

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
MAY 22, 2019**

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

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

**ABSENT:** Mr. Srikanth Gaddam, Board Member  
Mr. Lloyd Graham, Board Member  
Dr. Emily Passias, Board Member

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

**ABSENT:**

**GUESTS:** Mr. Kent Trofholz, Ohio-Michigan Association of  
Career Colleges and Schools  
Ms. Dolores Dominguez, Ohio Institute of Allied Health  
Ms. Fonda Spears, First Stick Phlebotomy  
Ms. Marybel Rielley, First Stick Phlebotomy  
Mr. Jeff Odum, Galen College of Nursing  
Mr. Brian Niedzwiecki, Stautzenberger College  
Ms. Elicia Smith, Ohio Institute of Allied Health

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**MEETING CALLED  
TO ORDER**

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

**ROLL CALL:**

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

**(19-077)Ms. Lynn Mizanin moved that the Board go into Executive Session at 9:32 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. Stephanie seconded.     5 Ayes - 0 Nays.     Motion carried.**

**ROLL CALL:**

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

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

**ROLL CALL:**

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

**INTRODUCTION OF GUESTS**

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**(19-078)Mr. Dennis Bartels moved** for Approval of the Minutes of March 20, 2019.

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

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

1.    **State Budget Update:**      The Board's operating budget request for the biennium that begins on July 1, 2019 was included in the state budget bill (House Bill 199) that was passed in the House of Representatives on May 9<sup>th</sup>. The budget bill is currently being considered by the Senate and I testified in support of the Board's budget request before the Senate Finance Committee on May 1<sup>st</sup>. After the Senate passes its version of the budget, the process will move to a conference committee and then back to the Governor and hopefully a new budget will take effect before the end of the fiscal year on June 30<sup>th</sup>.
  
2.    **Administrative Rule Review:**      The administrative rule changes that were approved by the Board at the last Board meeting have been filed with the Governor's office of the Common Sense Initiative (CSI) and the changes have been posted on the Board's web site. The CSI comment period on these rules ends on July 15<sup>th</sup>. Any comments that we receive will be given to the Board at our July 31<sup>st</sup> meeting for the Board's final review and approval. Thereafter, once we have the approval from CSI we will move forward with filing the rules with the Joint Committee on Agency Rule Review (JCARR).
  
3.    **NASASPS Conference:**      The annual conference of the National Association of State Administrators and Supervisors of Private Schools (NASASPS) was held April 14-17 in Jacksonville, Florida. Approximately 200 representatives from other states, accrediting agencies, schools, and the U.S. Department of Education were in attendance. Some of the main discussion topics were (1) how states are dealing with the many issues that resulted from the increase in large school closures; (2) ongoing changes to federal regulations including state authorization regulations and federal oversight of accreditors; and (3) distance education and the impact of the State Authorization Reciprocity Agreement (SARA).
  
4.    **Student Tuition Recovery Authority:**      I testified before the legislative Sunset Review Committee on May 21<sup>st</sup> in regards to the operations of the Student Tuition Recover Authority of which maintains the Student Tuition Recovery Fund that assists students of closed schools and also pays the costs associated with the storage of closed school records. The current balance of the STRF is \$1,125,925.

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

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

Since the March 20, 2019 meeting, we have opened seven (7) new cases.  
Since the March 20, 2019 meeting, we have closed eleven (11) 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>
41	4	3	37

**PUBLIC COMMENT**

There was no Public Comment.

**OLD BUSINESS**

**NEW BUSINESS**

**(19-079)Dr. Stephanie McCann moved** for Approval of the following New Certificate(s) of Registration and Program Authorization(s):

- A. Chance Medical Academy - NEW SCHOOL  
3260 Henderson Road  
Columbus, OH 43220  
Consultant: Dr. Puckett  
**APPROVAL TO MAY 2020**
  - 1. Phlebotomy Technician - Certificate  
**(anticipated start date: 6/3/19)**

**Ms. Andrea Fricks seconded.      5 Ayes - 0 Nays.      Motion carried.**

**(19-080)Mr. Dennis Bartels moved** for Approval of the following New Certificate(s) of Registration and Program Authorization(s):

- B. Cleveland School of Cannabis - NEW SCHOOL  
3700 Corporate Drive, Suite 125  
Columbus, OH 43231  
Consultant: Dr. Puckett  
**APPROVAL TO MAY 2020**
  - 1. Cannabis Executive Program - Certificate
  - 2. Cannabis Dispensaries - Certificate
  - 3. Medical Applications of Cannabis - Certificate
  - 4. Cannabis Horticulture - Certificate**PENDING RECEIPT OF FEES, SURETY BOND, INSPECTION REPORTS, AND  
APPROVED CONSULTANT REPORT/SITE VISIT (anticipated start date: 7/6/19)**

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

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**(19-081)Ms. Lynn Mizanin moved** for Approval of the following New Certificate(s) of Registration and Program Authorization(s):

- C. 1<sup>st</sup> Choice Career Center - NEW SCHOOL  
12914 Broadway Avenue  
Garfield Heights, OH 44125  
Consultant: Ms. Gregory  
**APPROVAL TO MAY 2020**

- 1. Phlebotomy Technician Training - Certificate  
**(anticipated start date: 5/23/19)**

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

**(19-082)Dr. Stephanie McCann moved** for Approval of the following New Certificate(s) of Registration and Program Authorization(s):

- D. First Stick Phlebotomy - NEW SCHOOL  
700 Bryden Road, Suite 125  
Columbus, OH 43215  
Consultant: Dr. Puckett  
**APPROVAL TO MAY 2020**

- 1. Phlebotomy Technician - Certificate  
**(anticipated start date: 6/17/19)**

**Ms. Andrea Fricks seconded.      5 Ayes - 0 Nays.      Motion carried.**

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(19-083) Ms. Lynn Mizanin moved for Approval of the following Renewal Certificate(s) of Registration:

NAME OF SCHOOL	ACCRED	PROGRAM(S)	CONSULTANT
American Diesel Training Center (Cincinnati)		Diesel Technician Program - Certificate	Brubaker
American Winds College of Aeronautics (Akron)	ACCET	Aeronautical Instruction - AAS Aeronautics - AAS Aviation Administration & Management - AAS Aviation Administration & Management Program - Diploma Instructor Pilot Program - Diploma Professional Pilot Program - Diploma Rotary Transition - AAS Rotary Transition Program - Diploma	Gregory
Anderson Academy of Dental Assisting Inc. (Cincinnati)		Anderson Academy of Dental Administration - Certificate Dental Assisting - Certificate	Brubaker
Anderson Academy of Dental Assisting Inc. (Cincinnati) - LEARNING CENTER		Selected courses from all currently approved programs	
At-Home Professions (Ft. Collins, CO)	DEAC	Healthcare Documentation Program - Diploma Medical Transcription & Editing - Diploma	Out-of-State
Cincinnati School of Medical Massage (Cincinnati)	ACCSC	Massage Therapy - Diploma Medical Assisting Program - Diploma	Brubaker
Community Technology Learning Center of Portage (Ravenna)		CompTia A+ Certification - Certificate CompTia Network+ Certification - Certificate CompTia Security+ Certification - Certificate CompTia Server+ Certification - Certificate Microsoft Certified Solutions Associate (MCSA) - Certificate Microsoft Office Specialist (MOS) - Certificate	Gregory

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NAME OF SCHOOL	ACCRED	PROGRAM(S)	CONSULTANT
Continents Academy (Columbus)		Pharmaceutical Technology - Certificate	Puckett
Dayton School of Medical Massage (Dayton)	ACCSC	Massage Therapy - Diploma Medical Assisting - Diploma	Brubaker
Dayton School of Medical Massage (Lima)	ACCSC	Massage Therapy - Diploma	Brubaker
Erie Institute of Technology (PA)	ACCSC	Automotive Body Technician - Diploma Business and Information Management - Diploma CNC Machinist - Diploma Electrician - Diploma Electronic Engineering Technology - AAS Electronics Technician - Diploma Heating, Ventilation & Air Conditioning / Refrigeration - Diploma Industrial Maintenance and Mechatronics - Diploma Medical Equipment Technician - AAS Network and Database Professional - AAS Web Design and Social Media Marketing - AAS Welding Technology - Diploma	Out-of-State
Expressive Healthcare Academy (Cleveland)		Phlebotomy Technician Training - Certificate	Gregory
Gibbons School of Massage Therapy & Integrated Medicine (Warrensville)		Massage Therapy - Diploma	Gregory
Hondros College of Business (Westerville)	ACICS	Business Management - AAB Health Care Management - AAB Real Estate - AAB	Puckett
Maumee Valley Dental Assisting School (Napoleon)		Dental Assisting 101 - Certificate	Brubaker

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NAME OF SCHOOL	ACCRED	PROGRAM(S)	CONSULTANT
Modern Dental Concepts (Canton)		Dental Assisting from Concept to Completion - Certificate	Gregory
National K-9 School for Dog Trainers (Columbus)		Master Trainer - Certificate  Professional Obedience/Behavior - Certificate	Puckett
New Castle School of Trades East Liverpool Campus	ACCSC	Combination Welding - Diploma  Commercial Truck Driving - Diploma Electrical & Industrial Maintenance - Diploma Refrigeration & Climate Control - Diploma	Gregory
New Castle School of Trades (PA)	ACCSC	Automotive Technology - AAS Building Technology - AAS Combination Welding - Diploma Commercial Truck Driving - Diploma Diesel & Heavy Equipment Repair Technology - AAS Electrical Technology - AAS Heavy Equipment Operations with Commercial Truck Driving - Diploma Industrial Maintenance - Diploma Industrial Maintenance with Wind & Solar Technology - AAS Machinist Technology - AAS Motorcycle & Power Equipment Technology - AAS Refrigeration & AC Technology - AAS	Out-of-State



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NAME OF SCHOOL	ACCRED	PROGRAM(S)	CONSULTANT
New Horizons Computer Learning Center (Blue Ash)		Business Administration Associate - Certificate Business Administrative Professional - Certificate CCNA-Security/Certified CISCO Network Associate-Security - Certificate Certified Ethical Hacker (CEH) - Certificate Certified Information Security Systems Professional (CISSP) - Certificate CompTia A+ Certification - Certificate CompTia Network+ Certification - Certificate CompTia Security+ Certification - Certificate Computer Hacking Forensics Investigator (CHFI) - Certificate Lean Six Sigma Black Belt Boot Camp - Certificate Lean Six Sigma Green Belt Boot Camp - Certificate Medical Office Administration Associate - Certificate Network System Administrator Professional - Certificate Project Management Professional Certification - Certificate Security IT Associate - Certificate	Brubaker

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NAME OF SCHOOL	ACCRED	PROGRAM(S)	CONSULTANT
New Horizons Computer Learning Center (Dublin)		A+ Certification - Certificate CCNA Certification - Certificate CCNP Certification - Certificate Certified Ethical Hacker - Certificate ITIL Foundations - Certificate MCSA - Certificate    MCSE: SharePoint - Certificate MCSE: Desktop Infrastructure - Certificate Medical Office Administration - Certificate Microsoft MCSA - Cybersecurity Professional - Certificate Microsoft Network Security Technician - Certificate Network+ Certification - Certificate Office Administrator - Certificate PMP Certification Preparation - Certificate Project+ Certification - Certificate Project Management: Advanced - Certificate Project Management: Foundations - Certificate Security+ Certification - Certificate VMware vSphere Install, Configure, Manage v5.1 - Certificate	Puckett
New Horizons Computer Learning Center (Fairborn)		Business Administration Associate - Certificate Business Administrative Professional - Certificate CCNA-Security/Certified CISCO Network Associate-Security - Certificate Certified Ethical Hacker - Certificate CompTia A+ Certification - Certificate CompTia Network+ Certification - Certificate CompTia Security+ Certification - Certificate Database Administrator Professional - Certificate Medical Office Administration Associate - Certificate Network System Administrator Professional - Certificate Project Management Professional Certification - Certificate Security IT Associate - Certificate	Brubaker

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NAME OF SCHOOL	ACCRED	PROGRAM(S)	CONSULTANT
Oakland Park School of Technology (Columbus)		Basic Computer Skills, Typing and Accounting - Certificate	Puckett
Pittsburgh Institute of Aeronautics (PA)	ACCSC	Aviation Electronics Technology - AAS Aviation Maintenance Technology - AAS Heavy Equipment Operator Training IV - Certificate	Out-of-State
Reflexology Certification Institute (Columbus)		Foot and Hand Reflexology Certification Course - Certificate	Puckett
Spartan College of Aeronautics and Technology (Broomfield, CO)	ACCSC	Airframe and Powerplant - AOS Aviation Electronics Technology - AOS Heating, Ventilation, and Air Conditioning (HVAC) - Diploma Heating, Ventilation, and Air Conditioning (HVAC) - AOS	Out-of-State
Spartan College of Aeronautics and Technology (Inglewood, CA)	COE	Airframe - Diploma Airframe (Add-on) - Diploma Airframe & Powerplant Technician - Diploma Aviation Maintenance Technology - AOS Powerplant - Diploma Powerplant (Add-on) - Diploma	Out-of-State
Spartan College of Aeronautics and Technology (Riverside, CA)	COE	Aircraft Maintenance Technology - Diploma	Out-of-State
Success Institute (Cleveland)		Customer Service - Certificate Environmental Services - Certificate Grant Writer - Certificate Information Security Analyst Program - Certificate	Gregory
Vermilion Institute of Technology (Vermilion)		Appliance Repair Technician - Certificate Economics - Diploma Electrical Technician - Diploma	Gregory

**Ms. Andrea Fricks seconded. 5 Ayes - 0 Nays. Motion carried.**

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(19-084)Ms. Andrea Fricks moved for Approval of the following New Scholarship(s)/Grant(s):

<u>NAME OF SCHOOL</u>	<u>NAME OF SCHOLARSHIP/GRANT</u>
Central School of Practical Nursing (Cleveland)	The John Huntington Fund for Education
Galen College of Nursing (Cincinnati)	Dr. Marjorie M. Perrin Scholarship
Oakland Park School of Technology (Columbus)	Union Education Trust Grant
Success Institute (Cleveland)	Lorraine Barnes Grant
Valley College - Cleveland	Valley Veterinary Grant

Mr. Dennis Bartels seconded.      4 Ayes - 1 Abstention (Mizanin - Valley College) - 0 Nays.      Motion carried.

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(19-085)Dr. Stephanie McCann moved for Approval of the following New Programs (Degrees/Diplomas/Certificates):

<u>School/City</u>	<u>Program Name/Level</u>	<u>Anticipated Start Date</u>
ABBE Education Center (Proctorville)	Practical Nursing - Diploma	8/23/19
<b>SUBJECT TO NURSING BOARD APPROVAL</b>		
ETI Technical College (Niles)	Network Academy Network Associate - Certificate	6/24/19
HomeSpecion (Canton)	Radon Mitigation Training Course - Certificate	6/28/19
Laurel Technical Institute (Meadville, PA)	Clinical Medical Assistant - Diploma	5/23/19
National Personal Training Institute of Cleveland	Personal Training and Yoga Teacher Training Combination Program - Certificate	7/8/19
	Yoga Teacher Training - Certificate	7/8/19
Ohio Institute of Allied Health, Inc. (Huber Heights)	Phlebotomy - Certificate	7/8/19
Stautzenberger College (Brecksville)	AAS in Physical Therapy Assistant	9/30/19
<b>SUBJECT TO CAPTE APPROVAL</b>		
Stautzenberger College (Maumee)	AAS in Physical Therapy Assistant	9/30/19
<b>SUBJECT TO CAPTE APPROVAL</b>		

Mr. Dennis Bartels seconded. 4 Ayes - 1 Abstention (Mizanin - Stautzenberger College) - 0 Nays. Motion carried.

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**No Representative** for the State Approving Agency for Veterans Training.

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

**(19-086)Ms. Andrea Fricks moved** that the Board approve the delegation and approval policy as presented and that the policy be incorporated into the Board Meeting Minutes.

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

**(19-087)Ms. Lynn Mizanin moved** that the Board adjourn at 10:40 a.m.

**Ms. Andrea Fricks seconded.      5 Ayes - 0 Nays.      Motion carried.**

Respectfully Submitted,

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Chairperson or Vice Chairperson

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Board Secretary