

DISTRICT OF COLUMBIA  
HIGHER EDUCATION LICENSURE COMMISSION

Public Session No. 21-12  
December 2, 2021 (virtual)  
9:30 am

**I. Call to Order**

Commissioner Mary Dilworth called the meeting to order at 9:50 am.

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

Staff Present: Angela Lee, Executive Director  
Terasita Edwards, Deputy Director  
Jocelyn Harris, Education Compliance Specialist  
Alesia Henry, Education Compliance Specialist  
Dorothy Thomas, Education Compliance Specialist  
Chasity Cook, SAA Compliance Specialist  
Nagesh Tammara, Attorney Advisor  
Maia Turner, Administrative Assistant

HELC Student Advisory Committee (SAC) Members Present:

Ms. Jordan Bond

Guests Present: D.C. Board of Nursing (DC BON)  
Dr. Bonita Jenkins

Amala Lives Istitute  
Brandi Forte  
Keosha Douglas

Innovative Institute  
Christopher Azoro

SummaPrime School of Healthcare  
Crystal L. Scott

Roberts Hughart  
Paula Shipman-Roberts

D.C. Health Department  
Daniel P. Burke

Westlink Career Institute  
Deborah Hayman  
Robert Powell  
Vanessa Stanton

Maryland Smith  
Frank Goertner

Prairie View A&M University  
Francis G. Gause III  
Michael Nojeim  
Yuval Weber

Texas A&M University, The Bush School of Government  
and Public Service  
Gary Ross  
Jay B. Silveria

Hands on Dental Assistant Training, LLC  
Jess Deinlein  
Yves Tatuah

Lambda School  
John Yow  
Juli Tarca

University of Maryland, College Park (UMD)  
Joseph Bailey

Moreland University  
Kevin J. Ruth

Rocky Vista University  
Laura Dement  
Riley Morse  
Steven Biener

Mid-Atlantic College  
Patrick Merkle, Counsel  
Christopher Azoro

Strayer University  
Lisa Sincere

Truxton University  
Randall Blevins  
Robby Tandrian

Arizona State University  
Alison Hahn

University of California, Berkeley  
Bridget Ford

Nexford University  
Fadl Al Tarzi  
Cathy Plunkett  
Sheila Fournier-Bonilla

Reformed Theological Seminary  
Jennifer McGahey  
John Redd

Saint Michael College of Allied Health  
Michael Adedokun

Shaw Learning Academy  
Quiana Shaw

United Planning Organization (UPO)  
Sheri Jones  
Tavawyaha Batts

The Ohio State University  
Justin Weimer

Middlebury College  
Fariha Haque

LADO International  
Margaret Lado  
Richard Fischer

Immaculate School of Allied Health  
Ron Lewis  
Winstina Taylor

American University  
Sandra Morales-Bermudez

Florida International University  
Eric Feldman

**Public Attendees:**

Anurag Mishra  
Claudia Lazo  
James Fehlman  
Jim Kelly  
Mike Colson  
Mike Marcellino  
Nancy Rubin  
Undraa Altangerel  
Harry  
JC

**II. Ascertainment of Quorum**

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

**III. Approval of the Agenda**

The Commission voted to approve the December 2, 2021 agenda.

**IV. Public Comment (reserved for agenda items only)**

There were no comments from the public.

**V. Consent Agenda**

The Commission voted unanimously to approve the consent agenda.

**A. Approval of the October 7, 2021 meeting minutes**

The Commission voted to unanimously approve of the minutes from the October 7, 2021 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*

<b>Institutions</b>	<b>Approval Type</b>	<b>Expiration Date if Approved</b>
<b>University of California, Berkeley (D)</b>	Renewal	11/30/2022
<b>Nexford University (D)</b>	Renewal	11/30/2022
<b>St. Michael College of Allied Health (D)</b>	Renewal and Program Modification	09/30/2022
<b>Middlebury College (D)</b>	Renewal	11/30/2022
<b>University of California Davis (D)</b>	Renewal	11/30/2022
<b>Immaculate School of Allied Health (ND)</b>	Renewal	11/30/2022

Recommended approval for the following applications for **two (2)** years from the date of expiration.

RENEWALS & AMENDMENTS *submitted at time of renewal*

<b>Institutions</b>	<b>Approval Type</b>	<b>Expiration Date if Approved</b>
<b>United Planning Organization (ND)</b>	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.

<b>Institutions</b>	<b>Approval Type</b>	<b>Current Expiration</b>
<b>University of Southern California (D)</b>	Program Amendments (16 new programs)	1/31/2022
<b>Texas A&amp;M University, The Bush School of Government and Public Service (D)</b>	Program modification	7/31/2022
<b>University of Maryland College Park (D)</b>	New Program	Permanent
<b>The Ohio State University (D)</b>	New Program	7/31/2022
<b>Shaw Learning Academy (ND)</b>	Name Approval	Not Applicable
<b>Reformed Theological Seminary (D)</b>	Name Approval	Not Applicable
<b>Arizona State University (D)</b>	Four new programs; two program deletions	5/31/2022
<b>Institute of World Politics (D)</b>	Program Modifications	5/31/2022

Central Texas College (D)	Program modifications (distance learning)	Permanent
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**CONDITIONAL EXEMPTIONS**

Institutions	Approval Type	Expiration Date if Approved
Florida International University (D)	Renewal	1/31/2023

**STATE AUTHORIZATION RECIPROCITY AGREEMENT (SARA)**

Institutions	Approval Type	Expiration Date if Approved
American University (D)	Renewal	1/16/2022
Strayer University (D)	Renewal	12/4/2022

**AGENTS**

Institutions	Approval Type	Expiration Date if Approved
Ross University School of Medicine (D)	Renewal	10/31/2022

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

**C. SAA- Veterans Education approval list**

The HELC, acting as the District of Columbia State Approving Agency for Veterans Education benefits, approved the following applications for the period of February 1- March 31, 2021:

**INSTITUTE OF HIGHER LEARNING (IHL)**

**New Programs**

Institution Name	Program Name
Strayer University – Online (D)	Graduate Certificate Corporate Learning Graduate Certificate Educational Administration

**Catalog Reviews**

Institution Name	Program Name
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**Strayer University – Online (D)**

24-month review (25 continued approvals, 2 name change revisions, and 7 program disapprovals)

## 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
Claremont Lincoln University (D)	Institution License	9/30/2021

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

There were no items removed from the consent agenda.

### VII. Unfinished Business

#### A. Truxton University

Truxton University submitted an application for Provisional licensure to offer its degree program: Master of Business Administration.

#### RECAP from previous meeting(s):

At the October 7, 2021 public meeting, the Commission voted (Affirmative: Crider, Lloyd, Segar, Shelton; Abstentions: Dilworth) to defer action on the application for Provisional licensure submitted by Truxton University until the December 2, 2021 public meeting with the following conditions to be satisfied by November 7, 2021:

- Provide an updated Catastrophic Events Policy
- Provide a corrected evidence of compliance with CRAC guidelines

The Commission voted unanimously to defer decision on the application for Provisional licensure submitted by Truxton University with the conditions to provide the following no later than January 3, 2022:

- Submit proof of instructors training in long distance learning
- Submitting the LMS system implementation model via Zoom and Paragon platform

#### B. Innovative Institute

Innovative Institute, Inc. submitted an application for licensure renewal to continue offering its non-degree certificate programs in: Certified Nursing Assistant (CNA) Training, Home Health Aide (HHA) Training, and CNA to HHA Bridge Program.

**RECAP from previous meeting(s):**

At the October 7, 2021 public meeting, the Commission voted unanimously to defer decision on the application for licensure renewal submitted by Innovative Institute, Inc. until the December 2, 2021 public meeting with the following conditions to be satisfied by November 7, 2021:

- 2020 financial audit
- Catalogue addendum defining classroom hours (containing both clinical and lab)
- Board of Nursing admissions policy documentation and proof of implementation
- Student records documentation and sampling of new policy

The Commission voted unanimously to deny the application for licensure renewal submitted by Innovative Institute on the grounds of failure in compliance with the following:

- Curriculum
- Finance
- Advertisement and Publication
- Admissions

**C. Hands on Dental Assistant Training, LLC**

Hands On Dental Assistant Training, LLC submitted an application for licensure renewal to continue offering its non-degree certificate Dental Assistant program.

**RECAP from previous meeting(s):**

At the August 5, 2021 public meeting, The Commission voted unanimously to defer decision on the application requesting licensure renewal submitted by Hands on Dental Assistant until the October 7, 2021 public meeting. The Commission recommended that the institution procure services of a Management Consultant.

At the October 7, 2021 public meeting, The Commission voted (Affirmative: Crider, Lloyd, Segar, Shelton; Negative: Dilworth) to defer action on the application for licensure renewal submitted by Hands on Dental Assistant until the December 2, 2021 public meeting with the following conditions to be met by November 5, 2021:

- Financial audit (complete)
- Faculty data sheets (for all faculty)
- Academic Credit analysis (corrected)
- Executive externship agreement(s)
- Library agreement(s)
- Student records (corrected documentation)



The Commission voted unanimously to approve the application for licensure renewal submitted by Hands on Dental Assistant Training, LLC for one (1) year, not to exceed July 31, 2022 with the following conditions to be met no later than January 3, 2022:

- Submitting an audit report
- Submitting the online library service documentation from Evolve
- Submitting an updated license for Dr. Whitaker
- Submitting an academic credit analysis
- Remitting a fine, in the amount of two-hundred fifty dollars (\$250.00) for late submission

## **VIII. Applications for Licensure/Exemption/Amendment**

### **A. Provisional**

#### **i. Rocky Vista University**

Rocky Vista University submitted an application for Provisional Conditional Exemption under the provisions of DC Official Code §38-1310(f) to offer its Doctor of Osteopathic Medicine, Masters of Physician Assistant Studies and Masters of Science in Biomedical Sciences degree programs.

The Commission voted (Affirmative: Crider, Lloyd, Segar, Dilworth; Negative: Shelton) to approve the application for Provisional Conditional Exemption submitted by Rocky Vista University for a period of one (1) year, not to exceed December 31, 2022.

#### **ii. Prairie View A&M University**

The Prairie View A&M University submitted an application for Provisional Conditional Exemption under the provisions of DC Official Code §38-1310(a) (6) to offer the BA – Political Science program.

The Commission voted (Affirmative: Crider, Lloyd, Segar, Dilworth; Abstentions: Shelton) to approve the Provisional Conditional Exemption submitted by the Prairie View A&M University.

#### **iii. SummaPrime School of Healthcare**

The SummaPrime School of Healthcare submitted an application for Provisional application to offer the non-degree certificate program in Nurse Aide.

The Commission voted (Affirmative: Crider, Lloyd, Segar, Dilworth; Negative: Shelton) to defer action on the application for Provisional licensure submitted by SummaPrime School of Healthcare until the February 3, 2022 public meeting to provide the time to review the materials that were submitted during office closings.

### **B. Renewals/Amendment Applications**

**i. Westlink Career Institute**

Westlink Career Institute submitted an application for new location.

The Commission voted unanimously to approve the application submitted by Westlink Career Institute for one (1) year, not to exceed July 31, 2022 with the following conditions to be satisfied by January 31, 2022:

- Efficiency of the student records storage area
- Expired prescriptions replacements
- Curriculum application regarding the EMS provider certification and EMS Education

**ii. LADO International Institute**

LADO International Institute submitted an application for licensure renewal to continue offering its non-degree certificate programs in: English as a Second Language (AM Intensive, Evening Intensive, Morning Semi-Intensive, Evening Semi-Intensive, Saturday) and Teaching English as a Foreign Language.

The Commission voted unanimously to approve the application for licensure renewal submitted by LADO International for one (1) year, not to exceed November 30, 2022 with the following condition to be satisfied by December 31, 2021:

- Submit an updated audit

**iii. Lambda School**

Lambda School submitted an application for licensure renewal to continue offering its non-degree certificate programs in: Data Science (Part time), Data Science (Full time), Full Stack Web Developer Immersive (Part time), Full Stack Web Developer Immersive (Full time), and Enterprise Backend Development, and an application request for name change.

The Commission voted unanimously to approve both applications for licensure renewal and name change submitted by Lambda School for one (1) year not to exceed November 30, 2022 with the condition to remit a fine in the amount of five-hundred dollars (\$500.00) for unapproved advertisement.

**iv. Amala Lives Institute**

Amala Lives Institute submitted an application for licensure renewal to continue offering its non-degree certificate program: Culinary Arts & Hospitality.

The Commission voted unanimously to approve the application requesting licensure renewal submitted by Amala Lives Institute for one (1) year, not to exceed November 30, 2022.

## **IX. Closures**

### **i. Cornerstone for the Anointing**

Cornerstone for the Anointing submitted a closure form to discontinue operation at 1773 T Street, NW, Washington, DC 20009 with a proposed effective date of June 3, 2021.

The institution did not have any student enrollments for the period of operation and therefore did not provide a custodian of records contact information on the closure form.

The Commission voted unanimously to approve the closure plan submitted by Cornerstone for the Anointing.

### **ii. Paralegal Institute of Washington**

Paralegal Institute of Washington submitted a closure form September 30, 2021, to discontinue operation at the District campus located at address 1319 F Street., NW, Suite #202, Washington, DC 20004 with a proposed effective date of October 30, 2021.

The hardcopy student records were surrendered to the Commission and will be converted into electronic files. Pursuant to 38-1307 (3)(C) the institution will be invoiced the cost incurred by the Commission to convert the records to electronic format.

The Commission voted unanimously to approve the closure plan submitted by Paralegal Institute of Washington with the condition to invoice the institution for costs in the student records files conversion.

## **X. Pending Cases**

### **A. Continued**

#### **i. D2020-002 – Mid-Atlantic College (Request for Stay)**

On September 29, 2021 the Commission issued a Notice of Show Cause (“NOSC”) to Mid-Atlantic Institute for failure to comply with proper closure procedures.

On October 7, 2021, A Motion for Stay was submitted by the institution to the Commission via email by the institution’s attorney while the Commission was conducting its public meeting.

The Commission voted (Affirmative: Crider, Lloyd, Segar, Dilworth; Abstention: Shelton) to deny the Motion to Stay of order, closing the pending appeal.

#### **ii. C2021-010 – Moreland University**

### **Background of the Investigation Report:**

On August 2, 2021, the Commission received a letter of inquiry from the State of Hawaii, Hawaii Teacher Standards Board (HTSB). The letter from HTSB noted that during a review of license applicants there were six areas of potential non-compliance. Listed below are areas of concern specific to HELC:

- 5A DCMR § 8004.11(b) - Admitting students into degree programs using a method not approved by the Commission; and/or
- 5A DCMR § 8004.9 - Allowing students to matriculate through approved programs without meeting the requirements for occupational license as required in the District of Columbia.

On September 7, 2021, the Commission provided a letter to the Moreland University; Per 5A DCMR1§ 8020.1, to inform the institution that the Higher Education Licensure Commission (“Commission”) is initiating an investigation.

The Commission will look to receive the institution’s written response by January 2 and be prepared to discuss further at the February 3 public meeting.

No action required by the Commission at this time.

**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. Hands on Dental Assistant Training, LLC** see Unfinished Business (C. – pg. 8).
- ii. Innovative Institute** see Unfinished Business (B. – pg. 7).
- iii. MedStar Washington Hospital Center** remains under settlement agreement. As required, the institution provided the Commission with an update following the JRCERT accreditation visit. The institution is scheduled to appear on the JRCERT’s December 2021 agenda.

### **B. COVID-19 response update**

Since the last meeting two of the recent Mayoral orders pertain to post-secondary institutions operating in the District:

- Mayor Order 2021-119 Extension of Public Health Emergency to January 7, 2022

- Mayor Order 2021-142 Modification of Certain COVID19 Indoor Mask Mandates (2)(a) – requires masks worn in schools

To read the full order the public is encouraged to visit [www.coronavirus.dc.gov](http://www.coronavirus.dc.gov).

## **XII. Correspondence and Communications**

### **A. Informational**

#### **i. University of the Potomac**

##### RE: Leadership change

In a letter dated November 9, 2021, the Commission is notified that Andrea Ford has been named Interim President of the University of the Potomac effective October 29, 2021. It is the Board's intention to initiate a search for a new president after the holiday season in January 2022.

No action required by the Commission at this time.

#### **ii. Accrediting Council for Independent Colleges and Schools (ACICS)**

##### RE: Bay Atlantic University (BAU) accreditation update

In a letter dated November 30, 2021, ACICS provides the following update. During its November 2021 meeting the Council acted to continue the BAU campus's scope of accreditation with respect to the fully online delivery of one or more programs thru December 31, 2023. The school will be required to complete an in-person site visit following the virtual site visit at a time to be determined.

No action required by the Commission at this time.

## **XIII. Next Public Meeting: February 3, 2022**

## **XIV. Adjournment**

Having no further business, the meeting was adjourned at 2:58 pm.

Respectfully submitted,



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Commissioner Estell Mathis-Lloyd  
Secretary