



Oregon

Kate Brown, Governor

Higher Education Coordinating Commission

Office of Academic Policy and Authorization

Private Career Schools Licensing Unit

3225 25th Street SE

Salem, OR 97302

www.oregon.gov/HigherEd

MINUTES

December 3, 2020

9 AM-10:30am

Join via Microsoft Teams

To listen, call: +1 929-229-5751, Access Code: 833 140 417#

Callers will be muted to listen-only when the meeting starts. Lines will be opened up for questions after the presentations. Otherwise, persons participating by phone are requested to place their phones on mute to reduce background noise.

9:00	1.0	Preliminary and Organizational Business	Pete Gertenrich
	1.1	Opening Remarks and Agenda Review	
	1.2	ACTION ITEM: Approve June 18, 2020	
	1.3	Agency Move to New Offices- Update Veronica Speaks on behalf of the agency relocating to the new building	
9:15	2.0	Veronica Dujon – PCS Advisory Committee address Veronica discusses coping during the pandemic.	
9:20	3.0	Motion to extend Kevin Lambert’s term- Motion is to extend term by suspending the bylaws or to agree to select a new chair. Erika Motioned to extend Kevin’s term as chair. Marty seconded. No Objections.	
9:30	4.0	Directors Report Donna gives fiscal report	Pete Gertenrich
9:40	5.0	Complaints and inquiry report Tabatha reports that there were 4 student complaints pending and 9 informal complaints that are being addressed by schools currently. Tabatha speaks about data collection extension.	Tabatha Heater

9:50	6.0	Report from Committee Members: Impact of the COVID-19 Pandemic on your schools, your students, and your field generally.	PCS Committee members
10:05	7.0	HECC Actions since the start of the pandemic Karyn discusses current guidance. State of emergency renewal flexibility. The ability and requirements to switch from in person to online platform.	Karyn Chambers
10:15	8.0	New School Application Up-date Pete speaks about new schools that are going through the approval process.	Pete Gertenrich
10:20	9.0	HLO comment and question Cerynthia and Samie allow for Questions	HLO staff
10:25	10.0	Public comment period	
10:30	-	Adjournment-	

Notice to those members of the public attending today's meeting:

If you would like to discuss an issue of interest with the committee, you are requested to limit your comments to a maximum of five minutes. Private Career School Advisory Committee meetings are held in accordance with open meeting laws and accessibility requirements. If special accommodations are needed for you to attend or participate in this meeting, please contact the PCS Unit at (971) 304-4438 at least 24 hours before the meeting with your request.