

Higher Education Coordinating Commission Private Career School Advisory Committee

June 16, 2022
9:00 AM – 12:00 AM

Board Members:

Kimberly Johnson

Chair

Chris Rohaley

Erika Baern

Martin Nelson

Mary Nielsen

Melissa Mason

Ronald Sutphin

HECC

DIRECTORS

Veronica Dujon
Director

Kia Sorensen
Interim Deputy Director

HECC STAFF

Debora van Eckhardt

Karyn Chambers

Matthew Altman

Monika Peterson

Peter Gertenrich

Tiffany Caldwell

MEETING MINUTES

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

1.0. Preliminary and Organizational Business: Call to Order, Agenda, Chair Comments and Overview.

1.2. Chair Kimberly Johnson welcomed and called the meeting to order June 16, 2022 at 9:38 a.m.

1.3. Roll was called and quorum was established, agenda reviewed.

Approval of March 17, 2022 Meeting Minutes

Kimberly Johnson, Chair reviewed the March 17, 2022 minutes.

ACTION ITEM:

Motion

Chair Kimberly Johnson called for a motion to approve the March 17th, 2022, meeting minutes Marty Nelson made a motion to approve March 17th, 2022 minutes, Mary Nielsen seconded the motion, and the motion to approve the minutes passed unanimously (6-0).

2.0. Chair Kimberly Johnson Welcomes and continues the Director's Report. Peter Gertenrich, HECC Education Specialist of Academic Policy and Authorization (APA) Private Career Schools (PCS) welcomed and introduced to the committee PCS Advisory Board Members and callers HECC Executive Support Specialist, Debora Van Eckhardt.

Peter Gertenrich, HECC Education Specialist briefed the committee on the PCS director's report, meeting activity for the last quarter and the APA Modernization team project a component of an on-line system (Portal).

3.0. Director's Report

- School Licensure: Reviewed and approved 59 school license renewals. There is a total of 215 applications processed:
- licensed private career schools, comprised of 34 cosmetology schools and 181 non-cosmetology schools. 18 of these are out of state, 197 are in state.

LIST of new schools by industry:

- | | |
|--|--|
| 1 CDL Trucking School | 3 Dental assisting Program |
| 1 Property Management School | 1 Music Training & Healing Support Program |
| 2 Tax Prepared School | 1 Mortgage Training Program |
| 2 Insurance Programs | 5 Tattoos |
| 1 Cosmetology | 1 Personal Coaching Training Program |
| • 3 additional via change of ownership | 1 Phlebotomy School |

11.0. New School License applications approved for licensure since March 2022:

Board Members:

- Jackson Hewitt in Tech School -Springfield, OR
- Real Eye Art Tattoo School -ST. Helens, OR
- Dental Assisting -Medford, OR

*Kimberly Johnson
Chair*

School Closures:

Canyon View SS

Chris Rohaley

Korean College

Erika Baern

Cease & Desist: 2

Martin Nelson

Registrations:

Mary Nielsen

80 applications for new registration or renewal of teachers

Melissa Mason

113 transcript requests for students of closed schools.

Ronald Sutphin

Annual HECC Referrals up-date

(Non-Credentialed Pathway to Cosmetology Licensure)

HECC

✓ This data is for the Period of January 1, 2022-December 10, 2022:

✓ HECC worked with 1 individual and 16 individuals were disqualified from the process.

DIRECTORS

✓ Issued 16 referrals to HLO for cosmetology licensing exams.

*Veronica Dujon
Director*

The tentative meeting dates for 2022/2023 are as follows:

- September 15, 2022
- December 16, 2022
- March 16, 2023
- June 15, 2023

*Kia Sorensen
Interim Deputy Director*

HECC STAFF

Debora van Eckhardt

New PCS updates

Pete Gertenrich provides Student Completion Data Collection update:

Karyn Chambers

Fall Submittal

ODA fall 86% PCS 66 %

Matthew Altman

Annual Student Data collection

ODA stayed the same at 86% PCS went up to 71%

Monika Peterson

Peter Gertenrich

Committee The Modernization Project

Projected to expedite electronic application, renewal, forms, and collection process. The Modernization Project currently doesn't have a date of completion.

Tiffany Caldwell

4.0. PCS Fiscal Update

Their Introduction New Chief Financial Officer Katie Banikov HECC, Monique Murphy HECC, Program Accountant gave the committee an overview of the current PCS Budget.

Tuition Protection Fund:

The current balance of the Tuition Protection Fund is \$1, 377,892. 52. This Fund is protected by State-site ORS 345.110 and must have approval to any funds being used.

5.0.PCS New Advisory Committee Member and Recruitment update

Karyn Chambers, HECC Education Specialist notes that Kimberly Johnson shall continue performing the duties of the chair upon New Chair selected. Applications submitted and reviewed for new applicants will be sent a notification. Student membership--terms one year of a student graduated from PCS School. We are hoping for a student. Karyn gathering more information for September 15th meeting. Election action on September meeting with new members, public members, and renewals. Karyn will have update on: Bylaws actually state that the new members start the first meeting at the close of the fiscal year following their appointment next year but looking into options of low points, members, quorum, and actual numbers of members maybe in statute.

Board Members:

Kimberly Johnson

Chair

Chris Rohaley

Erika Baern

Martin Nelson

Mary Nielsen

Melissa Mason

Ronald Sutphin

6.0. FUTURE READY OREGON Kerry Thomas

Presented to the committee on a Full Multilevel Initiative out of the Governor's Office heavily LED with Governor's Racial Justice Council. This Presentation with three different industries consortia around healthcare, manufacturing, and technology industry sectors, include training programs. Program has grants that are for the development and support of postsecondary career pathways, community colleges that have these career pathways programs that support students who are 10 of our priority populations and underrepresented identity statuses are receiving funding based on formula allocation. Covering many topics extra information on the Future Ready Oregon Website Boards.

7.0.PCS DATA Presentation Amy Cox and Ben Tate

We need your help collaborative information with students. Industry outcomes and collective data to help collect data from students to help students. In the career schools, at least the ones that we've received data come from a wide range of backgrounds, one in five who reports race. Ethnicity identifies as a person of color, one in 10 receives Federal Financial Aid, most of them the majority, are returning adults that means age 25 and up by the adult attainment measure. They are evenly split in gender. Collectively we are asking help students to fill in data. Not mandatory but it would be helpful for students to understand this information would be used for positively received.

HECC

DIRECTORS

Veronica Dujon

Director

Kia Sorensen

Interim Deputy Director

8.0. Legislative Concepts Karyn Chambers

8.1. Cosmetology: Bill 7074 2021

Advice resubmit and encourage all to join.

HECC STAFF

8.2. General Fund Request Personal/Position; Option package includes trying to add in a Compliance Specialist three position and also a Policy Analyst position for PCS to help our unit, our schools, and everybody. Was positively received. Board Members requested information on how to proceed. Chair Kimberly Johnson asked Peter Gertenrich.

Debora van Eckhardt

9.0. Covid-19 Update State of Emergency declaration rescind a Review/Survey. How would schools want to proceed long term -virtual, Hybrid, in-person? What programs are best for students this is the opportunity to make changes permit.

Karyn Chambers

Matthew Altman

10.0. Electric Registration Forms Update/Modernization Project Monika Peterson
No on-line payment portal yet only mail in.

Monika Peterson

Peter Gertenrich

12.0. Student Complaints Update: Matthew Altman

Reported details and outlined his process with dealing with problematic issues for students and how he handles the majority funneling through to resolve them with the schools. This was received so well Matthew also received complements from members of the board. As well as a student praise back to a Board member during the discussion.

Tiffany Caldwell

13.0. Public Comment -None

14.0. Adjournment - Chair Kimberly Johnson, called for the meeting to be adjourned at 11:47am