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BOARD of REGENTS
STATE OF LOUISIANA

P. O. Box 3677
Baton Rouge, LA 70821-3677
Phone (225) 342-4253, FAX (225) 342-9318
www.laregents.edu

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Minutes **Board of Regents' Proprietary Schools Advisory Commission** **March 12, 2024**

The Louisiana Board of Regents' Proprietary Schools Advisory Commission met Tuesday, March 12, 2024, in Room 155 in the Claiborne Building. Chair James Fontenot 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
Benjamin Baudoin
Sherrie Despino
James Fontenot, Chair
Randy Plaisance

Staff Members Present

Courtney Britton
Dr. Susannah Craig
Chandra Cheatham
Mighan Johnson
Antonio Williams

Commission Members Absent

Chris Broadwater
Carmen Million

Guests Present

(See Appendix)

The first item considered by the Commission was the approval of minutes from the Commission's meeting on January 31, 2024.

On motion of Ms. Sherrie Despino, seconded by Ms. Melanie Amrhein, the Proprietary Schools Advisory Commission unanimously adopted the minutes of the January 31, 2024 Proprietary Schools Advisory Commission meeting.

The next item on the agenda was initial applications for licensure. The first initial license application was from Royal Angels Anointed Hands, located in Greensburg, LA. Ms. Mighan Johnson presented the application materials to the Commission. The school was proposing one CNA program at 84 clock hours/2 weeks. This application was deferred by the Commission from their January meeting after more materials were requested from the school owner. The school owner, Shameka Royal, represented the school. Discussion included acknowledgment of the \$50,000 letter for line of

credit and other additional items provided by the owner, length of time and number of graduates when the school was previously opened, the benefits the owner found in completing a more in-depth business plan, and the capitalized equipment noted on the balance sheet.

On motion of Ms. Amrhein, seconded by Ms. Despino, the Proprietary Schools Advisory Commission unanimously voted that the Board of Regents approve the initial license application for Royal Angels Anointed Hands, Greensburg, Louisiana.

The second initial license application was from Persistent Medical Education, located in Breaux Bridge, LA. Ms. Johnson presented the application materials to the Commission. The school was proposing a Nurse Aide Training program of 84 clock hours and 4 weeks. The school owner, Casey Broussard, represented the school. Discussion included the owner's 20 years as a nurse and the inspiration to start the school to serve the local parish and help the community, the program serving as an entry point to the medical field for students, the continuing education component, the solicitation of students, the school's business model and plans for continuing education courses for those already in the medical field, the instructional staff, and the timing of the classes offered.

On motion of Ms. Amrhein, seconded by Mr. Ben Baudoin, the Proprietary Schools Advisory Commission unanimously voted that the Board of Regents approve the initial license application for Persistent Medical Education, Breaux Bridge, Louisiana.

The third initial license application was from Premier Diagnostic Institute, located in Metairie, LA. Ms. Johnson presented the application materials to the Commission. The school was proposing a Cardiovascular Ultrasound program of 1800 clock hours and 45 weeks. School owners, Holly Leger and Kasey Duncan, represented the school. Discussion included the owners 16 plus years in the field of cardiovascular technology, the importance and critical need for better trained sonographers with the high rate of cardiovascular issues in South Louisiana, the high number of open positions in the field across the state, the difference between other ultrasound programs and cardiovascular ultrasound, requirements for entry into the program, and the support the school will receive from physicians on staff, the financial support the school can receive from the owners' current business, the tuition cost and loan opportunities for students, and how students will be eligible for the national registry upon completion of the program.

On motion of Ms. Despino, seconded by Ms. Amrhein, the Proprietary Schools Advisory Commission unanimously voted that the Board of Regents approve the initial license application for Premier Diagnostic Institute, Metairie, Louisiana.

The next agenda item considered by the Commission was the Change of Ownership application for Phlebotomy Training Specialist. Ms. Johnson presented the application materials. Phlebotomy Training Specialist was originally licensed in 2021. The school was proposing a Phlebotomy Training program of 40 clock hours and two weeks. Monica Sanborn and Dennis Cariello represented the school. Staff explained that the application was being presented even though it was incomplete due to the time limit on operations after the non-transferable license had expired and as well as the options available to the Commission when considering the application.

Discussion included the reason the application was incomplete, the date the new owners purchased part of the privately owned company and the reasons for the sale, that the original owners were still involved, that the school had locations in other states, the confusion of the audit requirement, the engagement letter for an audit of the submitted unaudited balance sheet, and other financial statements submitted to staff.

On motion of Mr. Randy Plaisance, seconded by Mr. Baudoin, the Proprietary Schools Advisory Commission unanimously voted that the Board of Regents approve the change of ownership application for Phlebotomy Training Specialist, Baton Rouge, LA on the condition that the completed audited balance sheet is delivered prior to the next scheduled Board meeting.

The next agenda item considered by the Commission was operating license renewals. Over the previous two months, 17 schools submitted complete renewal applications.

On motion of Ms. Despino, seconded by Ms. Amrhein, the Proprietary Schools Advisory Commission unanimously voted that the Board of Regents renew the licenses of the following proprietary schools:

1. Baton Rouge School of Court Reporting – License #2083
2. Beso Beauty, Metairie, LA – License #2264 License Date: 1/9/2017
3. Carter’s Career Center, Monroe, LA – License #2286 License Date: 2/21/2018
4. Coastal College - Hammond – License #791 License Date: 2/23/1989
5. Hospitality Opportunity & Service Training (HOST) Program, Baton Rouge, LA – License #2312
6. ITI Technical College, Baton Rouge, LA – License #2007
7. LifeShare Phlebotomy School, Shreveport, LA – License #2313
8. Louisiana Dental Assistant School, Zachary, LA – License #2073
9. Louisiana Dental Institute, Monroe, LA – License #2287
10. Moore Career College, Baton Rouge, LA – License #2298
11. Next Level Educational Services, LaPlace, LA – License #2331
12. Rosebud Training Academy, Baker, LA – License #2369
13. The H.E.A.R.T. Academy, Baton Rouge, LA – License #2348
14. Tulsa Welding School – Jacksonville Campus – License #2123
15. United Dental Institute - Baton Rouge – License #2328
16. United Dental Institute - Lafayette – License #2329
17. United Dental Institute - New Orleans – License #2330

There were three schools who chose not to renew their license for this renewal period, and staff is working with these schools to obtain the student records.

Burks Medical Training – License # 2296	Rosepine, LA
Remington College - Knoxville – License #2314	Knoxville, TN
Professional Laser Training – License #2297	Covington, LA

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.

1. MedCerts

Livonia, MI

Add all Online Programs:

- *BT-1000 Behavior Technician and the Medical Office – 288.0 clock hours*
- *BT-1100 Behavior Technician Specialist – 192.0 clock hours*
- *HI-1000 Medical Front Office Assistant & Administration Specialist – 336.0 clock hours*
- *HI-1100 Medical Billing Specialist – 224.0 clock hours*
- *HI-1200 Medical Front Office Administration Specialist – 240.0 clock hours*
- *HI-2000 Medication Care Coordinator – 384.0 clock hours*
- *HI-2100 Pharmacy Technician Specialist – 256.0 clock hours*
- *HI-3000 Medical Front Office & Electronic Health Records – 304.0 clock hours*
- *HI-3100 Electronic Health Records Specialist – 192.0 clock hours*
- *HI-4000 Electronic Health Records & Reimbursement Specialist – 304.0 clock hours*
- *HI-5000 Medical Coding & Billing Professional – 448.0 clock hours*
- *HI-5100 Professional Coder – 352.0 clock hours*
- *IT-1000 IT Support Professional – 144.0 clock hours*
- *IT-1100 Fundamentals of IT – 48.0 clock hours*
- *IT-2000 IT Helpdesk Administrator – 192.0 clock hours*
- *IT-2100 PC Technician – 96.0 clock hours*
- *IT-2200 IT Network Technician – 96.0 clock hours*
- *IT-2250 Networking Specialist – 160.0 clock hours*
- *IT-3000 Healthcare IT Technician – 384.0 clock hours*
- *IT-4100 Cisco CCNA Network Technician – 96.0 clock hours*
- *IT-5000 IT Security and Network Technician – 192.0 clock hours*
- *IT-5100 IT Security Specialist – 96.0 clock hours*
- *IT-6200 Cybersecurity Analyst (CySA+) – 32.0 clock hours*
- *IT-6300 Information Systems Security Professional (CISSP) – 64.0 clock hours*
- *IT-7000 Cloud Technology Professional – 144.0 clock hours*
- *IT-7100 Cloud Computing (Cloud+) – 48.0 clock hours*
- *IT-7200 AWS Solutions Architect Associate – 96.0 clock hours*
- *IT-7300 Linux Administrator – 64.0 clock hours*
- *MS-7000 Microsoft Office Specialist (MOS) – 112.0 clock hours*

2. Compass Career College

Hammond, LA

Amend:

- *Medical Assistant Hybrid – 800.0 clock hours*
- *Medical Billing and Coding Hybrid – 800.0 clock hours*

For other business commission members were provided a copy of the requested 10-year review of the student protection fund account. Staff also discussed the process for requesting collection of fines for any schools that do not pay the structure of the account that does not allow for a higher interest rate to be earned on the account.

The next meeting of the Proprietary Schools Advisory Commission is scheduled for May 14, 2024, at 10:00 a.m., in Room 1-153 of the Claiborne Building. There being no further business, the meeting adjourned at 11:05 a.m.

APPENDIX A
GUESTS

Casey Broussard	Persistent Medical Education
Dennis Cariello	Phlebotomy Training Specialist
Kasey Duncan	Premiere Diagnostic Institute
Amanda LaGroue	LA Department of Justice
Holly Leger	Premiere Diagnostic Institute
Shameka Royal	Royal Angels Anointed Hands
Monica Sanborn	Phlebotomy Training Specialist