

## BOARD MEETING MINUTES

<b>DATE</b>	Monday, May 15, 2023
<b>TIME</b>	1:00 PM
<b>LOCATION</b>	Georgia Trade School, 4231 Southside Drive, Acworth
<b>PURPOSE</b>	Quarterly Commission Meeting



Georgia Nonpublic Postsecondary  
Education Commission

<b>Meeting Chair</b>	Dr. Drew Van Horn
<b>Meeting Title</b>	NPEC Board of Commissioners
<b>Members Present</b>	<ol style="list-style-type: none"> <li>1. Dr. Drew Van Horn, <b>Chairman</b>, <i>Exempt Institution Representative</i></li> <li>2. Kate Patterson, <b>Secretary</b>, <i>At-Large Post #8</i></li> <li>3. Toby Hinton, <i>Degree-Granting Institution Representative</i></li> <li>4. Ryan Blythe, <i>Certificate-Granting Institution Representative</i></li> <li>5. Pranay Udutha, <i>At-Large Post #1</i></li> <li>6. Doug Roper, <i>At-Large Post #2</i></li> <li>7. Amanda Shailendra, <i>At-Large Post #4</i></li> <li>8. Holly Kirbo, <i>At-Large Post #5</i></li> <li>9. Jim Squire, <i>At-Large Post #7</i></li> </ol>
<b>Members Absent</b>	<ol style="list-style-type: none"> <li>1. P.K. Martin, <b>Vice Chairman</b>, <i>At-Large Post #3</i></li> <li>2. Dr. Norma Nunez-Cortes, <i>At-Large Post #6</i></li> </ol>
<b>Staff Present</b>	Kirk Shook, Executive Director Adam Hawk, Deputy Director Maggie Rivers, Division Director Pat Neri, Program Manager Phil Embry, External Auditor James Cheek, Regulatory Specialist
<b>Visitors</b>	Erin Greenberg, GSFC Steven Debaun, GSFC Lisa Hardt, OPB Oliver Charrease, Atlanta Academy of Dental Assisting

### 1. CALL TO ORDER AND INVOCATION

Chairman Van Horn called the meeting to order at 1:03pm and gave the invocation. Chairman Van Horn called the roll, and a quorum was declared.

### 2. WELCOME/INTRODUCTION OF VISITORS

Chairman Van Horn welcomed all the guests and visitors in attendance.

### 3. SCHOOL SPOTLIGHT

Executive Director Shook thanked Georgia Trade School for their hospitality in hosting a campus tour, lunch, and the Commission meeting.

4. **APPROVAL OF AGENDA**

Commissioner Squire moved to adopt the Agenda for the February 27, 2023, Quarterly Commission Meeting of the Georgia Nonpublic Postsecondary Education Commission. Commissioner Kirbo seconded the motion. There was no discussion.

Upon unanimous vote, it was **RESOLVED** that the Agenda for the February 27, 2023, Quarterly Commission Meeting of the Georgia Nonpublic Postsecondary Education Commission be adopted.

5. **APPROVAL OF MINUTES**

Commissioner Roper moved to adopt the Minutes from the February 27, 2023, Quarterly Meeting of the Georgia Nonpublic Postsecondary Education Commission with changes. Secretary Patterson seconded the motion. There was no discussion.

Upon a unanimous vote, it was **RESOLVED** that the Minutes from the February 27, 2023, Quarterly Meeting of the Georgia Nonpublic Postsecondary Education Commission be adopted.

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

External Auditor Phil Embry reported on the following:

- FY23 3<sup>rd</sup> Quarter Report (January – March 2023)

Commissioner Kirbo moved to adopt the Quarterly Report of the Tuition Guaranty Trust Fund for January – March 2023 period, as presented. Commissioner Roper seconded the motion. There was no discussion.

Upon unanimous vote, it was **RESOLVED** that the Quarterly Report of the Tuition Guaranty Trust Fund for January – March 2023, as approved by the Board of Trustees of the Tuition Guaranty Trust Fund, **be adopted**.

7. **APPROVAL OF FY24 MEETING CALENDAR**

The following FY24 Meeting Calendar was presented to Commissioners:

## FY24 Georgia Nonpublic Postsecondary Education Commission

### *Meeting Dates and Locations*

Pursuant to *O.C.G.A. §§ 20-3-250.4(e) & 50-14-1(d)(1)*, the Georgia Nonpublic Postsecondary Education Commission meets quarterly and will hold regular commission meetings on the following dates, times, and locations:

DATE	MEETING TYPE	LOCATION	TGTF MEETING TIME	COMMISSION MEETING TIME
Monday August 28, 2023	Quarterly Meeting	Teleconference	12:45 PM	1:00 PM
Monday November 27, 2023	Quarterly Meeting	PCOM South Georgia 2050 Tallokas Road Moultrie, GA 31768	12:45 PM	1:00 PM
Monday February 26, 2024	Quarterly Meeting	Teleconference	12:45 PM	1:00 PM
Monday May 20, 2024	Quarterly Meeting	Covenant College 14049 Scenic Hwy. Lookout Mountain, GA 30750	12:45 PM	1:00 PM

Commissioner Udutha moved to adopt Approval of Revision to FY24 Meeting Calendar, as presented. Commissioner Roper seconded the motion. There was no discussion.

Upon unanimous vote, it was **RESOLVED** that the revision to the FY24 Meeting Calendar **be adopted**.

## 8. APPROVAL OF FY24 NPEC SCHEDULE OF FEES

Executive Director Shook presented the following proposal for the FY24 Schedule of Fees:

	Name	Description	Type of Fee	Amount	Fee Change
1.	<b>GA-SARA Annual Fee</b>	This fee is assessed for review of the GA- SARA Application.	< 2,500 FTE Students	<b>\$1,250</b>	<b>N/A</b>
			2,500 – 9,999 FTE Students	<b>\$2,000</b>	<b>N/A</b>
			10,000 or more FTE Students	<b>\$2,750</b>	<b>N/A</b>
2	<b>Application Evaluation Fee</b>	This fee is assessed to cover the evaluation of an application for authorization of an institution seeking initial authorization. This fee must be made in advance of the review of the application and made payable to GNPEC. NOTE: Institutions not accredited by an accrediting body recognized by the United States Department of Education are limited to three new program applications included in the Application Evaluation Fee. The Program Evaluation Fee will apply to each additional program beyond the	Nondegree-granting institution	<b>\$1,500</b>	<b>N/A</b>
			Degree-granting institution	<b>\$3,000</b>	<b>N/A</b>

Name		Description	Type of Fee	Amount	Fee Change
		<p>three. Accredited institutions are limited to ten new program applications included in the Application Fee. The Program Evaluation Fee will apply to each additional program beyond the ten.</p> <p>For institutions that ceased operations due to an adverse action taken by the agency, the application evaluation fee of the returning institution and/or the principal(s) named in the action, shall be <b>double</b> the Commission-approved application evaluation fee.</p>			
3	Program Evaluation Fee	This fee is assessed for evaluation of the curriculum/content for each new or substantively changed program of instruction at an already authorized institution <b>or for initial applicants seeking approval for programs exceeding the allotted number during the initial authorization process.</b> Fee must be made payable to GNPEC.	Nondegree	<b>\$600</b>	<b>N/A</b>
			Degree	<b>\$800</b>	<b>N/A</b>
4	Degree Elevation Fee	This fee is assessed for the elevation to each degree level.		<b>\$1,000</b>	<b>N/A</b>
5	Authorization Fee	<p>The fee is assessed annually to institutions as part of the application for authorization and must be made payable to GNPEC.</p> <p>This Authorization Fee is calculated based on 2/10 of one percent of estimated tuition and fees minus refunds. In the Initial Authorization Application, this is based on projected tuition and fees. For campuses located in Georgia this figure will be based on tuition and fees for the campus. For campuses located outside of Georgia, this figure will be based on tuition and fees associated with Georgia students only.</p>	Nondegree-granting institutions:		
			Minimum annual fee	<b>\$500</b>	<b>N/A</b>
			Maximum annual fee	<b>\$25,000</b>	<b>N/A</b>
			Degree-granting institutions:		
			Minimum annual fee	<b>\$1,000</b>	<b>N/A</b>
			Maximum annual fee	<b>\$25,000</b>	<b>N/A</b>
6	Authorization Late Fee	This fee is assessed for failure to submit a complete renewal application, including all fees, 60 days prior to the expiration date on the Certificate of Authorization.		<p><b>25%</b> of Authorization Fee for applications or fees submitted late but prior to 30 days before expiration;</p> <p><b>50%</b> of Authorization Fee for applications or fees submitted late and within 30 days of expiration date</p>	<b>N/A</b>

	Name	Description	Type of Fee	Amount	Fee Change
7	<b>Site Visit Fee</b>	This fee is assessed in the event a site visit is required outside of the normal renewal of authorization application schedule, such as in the event of an application for a new allied health-related program, teaching site, or mobile teaching site that would require a site visit to ensure facilities and equipment meet the requirements of the course.		<b>New Fee</b>	<b>\$200</b>
8	<b>Missed Site Visit Fee</b>	This fee is assessed for the failure of the institution to attend a scheduled site visit. This also includes the inability of the person hosting the site visit to perform all the required functions of the visit such as not having access to the facility, its records, etc. In the event a site visit must be rescheduled, 24-hour notice must be given, or the institution might be subject to this fee.		<b>\$100</b>	<b>\$200</b>
9	<b>Financial Viability Assessment (FVA) Fee</b>	This fee is assessed to conduct a financial review of the audited financial statements and/or GNPEC Financial Statement submitted by the institution.		<b>\$500</b>	<b>N/A</b>
10	<b>FVA Late Fee</b>	This fee is assessed on applicable exemption applications if the annual application and FVA fee are not submitted prior to the due date.		<b>\$100</b>	<b>N/A</b>
11	<b>Tuition Guaranty Trust Fund (TGTF) Fee</b>	This fee is assessed to offer a financial safety net for students in the case of a school closing. The TGTF Fee is calculated based on 1/10 of one percent of estimated tuition and fees minus refunds. In the Initial Authorization Application, this is based on projected tuition and fees. For campuses located in Georgia this figure will be based on tuition and fees for the campus. For campuses located outside of Georgia, this figure will be based on tuition and fees associated with Georgia students only. Payment must be made by every school for the first 7 years of operation and must be made payable to TGTF.	<b>Degree and Non-degree Granting Institutions:</b>		
			Minimum annual fee	<b>\$150</b>	<b>\$200</b>
			Maximum annual fee	<b>No Maximum fee</b>	<b>N/A</b>
12	<b>Other Exemption Application Fee</b>	This fee is assessed to conduct the “Other Exemption” Application.		<b>\$100</b>	<b>N/A</b>

	Name	Description	Type of Fee	Amount	Fee Change
13	<b>Other Exemption Application Late Fee</b>	This fee is assessed to any "Other Exemption" institution if the renewal application is not submitted prior to expiration. For all "Other Exemption" applicant institutions, the \$100 application fee is also required to be submitted prior to the due date.		<b>\$100</b>	<b>N/A</b>
14	<b>Initial Religious Application Fee</b>	This fee is assessed to process applications for religious schools applying for initial formal designation as exempt.		<b>\$500</b>	<b>N/A</b>
15	<b>Religious Renewal Application Fee</b>	This fee is assessed to process application for religious schools applying to renew their formal designation as exempt.		<b>\$100</b>	<b>N/A</b>
16	<b>Religious Renewal Late Fee</b>	This fee is assessed if renewal application and fee are not submitted prior to the due date.		<b>\$100</b>	<b>N/A</b>
17	<b>Teaching/ Student Services Site Fee</b>	This fee is assessed for the administrative recording of a new teaching or student services site.		<b>\$100</b>	<b>N/A</b>
18	<b>Change of Ownership Fee</b>	<p>This fee is assessed for the administrative recording of a new ownership structure <b>if the process is initiated within 10 days of the change, followed by a Renewal of Authorization within 30 days of the change.</b></p> <p>If the Change of Ownership process is not initiated within the 10-day time frame as required by O.C.G.A. § 20-3-250.8(f), the initial authorization process, including the Application Evaluation Fee, will be required.</p>	If notification provided within 10 days of change	<b>\$500</b>	<b>N/A</b>
			If notification provided after 10 days of change	<b>\$1,000</b>	<b>Remove Fee</b>
19	<b>Transcript Request Fee</b>	This fee is assessed for processing a transcript request.		<b>\$10 per request</b>	<b>N/A</b>
20	<b>Document Fee</b>	This fee is assessed for copying and/or mailing documents or forms.		<b>\$0.10 per page plus postage</b>	<b>N/A</b>

## GNPEC Bond Amount

Effective July 1, 2022 and pursuant to O.C.G.A. § 20-3-250.10(a), bonding required by the Executive Director shall be based on the gross tuition of the nonpublic postsecondary educational institution during the previous year or on the estimated gross tuition for the current year, whichever is larger, and shall be as follows:

Gross Tuition	Minimum Bond
\$0.00 – 50,000.00	\$20,000.00
\$50,001.00 – 100,000.00	\$30,000.00
\$100,001.00 – 200,000.00	\$50,000.00
\$200,001.00 – 300,000.00	\$75,000.00
\$300,001.00 – 400,000.00	\$100,000.00

\$400,001.00 – 500,000.00	\$150,000.00
\$500,001.00 – 1,000,000.00	\$250,000.00
\$1,000,001.00 – 2,000,000.00	\$350,000.00
\$2,000,001.00 – 5,000,000.00	\$500,000.00
\$5,000,000.00 – 10,000,000.00	\$750,000.00
\$10,000,001.00 and over	\$1,000,000.00*

*\*For every \$10,000,000.00 of additional gross tuition reported by the institution, and additional \$1,000,000.00 of bonding shall be required. For example, for an institution reporting \$50 million in gross annual tuition, a \$5 million bond would be required.*

*All fee payments and required bonding must be received before authorization or reauthorization applications are approved.*

Commissioner Patterson moved to adopt the FY24 Schedule of Fees, as presented. Commissioner Squire seconded the motion. There was no discussion.

Upon unanimous vote, it was **RESOLVED** that the revision to the FY24 Schedule of Fines **be adopted**.

## 9. APPROVAL OF FY24 NPEC SCHEDULE OF FINES

Executive Director Shook presented the following proposal for the FY24 Schedule of Fines:

Type of Fine	Code Reference	Amount Per Violation*
Operation without Authorization or operating with an expired certificate of authorization	O.C.G.A. § 20-3-250.7(a)(1); O.C.G.A. § 20-3-250.7(a)(2); O.C.G.A. § 20-3-250.8(f)	\$200 per day
Solicit students without being authorized and properly bonded	O.C.G.A. § 20-3-250.7(a)(3)	\$100 per day
Making false, deceptive, inaccurate, or misleading statements, course offerings, or solicitations to students	O.C.G.A. § 20-3-250.7(a)(4); O.C.G.A. § 20-3-250.7(a)(7)	\$100 per day
General or administrative operations in violation of the Minimum Standards Criteria and/or the rules and regulations of the Commission	O.C.G.A. § 20-3-250.5(c)(4); O.C.G.A. § 20-3-250.7(a)(5); O.C.G.A. § 20-3-250.8(a); O.C.G.A. § 20-3-250.8(b); O.C.G.A. § 20-3-250.8(c)	\$100 per day
Instruction, advertisements, solicitations, and awarding of credentials in violation of the Minimum Standards Criteria and/or the rules and regulations of the Commission	O.C.G.A. § 20-3-250.7(a)(5)	\$100 per day
Unauthorized promise or guarantee of employment	O.C.G.A. § 20-3-250.7(a)(6)	\$100 per day
Unauthorized granting of honorary or unearned degrees	O.C.G.A. § 20-3-250.7(a)(8)	\$100 per day
Unpermitted Use of "College" or "University"	O.C.G.A. § 20-3-250.7(b)	\$100 per day
Sell, barter, or exchange postsecondary credentials	O.C.G.A. § 20-3-250.7(c)	\$100 per day
Accepting fraudulent coursework for credit	O.C.G.A. § 20-3-250.7(d)	\$100 per day
Failure to Surrender Student Records in accordance with O.C.G.A. § 20-3-250.17	O.C.G.A. § 20-3-250.7(f); O.C.G.A. § 20-3-250.17	\$100 per day
Failure to provide authorization application and accompanying documents, as required by the rules and regulations of the Commission	O.C.G.A. § 20-3-250.8(a)	
Failure to provide adequate bonding	O.C.G.A. § 20-3-250.8(a)	\$100 per day
Operating in an unauthorized location	O.C.G.A. § 20-3-250.8(b)	\$100 per day
Failure to provide appropriate access to physical facilities or other materials deemed necessary or appropriate by the executive director during site visit	O.C.G.A. § 20-3-250.8(c)	\$100 per day
Failure to display certificate of authorization in a clear and conspicuous manner	O.C.G.A. § 20-3-250.8(d)	
Failure to comply with change of ownership protocols	O.C.G.A. § 20-3-250.8(f)	\$100 per day
Failure to submit authorization application at least 60 days prior to the expiration date	O.C.G.A. § 20-3-250.8(g)	\$100 per day
Operating programs or courses without prior authorization	O.C.G.A. § 20-3-250.8(i)	\$100 per day

\*Pursuant to O.C.G.A. § 20-3-250.21, "Each day's failure to comply with such Code sections shall be a separate violation." For example, 5 days of operation without authorization would result in five (5) separate violations and a total fine of \$1,000.

Commissioner Hinton moved to adopt Approval of FY24 Schedule of Fines, as presented. Secretary Patterson seconded the motion. There was no discussion.

Upon unanimous vote, it was **RESOLVED** that the revision to the FY24 Schedule of Fines **be adopted**.

#### 10. **FY24 COMMISSION OFFICER ELECTIONS**

Chairman Van Horn presented the slate of officer nominations to Commissioners:

- Chairman – Drew Van Horn
- Vice Chairman – P.K. Martin
- Secretary – Kate Patterson

Commissioner Squire moved to adopt the slate of FY24 Commission Officers, as presented. Commissioner Udutha seconded the motion. There was no discussion.

Upon unanimous vote, it was **RESOLVED** that the FY24 Commission Officer Election slate **be adopted**.

#### 11. **FY24 TGTF ELECTIONS (5 MEMBERS)**

Chairman Van Horn presented the slate of nominations to serve as TGTF Trustees in FY24 to Commissioners:

- Chairman – Drew Van Horn
- Vice Chairman – P.K. Martin
- Kate Patterson
- Ryan Blythe
- Jim Squire

Commissioner Hinton moved to adopt the slate of Trustees for FY24, as presented. Commissioner Udutha seconded the motion. There was no discussion.

Upon unanimous vote, it was **RESOLVED** that the revision to the FY24 TGTF Election **be adopted**.

#### 12. **APPROVAL OF UPDATE TO EXEMPTION DEFINITIONS**

Division Director Maggie Rivers presented the following update to the exemption definitions for consideration:



### Exemption Criteria and Guidelines

**Short Course Vocational-** Vocational programming not to exceed 60 clock hours and not related to a field or profession associated with public health, public welfare, or public safety.

**Recreational/Avocational-** Programming not intended to lead to employment. Exemption is not required but an option for the organization, if needed.

**Georgia State Agency-** Programming that holds active approval from this state, its agencies, or its political subdivisions, such as county or city governments. Exemption is not required but an option for the organization, if needed.

**Trade, Business, Professional Fraternal-** *Education sponsored by a bona fide trade, business, professional, or fraternal organization, so recognized by the commission in its sole discretion, not for granting degrees and solely for that organization's membership or offered on a no-fee basis, or developed and licensed by an industry recognized certification provider, so recognized by the commission in its sole discretion, not for granting degrees;*

**"Trade Organization"** refers to an organization created by businesses that operate in a specific industry and whose focus is collaboration between companies.

**"Business Organization"** refers to an organization providing training for its own employees or contracting with another organization to provide training to its employees, at no cost to the employee.

**"Professional Organization"** refers to an organization or group comprised of members of a particular professional field, meaning an occupation that requires both (i) the completion of academic training resulting in a certificate, diploma or degree and (ii) licensure or registration to be eligible for employment in the occupation.

**"Fraternal Organization"** refers to a group based on a common bond in which members meet for a mutually beneficial purpose of a social, professional, academic or religious nature.

**"No-Fee Basis"** refers to education offered at no cost to a student. An exemption based on "no-fee" education does not apply to institutions that utilize publicly funded programs that allot students a fixed amount of funds that are then reduced when a student enrolls in a program to pay the tuition amount charged at the institution.

Commissioner Squire moved to adopt Update to Exemption Definitions, as presented. Commissioner Roper seconded the motion. There was no discussion.

Upon unanimous vote, it was **RESOLVED** that the revision to the Exemption Definitions **be adopted**.

### 13. APPROVAL OF POLICY UPDATES

Division Director Maggie Rivers presented the following policy revisions:

1. Revision to *Policy 11: Change of Ownership*
2. Revision to *Policy 12: Use of "College" or "University"*
3. Revision to *Policy 14: Permitted Programming of Unaccredited Institutions*

The following proposal was presented to Commissioners:

### **Policy 11: Change of Institution Ownership**

"Owner" is defined in O.C.G.A. § 20-3-250.2 (14). In the event of an ownership change, the following steps must be taken:

1. The new owner must within ten (10) business days of the official change of ownership, pay the ~~\$500~~ Change in Ownership Fee **as listed on the** GNPEC website and notify GNPEC of the change of ownership using the GNPEC Change of Ownership Form located on GNPEC's website at <https://gnpec.georgia.gov>.
  1. If the new owner does not notify GNPEC by submitting the form and the fee within ten (10) days of the official change of ownership, the institution's authorization to operate shall terminate, and GNPEC will require the new owner to initiate the complete Initial Authorization Application along **with the Application Evaluation Fee set forth by the GNPEC Schedule of Fees.** ~~a \$1000 Change of Ownership fee.~~
2. In accordance with O.C.G.A. § 20-3-250.8(f) the new owner must submit a complete Renewal of Authorization Application with all required fees (Annual Authorization and TGTF, if applicable) within thirty (30) calendar days of the official change of ownership.
  1. Alternatively, if the new owner does not submit the Renewal of Authorization application and fees within (30) calendar days, the institution's authorization to operate shall terminate, and GNPEC will require the new owner to initiate the complete Initial Authorization Application along **with the Application Evaluation Fee** ~~with a \$1000 Change of Ownership fee.~~
3. ~~If the previous owner has already satisfied its obligation to the Tuition Guaranty Trust Fund, the new owner will assume the benefits derived thereafter. If the previous owner has already paid into the Tuition Guaranty Trust Fund, but has not satisfied the full commitment as set forth by O.C.G.A. § 20-3-250(c)(3), the new owner will still assume the benefits of the previous owner's payments, but will be required to pay into the Tuition Guaranty Trust Fund, on an annual basis, the remaining unpaid payments until all payments to fulfill the obligation have been made.~~
4. In accordance with O.C.G.A. § 20-3-250.27(c)(4), ~~f~~**Following** a change of ownership, a postsecondary educational institution may be required to participate in the fund for a period of up to seven years as determined by the **Executive Director** in his or her sole discretion.

### **Policy 12: Use of "College" or "University"**

1. In accordance with O.C.G.A. § 20-3-250.7(b), no person, agent, group, or entity of whatever kind shall use the term "college" or "university" unless approved to do so by

the commission, unless it falls within one of the statutory exceptions set forth in O.C.G.A. § 20-3-250.7(b).

2. Pursuant to Code Section 250.5(b)(5), the commission delegates the task of authorizing use of the term “college” or “university” to the Executive Director.
  - a. In the instance that ~~an applicant for authorization~~ **the requestor** is a postsecondary institution, ~~the Executive Director shall consider whether it has been~~ it must be accredited by an accreditor recognized by the United States Department of Education to be permitted to use the term “college” or “university”.
  - b. **The Executive Director has the sole discretion to deny a name request whenever he/she determines that the use of the name is likely to be misleading or to cause confusion with the general public.**

#### **Policy 14: Permitted Programming of Unaccredited Institutions**

- Any institution that is not institutionally accredited by an accrediting agency recognized by the United States Department of Education may not offer any degree in Georgia (including but not limited to associate, bachelor’s, master’s degrees and doctorate degrees).
- 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 be a candidate for accreditation status with an institutional accrediting agency recognized by the United States Department of Education 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.*
- 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 be a candidate for accreditation status with an institutional accrediting agency recognized by the United States Department of Education and, in the sole determination of GNPEC, showing substantial progress toward becoming fully institutionally accredited by July 1, 2026.

- 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.

Commissioner Hinton moved to adopt the proposed Policy Updates, as presented. Commissioner Udutha seconded the motion. There was no discussion.

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

#### 14. **EXECUTIVE DIRECTOR REPORT**

*Presented by Kirk Shook, Executive Director*

- GNPEC FY23 Operations Budget (3<sup>rd</sup> Quarter)
- Quarterly Budget Comparison (FY22 Q3 v. FY23 Q3)
- Action Research Update

#### 15. **AGENCY OPERATIONS REPORT**

*Presented by Maggie Rivers, Division Director*

- FY24 3<sup>rd</sup> Quarter Staff Actions

**Staff Actions\* by the GNPEC During the Third Quarter of Fiscal Year  
2023 (January 1, 2023– March 31, 2023)**

<b>No.</b>	<b>Action</b>	<b>Date</b>	<b>Institution</b>	<b>Resolution</b>
1.	Cease and Desist Email	January 9, 2023	Higher Place Christian University	Agency Review
2.	Complaint Withdrawn	January 26, 2023	Allied Medical Training Centers	AG
3.	Consumer Alert	February 2, 2023	Higher Place Christian University	Consumer Alert Only
4.	Notification of Unauthorized Activity Email	February 13, 2023	Passions Destiny Career Training	Agency Review
5.	Administrative Closure and Records Demand Letter	February 20, 2023	Heiress Medical Academy	Agency Review
6.	Administrative Closure and Records Demand Letter	March 1, 2023	Heritage Health Career Center	Agency Review
7.	Records Demand Letter	March 7, 2023	RadiumSoft	Agency Review
8.	Cease and Desist Email	March 23, 2023	Passions Destiny Career Training	Proposal Submitted; Initial Training Attended
9.	Notification of Impending Assessment of Fines	3/27/2023	Heritage Health Career Center	Agency Review

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

No approval required for this report.

## 16. AUTHORIZATION COMPLIANCE REPORT

*Presented by Adam Hawk, Deputy Director*

- Division Reports
  - FY23 2<sup>nd</sup> Quarter Newly Authorized Schools Report

**Institutions Initially GNPEC Authorized During the Second Quarter of Fiscal  
Year 2023**

**(January 1, 2023- March 31, 2023)**

	<b>First Date of Authorization</b>	<b>Institution Name</b>	<b>Accreditation Status</b>	<b>Profit Type</b>
1	1/26/2023	<b>Beaver Beauty Academy</b>	Unaccredited	For Profit
Notes:	Certificates in Massage Therapy and Film Making			
2	1/13/2023	<b>Bess Health Careers Institute</b>	Unaccredited	For Profit
Notes:	Allied Health: Offer two certificate programs: Medical Assisting and Phlebotomy Technician			
3	2/14/2023	<b>Biola University</b>	Accredited	Non-Profit
Notes:	Online programs out of CA – Variety of programs, some in ministry			
4	3/21/2023	<b>California Institute of Integral Studies</b>	Accredited	For Profit
Notes:	Offer online programs from CA			
5	2/17/2023	<b>CBD College</b>	Unaccredited	Non-Profit
Notes:	Offer online programs from CA in Health Information and Health Science			
6	1/11/2023	<b>Chamberlain University/Stockbridge</b>	Accredited	For Profit
Notes:	Added a campus. They have multiple other campuses in the state. Offer degree in Nursing.			
7	1/6/2023	<b>Phan Institute of Clinical Research</b>	Unaccredited	For Profit
Notes:	Clinical Research Coordinator programs			
8	3/9/2023	<b>Providence Medical Academy</b>	Unaccredited	For Profit
Notes:	Clinical Medical Assistant			
9	1/18/2023	<b>Sky's the Limit Healthcare Institute</b>	Unaccredited	For Profit
Notes:	Allied Health – EKG, Phlebotomy, Medical Assisting			
10	1/31/2023	<b>SMB Technology</b>	Unaccredited	For Profit
Notes:	Medical Assistant and Office Assistant and Legal Assistant			
11	2/28/2023	<b>Southern California University of Health Sciences</b>	Accredited	Non-Profit
Notes:	Accredited institution in California offering distance education programs from out of state (not a SARA participating institution)			
12	1/20/2023	<b>SUM Bible College and Theological Seminary</b>	Accredited	Non-Profit

Notes:	Accredited institution in California offering distance education programs from out of state (not a SARA participating institution)			
13	3/22/2023	Tech Elevator, Inc.	Unaccredited	For-Profit
Notes:	Web development programs done online. Based in Ohio.			
14	3/15/2023	The Tran Beauty School	Unaccredited	For-Profit
Notes:	Offer one massage therapy program			

No approval required for this report.

#### 17. EXECUTIVE SESSION

- No executive session was necessary for this meeting.

#### 18. SCHOOL SPOTLIGHT

Executive Director Shook announced that one school had submitted a School Spotlight online since the last Commission meeting. The following information was shared:

- Life Solutions for Health
  - Became Accredited by the Accrediting Bureau of Health Education Schools in February 2023

#### 19. OTHER BUSINESS

*Presented by Dr. Drew Van Horn, Chairman*

- The next Quarterly Commission Meeting is August 28, 2023 at 1pm (Teleconference)

#### 20. PUBLIC COMMENTS

- There were no public comments at this meeting.

#### 21. ADJOURN

Commissioner Squire moved to adjourn the meeting. Commissioner Blythe seconded the motion. There being no further business, the meeting adjourned at 2:10pm.

#### COMMISSION CHAIR APPROVAL:

  
Drew Van Horn (Sep 12, 2023 13:23 EDT)

*Signature*

Sep 12, 2023

*Date*

#### COMMISSION SECRETARY APPROVAL:

  
Kate Patterson (Sep 12, 2023 16:12 EDT)

*Signature*

Sep 12, 2023

*Date*










## 2. May 15 2023 Commission Minutes

Final Audit Report

2023-09-12

Created:	2023-09-12
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