**BOARD MEETING MINUTES**

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| **DATE:** | Monday, July 23, 2018 |
| **TIME:** | 12:30 PM |
| **LOCATION:** | GNPEC, Tucker, GA |



**Georgia Nonpublic Postsecondary**

**Education Commission**

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| **MEETING CHAIR:** | Dr. Arthur Vaughn |  |  |
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| **MEETING TITLE:** | Board of Trustees of the Tuition Guaranty Trust Fund | | |

**MEMBERS PRESENT:**

Dr. Arthur Vaughn 11th Congressional District

Holly Kirbo 8th Congressional District

Mollie Cohen 2nd Congressional District

Toby Hinton 7st Congressional District

**MEMBERS ABSENT:**

Victoria Agyekum 1th Congressional District

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1. **Call to Order**Chair, Dr. Arthur Vaughn called the meeting to order at 12:34PM
2. **APPROVAL OF MINUTES**Holly Kirbo made a motion to adopt the Minutes from April 16, 2018 Quarterly Meeting of the Board of Trustees of the Tuition Guaranty Trust Fund. Mollie Cohen seconded the motion.

Upon unanimous vote it was **RESOLVED** thatthe Minutes from the April 16, 2018 Meeting of the Board of Trustees of the Tuition Guaranty Trust Fund be adopted.

1. **QUARTERLY REPORT (unaudited): TUITION GUARANTY TRUST FUND**

Executive Director, Corinna Robinson reported the following:

* Fiscal Year 2018 Fourth Quarter Report ending June 30, 2018
* Tuition Guaranty Trust Fund Fourth Quarter Yearly Comparison Report

Toby Hinton made a motion to adopt the Quarterly Report of the Tuition Guaranty Trust Fund for the

twelve-month period ending June 30, 2018. Holly Kirbo seconded the motion.

Upon unanimous vote it was **RESOLVED** that the Quarterly Report of the Tuition Guaranty Trust Fund,

for the twelve-month period, ending June 30, 2018 be adopted.

1. **APPROVAL TO USE TGTF FUNDS TO COVER EXPENSES RELATED TO THE INSTITUTIONAL APPEAL HEARING**

Executive Director Robinson opened the floor by asking the Board of Trustees to approve the costs of the Court Reporter and Hearing Officer for the upcoming appeal hearing with ADAS Medical Training School.

Executive Director Robinson clarifies that state code allows 2.5% of the TGTF to be used for administrative purposes. Executive Director Robinson also stated that she does not know how much the invoices will be until after the hearing.

The following conversation followed:

* Executive Director Robinson presented the commissioners with the cost of the Hearing Officer and the Court Reporter, per hour.
* Chair Vaughn agreed that the invoices should be paid out of the TGTF, however, he is not in favor or an open-ended motion when it comes to money. He suggest putting a cap of $20,000 initially for the approval of the invoices until they are received and once they’re received if the invoices happened to be more than $20,000, then the board will convene to discuss approval of the additional amount.
* In addition, Holly Kirbo also asked that the approval be respectively for these two vendors only.

Holly Kirbo made a motion to **APPROVE** the use of the TGTF with respect to the hearing that will be held today and with respect to the vendors, Donovan Reporting & Video Conferencing and the hearing officer and if any addition should be used, that Board approval will be required. Toby Hinton seconded the motion.

Upon unanimous vote, it was **RESOLVED** that the use of the TGTF be used to cover the expenses related to the institutional hearing.

1. **FY18 FOURTH Quarter School Closures**Executive Director, Corinna Robinson ask that Deputy Director, Dr. Laura Vieth present the following report on school closures:

**Altierus Career College/Online (Tampa, FL)**

a. Closed April 1, 2018

b. Accredited by ACICS

c. First approved July 1, 2016

d. Zenith Education Group will maintain student records

**Paramount Code School (Dunwoody, GA)**

a. Closed May 1, 2018

b. An unaccredited Institute

c. First approved August 16, 2017

d. No student records to collect as no enrollment occurred

**WyoTech/Blairsville (Blairsville, PA)**

a. Closed June 22, 2018

b. Accredited by ACCSC

c. First approved February 1, 2007

d. Zenith Education Group will maintain student records

**WyoTech/Laramie (Laramie, WY)**

1. Closed June 22, 2018
2. Accredited by ACCSC
3. First Approved February 1, 2007
4. Zenith Education Group will maintain student records

**WyoTech/Ormond Beach (Ormond Beach, FL)**

1. Closed June 28, 2018
2. Accredited by ACCSC
3. First Approved February 1, 2007
4. Zenith Education Group will maintain student records

No approval required.

1. **ADJOURNMENT**

Chair, Dr. Arthur Vaughn made a motion to adjourn the meeting. Holly Kirbo seconded the motion.

There being no further business, the meeting adjourned at 12:47 p.m.

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| **BOARD CHAIR APPROVAL:** *(Signature & Date)* |  |
| **BOARD SECRETARY APPROVAL:** *(Signature & Date)* |  |