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Minutes

Board of Regents' Proprietary Schools Advisory Commission

January 31, 2023

The Louisiana Board of Regents' Proprietary Schools Advisory Commission met Tuesday, January 31, 2023, in Room 153 in the Claiborne Building. Vice-Chair Melanie Amrhein called the meeting to order at 10:00 a.m. The roll was then called by Ms. Courtney Britton and a quorum was established. There were no public comments to be read.

Commission Members Present

Melanie Amrhein, Vice Chair
Chris Broadwater
James Dorris
Carmen Million
Randy Plaisance
Susana Schowen

Commission Members Absent

James Fontenot, Chair
Jada Lewis
Sherri Despino

Staff Members Present

Courtney Britton
Mighan Johnson
Antonio Williams
Chandra Cheatham

Guests Present

(See Appendix)

The first item of business was the election of officers for the Commission for 2023. Vice-Chair Amrhein reminded the Commission members 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 Carmen Million nominated James Fontenot as Chair. Mr. James Dorris nominated Mr. Chris Broadwater who declined the nomination. With there being no other nominations,

on motion of Carmen Million, seconded by Chris Broadwater, the Proprietary Schools Advisory Commission unanimously elected James Fontenot as Chair for 2023.

Commission member Chris Broadwater nominated Melanie Amrhein as Vice-Chair. With there being no other nominations,

on motion of Chris Broadwater, seconded by Carmen Million, the Proprietary Schools Advisory Commission unanimously elected Melanie Amrhein as Vice-Chair for 2023.

The next item of business was the approval of minutes from the Commission's meeting on November 15, 2022.

On motion of Chris Broadwater, seconded by Melanie Amrhein, the Proprietary Schools Advisory Commission unanimously adopted the minutes of the November 15, 2022, Proprietary Schools Advisory Commission meeting.

The next item considered by the Commission was initial license applications. The first initial license application was from AAA Crane and Rigging, LLC. The school will be located in Addis, Louisiana. The school was represented by its Owner, Mandy Colson. Mr. Antonio Williams reviewed the materials for the Commission members, informing them that the institution was proposing to offer six programs: Signalperson & Rigger Level One NOVICE (48 clock hours), Signalperson, Rigger Level One & Rigger Level Two NOVICE (80 clock hours), Telescopic Boom Fixed Cab (TSS) NOVICE (80 clock hours), Telescopic Boom Fixed Cab (TSS) & Telescopic Boom Swing Cab (TLL) NOVICE (160 clock hours), Telescopic Boom Swing Cab (TLL) & Lattice Boom Crawler Crane (LBC) NOVICE (160 clock hours), and Telescopic Boom Fixed Cab (TSS), Telescopic Boom Swing Cab (TLL), Lattice Boom Crawler (LBC) NOVICE (240 clock hours). The school was previously licensed between 2019 and 2021. The license expired due to incomplete renewal materials. The school did not submit student records to the Board of Regents, but has informed staff that they maintain the required records. The application met all legal and administrative requirements to be approved for an initial license.

Discussion included confirmation of the student records, current company partnerships, class size, how the school helps high school students, number of students who completed the program when the school was previously licensed and why the original license expired. Following further discussion of the audited balance sheet, the amount the school owed the IRS in back taxes due to a payroll error during a payroll company transition, and the current status of the school with the IRS,

Susana Schowen made a motion to approve the initial license application for AAA Crane and Rigging LLC, Addis, Louisiana, there was no second and the motion failed.

On motion of Chris Broadwater and seconded by Carmen Million, the Proprietary Schools Advisory Commission deferred the initial license application for AAA Crane and Rigging LLC, Addis, Louisiana to the next Commission meeting to allow the school time to provide additional documentation regarding the taxes owed.

The second initial license application was from Tender Loving Care (TLC). The school will be located in Gretna, Louisiana. The school was represented by its owners, Tajuan Hall & LaVeanca Box. Ms. Mighan Johnson reviewed the materials for the Commission members, informing them that the institution was proposing to offer (2) programs: EKG Technician (Hybrid) (96.0 clock hours) and Phlebotomy Technician (Hybrid) (64.0 clock hours). The application met all legal and administrative requirements to be approved for an initial license.

Following further discussion regarding the school owners' backgrounds, commitment to helping their community and high school students, plans for instructors, and tuition and payment options,

on motion of Chris Broadwater seconded by Susana Schowen, the Proprietary Schools Advisory Commission unanimously voted that the Board of Regents approve the initial license application for Tender Loving Care, Gretna, Louisiana.

The next agenda item considered by the Commission was operating license renewals. Over the previous two months, 16 schools submitted complete renewal applications. Ms. Britton also noted that two schools, Accelerated Dental Assisting Academy-Hammon and Accelerated Dental Assisting Academy-Lake Charles had made a special request for a shorter license period, to align the licenses of all Accelerated Dental Assisting Academies. The renewed licenses for these two schools will be for 9 months as opposed to 12 months.

Two school licenses would not be renewed this cycle:

License #2285 Advanced Welding School
License #2310 Southeastern Louisiana Technical College

Advanced Welding unfortunately had to close abruptly at the end of 2022. Proprietary School staff have been in contact with the school owner and plan to receive student records in the next few weeks. If necessary, arrangements will be made for teach-outs or tuition reimbursement with any affected students. It is staff's understanding that Southeastern Louisiana Technical College never enrolled any students during its two years of operation, but staff will follow up with requests to confirm.

On motion of Carmen Million, seconded by Chris Broadwater, the Proprietary Schools Advisory Commission unanimously voted the Board of Regents renew the licenses of the following proprietary schools:

Academy of Acadiana-Lake Charles - License #2139
Accelerated Dental Assisting Academy - Hammond - License #2235*
Accelerated Dental Assisting Academy - Lake Charles - License #2308*
Compass Career College - License #2327
Gonzales Medical Assistant School - License #2164
Infinity College, Inc. - License #2140

Learning Bridge Career Institute - License #2141
 Melba Beauty - License #2311
 National Driving Academy, Inc. - License #978
 New Orleans Culinary & Hospitality Institute, Inc. (NOCHI) - License #2237
 SIHAF Career Institute - License #2347
 Southern Security School - License #2260
 The Laser and Medical Aesthetic Academy at ACWH - License #2346
 Tulsa Welding School - Tulsa Campus - License #2096
 Unitech Training Academy - Alexandria - License #2116
 Unitech Training Academy - New Orleans - License #2166

The next agenda item was an update on program approvals. Vice-Chair Amrhein reminded the Commission that program approvals were being shared for informational purposes only. No questions were brought forward regarding the following program approvals.

Academy of Interactive Entertainment

Lafayette, LA

- Amend
Advanced Diploma of Professional Game Development – Game Art & Animation
1365.0 clock hours
- Amend
Advanced Diploma of Professional Game Development – Game Programming
1365.0 clock hours
- Amend
Advanced Diploma of Screen & Media: 3D Animation and VFX for Film
1365.0 clock hours
- Amend
Associate of Occupational Studies in Game Art and Animation
1590.0 clock hours
- Amend
Associate of Occupational Studies in Game Programming
1590.0 clock hours
- Amend
Associate of Occupational Studies in Screen and Media: 3D Animation and VFX for Film
1590.0 clock hours
- Add
Advanced Diploma of Professional Game Development – Game Design & Production
1590.0 clock hours

Next Level Educational Services

LaPlace, LA

- Add
Medical Assistant – 540.0 clock hours

For the other business items Ms. Britton announced that the Proprietary Schools team added a new team member, Annie Evans. Ms. Britton also gave the update that at the January meeting, the Board of Regents voted to uphold the Commission's hearing recommendations regarding Kingdom Technical College. Ms. Britton also led a discussion regarding revisions to forms and materials from application packets that are presented to the Commission. The next meeting of the Proprietary Schools Advisory Commission is scheduled for March 14, 2023, at 10:00 a.m., in Room 1-153 of the Claiborne Building. There being no further business, the meeting adjourned at 10:45 a.m.

APPENDIX A
GUESTS

LaVenanca Box	TLC Allied Health Training
Jamie Colson	AAA Crane and Rigging
TaJuan Hall	TLC Allied Health Training
Britany Munn	AAA Crane and Rigging
Amanda LaGroue	LA Department of Justice