

DISTRICT OF COLUMBIA
HIGHER EDUCATION LICENSURE COMMISSION

Public Session No. 22-10
October 6, 2022 (virtual)
9:30a.m.

I. Call to Order

Commissioner Mary Dilworth called the meeting to order at 9:56 a.m.

Commissioners Present: Commissioner Harriet Segar, Esq., Chair
Commissioner Elaine Crider, Vice Chair
Commissioner Estell Mathis-Lloyd, M. Ed., Secretary
Commissioner Anita B. Shelton, MSW
Commissioner Mary Dilworth, Ed.D.

Staff Present: Angela Lee, Executive Director
Terasita Edwards, Deputy Director
Alesia Henry, Education Compliance Specialist
Amy Spies, Education Compliance Specialist
Dorothy Thomas, Education Compliance Specialist
Nagesh Tammara, Attorney Advisor
Maia Turner, Administrative Assistant

DC Office of General Counsel (OGC) Members Present:

Lee Hagy (OGC)
John Baek (OSSE-Intern)

Guests Present: University of Business, Innovation and Sustainability
Brent Passey
Cathleen Raffaeli
Mindy Hamilton
Dr. Shanthi Konkoth
Ellyn McLaughlin
Shannyn Stern

Battle's Transportation Inc. Commercial Driving Training
School
Brian Jackson

University of Kentucky
Caitlin Dibiasie
Chris Crumrine

Westlink Career Institute
Deborah Hayman
Vanessa Stanton

University of Georgia
Don DeMaria

Windsor University
Dr. Linda Parra
Eng. Omar Riad
Lina Parra
Zainab Elrayes
Mike

Certification School Worldwide, PBC (CSWPBC)
Dr. Robert Jordan
Hewan Teklu

Moreland University
Dr. Susanne H. Thompson
Karena Zulkowski

Northwestern University
Ellen Shearer

University of Pittsburgh
Drew Roberts

University of Colorado Boulder
Erika Swain

Duke University
Evan Widney

James Madison University (JMU)
Jak Knight
Sarah Cheverton

Davis Memorial Goodwill Industries
Janece Kleban
Pat Philippe

Washington Baltimore Center for Psychoanalysis, Inc.
(WBCP)

Joseph Chirico
Kathleen Oristian

Flatiron School, Inc.
Kate Cassino

University of San Francisco
Katie Hoffman
Madeline Meininger

Strayer University
Kimberly Frazer
Lisa Sincere

Quantic School of Business and Technology
Lisa Park
Michael Machen

Graduate School USA
Mary Bartlett
Regina Gibbons

Hillsdale College
Matthew Spalding

Olivet University
Matthias Gebhardt
Sarah Lafleur

Northwestern University
Mearah Quinn-Brauner

Dudley Beauty College
Melanie McClain

Saint Michael College of Allied Health
Micheal Adedokun

Cornell University
Patrick Feely

The College of William & Mary
Roxane O. Adler Hickey

Ruby

Eastern Mennonite University (EMU)

Ryan Good

Tech Elevator, Inc.

Sarah Wilson

Brown University

Shaunte Montgomery

TBG Trains

Vivica Brooks

Middle States Commission on Higher Education (MSCHE)

Diana Bonner

Ellie Fogarty

Office of the State Superintendent of Education (OSSE)

Fred Lewis, DC Government

Graduate School of Public and International Affairs

Emmy Griffith, GSPIA

Other Attendees:

Bill – bojilr@armstrongteasdale.com

Hanan Awaad

Jacob Mark

Martin Zhao

Ori Ratner

Peter S.

Rafael Salazar

William Fisher

Alexia Harper

II. Ascertainment of Quorum

Five (5) Commission members were present constituting a quorum.

III. Approval of the Agenda

The Commission voted to approve the October 6, 2022 agenda.

IV. Public Comment (reserved for agenda items only)

HELC Minutes

Public Session No.: 22-10

October 6, 2022

There were no comments from the public.

V. Consent Agenda

The Commission voted unanimously to approve the consent agenda.

A. Approval of the August 4, 2022 meeting minutes

The Commission voted unanimously to approve of the minutes from the August 4, 2022 public meeting.

B. One-year approval list

Recommended approval for the following applications for **one (1)** year from the date of expiration.

RENEWALS & AMENDMENTS *submitted at time of renewal*

Institutions	Approval Type	Expiration Date if Approved
Washington Baltimore Center for Psychoanalysis (ND)	Renewal	9/30/2023
Saint Michael College of Allied Health (D)	Renewal	9/30/2023
Hillsdale College (D)	Renewal	7/31/2023
Cornell University (D)	Renewal	7/31/2023
Southeast Welding Academy (ND)	Renewal	5/31/2023
Davis Memorial Goodwill Industries (ND)	Renewal	7/31/2023
TBG Trains (ND)	Renewal	8/31/2023
Dudley Beauty College (ND)	Renewal	8/31/2023
Northwestern University (D)	Renewal	11/30/2023

AMENDMENTS ONLY

* The licensure period for institutions seeking approval to amend by adding new programs, new location or name change will synchronize with the institutions current license.

Institutions	Approval Type	Current Expiration
Flatiron School (ND)	Program amendment	1/31/2023
Tech Elevator, Inc. (ND)	Program amendment	4/30/2023
Arizona State University (D)	Program amendment	5/31/2023

CONDITIONAL EXEMPTIONS

Institutions	Approval Type	Expiration Date if Approved
Brigham Young University (D)	Renewal	9/30/2023
Eastern Mennonite University (D)	Renewal	9/30/2023
University of Georgia (D)	Renewal	7/31/2023
The College of William & Mary (D)	Renewal	7/31/2023
University of Colorado Boulder (D)	Renewal	7/31/2023
Brown University (D)	Renewal	7/31/2023
Duke University (D)	Renewal	7/31/2023
University of Kentucky (D)	Renewal	9/30/2023

STATE AUTHORIZATION RECIPROCITY AGREEMENT (SARA)

Institutions	Approval Type	Expiration Date if Approved
American University (D)	Renewal	11/16/2023
George Washington University (D)	Renewal	9/11/2023
Georgetown University (D)	Renewal	9/14/2023
Strayer University (D)	Renewal	12/4/2023

KEY: Institution Type: (D) – Degree (ND) – Non-Degree

C. SAA- Veterans Education approval list

COMPLIANCE & MONITORING REPORT

EXPIRATIONS

Notice of license expiration was sent to the following institutions. They have not responded to the Commission.

Institutions	Approval Type	Expiration Date
University of Connecticut, School of Law	Conditional Exemption	5/31/2022

ANNUAL DATA SURVEY

The Annual Data Survey (ADS) Reporting period was from March 1- April 1, 2022. The institutions below submitted the ADS after the deadline or have not complied with the submission of the survey as of September 29, 2022.

Institutions	Status
Lake Forest Graduate School of Management	Not Submitted
Marquette University/Les Aspin Center for Government	Not Submitted

Prairie View A&M University (PVAMU)	Not Submitted
Truxton University	Not Submitted
University of Connecticut (UConn) School of Law	Not Submitted

VI. Non-Consent Agenda (items removed from consent agenda)

There were no additional items removed from the consent agenda.

VII. Unfinished Business

A. Battle’s Transportation Inc. Commercial Driving Training School

Battle’s Transportation Inc. Commercial Driving Training School submitted an application for licensure renewal to continue offering its non-degree certificate programs in: Advanced Commercial Driver Class A; Class A Refresher; Class B Refresher; Professional Driver Class A; and Bus/Truck Driver Class B.

RECAP from previous meeting(s):

At the August 4, 2021 public meeting, The Commission voted unanimously to defer decision on the application for licensure renewal submitted by Battle’s Transportation Inc. Commercial Driving Training School until the next public meeting scheduled for October 6, 2022.

The Commission voted unanimously to approve the application for licensure renewal submitted by Battle’s Transportation Inc. Commercial Driving Training School for one (1) year, not to exceed July 31, 2023 with the following condition to be met no later than November 1, 2022:

- To submit a financial audit

B. James Madison University

James Madison University submitted an application for renewal to continue offering their currently approved degree programs in: JMU Washington Semester.

RECAP from previous meeting(s):

At the August 4, 2022 public meeting, The Commission voted (4 in favor, 1 abstention) to approve the application for licensure renewal submitted by James Madison University for one (1) year, not to exceed July 31, 2023. The Commission requested a letter from an official from the university that describes the provisions in law that that provides protection for student enrolled in the institution (specifically those in the District) if the institution does not have a surety or letter of credit. Note: A motion was made to approve the waiver request but no vote

was taken on the matter. As of 10/4/22 the school had not provided a statement of assurance that students are protected in the event of closure.

The Commission unanimously to approve the application for licensure renewal submitted by James Madison University for one (1) year, not to exceed July 31, 2023.

VIII. Applications for Licensure/Exemption/Amendment

A. Provisional

i. University of Business, Innovation and Sustainability

University of Business, Innovation and Sustainability submitted an application for Provisional licensure to offer its degree certificate programs in: Master's in Business Administration, Science in Information Technology, Arts in International Relations, International Relations, Bachelor's Business Administration and Doctorate in Business Administration.

The Commission voted unanimously to approve the application for Provisional licensure submitted by University of Business, Innovation and Sustainability for one (1) year, not to exceed October 31, 2023.

B. Renewals/Amendment Applications

i. YWCA National Capital Area (CETC)

YWCA National Capitol Area (CETC) submitted an application for renewal and amendment to continue offering their currently approved non- degree programs: Administrative Support Services and Hospitality.

The Commission voted unanimously to approve the applications for licensure renewal submitted by YWCA National Capitol Area (CETC) for one (1) year, not to exceed September 30, 2023.

The Commission voted unanimously to approve the application for amendment submitted by YWCA National Capitol Area (CETC) synchronous with the current licensure approval.

ii. University of San Francisco

University of San Francisco submitted an application for renewal to continue offering their currently approved degree programs in: Master of Arts in Public Leadership.

The Commission voted unanimously to approve the application for licensure renewal submitted by *the* University of San Francisco for one (1) year, not to exceed July 31, 2023 with the following conditions to be met no later than November 1, 2022:

- Submit an updated organizational chart

- Submit required bank statements

iii. Quantic School of Business and Technology

Quantic School of Business and Technology submitted an application for renewal to continue offering their currently approved online degree programs in: Master of Business Administration, Executive Master of Business Administration, EMBA in Strategic Leadership and MBA in Leadership and Management;

Program amendment to modify its current approved programs in: Master of Business Administration and Executive Master of Business Administration in tuition increases

And

Request for new location to address 80 M Street, SE, Suite 100 Washington, DC 20003.

The Commission voted unanimously to approve the application for licensure renewal submitted by *the* Quantic School of Business and Technology for one (1) year, not to exceed July 31, 2023.

The Commission voted unanimously to approve the application for amendment to modify its currently approved programs in: Master in Business Administration and Executive Master of Business Administration in tuition increases synchronous with the current licensure approval.

The Commission voted unanimously to approve the application for new location to address 80 M Street, SE, Suite 100 Washington, DC 20003 submitted by *the* Quantic School of Business and Technology with the following conditions to be met:

- Submit a breakdown of the scholarships
- Submit marketing information
- Submit the graduation rates

iv. Berlitz Languages, Inc.

Berlitz Languages Inc. submitted an application for renewal and ownership change to continue offering language instruction.

The Commission voted unanimously to approve the application for licensure renewal submitted by Berlitz Languages, Inc. for one (1) year, not to exceed March 31, 2023 and amendment to change ownership synchronous with the current licensure approval.

The Commission voted unanimously to request remittance of a fine from the Berlitz Languages, Inc., in the amount of five hundred dollars (\$500.00 USD) for failure to notify the Commission of the ownership change.

v. **Westlink Career Institute**

Westlink Career Institute submitted an application for renewal to continue offering their currently approved non-degree certificate programs in: Basic Emergency Medical Technician, Advanced Emergency Medical Technician, Phlebotomy Technician, Medical Assistant and EKG Technician.

RECAP from previous meeting(s):

At the August 4, 2022 public meeting, The Commission voted unanimously to defer decision on the application for licensure amendment for ownership change submitted by Westlink Career Institute until the next public meeting scheduled for October 6, 2022.

The Commission voted (Affirmative: Crider, Dilworth, Lloyd, Segar; Negative: Shelton) to deny the application requesting licensure renewal submitted by Westlink Career Institute.

vi. **Graduate School USA**

Graduate School USA submitted an application for amendment to change the institutions name to GovSchool USA.

The Commission voted unanimously to deny the application for amendment to change the institutions name to GovSchool USA submitted by *the* Graduate School USA pursuant to D.C. Official Code 381309 (C)(1) and (2).

vii. **Certification School Worldwide**

Certification School Worldwide submitted an application for program amendment to add the programs in: Business: Capital in the Capitol Program, Facilities Maintenance: Capital in the Capitol Program, Green Infrastructure: Capital in the Capitol Program, Healthcare: Capital in the Capitol Program, Hospitality and Beauty: Capital in the Capitol Program, IT: Capital in the Capitol Program and Legal: Capital in the Capitol Program.

The Commission voted unanimously to defer decision on the applications for program amendment submitted by *the* Certification School Worldwide until the next public meeting scheduled for December 8, 2022, with the following conditions to be met no later than November 1, 2022 (30 days):

- Submit updated expiration dates for the expired documents
- Submit updated Instructor Qualification forms
- Provide signed documents (*where signature was not provided*)

viii. **Windsor University**

Windsor University submitted an application for renewal to continue offering their currently approved degree certificate program in: Master of Business Administration. The institution has submitted a request for a waiver of the financial audit requirement.

The Commission voted (Affirmative: Dilworth, Lloyd, Segar, Shelton; Abstention: Crider) to approve the application for licensure renewal submitted by Windsor University for one (1) year, not to exceed August 30, 2023, with the following conditions to be met within one (1) year:

- Submit detailed information in obtaining accreditation within six (6) months timeframe
- Submit detailed information within three (3) months with the name of the accrediting body that they have applied to for accreditation

The Commission voted (Affirmative: Dilworth, Lloyd, Segar, Shelton; Abstention: Crider) to approve the application for request in waiver of an financial audit submitted by Windsor University with the following conditions to be met within one (1) year:

- To provide a six (6) month plan for hire of an auditor

ix. Moreland University

Moreland University submitted an application for program amendment to delete programs in: Certificate in Teacher Preparation, M.Ed. with Teacher Certification and Early Childhood Education Focus, M.Ed. with Teacher Certification and Special Education Focus, M.Ed. with Teacher Certification and Teaching Multilingual Learners Focus, M.Ed. with Teacher Certification and Educational Technology Focus and M.Ed. in Educational Leadership.

The Commission voted (Affirmative: Crider, Lloyd, Segar, Shelton; Abstention: Dilworth) to approve the application for licensure renewal and the application for program amendment to delete six (6) programs submitted by Moreland University for one (1) year, not to exceed September 30, 2023.

IX. Pending Cases

A. New

i. Olivet University – Show Cause

A Show Cause regarding the institution’s failure to comply with the requirements outlined in the ABHE Commission on Accreditation review on February 12, 2020.

The ABHE Commission on Accreditation reviewed your institution at its February 12, 2020 meeting and took the following actions:

Place Olivet University (CA) on probation and continue accreditation in light of the Commission on Accreditation's judgment that the institution fails to comply with the ABHE Institutional Accreditation Standards as listed below and require progress reports, due May 15, 2020, September 15, 2020, and November 15, 2020, addressing the following:

- COE 20 (Documentation that a substantial portion of institutional income is allocated to educational programs and purposes)
- COE 21; Standard 6b, EE 1 (Evidence of financial stability as documented by submission of FY17-18 and FY18-19 audits)
- Standard 3, EE 5, 7 (Documentation of honest and open communication with accrediting, licensing, and governing bodies; integrity in all financial matters and in compliance with applicable legal and governmental regulations)
- Standard 6b, EE 4, 5, 7 (Documentation of risk management policies and procedures, appropriate board oversight, and adequate internal controls over critical financial and governance areas as demonstrated by progress toward adopting recommendations emerging from Crowe's Business Process and Corporate Governance Risk Assessment)

Express concern in light of the failure of Olivet University (CA) to submit an annual audit as required by Standard 6b, EE 1, and the failure to provide sufficient data to calculate financial stability indicators. Request submission of such, due May 15, 2020, for review. Failure to respond as directed may result in further sanction by the Commission on Accreditation. The institution is reminded that the FY 19-20 financial audit is also due November 15, 2020.

Placement on probation does not become final until the institution has had an opportunity to request a review or appeal of the decision. I wrote to you on February 21, 2020 to notify you of this action and the opportunity to request a review or appeal. Since no request for review or appeal was filed during the 10-day allotted time, the decision of the ABHE Commission on Accreditation is final, effective today, March 3, 2020.

The HELC provided a copy of the Show Cause Notice to the Olivet University dated September 30, 2022 to provide explanation of the federal investigations at the California campus, closure of the New York branch campus, and probationary action of the accreditor, The Association for Biblical Higher Education Commission on Accreditation (ABHE). The Commission requests that the institution attend the October 6, 2022 virtual public meeting.

The Commission will take this matter under advisement and accept a written submission to the Show Cause no later than November 7, 2022 (30 days).

X. Extended Public Comment (limited to 2 minutes per person on any item/matter not listed on the agenda)

There were no comments from the public.

XI. Report of the Executive Director

A. After Action Report

The following are updates to conditions of license approval and other requests made by the Commission that the institutions have not satisfied as required:

- i. All items from the previous public meeting held on August 4, 2022, regarding Berlitz Language Institute, Westlink Career Institute and Moreland University were addressed during the October 6, 2022 public meeting, as a response to the after-action report.

B. Student Advisory Committee

The Student Advisory Committee (SAC) recruitment remains open. Interested persons may contact osse.elcmail@dc.gov. Information is available on the HELC web page at <http://helc.osse.dc.gov>.

There are no additional updates at this time.

C. COVID-19 response update

The following recent Mayoral orders pertain to post-secondary institutions operating in the District:

- There are no updates at this time.

To read the full order the public is encouraged to visit www.coronavirus.dc.gov.

XII. Correspondence and Communications

A. Informational

i. Aspen University

Re: Supervised Teach-out

Aspen University will participate in a supervised teach-out for the 4 District students affected by the institution's loss of SARA eligibility.

No action required by the Commission at this time.

ii. University of the Potomac

Re: Stratford University students

University of the Potomac (UOTP) has plans to assist student affected by the closure of Stratford University. They will waive the maximum transfer credit policy for a select group of students, so that they can complete their programs of study. The institution's accreditor, MSCHE, is aware of the proposed plan.

No action required by the Commission at this time.

iii. Amala Lives Institute

Re: Graduation invite

In an email cordially inviting the HELC to Amala Lives Institute's fall graduation. Graduation is on Tuesday, October 4th at 12:00 noon.

Please contact:

Brandi Forte

CEO, Amala Lives Institute

Phone: 202-604-4219.

No action required by the Commission at this time.

iv. InterAmerican Defense College

Re: Voluntary withdrawal Accrediting Council for Independent Colleges and Schools (ACICS)

September 23, 2022 – notification of our intent to request a voluntary withdrawal of accreditation with the Accrediting Council for Independent Colleges and Schools (ACICS), effective October 1, 2022.

In our continued pursuit of academic excellence, we have recently obtained accreditation with the Middle States Commission for Higher Education (MSCHE) until 2028, whose scope further enhances our academic offerings to our mid-career professionals in Hemispheric Defense and Security. At the direction of our governing body and the strong demand signal from the population we support, this year, the IADC started the planning phase of the substantive change to add distance education capabilities and offer a professional doctorate program in the next few years. We regret ACICS' inability to accredit this level of degree. Therefore, as we pursue its authorization, we must align this new degree with the MSCHE standards and policies.

The inability of ACICS to accredit a Doctorate, combined with the latest Department of Education decision regarding the termination of ACICS federal recognition, suggests the appropriateness of our voluntary removal from their accredited institutions.

No action required by the Commission at this time.

v. Strayer University

Re: Retiring Hackbright Academy

September 15, 2022 – In a letter notifying of the University's decision to retire and teach-out all Hackbright Academy branded non-credit, non-degree coding bootcamp programs ("Hackbright Bootcamps"). The changes were approved by the relevant internal committees and the Strayer University Board of Trustees.

We previously notified the Commission of Strayer University's delivery of Hackbright Bootcamps under the "Hackbright Academy" trade name as part of its continuing education flagship. Strayer is now retiring these Hackbright Bootcamps for new students. We will teach-out the Hackbright Bootcamps for currently enrolled students such that students currently enrolled in any of these Hackbright Bootcamps will be able to continue their studies uninterrupted. During the teach-out period, students must continue to remain in academic good standing and on track towards completion of these Hackbright Bootcamps, in accordance with standard University policies.

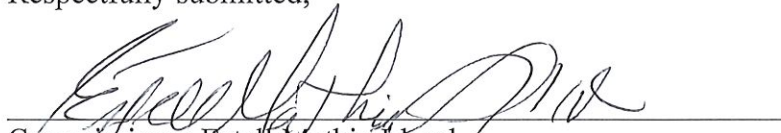
No action required by the Commission at this time.

XI. Next Public Meeting: December 8, 2022

XII. Adjournment

Having no further business, the meeting was adjourned at 4:05 pm.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Estel Mathis-Lloyd", is written over a horizontal line.

Commissioner Estel Mathis-Lloyd
Secretary