

Higher Education Coordinating Commission Private Career School Advisory Committee

Kevin Lambert
Chair

Kimberly Johnson
Vice-Chair

Melissa Mason

Marty Nelson

Ron Sutphin

Mary Nielsen

Chris Rohaley

HECC Staff

Pete Gertenrich

Karyn Chambers

Tabatha Heater

Tiffany Caldwell

Director
Veronica Dujon

September 16, 2021

9:00 AM – 10:00 AM

VIDEOCONFERENCE

MEETING MINUTES

Members Present: Chair Kevin Lambert, Vice-Chair Kimberly Johnson, Ron Sutphin, Marty Nelson, Chris Rohaley, Melissa Mason and Mary Nielsen

1.0 Preliminary and Organizational Business

1.1 Chair Lambert called the meeting to order at 9:06 and welcomed participants.

1.2 Chair Lambert called Roll.

1.3 Approve September 16 meeting minutes

ACTION ITEM

Chair Lambert called for a motion to approve the September 16, 2021, meeting minutes with the exception of adding Mary Nielsen to the attendance. Mary Nielsen seconded. The motion to approve the minutes passed unanimously.

1.4 Veronica Dujon welcome remarks

Veronica, HECC Director of APA welcomes the committee and callers to the meeting.

2.0 Directors Report

Pete Gertenrich, HECC Education Specialist briefed the committee on Private Career Schools (PCS) activity for the last quarter:

Application Processed:

- School Licensure: Reviewed and approved 30 school license renewals. There is a total of 205 licensed private career schools, comprised of 34 cosmetology schools and 171 non-cosmetology schools. 14 of these are out of state, 191 are in state.

New School License applications approved for licensure since June 2021:

- Southern Oregon Tattoo School
- Ocean Pointe Dental Academy
- The CE Shop

School Closures: There have been no school closures since the last advisory committee meeting.

Registrations:

80 applications for new registration or renewal of teachers

108 transcript requests for students of closed schools.

Tuition Protection Fund:

The current balance of the Tuition Protection Fund is \$1,299,170.57

The tentative meeting dates for 2021/2022 are as follows:

- o December, 16
- o March 17, 2022
- o June 16, 2022

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3.0 Governors State of emergency covid update:

Karyn Chambers, Education Specialist discusses the transition period for PCS Schools of state/federal vaccine mandates.

4.0 PCS Fiscal Update

Marron Easley-Holmes, HECC Fiscal Analyst and Carrie Fisher HECC Program Accountant gave the committee an overview of the current PCS budget.

5.0 Compliance

Tabatha Heater, HECC Compliance Specialist reported on complaints and cease and desists this quarter.

3 formal student complaints/One Trucking School and Two Cosmetology Schools

4 Cease & Desist currently pending/ 1 Trucking school, 1 Medical school and two cosmetology schools

Discussion follows

Tabatha gives update and instructions on student data completion.

6.0 Pete Gertenrich, HECC Education Specialist gives update on the new school application

7.0 Karyn Chambers, HECC Education Specialist goes over the new online renewal application process

Discussion Follows

Chair Lambert adjourned the meeting

