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Minutes
Board of Regents' Proprietary Schools Advisory Commission
January 8, 2019

The Louisiana Board of Regents' Proprietary Schools Advisory Commission met on Tuesday, January 8, 2019, at 10:05 a.m., in Room 1-190 of the Claiborne Building, Baton Rouge. Interim Chair Fontenot called the meeting to order and the roll was called.

Commission Members Present

Melanie Amrhein
Sherrie Despino
James Dorris
James Fontenot, Interim Chair
Raymond Lalonde
Mary Lou Potter

Staff Members Present

Nancy Beall
Chandra Cheatham
Carol Marabella
Larry Tremblay

Commission Members Absent

Theresa Hay

Guests Present

(See Appendix A.)

The first item of business was the election of officers for the Commission for 2019. Interim Chair Fontenot reminded the Commission that state law requires the Commission to elect from its membership a chair and vice-chair annually, and the law does not restrict the number of terms an individual can serve.

Commission member Amrhein nominated Mr. Fontenot as Chair. There being no other nominations,

On motion of Ms. Despino, seconded by Mr. Lalonde, the Proprietary Schools Advisory Commission unanimously elected Mr. Fontenot as Chair for 2019.

Commission member Dorris nominated Ms. Amrhein as Vice-Chair. There being no other nominations,

On motion of Mr. Fontenot, seconded by Ms. Despino, the Proprietary Schools Advisory Commission unanimously elected Ms. Amrhein as Vice-Chair for 2019.

The next item of business was approval of the minutes from its meeting of November 13, 2018.

On motion of Ms. Amrhein, seconded by Ms. Potter, the Proprietary Schools Advisory Commission unanimously adopted the minutes of the November 13, 2018 Proprietary Schools Advisory Commission meeting.

The next agenda item considered by the Commission was two initial license applications, the first from Burks Medical Training, LLC, located in Rosepine, Louisiana, and represented by the school's owner, Ms. Danna Steech. Ms. Marabella reviewed the materials for the Commission members, informing them that Ms. Steech, sister of the late Ms. Robin Spence who was the owner of the closed Rosepine Louisiana Medical Training, LLC, aspires to

once again provide career training opportunities to the Rosepine community with the licensure of Burks Medical Training, LLC. As administrator of Rosepine Louisiana Medical Training, LLC, Ms. Steech ensured that all enrolled students were able to complete their studies prior to the school's closure following Ms. Spence's death. The new institution would be offering one program of study, Clinical Medical Assistant, which is a 85.0 clock hour program with an anticipated completion time of seventeen weeks. Burks Medical Training, LLC, had met all the legal and administrative requirements to be approved for an initial license.

Following further discussion regarding employment opportunities and salary expectations for graduates, location of school, student demographics, the owner's reason for choosing to offer the Clinical Medical Assistant program, and the availability of payment plans for students,

On motion of Ms. Amrhein, seconded by Mr. Dorris, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve an initial operating license for Burks Medical Training, LLC, located in Rosepine, Louisiana.

The second initial license application considered by the Commission was from Professional Laser Training, LLC, located in Covington, Louisiana, and represented by the school's owner, Dr. Michael Haas. Ms. Marabella reviewed the materials for the Commission, informing it that this institution would be offering one program of study, Basic Laser Course, which is a 32.0 clock hour program with an anticipated completion time of five days. Professional Laser Training, LLC, had met all the legal and administrative requirements to be approved for an initial license.

Following further discussion regarding the prerequisites for program admission, curriculum content, the school's pending approval by the AMA for awarding continuing education credits, the owner's professional background and qualifications, an explanation of laser usage for cosmetic purposes, and the absence of professional certification of laser technicians by the State of Louisiana,

On motion of Mr. Dorris, seconded by Ms. Potter, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve an initial operating license for Professional Laser Training, LLC, located in Covington, Louisiana.

The next agenda item considered by the Commission involved a change of ownership license application from Moore Career College, located in Baton Rouge, Louisiana, and represented by the institution's owner, Mr. Michael Thompson, and director, Mr. Jason Rollins. Ms. Cheatham reminded the Commission that the Proprietary Schools Law requires that a change of ownership be treated no differently than an initial license application. The change of ownership at Moore Career College has been seamless for the students in that the curricula and instructors remain the same.

The school is accredited by the Commission on Massage Therapy Accreditation and proposes to continue to offer Combination Welding (750.0 clock hours with an estimated completion time of seven months for day classes and nine months for evening classes) and Massage Therapy (775.0 clock hours with an estimated completion time of nine months for day classes and fifteen months for evening classes). Moore Career College had met all the legal and

administrative requirements to be approved for a change of ownership license.

Following further discussion regarding current student population and enrollment, length of programs, available placement assistance to graduates, potential salary range for welders, the owner's motivation for purchasing the school, and the seamless transition for students and staff following the change of ownership,

On motion of Ms. Amrhein, seconded by Ms. Despino, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents approve the change of ownership license application for Moore Career College, located in Baton Rouge, Louisiana.

The next agenda item considered by the Commission was operating license renewals. Ms. Marabella informed the Commission members that there were fifteen (15) schools seeking renewal. These schools scheduled for renewal were in complete compliance, having met all the legal and administrative requirements to be re-licensed.

Following further discussion,

On motion of Ms. Potter, seconded by Mr. Lalonde, the Proprietary Schools Advisory Commission unanimously recommends that the Board of Regents renew the licenses of the following proprietary schools (initial license date in parentheses).

Academy of Acadiana--Lake Charles (12/02/10)
Accelerated Dental Assisting Academy (Hammond) (12/10/15)
Advanced Welding School, LLC (12/11/17)
Alexandria Dental Assistant School (12/08/11)
Grade A Health Solutions, LLC (12/07/16)
Infinity College, Inc. (12/02/10)
Learning Bridge Career Institute (12/02/10)
Martin International, Inc., of Louisiana (12/16/82)
NASCAR Technical Institute (12/05/02)
National Driving Academy, Inc. (12/05/96)
New Orleans Culinary and Hospitality Institute, Inc. (12/10/15)

Southern Security School, Inc. (12/07/16)
Tulsa Welding School (12/07/06)
Unitech Training Academy--Alexandria (12/04/08)
Unitech Training Academy--Metairie (12/08/11)

Ms. Marabella informed the Commission that there were four institutions that did not renew their licenses this renewal cycle: Allied Prep Technical Institute, LLC (12/11/14), ECO Training Center, LLC (12/08/05), Healthcare Management Professionals, LLC (12/07/16), and McCann School of Business and Technology (09/28/06). Staff will follow through to secure the student records from each school for safekeeping.

The next item on the agenda was an update on program approvals. Chair Fontenot reminded the Commission that staff approved these updates administratively and course approvals were being shared for informational purposes only.

Under Report from Staff, Dr. Tremblay informed the Commission of his pending retirement. Commission members thanked Dr. Tremblay for his service and wished him well in retirement.

Ms. Marabella updated the Commission on the efforts to fill the two vacancies on the Commission. She also gave a status report on the digitalization of the student records from closed schools.

The next meeting of the Proprietary Schools Advisory Commission is scheduled for Tuesday, March 12, 2019, at 10:00 a.m., in Room 1-190 of the Claiborne Building. There being no further business, the meeting adjourned at 11:04 a.m.

APPENDIX A
GUESTS

Elyse Davis	Burks Medical Training, LLC
Joanne Haas	Professional Laser Training, LLC
Dr. Michael Haas	Professional Laser Training, LLC
Jason Rollins	Moore Career College
Danna Steech	Burks Medical Training, LLC
Michael Thompson	Moore Career College
Patricia Wilton	LA Department of Justice