



Minutes
Advisory Commission on Proprietary Schools
May 13, 2025

The Louisiana Board of Regents' Advisory Commission on Proprietary Schools met on Tuesday, May 13, 2025, in Room 1–153 in the Claiborne Building. Prior to the meeting, the newest Commission member, Hunter Thevis, an appointed representative of the Louisiana Association of Private Colleges and Schools, was sworn in and introduced himself to the Commission. Chair James Fontenot called the meeting to order at 9:58 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
Sherrie Despino
James Fontenot, Chair
Hunter Thevis
Larry Tremblay

Staff Members Present

Courtney Britton
Chandra Cheatham
Mighan Johnson
Antonio Williams
Mellyn Baker
Susannah Craig, PhD

Commission Members Absent

Benjamin Baudoin
Chandler LeBoeuf
Carmen Million

Guests Present

(See Appendix)

The first item of business was the approval of minutes from the Commission's meeting on March 11, 2025.

On motion of Sherrie Despino, seconded by Larry Tremblay, the Advisory Commission on Proprietary Schools unanimously adopted the minutes of the March 11, 2025, Advisory Commission on Proprietary Schools meeting.

The next item considered by the Commission was the Associate of Occupational Studies Application for Digital Media Institute, located in Shreveport, LA. The school was represented by the Academic Director, Greg Nelson and the proposed program was an Associate of Occupational Studies in Digital Animation and Visual Effects. The program will be a two-year degree consisting of 1,850 clock hours. The discussion covered the history of the school, new advances in digital animation and visual effects, the technology, tools, and models used in the program's AI components, and available

financial aid for students. It also addressed whether the one-year program would be phased out, the role of AI in the curriculum, occupational outcomes, the student placement success rate, and the locations of those placements.

On motion of Melanie Amrhein, seconded by Chris Broadwater, the Advisory Commission on Proprietary Schools unanimously voted that the Board of Regents approve an Associate of Occupational Studies in Digital Animation and Visual Effects at the Digital Media Institute, Shreveport, LA.

The next item considered by the Commission was the initial license application from Advance Nursing Training - Bogalusa, located in Bogalusa, LA. The school, which was represented by one of the owners, Coltrice Wolfe, as well as consultant, Melanie McCrary, would offer three programs: Phlebotomy Technician at 75 clock hours over three weeks, Nurse Aide Training (CNA) at 133 clock hours over five weeks, and EKG Technician at 60 clock hours over five weeks. The discussion included the owner's motivation for opening the school, their background and education, competition, submitted financial documents and projections, the financial arrangement between the school owner and franchiser, and financial aid assistance for students. It also covered the possibility of becoming accredited and applying for grants, student placement locations upon completion, the number of program cycles per year, the purpose of the school's location, testing and certification exams, becoming an in-facility testing site, and potential contracts and inquiries from prospective students.

On motion of Chris Broadwater, seconded by Melanie Amrhein, the Advisory Commission on Proprietary Schools unanimously voted that the Board of Regents approve the initial license application for Advance Nursing Training-Bogalusa, Bogalusa, Louisiana.

The next item considered by the Commission was the initial license application from Diesel Driving Academy-West Monroe, located in West Monroe, LA. The school, which was represented by the owner, Bruce Busada, would offer three programs: CDL Prep Tractor-Trailer Driver Training Program at 136 clock hours over three weeks, Advanced Tractor-Trailer Driver Training Program at 600 clock hours over twenty weeks, and Basic Tractor-Trailer Driver Training Program at 160 clock hours over four weeks. Discussion included whether this location mirrors the other campus models, the number of campuses, whether additional equipment will need to be purchased, where the parking pad will be located, and the opportunity within that specific area.

On motion of Chris Broadwater, seconded by Sherrie Despino, the Advisory Commission on Proprietary Schools unanimously voted that the Board of Regents approve the initial license application for Diesel Driving Academy-West Monroe, West Monroe, Louisiana.

The next item considered by the Commission was the initial license application from Driving Academy, located in Baton Rouge, LA. The school, which was represented by the owners, Jodi Ruiz and Ron Menville, would offer two programs: CDL Class A at 160 clock hours over four weeks and CDL Class B at 120 clock hours over three weeks. The discussion covered the owner's reasons for starting the school, concerns about competition, the schools SEO and internet optimization, why a student will be more inclined to enroll with them instead of with the competition, what class CDL was needed for their Amazon drivers, whether the school will become a testing site, and the number of students per cycle.

On motion of Melanie Amrhein, seconded by Larry Tremblay, the Advisory Commission on Proprietary Schools unanimously voted that the Board of Regents approve the initial license application for Driving Academy, Baton Rouge, Louisiana.

The next item considered by the Commission was the initial license application from Moe's Phlebotomy, located in Independence, LA. The school, which was represented by owner, Latasha Addison, would offer one program: Phlebotomy Entry Level at 144 clock hours over nine weeks. The discussion covered the owner's reasons for starting the school, the financial plan that was submitted, if the owner will still be working full time as a phlebotomist, the owner's certifications and credentials, the location of the school, the supplies and estimated expenses, financial assistance for potential students, business line of credit. The possibility of a conditional approval was raised and discussed.

On motion of Chris Broadwater, seconded by Sherrie Despino, the Advisory Commission on Proprietary Schools unanimously voted that the Board of Regents approve the initial license application for Moe's Phlebotomy, Independence, Louisiana on the condition that the school submit documentation showing a line of credit and/or a savings account balance showing a minimum of an additional \$10,000 within 30 days.

The next item considered by the Commission was the initial license application from Northeast Maritime Institute, Inc., located in Houma, LA. The school, which was represented by owner, Eric Dawicki, would offer nine programs: NM-2002 Ordinary Seaman at 44 clock hours over one and a half weeks, NM-2003 Master 100 Gross Tons Program at 116 clock hours over four weeks, NM-2008 Third Engineer/OICEW STCW Upgrade at 88 clock hours over four weeks, NM-2004 Master 200 Gross Tons Upgrade at 96 clock hours over four weeks, NM-2005 Oceans Endorsement at 150 clock hours over eight weeks, NM-2010 STCW Refresher at 40 clock hours over one week, NM-3011 QMED at 144 clock hours over four weeks, NM-2001 Able Seafarer Deck at 176 clock hours over eight weeks, and NM-2006 OICNW/Third Mate at 449 clock hours over twenty-four weeks. Discussion included the owner's background and motivation for opening the school, the owner's other institutions in Massachusetts, their move toward online and

hybrid education at other facilities, the demand for training in the area versus competition, the number of students per program, the location of the school, and the renovations and new equipment brought into the facility.

On motion of Chris Broadwater, seconded by Sherrie Despino the Advisory Commission on Proprietary Schools unanimously voted that the Board of Regents approve the initial license application for Northeast Maritime Institute, Inc., Houma, Louisiana.

The next agenda item considered by the Commission was submitted license renewal applications. Over the previous two months, twenty-three schools submitted complete renewal applications.

On motion of Chris Broadwater, seconded by Larry Tremblay, the Advisory Commission on Proprietary Schools unanimously voted that the Board of Regents renew the licenses of the following proprietary schools:

1. ABCDL Truck Driving Academy – Hammond – License #2373
2. Baton Rouge Dental Assistant Academy – Baton Rouge – License #2191
3. CDL Mentors – Lake Charles – Lake Charles – License #2299
4. Coastal College – Lafayette – Lafayette – License #1002
5. Coastal College – Monroe – Monroe – License #957
6. Coastal Truck Driving School of Lake Charles – Lake Charles – License #2372
7. Delta College of Arts & Technology – Lafayette Branch – Lafayette – License #2075
8. Elise Phlebotomy Training Center – Harvey – License #2317
9. Feliciana Medical Training Academy – St. Francisville – License #2378
10. Goodwill Technical College – New Orleans – License #2210
11. Lenora School of Phlebotomy– Slidell – License #911
12. Louisiana Culinary Institute – Baton Rouge – License #2045
13. Persistent Medical Education – Lafayette – License #2381
14. Phlebotomy Career Training Academy – Lafayette – License #2350
15. Phlebotomy Training Specialists – Baton Rouge – License #2383
16. River Parishes Institute – Gonzales – License #2351
17. Royal Angels Anointed Hands – Greensburg – License #2380
18. Saint Christopher College – Carencro – License #2269
19. Sovereign College – Lafayette – License #2316
20. St. Agatha Career College – New Orleans – License #2352
21. Tender Love & Care Allied Health Training – Gretna – License #2370
22. Trinity Bay Vocational Institute – St. James – License #2379
23. Tulsa Welding School & Technology Center – Houston, TX – License #2212

Staff also discussed the closure of one institution, Southwest Dental Assisting Academy, Lafayette, LA, License #2318. The school closed without notice, but staff are actively trying to obtain student transcripts.

The next agenda item was program approval updates. The commission was reminded that program approvals were approved by staff, and the provided list was for informational purposes only.

- Ayers - Shreveport, LA
 - Add

Electrician Technician – Traditional – 720 clock hours

- Delta College-Slidell Branch - Slidell, LA
 - Amend
 - Medical Office and Health Information Technician – Hybrid – 786 clock hours
 - Medical Office and Health Information Technician – Traditional – 786 clock hours
 - Medical Assistant – Hybrid – 786 clock hours
 - Medical Assistant – Traditional - 786 clock hours
 - Dental Assistant – Hybrid – 786 clock hours
 - Dental Assistant – Traditional – 786 clock hours
- Delta College of Arts & Technology - Lafayette, LA
 - Amend
 - Medical Office and Health Information Technician – Traditional – 786 clock hours
 - Medical Office and Health Information Technician – Hybrid – 786 clock hours
 - Medical Assistant – Hybrid – 786 clock hours
 - Medical Assistant – Traditional – 786 clock hours
 - Dental Assistant – Hybrid – 786 clock hours
 - Dental Assistant – Traditional – 786 clock hours
- Delta College of Arts & Technology – Baton Rouge, LA
 - Amend
 - Medical Office and Health Information Technician – Traditional – 786 clock hours
 - Medical Office and Health Information Technician – Hybrid – 786 clock hours
 - Medical Assistant – Hybrid – 786 clock hours
 - Medical Assistant – Traditional – 786 clock hours
 - Dental Assistant – Hybrid – 786 clock hours
 - Dental Assistant – Traditional – 786 clock hours
- Delta College - Covington, LA
 - Amend
 - Medical Office and Health Information Technician – Traditional – 786 clock hours
 - Medical Office and Health Information Technician – Hybrid – 786 clock hours
 - Medical Assistant – Hybrid – 786 clock hours
 - Medical Assistant – Traditional – 786 clock hours
 - Dental Assistant – Hybrid – 786 clock hours
 - Dental Assistant – Traditional – 786 clock hours
- Infinity College - Lafayette, LA
 - Add
 - Medical Assistant – Hybrid – 900 clock hours
 - Pharmacy Technician Training – Hybrid – 900 clock hours
 - Phlebotomy and EKG Technician – Hybrid – 600 clock hours
- Tulsa Welding School – Tulsa Campus – Tulsa, OK
 - Add
 - Electrical Applications – Hybrid – 700 clock hours
 - Electro-Mechanical Technologies – Hybrid – 900 clock hours
 - Refrigeration Technologies – Hybrid – 700 clock hours
 - Professional Welder – Traditional – 750 clock hours

During the final agenda item, "Other Business," the discussion covered monitoring the 2025 Legislative Session and bills that would potentially expand access and funds for students at accredited proprietary schools. Ms. Britton also congratulated Ms. Chandra Cheatham, Ms. Mighan Johnson, and Mr. Antonio Williams on their recent presentation at the annual conference for the National Association of State Administrators and Supervisors of Private Schools (NASASPS).

The next meeting of the Commission is scheduled for July 15, 2025, at 10:00 a.m. in Room 1–153 of the Claiborne Building. There being no further business, the meeting adjourned at 11:17 a.m.

APPENDIX A
GUESTS

Latasha Addison	Moe's Phlebotomy Services
Abigail Arceneaux	Northeast Maritime Institute
Bruce Busada	Diesel Driving Academy
Eric Dawicki	Northeast Maritime Institute
Melanie McCray	Advance Nurse Training
Ron Menville	Driving Academy
Greg Nelson	Digital Media Institute
Jodi Ruiz	Driving Academy
Tyler Savoy	LA Department of Justice
Cotrice Wolfe	Advance Nurse Training - Bogalusa