea Fricks moved** for Approval of the following New Certificate(s) of Registration and Program Authorization(s):

- B. Bevans Pet Center - NEW SCHOOL  
1921 North Ridge Road East  
Lorain, OH 44055  
Consultant: Ms. Gregory  
**APPROVAL TO JANUARY 2020**

1. Dog Grooming - Certificate  
**(anticipated start date: 2/1/19)**

**Dr. Emily Passias seconded. 6 Ayes - 0 Nays. Motion carried.**

**(19-053)Dr. Stephanie McCann moved** for Approval of the following New Certificate(s) of Registration and Program Authorization(s):

- C. Chatworth School of Nursing - NEW SCHOOL  
7710 Reading Road, Suite 300B  
Cincinnati, OH 45237  
Consultant: Dr. Brubaker  
**APPROVAL TO JANUARY 2020**

1. Practical Nursing - Diploma  
**SUBJECT TO NURSING BOARD APPROVAL  
PENDING RECEIPT OF FEES AND APPROVED CONSULTANT  
REPORT/SITE VISIT (anticipated start date: 4/1/19)**

**Ms. Lynn Mizanin seconded. 6 Ayes - 0 Nays. Motion carried.**

**(19-054)Dr. Stephanie McCann moved** for Approval of the following New Certificate(s) of Registration and Program Authorization(s):

- D. Columbus School of Medical Massage - NEW SCHOOL  
4936 Blazer Parkway  
Dublin, OH 43017  
Consultant: Dr. Puckett  
**APPROVAL TO JANUARY 2020**

1. Massage Therapy - Diploma  
**SUBJECT TO MEDICAL BOARD APPROVAL  
PENDING RECEIPT OF FEES AND INSPECTION REPORTS (anticipated  
start date: 6/18/19)**

**Ms. Lynn Mizanin seconded. 6 Ayes - 0 Nays. Motion carried.**

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JANUARY 30, 2019  
PAGE 7.**

**(19-055)Dr. Stephanie McCann moved** for Approval of the following New Certificate(s) of Registration and Program Authorization(s):

- E. First Impressions Dental Assisting - NEW SCHOOL  
4565 Dressler Road NW, Suite 101  
Canton, OH 44718  
Consultant: Dr. Puckett  
**APPROVAL TO JANUARY 2020**

1. Dental Assisting - Certificate  
**(anticipated start date: 3/25/19)**

- F. First Impressions Dental Assisting - NEW SCHOOL  
162 W. Main Street, Suite 201  
Lancaster, OH 43130  
Consultant: Dr. Puckett  
**APPROVAL TO JANUARY 2020**

1. Dental Assisting - Certificate  
**(anticipated start date: 3/25/19)**

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

**(19-056)Ms. Andrea Fricks moved** for Approval of the following New Certificate(s) of Registration and Program Authorization(s):

- G. Focus Academy - NEW SCHOOL  
20520 Southgate Park Blvd.  
Maple Heights, OH 44137  
Consultant: Ms. Gregory  
**APPROVAL TO JANUARY 2020**

1. Industrial Sewing - Certificate  
**(anticipated start date: 1/31/19)**

**Ms. Lynn Mizanin seconded.      6 Ayes - 0 Nays.      Motion carried.**

**(19-057)Ms. Lynn Mizanin moved** to Table until the March 2019 Board Meeting the following New Certificate(s) of Registration and Program Authorization(s) for further information :

- H. Leaf Medic - NEW SCHOOL  
1725 Woodman Drive, Suite E  
Kettering, OH 45420  
Consultant: Dr. Brubaker  
**APPROVAL TO JANUARY 2020**

1. Dispensary Training - Certificate  
**SUBJECT TO OHIO BOARD OF PHARMACY APPROVAL  
PENDING RECEIPT OF APPROVED CONSULTANT REPORT/SITE  
VISIT (anticipated start date: 2/1/19)**

**Dr. Stephanie McCann seconded.      6 Ayes - 0 Nays.      Motion carried.**

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JANUARY 30, 2019  
PAGE 8.**

**(19-058)Dr. Stephanie McCann moved** for Approval of the following New Certificate(s) of Registration and Program Authorization(s):

- I. Ohio Phlebotomy Training Center - NEW SCHOOL  
200 Franciscan Square  
Steubenville, OH 43952  
Consultant: Dr. Puckett  
**APPROVAL TO JANUARY 2020**

1. Phlebotomy Technician Program - Certificate  
**PENDING RECEIPT OF FEES (anticipated start date: 3/4/19)**

**Ms. Lynn Mizanin seconded.      6 Ayes - 0 Nays.      Motion carried.**



**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JANUARY 30, 2019  
PAGE 9.**

**(19-059)Dr. Emily Passias moved** for Approval of the following Renewal Certificate(s) of Registration:

NAME OF SCHOOL	ACCRED	PROGRAM(S)	CONSULTANT
ABBE Education Center (Proctorville)		EKG Technician - Certificate Medical Assisting - Certificate Medication Aide - Certificate Phlebotomy Technician - Certificate	Brubaker
<b>PENDING RECEIPT OF FIRE INSPECTION AND CLARIFICATION OF PROGRAMS</b>			
American National University (Kettering)	DEAC	Accounting - Diploma Business Administration - Diploma Business Administration-Accounting - AAB Business Administration-Management - AAB Medical Assisting - Certificate Medical Assisting - AAS Medical Office Professional - Diploma Paralegal - AAS Paralegal Studies - Certificate Pharmacy Technician - Diploma Pharmacy Technician - AAS Phlebotomy and ECG Technician - Certificate	Brubaker
Blanchard Valley Academy of Massage Therapy (Findlay)		Massage Therapy	Brubaker

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JANUARY 30, 2019  
PAGE 10.**

NAME OF SCHOOL	ACCRED	PROGRAM(S)	CONSULTANT
Davis College (Toledo)	HLC	Accounting & Human Resources - AAB Business Management - AAB Early Childhood Education - AAB Graphic Design - AAB Graphic Design - Diploma Intensive Language Learning Program - Certificate Interior Design - AAB Medical Administrative Assistant - AAB Medical Assisting - AAS Medical Assisting, Diploma - Diploma Medical Billing and Coding - AAB Medical Billing and Coding, Diploma - Diploma Real Estate - Certificate	Brubaker
Diamond Cut Dog Grooming School (Medina)		Dog Grooming Instruction - Certificate	Gregory
First Impressions Dental Assisting (Mt. Vernon)		Dental Assisting - Certificate	Puckett
International Business College (IN)	ACCSC	Accounting - AAB Medical Assisting - AAS Retail Management - AAB Tourism, Hospitality, and Event Management - AAS Veterinary Technician - AAS	Out-of-State

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JANUARY 30, 2019  
PAGE 11.**

NAME OF SCHOOL	ACCRED	PROGRAM(S)	CONSULTANT
Ohio Medical Career College (Springdale)		Medical Assistant - Diploma Medical Billing and Coding Specialist - Certificate One Plus One Nursing Education - AAS One Plus One Nursing Education Program - Diploma Phlebotomy Technician - Certificate Practical Nursing - Diploma	Brubaker
<b>PENDING CLARIFICATION OF ACCREDITATION, NURSING BOARD APPROVAL, AND ALL STAFF CONCERNS</b>			
Ross Medical Education Center (Ontario)	ABHES	Medical Assistant - Diploma Medical Insurance Billing and Office Administration - Diploma Pharmacy Technician - Diploma	Brubaker
Universal Technical Institute of PA	ACCSC	Automotive/Diesel & Industrial Technology with FACT Out-of-State - Diploma Automotive/Diesel & Industrial Technology - Diploma Automotive Technology - Diploma Automotive Technology with FACT - Diploma Automotive Technology with TPAT - Diploma Diesel & Industrial Technology - Diploma	

**Ms. Andrea Fricks seconded.**

**5 Ayes - 1 Abstention (Bartels - International Business College) - 0 Nays.**

**Motion carried.**

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JANUARY 30, 2019  
PAGE 12.**

**(19-060)Dr. Stephanie McCann moved** for Approval of the following New Scholarship(s)/Grant(s):

<b>NAME OF SCHOOL</b>	<b>NAME OF SCHOLARSHIP/GRANT</b>
Daymar College (Columbus)	Fast Track Scholarship Tuition Assistance Grant Learn and Earn Scholarship
Lincoln Electric Welding School (Cleveland)	Skills USA Achievement Scholarship
MAX Technical Training (Mason)	MAX Scholars - Scholarship Award
MyComputerCareer.com/TechSkills (Westerville)	Brightwood - Virginia College Grant
The Modern College of Design (Kettering)	Need-Based Award Merit Award Multi-cultural Award

**Ms. Lynn Mizanin seconded.**

**6 Ayes - 0 Nays.**

**Motion carried.**

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JANUARY 30, 2019  
PAGE 13.**

**(19-061)Ms. Andrea Fricks moved** for Approval of the following New Programs (Degrees/Diplomas/Certificates):

<b>School/City</b>	<b>Program Name/Level</b>	<b>Anticipated Start Date</b>
Anderson Academy of Dental Assisting Inc. (Cincinnati)	Anderson Academy of Dental Administration - Certificate	4/1/2019
Larock Healthcare Academy (Canton)	Blood Lab Specialist - Certificate	2/4/2019
Larock Healthcare Academy (Columbus)	Blood Lab Specialist - Certificate	2/4/2019
Larock Healthcare Academy (Parma Heights)	Blood Lab Specialist - Certificate	2/4/2019
Performance Training Solutions LLC (Reynoldsburg)	Heavy Equipment Training II - Certificate	2/18/2019
	Heavy Equipment Training I - Certificate	2/18/2019
	Heavy Equipment Training I&II - Certificate	2/18/2019
Professional Skills Institute (Maumee)	Class A CDL Preparatory - Certificate	2/1/2019
	CDL and Logistics Specialist - Diploma	4/1/2019
<b>SUBJECT TO DEPARTMENT OF PUBLIC SAFETY APPROVAL</b>		
Remington College (Cleveland)	Database Management and Administration - AAS	4/15/2019
	Restaurant, Hospitality and Retail Management - AAS	4/15/2019
	Health Information Technology - AAS	4/15/2019
TDDS Technical Institute (Lake Milton)	Truck Driver Training Externship - Certificate	1/31/2019
	Truck Driver Training - Certificate	1/31/2019
Success Institute (Cleveland)	Information Security Analyst - Certificate	1/31/2019
Valley College -Cleveland	Practical Nursing - Diploma	8/12/2019
<b>SUBJECT TO NURSING BOARD APPROVAL</b>		
	Veterinary Assistant - Diploma	8/12/2019
	Veterinary Technician - AAS	8/12/2019
	Diagnostic Medical Sonography - AAS	8/12/2019

**Dr. Stephanie McCann seconded. 5 Ayes - 1 Abstention (Mizanin - Valley College) - 0 Nays. Motion carried.**

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JANUARY 30, 2019  
PAGE 14.**

**Mr. Jonathon Field** reported for the State Approving Agency for Veterans Training.

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

**(19-062)Dr. Emily Passias moved** that the Board adjourn at 10:45 a.m.

**Ms. Andrea Fricks seconded.      6 Ayes - 0 Nays.      Motion carried.**

Respectfully Submitted,

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Chairperson or Vice Chairperson

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Board Secretary