

**The Kentucky State Board for Proprietary Education
August 21, 2009**

A regular meeting of the Kentucky State Board for Proprietary Education was conducted on August 21, 2009 at Lake Barkley State Resort Park, Cadiz, Kentucky.

Members Present

Mark Gabis, Chair
Jan Gordon, Vice Chair
Glen Wilham
Lois Weaver
Dr. Steven Meade
Lisa Bozarth
William Johnson

Occupations and Professions Personnel

Jeff Boler, Board Administrator
Frances Short, Executive Director
Barbara Rucker, Program Coordinator

Others

Angela Evans, Office of the Attorney General
Dr. Tom Barron, Board Investigator
Derris Hedger, Kentucky State Police

Absent

Vivian Nash
Penny Armstrong

Visitors

Jeff Bauza, CDL Training Services &
Consulting

Mr. Gabis called the meeting to order at 10:23 a.m. and introductions were made.

Approval of Minutes

Minutes of the July 17, 2009 meeting were presented for the Board's review. Mr. Wilham made a motion to approve the minutes as presented. The motion, seconded by Ms. Gordon, carried unanimously.

Approval of Financial Statements

The board reviewed the financial statements for the month ending June 30, 2009 and July 31, 2009. The board also reviewed the financial statement for the fiscal year ending Jun 30, 2009. Mr. Johnson made a motion to approve the statements as presented. The motion, seconded by Ms. Cuentas, carried unanimously.

Licensure Status Report

The Board reviewed the licensure status report for the month ending July 31, 2009 which indicated 116 licensed Resident Schools, and 26 Non-Resident Schools. In addition there are 139 licensed school agents, and 47 CDL instructors licensed by the Board.

Board Administrator Report

Mr. Boler distributed a report listing a number of schools who are operating without a license. Ms. Evans informed the board that three of the schools are licensed by the Kentucky Board of Home Inspectors. She noted that she has scheduled a meeting with their lawyer to discuss the issue.

After discussion, Mr. Johnson made a motion to send a letter to “Quilogy”, in Louisville, Kentucky informing them of the statutory requirement to hold a license, and ask that they apply for a license or explain why they feel they fall outside of the board’s jurisdiction. The motion, seconded by Dr. Meade, carried unanimously.

Ms. Gordon made a motion to send a letter “Six Sigma”, in Louisville, Kentucky informing them of the statutory requirement to hold a license, and ask that they apply for a license or explain why they feel they fall outside the board’s jurisdiction. The motion, seconded by Mr. Johnson, carried unanimously.

New Schools Committee

CDL Training Services and Consulting, Somerset, Kentucky

Ms. Cuentas made a motion to defer. It was noted that the application was missing information concerning personnel; a surety bond, minimum instructor qualifications, and a sample diploma. It was also noted that the refund policy does not match the one listed in the student contract. The motion, seconded by Dr. Meade, carried unanimously.

Lake Cumberland CDL Training School, Somerset, Kentucky

Ms. Cuentas made a motion to approve the application subject to receipt of the surety bond and an on-site inspection by Kentucky State Police. The motion, seconded by Dr. Meade, carried unanimously. Mr. Wilham recused himself on the matter.

New Programs Committee

Ms. Bozarth made a motion to approve the following new program applications for *Draughons Junior College, Bowling Green, Kentucky*, pending signatures:

- *Human Resource Management, Diploma*
- *Human Resource Management, Certificate*

The motion, seconded by Ms. Cuentas, carried unanimously. Mr. Gabis recused himself on the matter.

Ms. Evans raised some concerns about approving programs without the required personnel forms. After discussion, it was decided that the “New Programs Committee” will begin reviewing all PE-11 forms (Form for Instruction Staff, Key Administrative Personnel Form”) at the monthly committee meetings.

Ms. Gordon made a motion to approve the following new program applications:

- *Business Management Diploma*, Daymar College, Owensboro, Kentucky
- *Business Management Diploma*, Daymar College, Paducah, Kentucky (R-0073)
- *Business Management Diploma*, Daymar College, Paducah, Kentucky (R-0244)

The motion, seconded by Ms. Weaver, carried unanimously. Mr. Gabis recused himself on the matter.

Application to award an Associate Degree

Ms. Gordon made a motion to approve the application for *Human Resource Management A.S.*, for Draughons Junior College, Russellville, Kentucky pending inspection. The motion, seconded by Ms. Bozarth, carried unanimously. Mr. Gabis recused himself on the matter.

Ms. Gordon made a motion to approve the application for *Human Resource Management A.S.*, for Draughons Junior College, Bowling Green, Kentucky pending inspection. The motion, seconded by Ms. Bozarth, carried unanimously. Mr. Gabis recused himself on the matter.

Ms. Gordon made a motion to approve the application for *Business Management A.S.*, for Daymar College, Owensboro, Kentucky pending inspection. The motion, seconded by Ms. Bozarth, carried unanimously. Mr. Gabis recused himself on the matter.

Ms. Gordon made a motion to approve the application for *Business Management A.S.*, for Daymar College, Paducah, Kentucky (R-0244) and for Daymar College, Paducah, Kentucky (R-0073), pending inspection. The motion, seconded by Ms. Bozarth, carried unanimously. Mr. Gabis recused himself on the matter.

Program Revisions Less than 25%

Ms. Bozarth made a motion to approve the program revision less than 25% for the Associate Degree in Respiratory Therapy, for *Spencerian College*, Louisville, Kentucky. The motion, seconded by Ms. Weaver, carried unanimously. Ms. Gordon recused herself on the matter.

Ms. Gordon made a motion to defer the program revision less than 25% for *Medical Lab Technology* for MedTech College, Lexington, Kentucky due to the fact that the change was more than 25%. The motion, seconded by Ms. Bozarth, carried unanimously.

Transfer of Ownership

Ms. Bozarth made a motion to approve the transfer of ownership for ABLE Incorporated. The motion, seconded by Ms. Weaver, carried unanimously.

Change of Location

Ms. Bozarth made a motion to approve the change of location for Daymar College, Scottsville, Kentucky pending a fire inspection and on-site inspection by the board investigator. The motion, seconded by Ms. Weaver, carried unanimously. Mr. Gabis recused himself on the matter.

New Schools

Dr. Meade made a motion to approve the resident school application for Healthcare Career Services of the Bluegrass, Lexington, Kentucky pending the surety bond. The motion, seconded by Ms. Weaver, carried unanimously.

Complaints Committee

Ms. Gordon made a motion to dismiss case #2007-111, and #2008-002. The motion, seconded by Mr. Wilham, carried unanimously.

Ms. Gordon made a motion to dismiss case #2008-001, and #2008-005. The motion, seconded by Mr. Wilham, carried unanimously.

Investigator Report

Dr. Barron reported that the following schools and programs have passed their final inspections:

- NAT School, Louisville, Kentucky
- Healthcare Career Services of the Bluegrass, Lexington, Kentucky
- Daymar Louisville West (Medical Massage Therapy, A.S.)
- Daymar Newport (Medical Massage Therapy, A.S.)
- Daymar Owensboro (Medical Massage therapy, A.S.)
- Daymar Bellevue

Dr. Barron also noted that Professional Truck Driving School plans on restarting operations in the fall 2009.

New Business

The board reviewed correspondence from Thomas McHugh, concerning a transfer of ownership for Southwestern College of Business, in Florence, Kentucky. After discussion, Ms. Bozarth made a motion to send a letter stating that no application is required for this transfer. The motion, seconded by Dr. Meade, carried unanimously.

Approval of Travel and Per-Diem

Ms. Gordon made a motion to approve travel and per diem for members attending today's meeting. The motion, seconded by Ms. Bozarth, carried unanimously.

Adjournment

Having no further business to bring before the Board, Mr. Wilham made a motion to adjourn the meeting. The motion, seconded by Ms. Bozarth, carried unanimously.

Meeting adjourned at 3:02 p.m.



Approved by the Board