

# BOARD MEETING MINUTES

<b>MEETING:</b>	Board of Commissioners, Nonpublic Postsecondary Education Commission Quarterly Meeting
<b>DATE:</b>	August 18, 2025
<b>LOCATION:</b>	GNPEC Office, 2082 East Exchange Place, Tucker, GA 30084
<b>TIME:</b>	1:00 pm, or at the conclusion of the Quarterly TGTF Board of Trustees Meeting
<b>PUBLIC CALL-IN INSTRUCTIONS:</b>	Dial-in Number: (667) 770-1484 Participant Code: 317138#



Georgia Nonpublic Postsecondary  
Education Commission

<b>Meeting Chair</b>	P.K. Martin, <b>Chairman</b> , At-Large Post #3
<b>Meeting Title</b>	NPEC Board of Commissioners
<b>Members Present</b>	<ol style="list-style-type: none"> <li>1. P.K. Martin, <b>Chairman</b>, At-Large Post #3</li> <li>2. Jim Squire, <b>Vice Chairman</b>, At-Large Post #7</li> <li>3. Pranay Udutha, <b>Secretary</b>, At-Large Post #1</li> <li>4. Ryan Blythe, Certificate-Granting Institution Representative</li> <li>5. Dr. Linda Adkison, Degree-Granting Institution Representative</li> <li>6. Dr. Donald Dowless, Exempt Institution Representative</li> <li>7. Michael Foor, At-Large Post #4</li> <li>8. Dr. Lance Barry, At-Large Post #5</li> <li>9. Dr. Norma Nunez-Cortes, At-Large Post #6</li> <li>10. Kate Patterson, At-Large Post #8</li> </ol>
<b>Members Absent</b>	<ol style="list-style-type: none"> <li>1. Doug Roper, At-Large Post #2</li> </ol>
<b>Staff Present</b>	<ol style="list-style-type: none"> <li>1. Maggie Rivers, Associate Executive Director/GA-SARA Coordinator</li> <li>2. Pat Neri, Program Manager/Compliance</li> <li>3. Phil Embry, External Auditor</li> <li>4. James Cheek, Director of Operations</li> <li>5. Mike Kaiser, Program Manager/Exemptions &amp; Initial</li> <li>6. Carley Henry, Administrative Assistant</li> <li>7. Caroline Fairhurst, Compliance Specialist/Site Visits</li> <li>8. Theresa Friday, Regulatory Specialist</li> </ol>
<b>Visitors</b>	<ol style="list-style-type: none"> <li>1. Stephen DeBaun, GSFC</li> <li>2. Erin Greenburg, GSFC</li> </ol>

- **CALL TO ORDER AND INVOCATION**  
Chairman Martin called the meeting to order at 1:04 pm and gave the invocation.
- **ROLL CALL**  
Chairman Martin called the roll, and a quorum was declared.
- **WELCOME/INTRODUCTION OF VISITORS**  
*Presented by Chairman Martin*

## ACTION ITEMS

*Presented by Chairman Martin*

- **APPROVAL OF AGENDA**

Commissioner Patterson moved to adopt the Agenda for the August 18, 2025, Quarterly Commission Meeting of the Georgia Nonpublic Postsecondary Education Commission. Commissioner Foor seconded the motion. There was no discussion.

Upon unanimous vote, it was **RESOLVED** that the Agenda for the August 18, 2025, Quarterly Commission Meeting of the Georgia Nonpublic Postsecondary Education Commission be adopted.

- **APPROVAL OF MINUTES**

Commissioner Adkison moved to adopt the Minutes from the May 19, 2025, Quarterly Meeting of the Georgia Nonpublic Postsecondary Education Commission. Commissioner Patterson seconded the motion. There was no discussion.

Upon a unanimous vote, it was **RESOLVED** that the Minutes from the May 19, 2025, Quarterly Meeting of the Georgia Nonpublic Postsecondary Education Commission be adopted.

- **APPROVAL OF QUARTERLY REPORT: TUITION GUARANTY TRUST FUND (unaudited)**

*Presented by Phil Embry, External*

- FY25 4<sup>th</sup> Quarter Report (April – June 2025) [Unaudited], *Phil Embry*

NONPUBLIC POSTSECONDARY EDUCATION COMMISSION TUITION GUARANTY TRUST FUND			
CURRENT YEAR			
FOURTH QUARTER REPORT - FISCAL YEAR 2025 QUARTER ENDING JUNE 30, 2025 (UNAUDITED)			
Assets			
	Deposited in Custodial TGTF Account TRUIST Bank	Invested in Local Government Investment Pool Office of Treasury State of Georgia	Total Fund Assets
Revised (Unaudited) Fund Balance (Cash Basis) June 30, 2024	\$ 651,160.42	\$ 4,803,834.62	\$ 5,454,995.04
<b>Receipts to Fund</b>			
Deposits/Fees from Schools	\$ 150,407.00	\$ 0.00	\$ 150,407.00
Deposits/Bond Proceeds	\$ -	\$ -	\$ -
Transfer Between Accounts	\$ (250,000.00)	\$ 250,000.00	\$ -
Interest Earned on Accounts	\$ 9,325.26	\$ 239,944.01	\$ 249,269.27
<b>Total Receipts to Fund</b>	<b>\$ (90,267.74)</b>	<b>\$ 489,944.01</b>	<b>\$ 399,676.27</b>
<b>Total Income Available</b>	<b>\$ 560,892.68</b>	<b>\$ 5,293,778.63</b>	<b>\$ 5,854,671.31</b>
<b>Payments from Fund</b>			
Administrative Expense	\$ 18,098.25	\$ 0.00	\$ 18,098.25
<b>Expense Related to</b>			
School Closing			
Refund of Tuition	\$ 193,307.45	\$ 0.00	\$ 193,307.45
Reimbursement TO	\$ -	\$ 0.00	\$ -
Teach Out	\$ 7,730.00	\$ -	\$ 7,730.00
Storage of Records	\$ 7,545.64	\$ 0.00	\$ 7,545.64
<b>Total Payments from Fund</b>	<b>\$ 226,681.34</b>	<b>\$ -</b>	<b>\$ 226,681.34</b>
<b>Fund Balance (Cash Basis) June 30, 2025</b>	<b>\$ 334,211.34</b>	<b>\$ 5,293,778.63</b>	<b>\$ 5,627,989.97</b>
<b>Note:</b> All Truist Bank Statements from July 2024 thru Jun 2025 received. Interest earned on bank account is final. The transfer of \$250K from TGTF to LGIP in Sep 2024 has been made.			

Prepared By:  
Phil Embry  
Print Date: 4-Aug-25

Commissioner Patterson moved to adopt the Quarterly Report of the Tuition Guaranty Trust Fund for April – June 2025 period, as presented. Commissioner Blyth seconded the motion. There was no discussion.

Upon unanimous vote, it was **RESOLVED** that the Quarterly Report of the Tuition Guaranty Trust Fund April – June 2025 as approved by the Board of Trustees of the Tuition Guaranty Trust Fund, **be adopted**.

- APPROVAL OF FY27 Budget Proposal**

Dr. Shook presented the FY27 Budget Proposal:

Nonpublic Postsecondary Education Commission FY27 Annual Operating Budget Request									
	Proposed FY27 Budget	FY26 Budget	FY25 Actual	FY24 Actual	FY23 Actual	FY22 Actual	FY21 Actual	FY20 Actual	FY19 Actual
300 - Personal Services	\$ 1,004,995	\$ 1,004,995	\$ 932,998	\$ 936,579	\$ 919,817	\$ 889,588	\$ 836,917	\$ 887,540	\$ 889,329
301 - Regular Operating Expenses	\$ 37,174	\$ 37,174	\$ 31,752	\$ 42,353	\$ 29,636	\$ 25,952	\$ 36,501	\$ 42,655	\$ 78,582
304 - Equipment	\$ 1,000	\$ 1,000	\$ -	\$ 8	\$ 165	\$ 280	\$ 246	\$ 2,201	\$ 2,003
305 - Computer Charges	\$ 2,000	\$ 2,000	\$ 1,755	\$ -	\$ 28	\$ 43	\$ (1,264)	\$ -	\$ 5,529
307 - Telecommunications	\$ 5,000	\$ 5,000	\$ 2,699	\$ 2,850	\$ 5,596	\$ 3,432	\$ 5,364	\$ 5,118	\$ 6,121
312 - Contracts	\$ 3,000	\$ 3,000	\$ 107	\$ 3,573	\$ 130	\$ 354	\$ 4,779	\$ 17,786	\$ 10,174
	<b>\$ 1,053,169</b>	<b>\$ 1,053,169</b>	<b>\$ 969,311</b>	<b>\$ 985,363</b>	<b>\$ 955,371</b>	<b>\$ 919,649</b>	<b>\$ 882,544</b>	<b>\$ 955,300</b>	<b>\$ 991,738</b>
<i>Surplus returned to OST (includes state funds and other fees</i>			\$ 164,839	\$ 51,337	\$ 27,704	\$ 49,901	\$ 130,053	\$ 19,520	\$ 79,881
<b>Total surpluses returned to OST since FY19</b>	<b>\$ 523,236</b>								

Vice Chairman Squire moved to adopt the FY27 Budget Proposal, as presented. Commissioner Foor seconded the motion. There was no discussion.

Upon unanimous vote, it was **RESOLVED** that the FY27 Budget Proposal be approved.

- APPROVAL OF FY26 NPEC REVISED SCHEDULE OF FEES**

Dr. Shook presented the revised proposed FY26 Schedule of Fees. The below changes were presented:

FY26 NPEC Schedule of Fees				
	Name	Description	Type of Fee	Fee Change
8	<b>Transcript Request Fee</b>	This fee is assessed for processing a transcript request.		<b>Pricing shall match contract pricing with NPEC's transcript servicer</b>
9	<b>Document Fee</b>	This fee is assessed for copying and/or mailing documents or forms.		N/A

Commissioner Blythe moved to adopt the revised FY26 NPEC Schedule of Fees, as presented. Commissioner Patterson seconded the motion. There was no discussion.

Upon unanimous vote, it was RESOLVED that the revised FY26 NPEC Schedule of Fees be adopted.

- **APPROVAL OF POLICY UPDATES**

Dr. Shook noted that there were no written submissions received related to the proposed changes to Policy 14 and there were no speakers in the room who had comments on the policy change. The following changes were proposed for Commission consideration:

Policy 14: Permitted Programming of Unaccredited Institutions

1. ~~Any institution that is not institutionally accredited by an accrediting agency recognized by the United States Department of Education~~ Any institution that offers any degree in Georgia (including but not limited to associate, bachelor's, master's, ~~degrees~~ and doctorate degrees) must be accredited by an accrediting agency recognized by the United States Department of Education or its successor ~~may not offer any degree in Georgia.~~ An institution in candidate status or equivalent status with an accreditor recognized by the United States Department of Education or its successor may offer degrees while showing substantial progress toward becoming fully institutionally accredited, in the sole determination of the Executive Director.
2. For any unaccredited institution authorized to offer a graduate-level degree in Georgia or which has submitted a materially complete application for authorization, as determined by the Commission in its sole discretion, to offer a graduate-level degree in Georgia prior to July 1, 2020, that institution will have until July 1, 2023 to obtain accreditation with an institutional accrediting agency recognized by the United States Department of Education or its successor or be a candidate for accreditation status with an institutional accrediting agency recognized by the United States Department of Education or its successor and, in the sole determination of GNPEC, showing substantial progress toward becoming fully institutionally accredited by July 1, 2024. In the event that such an institution subject to the above deadline to obtain candidacy status by July 1, 2023 was delayed in enrolling students as a result of the COVID-19 pandemic, the Commission will extend the deadline for the institution to obtain candidacy status to July 1, 2025, showing substantial progress toward becoming fully institutionally accredited by July 1, 2026. To receive such an extension, the institution must apply in writing to the Executive Director on or before June 15, 2023. A plan for compliance shall be included with the written extension request for the commission to monitor the status of the timeline. The Executive Director may deny, in whole or in part, the plan for compliance or require changes prior to approving the extension.
3. For any unaccredited institution authorized to offer a degree in Georgia prior to August 29, 2022, that institution will have until July 1, 2025 to obtain accreditation with an institutional accrediting agency recognized by the United States Department of Education or its successor or be a candidate for accreditation status with an institutional accrediting agency recognized by the United States Department of Education or its successor and, in the sole determination of GNPEC, showing substantial progress toward becoming fully institutionally accredited by July 1, 2026.
4. An accredited institution will not be permitted to offer any degree program that is not directly included as part of its institutional accreditation or other programmatic accreditation recognized by the United States Department of Education or its successor.

Commissioner Adkison moved to adopt the Policy Updates, as amended. Commissioner Nunez-Cortes seconded the motion. There was no discussion.

Upon unanimous vote, it was RESOLVED that the Policy Updates be adopted.

- **EXECUTIVE DIRECTOR REPORT**

*Presented by Dr. Kirk Shook, Executive Director*

- NPEC FY25 Operations Budget (4<sup>th</sup> Quarter)
- Quarterly Budget Comparison (FY24 Q4 v. FY25 Q4)
- FY25 Performance Metrics
- FY25 Strategic Plan Metrics
- FY26 Agency Reorganization and Personnel Changes
  - Theresa Friday joined NPEC
- Program Evaluation Changes – Student Outcome Data Benchmarks

- **AGENCY OPERATIONS REPORTS**

*Presented by Maggie Rivers, Associate Executive Director*

- FY25 4<sup>th</sup> Quarter Staff Actions

**Staff Actions\* by the GNPEC During the Fourth Quarter of Fiscal Year 2025  
(April 1, 2025 – June 30, 2025)**

No.	Action	Date	Institution	Resolution
1.	Notification of Unauthorized Activity	April 22, 2025	Legacy Holistic Health Institute	Pending submission of student records
2	Notification of Commission Decision	May 28, 2025	MiTio Technologies	Pending response and submission of option to cease fines
2	Notification of Unauthorized Activity	June 24, 2025	Legacy Holistic Health Institute	Pending submission of records and confirmation of relocation
3	Notification of Unauthorized Activity	June 26, 2025	Montessori Institute of Atlanta	Pending submission of student records
4	Notification of Unauthorized Activity	June 27, 2025	Pathways Health Career Training	Pending submission of student records

\*Staff actions include warning letters, cease & desist letters, cease & desist emails, student record demand letters, requests for AG representation, consumer alerts, legal actions, hearing referral to OSAH, etc.

- FY25 4<sup>th</sup> Quarter Newly Authorized Schools Report

**Institutions Initially GNPEC Authorized During the Fourth  
Quarter of Fiscal Year 2025  
(April 1, 2025-June 30, 2025)**

Date	First Date of Authorization	Institution Name	Accreditation Status	Profit Type
1	4/17/25	Premier Medical Training	Unaccredited	For-Profit
Notes:	Allied health training			
2	4/21/25	Ivy College	Accredited	For-Profit
Notes:	Degree-granting programs in biblical studies and business administration			
3	4/25/25	TLTC Screening and Solutions	Unaccredited	For-Profit
Notes:	Phlebotomy training			
4	4/25/25	Campus, Inc./Atlanta	Accredited	For-Profit
Notes:	Associate of Arts in Business Administration			
5	5/6/25	Wyotech	Accredited	For-Profit
Notes:	Automotive/mechanical related training (certificate and associate level). Authorized for recruitment and advertising purposes.			
6	5/13/25	Custom Canine Unlimited	Unaccredited	For-Profit
Notes:	Dog training			
7	5/19/25	Stepful, Inc.	Unaccredited	For-Profit
Notes:	Pharmacy technician training			
8	6/9/25	Strictly Phlebotomy ATL LLC	Unaccredited	For-Profit
Notes:	Phlebotomy training			
9	6/12/25	The Elaine Sterling Institute/Dunwoody (Massage Therapy)	Accredited	For-Profit
Notes:	Additional campus of an authorized institution- massage therapy only			
10	6/12/25	Atlanta Dental Assistant School	Unaccredited	For-Profit
Notes:	Dental assisting training			

• **EXECUTIVE SESSION**

Vice Chairman Squire moved to enter Executive Session. Commissioner Patterson seconded the motion. There was no discussion.

Upon a unanimous vote, the meeting of the GNPEC Board of Commissioners entered the Executive Session.

- Pursuant to *O.C.G.A. § 50-14-2(1)*, this portion of the meeting was “closed in order to consult and meet with legal counsel pertaining to pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the agency”
- Report on pending litigation from Keith Pridgen, *Assistant Attorney General*

Commissioner Foor moved for the Commissioners to exit Executive Session. Commissioner Barry seconded the motion. There was no discussion.

Upon a unanimous vote, the meeting of the GNPEC Board of Commissioners exited Executive Session and reported that the Board took a vote concerning *GNPEC v. MiTio Technologies*, authorizing the Attorney General’s Office to move forward with pursuing the fines accrued for noncompliance.

- **SCHOOL SPOTLIGHT**

*Presented by Dr. Kirk Shook, Executive Director*

Dr. Shook presented information submitted by the following schools that each entity wanted to highlight before the Commission:

- Georgia Trade School
- Ultimate Medical Academy
- Fortis College/Atlanta

- **OTHER BUSINESS**

*Presented by Chairman Martin*

- The next Quarterly Commission Meeting is November 17, 2025, at 1pm, or at the conclusion of the TGTF Board of Trustees meeting
  - Location: *Zoom*

- **PUBLIC COMMENTS**

All public comments are limited to three (3) minutes per individual

- **ADJOURN**

Chairman Martin moved to adjourn the meeting. The meeting was adjourned at 2:51 pm.

**COMMISSION CHAIR APPROVAL:**

  
Peter K. Martin IV (Dec 2, 2025 20:30:50 EST)

*Signature*

02/12/2025

*Date*

**COMMISSION SECRETARY APPROVAL:**

  
Pranay K. Udutha (Dec 16, 2025 21:21:23 EST)

*Signature*

16/12/2025

*Date*











# August 18, 2025 Commission Minutes

Final Audit Report

2025-12-17

Created:	2025-12-02
By:	Carley Henry (chenry@gnpec.ga.gov)
Status:	Signed
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## "August 18, 2025 Commission Minutes" History

-  Document created by Carley Henry (chenry@gnpec.ga.gov)  
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-  Document emailed to pk@voteforpk.com for signature  
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-  Email viewed by pk@voteforpk.com  
2025-12-03 - 1:30:15 AM GMT
-  Signer pk@voteforpk.com entered name at signing as Peter K Martin IV  
2025-12-03 - 1:30:48 AM GMT
-  Document e-signed by Peter K Martin IV (pk@voteforpk.com)  
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-  Email viewed by Pranay Udutha (pranayudutha@gmail.com)  
2025-12-17 - 2:01:42 AM GMT
-  Signer Pranay Udutha (pranayudutha@gmail.com) entered name at signing as Pranay K. Udutha  
2025-12-17 - 2:21:21 AM GMT
-  Document e-signed by Pranay K. Udutha (pranayudutha@gmail.com)  
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