

# BOARD MEETING MINUTES



Georgia Nonpublic Postsecondary  
Education Commission

**DATE:** Monday, January 27, 2020

**TIME:** 1:00 PM

**LOCATION:** Via teleconference Tucker, GA

**MEETING CHAIR:** Mollie Cohen  
**MEETING TITLE:** Board of Commissioners

## MEMBERS PRESENT:

Mollie Cohen, **Chair**  
Karen Gilbert, **Vice Chair**  
Toby Hinton, **Secretary**  
Lee Todd, IV  
Norma Nunez-Cortes  
Ryan Blythe  
Holly Kirbo  
Dr. Arthur Vaughn  
Victoria Agyekum

## MEMBERS ABSENT:

Amanda Shailendra

## VISITORS:

Kayla Washington, Office of Planning & Budget  
Kristen Settlemire, Office of Attorney General  
Brooke Heinz, Office of Attorney General

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## 1. CALL TO ORDER AND INVOCATION

Chair, Mollie Cohen called the meeting to order at 1:00 PM

## 2. APPROVAL OF AGENDA

Holly Kirbo made a motion to adopt the Agenda for the January 27, 2020 Quarterly Commission Meeting of the Georgia Nonpublic Postsecondary Education Commission. Nunez-Cortes seconded the motion.

## 3. APPROVAL OF MINUTES

Toby Hinton made a motion to adopt the Minutes from October 28, 2019 Quarterly Meeting of the Georgia Nonpublic Postsecondary Education Commission. Karen Gilbert seconded the motion.

Upon unanimous vote it was **RESOLVED** that the Minutes from the October 28, 2019 Meeting of the Georgia Nonpublic Postsecondary Education Commission be adopted.

## 4. QUARTERLY REPORT (unaudited): TUITION GUARANTY TRUST FUND

Chair Cohen acknowledged that the Board of Trustees were present for the earlier Tuition Guaranty Trust Fund meeting and therefore, she entertains a motion that the TGTF Quarterly Report be adopted respectfully.

Dr. Arthur Vaughn made a motion to adopt the Quarterly Report of the Tuition Guaranty Trust Fund for the six-month period ending December 31, 2019, as presented previously. Norma Nunez-Cortes seconded the motion.

Upon unanimous vote it was **RESOLVED** that the Quarterly Report of the Tuition Guaranty Trust Fund for the six-month period ending December 31, 2019, as approved by the Board of Trustees of the Tuition Guaranty Trust Fund, **be adopted**.

## 5. APPROVAL OF POLICY CHANGES

*Presented by Executive Director, Kirk Shook*

Vote regarding amending the following policy as advised by the Georgia Student Finance Commission(GSFC):

- Policy 5 Criteria for Approval for Receipt of Tuition Equalization Grant funds for Proprietary Institutions of Higher Education – (Of the 1 thru 14 criteria, #2 & #3 are additions, #4 changed. All other remains the same)

The Commission discussed Policy 5 Criteria and a motion to accept the amendments to Policy 5 Criteria for Receipt of Tuition Equalization Grant funds for Proprietary Institutions of Higher Education, as presented, was made.

Lee Todd made a motion to adopt the amendments to Policy 5 Criteria for Receipt of Tuition Equalization Grant funds for Proprietary Institutions of Higher Education as presented. Toby Hinton seconded the motion.

## 6. EXECUTIVE DIRECTOR REPORT

*Presented by Kirk Shook, Executive Director*

- **GNPEC FY20 Operations Budget (2<sup>nd</sup> Quarter, ending December 31, 2019)**
- Argosy Bond Update
- Proposed AFY20/FY21 Budget Cuts
- Agency Legislation, *presented by Maggie Rivers*
- New Contractor
  - a. Cheryl Leon – joined GNPEC December 1, 2019
- Part-Time Contractor
  - a. Greg Ward retiring June 30, 2020
  - b. Requested full-time Contractor for FY21 Budget
- Updates to Minimum Standards (expected for April's Commission Meeting)
- Revised Records Retention Schedule approved, *presented by Shirlene Mitchell*
- E-Commerce, *presented by Shirlene Mitchell*
- FY19 Annual Report, *presented by Maggie Rivers*
- TGTF & Commission Bylaws

No approval required.

## 7. FY20 SECOND QUARTER NEWLY AUTHORIZED SCHOOLS

*Presented by Adam Hawk, Program Manager*

- Virginia Systems & Technology, Inc. (Harlem, GA) – First authorized 10/01/19
- Morris Brown College (Atlanta, GA) – First Authorized 10/10/19
- American Graduate University (Covina, CA) – First Authorized 10/21/19
- Phlebotomy Training Specialists (Atlanta, GA) – First Authorized 10/25/19
- Dignity Place (Acworth, GA) – First Authorized 11/13/19
- Chamberlain University/Jacksonville (Jacksonville, FL) – First Authorized 11/18/19
- Georgia Dental Assistant School (Albany, GA) – First Authorized 11/27/19
- The Santa Barbara & Ventura Colleges of Law (Ventura, CA) – First Authorized 12/01/19
- Buckhead School of Medicine (Atlanta, GA) – First Authorized 12/10/19

No approval required.

## 8. FY20 SECOND QUARTER STAFF ACTIONS

*Presented by Pat Neri, Program Manager*

- A.M.T. Institute – Cease & Desist Letter, November 5, 2019
- Erudite Nursing Institute – Cease & Desist Letter, November 5, 2019
- Drinks by Jay/Atlanta Bartending School – Cease & Desist Letter, November 18, 2019
- Health Career Certification Group – Attorney General's Office Representation, November 26, 2019
- Atlanta Makeup Academy – Attorney General's Office Representation, November 26, 2019
- Posh Makeup Academy/Decatur – Attorney General's Office Representation, November 26, 2019
- Posh Makeup Academy/Snellville – Attorney General's Office Representation, November 26, 2019
- The Alumni Makeup Academy – Attorney General's Office Representation, November 26, 2019
- Le Fashion Lab – Cease & Desist email, December 18, 2019
- Advance Fast, LLC – Cease & Desist email, December 19, 2019

No approval required

**9. OTHER BUSINESS**

Next Commission Meeting is April 20, 2020 at 1pm (Brenau University, Gainesville, GA)

**10. ADJOURN**

Ryan Blythe made a motion to adjourn the commission meeting. Karen Gilbert seconded the motion.

There being no further business, the meeting adjourned at 2:00 PM

**BOARD CHAIR APPROVAL:**

*(Signature & Date)*

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**BOARD SECRETARY APPROVAL:**

*(Signature & Date)*

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