

BOARD MEETING MINUTES



Georgia Nonpublic Postsecondary
Education Commission

DATE	Monday, January 25, 2021
TIME	1:00 PM
LOCATION	Via Zoom Teleconference
PURPOSE	Quarterly Commission Meeting

Meeting Chair	Karen Gilbert
Meeting Title	Board of Commissioners
Members Present	<ol style="list-style-type: none"> 1. Karen Gilbert, Chair, <i>Exempt Institution Representative</i> 2. Toby Hinton, Vice Chair, <i>Degree-Granting Institution Representative</i> 3. Ryan Blythe, Secretary, <i>Certificate-Granting Institution Representative</i> 4. Victoria Agyekum, <i>At-Large Post #1</i> 5. Mollie Cohen, <i>At-Large Post #2</i> 6. Lee Todd, <i>At-Large Post #3</i> 7. Amanda Shailendra, <i>At-Large Post #4</i> 8. Holly Kirbo, <i>At-Large Post #5</i> 9. Dr. Norma Nunez-Cortes, <i>At-Large Post #6</i> 10. Dr. Arthur Vaughn, <i>At-Large Post #7</i> 11. Kate Patterson, <i>At-Large Post #8</i>
Members Absent	None
Staff Present	Kirk Shook, Executive Director Dr. Laura Vieth, Deputy Director Adam Hawk, GA-SARA Coordinator Pat Neri, Program Manager Maggie Rivers, Program Manager Phil Embry, External Auditor
Visitors	Kristen Settlemire, Office of the Attorney General Brian Annino, GSFC General Counsel Emily Jones, Governor’s Office of Planning and Budget Jet Toney, Georgia Independent College Association

1. CALL TO ORDER AND INVOCATION

Chair Gilbert called the meeting to order at 1:02 PM. Chair Gilbert gave the invocation called the roll. All members were present and a quorum was declared.

2. WELCOME/INTRODUCTION OF VISITORS

Chair Gilbert welcome all the guests and visitors on the teleconference.

3. APPROVAL OF AGENDA

Commissioner Todd moved to adopt the Agenda for the January 25, 2021 Quarterly Commission Meeting of the Georgia Nonpublic Postsecondary Education Commission. Commissioner Kirbo seconded the motion.

Upon unanimous vote, it was **RESOLVED** that the Agenda for the January 25, 2021 Quarterly Commission Meeting of the Georgia Nonpublic Postsecondary Education Commission be adopted.

4. APPROVAL OF MINUTES

Vice Chair Hinton moved to adopt the Minutes from the October 26, 2020 Quarterly Meeting of the Georgia Nonpublic Postsecondary Education Commission. Commissioner Cortes seconded the motion. Upon a unanimous vote, it was **RESOLVED** that the Minutes from the October 26, 2020 Meeting of the Georgia Nonpublic Postsecondary Education Commission be adopted.

Commissioner Cohen moved to adopt the Minutes from the December 15, 2020 Special Called Meeting of the Georgia Nonpublic Postsecondary Education Commission. Commissioner Todd seconded the motion. Upon unanimous vote, it was **RESOLVED** that the Minutes from the December 15, 2020 Special Called Meeting of the Georgia Nonpublic Postsecondary Education Commission be adopted.

5. QUARTERLY REPORT (unaudited): TUITION GUARANTY TRUST FUND

Executive Director Shook presented information on the TGTF Quarterly Report.

Commissioner Vaughn moved to adopt the Quarterly Report of the Tuition Guaranty Trust Fund for the six-month period ending December 31, 2020, as presented. Vice Chair Hinton 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, 2020, as approved by the Board of Trustees of the Tuition Guaranty Trust Fund, **be adopted**.

6. APPROVAL OF COMMISSION BYLAW CHANGES

Updates to the Board of Commissioners Bylaws was presented by Executive Director Shook. Changes reflect a move of Board elections from a calendar year cycle to a fiscal year cycle. Additionally, changes were made to the bylaws to reflect current Georgia code, specifically bringing the bylaws into compliance with Georgia's Open Meetings Act.

Commissioner Kirbo moved to adopt the Commission Bylaw changes as presented. Commissioner Vaughn seconded the motion.

Upon unanimous vote, it was **RESOLVED** that the Commission Bylaw changes **be adopted**.

7. EXECUTIVE DIRECTOR REPORT

Presented by Kirk Shook, Executive Director

- GNPEC FY21 Operations Budget (2nd Quarter, ending December 31, 2020)
- Quarterly Budget Comparison (FY20 Q2 v. FY21 Q2)
- Permanent Remote Work Transition, *Adam Hawk*
- New Minimum Standards Criteria Implementation, *Laura Vieth*
- Annual Commission/Executive Director filings (Affidavit of Public Official due by January 31, 2021)
- U.S. Department of Education Updates
- Agency Legislation
- FY20 Annual Report
- FY20 Complaint Chart, *Pat Neri*
- Student File Digitization Project, *Pat Neri*
- Internship Report, *Laura Vieth*

No approval required for this report.

8. FY21 2nd QUARTER NEWLY AUTHORIZED SCHOOLS

Presented by Dr. Laura Vieth, Deputy Director

No.	First Date of Authorization	Institution	Fiscal Type	Bond Amount
1	October 10, 2020	Georgia School of Phlebotomy, LLC (Atlanta, GA) <ul style="list-style-type: none">• Unaccredited• Offers certificate in phlebotomy	For-profit	\$30k
2	October 26, 2020	Arise Health Institute LLC (Villa Rica, GA) <ul style="list-style-type: none">• Unaccredited• Offers certificates in allied health	For-profit	\$50k
3	November 2, 2020	Tweed Recording- Audio Production School (Athens, GA) <ul style="list-style-type: none">• Unaccredited• Offers certificates in audio production	For-profit	\$150k
4	November 3, 2020	Le Fashion Lab (Atlanta, GA) <ul style="list-style-type: none">• Unaccredited• Offers a certificate in fashion	For-profit	\$50k
5	November 17, 2020	Community Christian College (Redlands, CA) <ul style="list-style-type: none">• Accredited by y Transnational Association Of Christian Colleges and Schools (TRACS)• Offers degree in liberal arts	Nonprofit	\$20k

6	December 3, 2020	Nritya Natya Kala Bharti (NNKB Academy) (Norcross, GA) <ul style="list-style-type: none"> • Unaccredited • Offers certificates in dance 	For-profit	\$75k
7	December 4, 2020	Oconee School of Therapeutic Massage (Watkinsville, GA) <ul style="list-style-type: none"> • Unaccredited • Offers certificate in massage 	For-profit	\$30k
8	December 15, 2020	Holistic Information Security Practitioner Institute (Atlanta, GA) <ul style="list-style-type: none"> • Unaccredited • Offers certificates in information security 	Nonprofit	\$30k
9	December 17, 2020	William Jessup University (Rocklin, CA) <ul style="list-style-type: none"> • Accredited by Western Association of Schools and Colleges (WASC) • Offers degrees in business, liberal arts and religious studies 	Nonprofit	\$30k
10	December 30, 2020	Alpha Health Institute (Marietta, GA) <ul style="list-style-type: none"> • Unaccredited • Offers certificates in allied health 	For-profit	\$20k

No approval required for this report.

9. FY21 2nd QUARTER STAFF ACTIONS

Presented by Dr. Laura Vieth, Deputy Director

No.	Action	Date	Institution	Resolution
1.	Cease and Desist Letter	10/13/2020	Healthcareer Group 3040 Holcomb Bridge Rd Norcross, GA 30071	
2.	Cease and Desist Letter	10/14/2020	Allied Medical Training Center – Vidalia 305 B. Slayton Drive Vidalia, GA 30474	Letter returned unsigned and undeliverable
3.	Cease and Desist Letter	10/14/2020	Allied Medical Training Center – Savannah 121 Oglethorpe Professional Ct., Ste. B Savannah, GA 31406	Letter returned unsigned and undeliverable
4.	Cease and Desist Letter	10/14/2020	Allied Medical Training Center – Savannah 9100 White Bluff Rd., Suite 106 Savannah, GA 31406	Letter returned unsigned and undeliverable
5.	Cease and Desist Letter	10/14/2020	Allied Medical Training 445 Elma G Miles Parkway, Suite #104 Hinesville, GA 31313	Revised letter, initial C&D sent in July 2020; returned signed but institution still active
	Lawsuit		Terry University (Multiple Addresses)	Ongoing

No approval required for this report.

10. EXECUTIVE SESSION

Vice Chair Hinton moved to for the Board of Commissioners to go into Executive Session to discuss pending agency litigation. Commissioner Kirbo seconded the motion. The Commission voted unanimously to enter into Executive Session.

After discussing legal matters, Commissioner Ageykum moved to close the Executive Session. Commissioner Cohen seconded the motion. Upon a unanimous vote, the Executive Session was closed.

11. OTHER BUSINESS

The next Quarterly Commission Meeting is scheduled for April 26, 2021 at 1pm at Brenau University. However, it was noted that due to COVID-19, this meeting could be moved to a virtual meeting.

12. PUBLIC COMMENTS

Chair Gilbert opened the floor for public comments. No public comments were made.

13. ADJOURN

Commissioner Vaughn moved to adjourn the meeting. Commissioner Ageykum seconded the motion.

There being no further business, the meeting adjourned at 1:59 PM.

COMMISSION CHAIR APPROVAL:

Karen Gilbert

Karen Gilbert (May 21, 2021 15:15 EDT)

Signature

May 21, 2021

Date

COMMISSION SECRETARY APPROVAL:

Ryan Blythe

Ryan Blythe (May 25, 2021 13:12 CDT)

Signature

May 25, 2021

Date

AFFIDAVIT OF KAREN GILBERT PURSUANT TO O.C.G.A. § 50-14-4(b)

Personally appeared before the undersigned attesting officer, duly authorized to administer oaths, **KAREN GILBERT**, who, after being duly sworn, deposes and on oath states the following:

1. I am the Chairwoman of the Georgia Nonpublic Postsecondary Education Commission ("GNPEC") and was the presiding officer of a meeting of GNPEC held on the **25th** day of **January, 2021**.

2. That it is my understanding that O.C.G.A. § 50-14-4(b) provides as follows:

When any meeting of an agency is closed to the public pursuant to subsection (a) of this code section, the chairperson or other person presiding over such meeting shall execute and file with the official minutes of the meeting a notarized affidavit stating under oath that the subject matter of the meeting or the closed portion hereof was devoted to matters within the exceptions providing by law and identifying the specific relevant exception.


3. The subject matter of the closed meeting or closed portion of the meeting held on the **25th** day of **January, 2021** was closed for the purpose(s) of consulting with legal counsel pertaining to pending or potential litigation as allowed by O.C.G.A, Title 50, Chapter 14, and was devoted to matters within those exceptions and as provided by law.

4. This affidavit is being executed for the purpose of complying with mandate of O.C.G.A. § 50-14-4(b) that such affidavit be executed and shall be filed with GNPEC's official meeting minutes.

This 3rd day of February, 2021.


Karen Gilbert, Chairwoman
GNPEC

Sworn to and subscribed before me,
This the 3 day of February, 2021.


Notary Public
My Commission Expires: 11/26/2022
Seal











Janaury 25, 2021 Commission Minutes (with ES affidavit)

Final Audit Report

2021-05-25

Created:	2021-04-28
By:	Kirk Shook (kshook@gnpec.ga.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAWt-tA35P2OBTEGR3li93qQECLvTZp2Nm

"Janaury 25, 2021 Commission Minutes (with ES affidavit)" History

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