

BOARD MEETING MINUTES

DATE	Monday, November 28, 2022
TIME	1:00 PM
LOCATION	Young Harris College, 1 College St., Young Harris, GA 30882
PURPOSE	Quarterly Commission Meeting



Georgia Nonpublic Postsecondary
Education Commission

Meeting Chair	Dr. Drew Van Horn
Meeting Title	NPEC Board of Commissioners
Members Present	<ol style="list-style-type: none"> 1. Dr. Drew Van Horn, Chairman, <i>Exempt Institution Representative</i> 2. P.K. Martin, Vice Chairman, <i>At-Large Post #3</i> 3. Kate Patterson, Secretary, <i>At-Large Post #8</i> 4. Toby Hinton, <i>Degree-Granting Institution Representative</i> 5. Ryan Blythe, <i>Certificate-Granting Institution Representative</i> 6. Pranay Udutha, <i>At-Large Post #1</i> 7. Doug Roper, <i>At-Large Post #2</i> 8. Amanda Shailendra, <i>At-Large Post #4</i> 9. Holly Kirbo, <i>At-Large Post #5</i> 10. Jim Squire, <i>At-Large Post #7</i>
Members Absent	<ol style="list-style-type: none"> 1. Amanda Shailendra, <i>At-Large Post #4</i> 2. Dr. Norma Nunez-Cortes, <i>At-Large Post #6</i>
Staff Present	Kirk Shook, Executive Director Adam Hawk, Deputy Director Maggie Rivers, Division Director
Visitors	Elizabeth Vaughn, AG Stephen DeBaun, GSFC Kristi Baumer, Allied Health

1. CALL TO ORDER AND INVOCATION

Chairman Van Horn called the meeting to order at 1:07 PM 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. APPROVAL OF AGENDA

Commissioner Squire moved to adopt the Agenda for the August 29, 2022, Quarterly Commission Meeting of the Georgia Nonpublic Postsecondary Education Commission. **Commissioner** seconded the motion. There was no discussion.

Upon unanimous vote, it was **RESOLVED** that the Agenda for the August 29, 2022, Quarterly Commission Meeting of the Georgia Nonpublic Postsecondary Education Commission be adopted.

4. APPROVAL OF MINUTES

Commissioner Udutha moved to adopt the Minutes from the August 29, 2022, Quarterly Meeting of the Georgia

Nonpublic Postsecondary Education Commission with changes. Commissioner Hinton seconded the motion. There was no discussion.

Upon a unanimous vote, it was **RESOLVED** that the Minutes from the August 29, 2022, Quarterly Meeting of the Georgia Nonpublic Postsecondary Education Commission be adopted.

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

External Auditor Phil Embry reported on the following:

- FY23 1st Quarter Report (July- September 2022)

Commissioner Kirbo moved to adopt the Quarterly Report of the Tuition Guaranty Trust Fund for July- September 2022 period, as presented. Commissioner Squire seconded the motion. There was no discussion.

Upon unanimous vote, it was **RESOLVED** that the Quarterly Report of the Tuition Guaranty Trust Fund for the July-September 2022, as approved by the Board of Trustees of the Tuition Guaranty Trust Fund, **be adopted**.

6. Approval of Revisions to NPEC Minimum Standards Criteria

Commissioner Squire moved to adopt Approval of Revisions to NPEC Minimum Standards Criteria, as presented. Commissioner Kirbo seconded the motion. There was no discussion.

7. APPROVAL OF REVISED FY23 SCHEDULE OF FINES

Vice Chairman Martin moved to adopt the FY23 Schedule of Fines, as presented. Commissioner Blythe seconded the motion. There was no discussion.

Upon unanimous vote, it was **RESOLVED** the FY23 Schedule of Fines, was approved by the Board of Trustees of the Tuition Guaranty Trust Fund, **be adopted**.

Open Floor for the reading of submitted comments or those wishing to speak regarding the policy changes:

8. APPROVAL OF POLICY UPDATES

Vote regarding the ratification of the following policies:

1. *Policy 2: Hearing and Review*

Commissioner Udutha moved to adopt the ratification of *Policy 2: Hearing and Review*, Commissioner Hinton seconded the motion.

Upon unanimous vote, it was **RESOLVED** that the motion to approve the ratification of *Policy 2: Hearing and Review* **be adopted**.

9. EXECUTIVE DIRECTOR REPORT

Presented by Kirk Shook, Executive Director

- GNPEC FY23 Operations Budget (1st Quarter)
- Quarterly Budget Comparison (FY22 Q1 v. FY23 Q1)
- Promoting GNPEC Institutions in Georgia School Districts

10. AGENCY OPERATIONS REPORT

Presented by Maggie Rivers, Division Director

- FY23 1st Quarter Staff Actions

**Staff Actions* by the GNPEC During the First Quarter of Fiscal Year 2023
(July 1, 2022 – September 30, 2022)**

No.	Action	Date	Institution	Resolution
1.	Consumer Alert	July 22, 2022	North Georgia Dental Assisting	Consumer Alert Only
2	Consumer Alert	July 22, 2022	Graceland Dental Assistant	Consumer Alert Only
3	Consumer Alert	July 22, 2022	The Phlebotomy Institute of Middle Georgia	Consumer Alert / Records?

*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.

11. AUTHORIZATION COMPLIANCE REPORT

Present by Adam Hawk, Deputy Director

- Division Reports
 - FY23 1st Quarter Newly Authorized Schools Report
 - FY23 1st Quarter Authorization Report

Institutions Initially GNPEC Authorized During the First Quarter of Fiscal Year 2023

(July1, 2022- September 30, 2022)

	First Date of Authorization	Institution Name	Accreditation Status	Profit Type
1	7/19/2022	Allied Health Career Institute	Unaccredited	For Profit
2	7/28/2022	Atlanta Dental Assistant School (Buford)	Unaccredited	For Profit
3	8/2/2022	Coding Dojo	Unaccredited	For Profit
4	8/25/2022	Connect Care Medical Training Institute	Unaccredited	For Profit
5	7/25/2022	DenBeck LLC DBA OceanPointe Dental Academy of Tucker	Unaccredited	For Profit
6	8/24/2022	Empire Training Academy	Unaccredited	For Profit
7	8/25/2022	Fielding Graduate University	Accredited	Non-Profit
8	9/23/2022	Florida Institute for Recording Sound and Technology Inc. (F.I.R.S.T.)	Accredited	For Profit
9	7/26/2022	Government Contractors Association International, Inc	Unaccredited	For Profit
10	8/15/2022	Healthcare Resources	Unaccredited	For Profit
11	8/1/2022	H E R O Institute	Unaccredited	For Profit
12	8/24/2022	IDOL courses	Unaccredited	For Profit
13	9/9/2022	MyComputerCareer	Accredited	For Profit
14	9/30/2022	North Georgia Healthcare Training LLC	Unaccredited	For Profit
15	7/11/2022	OpenClassrooms, Inc.	Unaccredited	For Profit
16	8/16/2022	Premiere International College	Accredited	For Profit
17	9/8/2022	Shular Institute	Unaccredited	For Profit
18	9/8/2022	The Gift Of Life Community Home INC (Institute)	Unaccredited	Non-Profit
19	9/23/2022	TLJ Health Career Center	Unaccredited	For Profit

No approval required for this report.

12. **EXECUTIVE SESSION**

- Pursuant to *O.C.G.A. § 50-14-2(1)*, this portion of the meeting is “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 Elizabeth Vaughan, *Assistant Attorney General*

13. **SCHOOL SPOTLIGHT**

- Young Harris College
- Miami Ad School of Atlanta

14. **OTHER BUSINESS**

Presented by Dr. Drew Van Horn, Chairman

- The next Quarterly Commission Meeting is February 27, 2023, at 1pm (virtual meeting)
- How did you like the website?

15. **PUBLIC COMMENTS**

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

16. **ADJOURN**

Commissioner Hinton moved to adjourn the meeting. Commissioner Squire seconded the motion.

There being no further business, the meeting adjourned at 2:36 PM.

COMMISSION CHAIR APPROVAL:

COMMISSION SECRETARY APPROVAL:

Signature

Date

Signature

Date