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Minutes
Board of Regents' Proprietary Schools Advisory Commission
March 8, 2022

The Louisiana Board of Regents' Proprietary Schools Advisory Commission met Tuesday, March 8, 2022 in Room 155 in the Claiborne Building. Chair James Fontenot called the meeting to order at 10:02 a.m. The roll was then called and a quorum was established.

Commission Members Present

Melanie Amrhein, Vice Chair
Chris Broadwater
James Dorris
James Fontenot, Chair
Mary Lou Potter

Commission Members Absent

Sherrie Despino
Jada Lewis
Carmen Million
Randy Plaisance

Staff Members Present

Courtney Britton
Chandra Cheatham
Dr. Susannah Craig
Mighan Johnson

Guests Present

(See Appendix)

The first item of business was the approval of minutes from the Commission's meeting of January 18, 2022.

On motion of Ms. Melanie Amrhein, seconded by Ms. Mary Lou Potter, the Proprietary Schools Advisory Commission unanimously adopted the minutes of the January 18, 2022 Proprietary Schools Advisory Commission meeting.

The next agenda item considered by the Commission was an Associate in Occupational Studies (AOS) degree application from Delta College of Arts and Technology of Baton Rouge. Mr. Billy Clark, President, and other staff were in attendance to represent the school. Ms. Courtney Britton, Board of Regents, reminded the Commission members that proprietary school law requires that AOS degrees be offered only by schools that hold recognized accreditation and that

the Board of Regents must approve all new AOS degree program offerings. Delta College of Arts and Technology of Baton Rouge has been licensed as a Louisiana proprietary school since June 25, 1992 and is accredited by the Council on Occupational Education. The AOS degree program in Healthcare Administration (maximum 175.0 quarter credit hours) had met all the legal and administrative requirements to be approved by the Board of Regents.

The Commission further discussed Delta's purpose in pursuing the AOS degree program in Healthcare Administration; occupational opportunities for graduates; starting salary scale; articulation pathways; Delta's plan to offer the AOS at its other campuses; the length and cost of the program; Delta's skills-first approach to occupational training; and potential legislation focused on the establishment of universal transfer credits from proprietary schools. Following the discussion,

On motion of Mr. Chris Broadwater, seconded by Ms. Potter, the Proprietary Schools Advisory Commission unanimously voted that the Board of Regents approve the Associate in Occupational Studies degree in Healthcare Administration for Delta College of Arts and Technology of Baton Rouge, Louisiana.

The next agenda item considered by the Commission was the initial license application from Phlebotomy Career Training Academy, LLC. The school, to be located in Lafayette, Louisiana, was represented by the owner, Ms. Christy Ellis. Ms. Mighan Johnson, Board of Regents, reviewed the materials for the Commission members, informing them that the institution was proposing to offer two programs: Certified Phlebotomy Technician (208 clock hours) and Certified Electrocardiogram Technician (64 clock hours). The application met all legal and administrative requirements to be approved for an initial license.

Prior to the review of the application, Vice Chair Amrhein asked staff to clarify the regulations related to phlebotomy, EKG, and other allied health occupations that all three new applications included. Staff outlined the rules and regulations covering phlebotomy programs in Louisiana and explained that schools' programs might differ in clock hours because they modify curricula to meet various approved national accrediting bodies' program requirements. The Commission discussed the increase in Patient Care Technician programs, which combine three different programs to allow students to become more marketable in the field or provide them exit points to enter the workforce even if they cannot complete the program in its entirety.

Further discussion focused on Phlebotomy Career Training Academy's program clock hours and certification plans, the owner's purpose for pursuing licensure and her experience teaching at other licensed proprietary schools; the school's marketing strategy and whether area competition may impact enrollment; the need for an additional phlebotomy

training program in the area; potential challenges with the owner being the sole employee while currently working; concern with the school's financial viability; the high demand for phlebotomy technicians and potential starting salaries; maximum class size and tuition cost; and program length, as compared to other applicant schools. Following the discussion,

on motion of Ms. Potter, seconded by Mr. Broadwater, the Proprietary Schools Advisory Commission unanimously voted that the Board of Regents approve the initial license application for Phlebotomy Career Training Academy, Lafayette, Louisiana.

The next item considered by the Commission was the initial license application from River Parishes Institute, LLC. The school will be located in Gonzales, Louisiana. The school was represented by its owner, Ms. Yolanda Gauff. Ms. Britton reviewed the materials for the Commission members, informing them that the institution was proposing to offer four programs: Nurse Aide (80 clock hours), Phlebotomy Technician (68 clock hours), EKG Technician (24 clock hours), and Patient Care Technician (172 clock hours). The application met all legal and administrative requirements to be approved for an initial license.

Following further discussion regarding instructors; dual enrollment; differences between Patient Care Technicians and CNAs or Medical Assistants; area competition; cost of tuition and certification exams; certification exam timeline; and federal funding,

on motion of Mr. Broadwater, seconded by Mr. James Dorris, the Proprietary Schools Advisory Commission unanimously voted that the Board of Regents approve the initial license application for River Parishes Institute, LLC, Gonzales, Louisiana.

The next agenda item considered by the Commission was the initial license application from St. Agatha Career School, LLC. The school, to be located in New Orleans, Louisiana, was represented by its owner, Ms. Aleshia Butler, and program coordinator Ms. Glenda Butler. The school was licensed from September 2011 through September 2021, when its initial license expired. Ms. Johnson reviewed the materials for the Commission members, informing them that the institution was proposing to offer four courses: Certified Electrocardiogram Technician (60 clock hours), Certified Phlebotomy Technician (92 clock hours), Certified Medical Administrative Assistant (120 clock hours) and Certified Medical Billing and Coding Specialist (120 clock hours.) The application met all legal and administrative requirements to be approved for an initial license.

Following further discussion regarding previous licensure of the school; the teachout status of students enrolled under the previous license; plans for school growth and additional programs; the process of reopening after license expiration; the school's business model; potential clinical sites; and available financial resources,

on motion of Vice Chair Amrhein, seconded by Mr. Broadwater, the Proprietary Schools Advisory Commission unanimously voted that the Board of Regents approve the initial license application for St. Agatha Career School, LLC, New Orleans, Louisiana.

Prior to the next agenda item, the topic of process improvement related to license expiration was raised by Deputy Commissioner for Strategic Planning and Student Success Dr. Susannah Craig. Discussion revolved around the current procedure for renewals, common challenges that cause schools to miss renewal deadlines, how the new online system Edvera could possibly help by automating more reminders, and the possibility of making legislative changes to proprietary school law to allow for conditional extensions in some renewal cases.

The next agenda item considered by the Commission was operating license renewals. Over the previous two months, 21 schools submitted complete renewal applications. Ms. Britton noted one school, Griff's Marine Training, did not renew its license as the school faced catastrophic damage during Hurricane Ida. Commission members expressed regret for the loss of a long-term school providing a needed and rare program.

On motion of Mr. Broadwater, seconded by Ms. Potter, the Proprietary Schools Advisory Commission unanimously voted the Board of Regents renew the licenses of the following proprietary schools:

Baton Rouge School of Court Reporting, LLC – License #2083
 Becker Professional Education Online – License #2263
 Beso Beauty, LLC – License #2264
 Blue Cliff College - Lafayette – License #2006
 Burks Medical Training, LLC – License #2296
 Carter's Career Center, LLC – License #2286
 Coastal College - Hammond – License #791
 Hospitality Opportunity and Service Training (HOST) – License #2312
 ITI Technical College – License #2007
 LifeShare Phlebotomy School – License #2313
 Louisiana Dental Assistant School, LLC – License #2073
 Louisiana Dental Institute, LLC – License #2287
 Moore Career College – License #2298
 Next Level Educational Services, LLC – License #2331
 Professional Laser Training, LLC – License #2297
 Remington College - Knoxville – License #2314
 SNAP Medical Assistant School – License #2265
 Tulsa Welding School - Jacksonville Campus – License #2123
 United Dental Institute, LLC - Baton Rouge – License #2328
 United Dental Institute, LLC - Lafayette – License #2329
 United Dental Institute, LLC - New Orleans – License #2330

The next agenda item was an update on program approvals. Chair Fontenot 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 Acadiana: Lake Charles - Lake Charles, LA

- Amended Program
EKG Technician (Online) – 80.0 clock hours

Academy of Acadiana - New Iberia, LA

- Amended Program
EKG Technician (Online) – 80.0 clock hours

Baton Rouge Dental Assistant Academy - Baton Rouge, LA

- New Program
Dental Assistant Hybrid – 180.0 clock hours/12 weeks

Delta College of Arts and Technology of Baton Rouge - Baton Rouge, LA

- Amended Program
Graphic Design, Diploma – 75.0 qtr. Cred/1292 Clock Hours

Delta College of Arts and Technology of Lafayette - Lafayette, LA

- New Program
Certified Nursing Assistant – 136.0 clock hours

Digital Media Institute - Gretna, LA

- New Programs
Game Development (Certificate) (Online) – 1,024 Clock Hours
Visual Effects, Animation and Game Design (AOS) (Online) – 81 Semester Credit Hours
Game Design & Development (AOS) (Online) – 81 Semester Credit Hours
Software Development (AOS) (Online) – 81 Semester Credit Hours

Elise Phlebotomy Training Center - Gretna, LA

- New Programs
Certified Clerical (Clinical) Medical Administration – 300.0 clock hours
Certified Medical Administrative Assistant – 600.0 clock hours
EKG Phlebotomy Technician – 380.0 clock hours
Advanced Phlebotomy Technician – 150.0 clock hours
Advanced EKG Technician – 60.0 clock hours

For the other business item, Ms. Potter announced that she would be resigning after this meeting. Staff and fellow Commission members wished her well. The next meeting of the Proprietary Schools Advisory Commission is scheduled for Tuesday, May 10, at 10:00 a.m., in Room 1-153 of the Claiborne Building. There being no further business, the meeting adjourned at 11:04 a.m.

APPENDIX A
GUESTS

Aleshia Butler	St. Agatha Career Schools
Glenda P. Butler	St. Agatha Career Schools
Billy Clark	Delta College of Arts and Technology
Joshua Clark	Delta College of Arts and Technology
Christy Ellis	Phlebotomy Career Training Academy
Yolanda Gauff	River Parishes Institute
Carol Hasegawa	Delta College of Arts and Technology
Amanda LaGroue	LA Department of Justice
Dr. Christian Vige	Delta College of Arts and Technology