

DISTRICT OF COLUMBIA
HIGHER EDUCATION LICENSURE COMMISSION

Public Session No. 24-11
November 7, 2024 (virtual)
9:30a.m.

I. Call to Order

Commissioner Elaine Crider called the meeting to order at 9:44 a.m.

Commissioners Present:

Commissioner Elaine Crider, D.H.Sc., Chair
Commissioner Julia Lara, PhD., Secretary
Commissioner Estell Mathis-Lloyd, M. Ed.

Staff Present:

Terasita Edwards, Executive Director
Dr. Terron Scott, Deputy Director
Alesia Henry, Education Compliance Specialist
Loren Stevens, Education Compliance Specialist (SAA)
Maia Turner, Administrative Assistant
Chantel Mullen, Senior Assistant General Counsel (OGC)

Guests Present:

Accessibility Excellence Academy (AEA)
Pier A. Broadnax
Erica Muma
Martin Ayaba

University of the People
Jennifer Lafata

TBG Trains
Vivica Brooks

Pepperdine University
Sheryl Covey
David Smith

Learnix Tree Center, LLC
Andrew Duplyakin
Amos Green
Larry Poltavtsev

Brigham Young University
Danny Damron
Lisa Peck

University of Business, Innovation and Sustainability
(UBIS)
Shannyn Stern
Alison Wilson

International Teachers University
Loulou Hsaiky
Adil Siddiqui
Rishab Khanna
Andrew Torris

Cornell University, Cornell in Washington Program
Patrick E. Feely

Windsor University
Amr Abbas
Hisham Mohamed
Nada Midan
Reham Abbas
Emma White

Parami University
Phoo Pwint Thiri Khine
Kyaw Moe Tun

Moreland University (TEACH-NOW Graduate School of
Education)
Dr. Susanne H. Thompson
Dr. Karena Zulkowski

Calvary Bible Institute
Karen McNair

National University
Lisa Brown Chambers

Hands on Dental Assistant Training
Aretha Thompson
Fatima Oglesby

Arizona State University (ASU)
Alison Hahn

Certification School Worldwide
Robert Jordan

Time for Change (TFC)
Soccorra Smith

The Institute of World Politics
Adele N. Hartswick

University of Georgia
Donald (Don) G. DeMaria

Strayer University
Kimberly Frazer
Lisa Sincere

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Veterans Enterprise Training & Services Group, Inc. (The
Vets Group)
Joe Wynn
Faith DeVeaux

DC Central Kitchen
JaSent Brown

Dudley Beauty College
Melanie McClain

Northwestern University
Mearah Quinn-Brauner
Ivan Meyers

Texas A&M University (The Bush School of Government
and Public Service) (TAMU)

Cathy Celestino

Elizabeth Marshwood

Jay B. Silveria

S.O.M.E. Center for Employment Training

David Hilder

Fielding Graduate University

Lillian G. Simmons

Alma Boutin-Martinez

Shayla Moore Prince

Department of Health (DOH)

Tamara Freeman

Jacqueline Newsome-Williams

Board of Ethics and Government Accountability (BEGA)

Kimberly Brown

Other Attendees:

Ashley Purviance

Aye Htet

Cynthia P. Irani

Alyssa Whitney

Erik Amaro

Melanie Storms

Maurice Derrico

Lisa Bohman

Francis Gause III

Dima Kassem

Roger Turner

Mark Gardner

Trevor Belcher

Michael (Unverified)

Phil (Unverified)

Ahmed, Student Affairs

Sarah, Student Affairs

Wessam, Student Affairs

Mike, Windsor University IT Manager

II. Ascertainment of Quorum

Three (3) Commission members were present constituting a quorum.

III. Approval of the Agenda

The Commission voted to approve the November 7, 2024 agenda.

IV. Consent Agenda

The Commission voted unanimously to approve the consent agenda.

V. Approval of the August 1, 2024 meeting minutes

The Commission voted unanimously to approve of the minutes from the August 1, 2024 public meeting.

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*

Institution	Approval Type	Expiration Date if Approved
DC Central Kitchen (ND)	Renewal	July 31, 2025
Fielding Graduate University (D)	Renewal	August 31, 2025
Learnix Tree Center, LLC (ND)	Provisional	November 30, 2025
Parami University (D)	Renewal	June 30, 2025
TBG Trains (ND)	Renewal	August 30, 2025
University of Business, Innovation and Sustainability (UBIS) (D)	Renewal	October 31, 2025
University of the People (D)	Renewal	March 31, 2025

Two-year approval list

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

Institution	Approval Type	Expiration Date if Approved
Brigham Young University (D)	Renewal	September 30, 2026
Cornell University (D)	Renewal	July 31, 2026
Case Western Reserve University (D)	Renewal	November 30, 2026
Moreland University (TEACH-NOW Graduate School of Education) (D)	Renewal	September 30, 2026
National University (D)	Renewal & Program Amendment	July 31, 2026
Northwestern University (D)	Renewal	November 30, 2026
University of California DC (D)	Renewal	October 31, 2026
Urban Ed., Inc. (ND)	Renewal	July 31, 2026

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.

Institution	Approval Type	Current Expiration
Arizona State University (D)	Program Amendment – New Programs	May 31, 2025
Carnegie Mellon University – Heinz College (D)	Program Amendment – New Program	Permanent Licensure
Pepperdine University (D)	Program Amendment – New Programs	January 31, 2025
The Institute of World Politics (D)	Program Amendment – New Program	May 31, 2025
Walden University (D)	Program Amendment	January 31, 2025

CONDITIONAL EXEMPTIONS

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

Institutions	Approval Type	Expiration Date if Approved
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Brown University (D)	Renewal	July 31, 2025
Duke University (D)	Renewal	July 31, 2025
Eastern Mennonite University (D)	Renewal	September 30, 2025
The Ohio State University (D)	Renewal	July 31, 2025
The University of Chicago (D)	Conditional Exemption	November 30, 2025
University of Georgia (D)	Renewal	July 31, 2025
University of Kentucky (D)	Renewal	September 30, 2025
Virginia Polytechnic Institute and State University (D)	Conditional Exemption	November 30, 2025

CLOSURES

Recommended closure of the following application(s).

Institutions	Approval Type	Expiration Date if Approved
Athabasca University (D)	Conditional Exemption – Closure	12/1/2024
Thinkful, Inc dba Chegg (ND)	Licensure – Closure	11/2/2023

STATE AUTHORIZATION RECIPROCITY AGREEMENT (SARA)

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

Institutions	Approval Type	Expiration Date if Approved
The American University (D)	Renewal	November 16, 2025
Quantic School of Business and Technology (D)	Renewal	December 15, 2025
Strayer University (D)	Renewal	November 11, 2025

CONDITIONAL APPROVALS

Recommended approval with conditions for the following applications for **one (1)** year from the date of expiration. If approved, conditions must be satisfied within 30 days of approval, unless otherwise specified. Failure to satisfy the conditions specified may result in adverse action by the Commission to include, but is not limited to fines, penalties, suspension, and/or revocation.

Institution	Approval Type	Conditions of Approval	Expiration Date if
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			Conditions are met timely
Veterans Enterprise Training & Services Group, Inc. (The Vets Group) (ND)	Renewal	Provide the current financial audit	July 31, 2025

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

COMPLIANCE & MONITORING REPORT (Expirations, Notice of Intent to Deny, Unlicensed Activity & Annual Data Survey)

There was no action taken by the Commission at this time.

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

There were no additional items removed from the consent agenda.

VII. Unfinished Business

a. Licensure Requests

Accessibility Excellence Academy

Accessibility Excellence Academy submitted an application requesting licensure renewal to offer non-degree certificate program in: Nurse Aide Training.

RECAP from previous meeting(s):

At the August 1, 2024 public meeting, the Commission voted unanimously to defer decision on the application for licensure renewal submitted by Accessibility Excellence Academy with conditions to be met no later than September 2, 2024 (30 days):

- Receipt in report of final actions from the Board of Nursing

At the June 6, 2024 public meeting, the Commission voted (Affirmative: Lara, Petty; Negative: Crider) to defer decision on the application for licensure renewal submitted by Accessibility Excellence Academy until the August 1, 2024 public meeting.

The Commission voted on the conditions of a full submission and review of the application and documents to be met no later than July 22, 2024 (45 days):

- Submit an updated certificate of liability insurance
- Submit an updated certificate of non-discrimination
- Submit documentation of approval from the DC Board of Nursing

- Submit full documentation for faculty qualifications
- Submit their school catalog including all required items
- Submit student records to include all the required documents as identified by both HELC and DC BON
- Submit a catastrophic events policy
- Submit the job placement data and calculation(s)
- Submit an organizational chart

The Commission voted unanimously to approve the application for licensure renewal submitted by Accessibility Excellence Academy for one (1) year, not to exceed February 28, 2025 with the condition to remit payment for a fine, in the amount of five-hundred dollars (\$500.00 USD) no later than December 23, 2024 (45 days).

Calvary Bible Institute

Calvary Bible Institute submitted an application requesting licensure renewal to offer a non-degree certificate program in: Biblical Studies and Ministry.

Consequently, the institution has requested a three-year licensure approval.

RECAP from previous meeting(s):

At the August 1, 2024 public meeting, the Commission voted to defer decision until the November 7, 2024 public meeting and requested the following documentation which has been provided by the institution:

- Submit documentation regarding financial backing from Greater Mount Calvary Holy Church

The Commission voted unanimously to approve the application for licensure renewal submitted by Calvary Bible Institute for two (2) years, not to exceed March 31, 2026.

Time for Change

Time for Change submitted an application requesting licensure renewal to continue their non-degree certificate programs in: Nurse Assistant, Pharmacy Technician and Emergency Medical Technician

And

Program amendment to modify their currently approved programs in Emergency Medical Technician Training program.

RECAP from previous meeting(s):

At the August 1, 2024 public meeting, the Commission voted to defer decision on the application requesting the below listed documentation prior to the November 7, 2024 public meeting:

- Submit six (6) months of operating capital
- Submit financial audit
- Submit student records sample
- Submit approval from the Department of Health (DOH)

The Commission voted unanimously to approve the application for licensure renewal submitted by Time for Change for one (1) year, not to exceed May 31, 2025.

The Commission voted unanimously to approve the application requesting Program amendment to modify their currently approved program in Emergency Medical Technician Training program synchronous with the current licensure approval.

VIII. Applications for Licensure/Exemption/Amendment**a. Provisional/Initial****i. University of Southern California – Capital Campus**

University of Southern California – Capital Campus submitted an application requesting Provisional Conditional Exemption to offer its degree programs in: Dornsife in DC; Economic Policy Analysis; Economic Policy Issues; Price Policy Semester in DC; Price Spring Break in DC; Annenberg Maymester in DC; and Spring Admit Semester in DC.

The Commission voted unanimously to approve the application requesting Provisional Conditional Exemption submitted by the University of Southern California – Capital Campus for one (1) year, not to exceed January 31, 2025.

ii. University of St. Augustine for Health Sciences

University of St. Augustine for Health Sciences submitted an application requesting licensure renewal to offer its degree programs in: Master of Occupational Therapy (MOT); Doctor of Occupational Therapy (OTD); Doctor of Physical Therapy (DPT); Master of Health Administration (MHA); Master of Health Science (MHS); Doctor of Occupational Therapy, Post Professional (OTD); Transitional Doctor of Physical Therapy (DPT); Doctor of Health Science (D.H.Sc); Doctor of Education (EdD); Flex Master of Occupational Therapy (MOT); Flex Doctor of Physical Therapy (DPT); Master of Science in Nursing (Two new specializations, Psychiatric Mental Health Nurse Practitioner – Primary Care and Adult-Gerontology Nurse Practitioner); Doctor of Nursing Practice; Flex Doctor of Occupational Therapy; Post-Graduate

Family Nurse Practitioner; Master of Science in Speech-Language Pathology; Graduate Certificate in Business Intelligence; Graduate Certificate in Executive Leadership; and Graduate Certificate in Interprofessional Education

And

Amendment for ownership change to Perdoceo Education Corporation, President and CEO, Todd Nelson.

The Commission voted unanimously to approve the application requesting licensure renewal submitted by the University of St. Augustine for Health Sciences for one (1) year, not to exceed November 30, 2025.

The Commission voted unanimously to approve the application requesting amendment for ownership change submitted by the University of St. Augustine for Health Sciences to Perdoceo Education Corporation, President and CEO, Todd Nelson.

b. Renewals/Amendment Applications

i. Certification School Worldwide

Certification School Worldwide submitted an application requesting licensure renewal to offer a non-degree certificate program 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; Media Arts: Capital in the Capitol Program; Culinary: Capital in the Capitol Program; Legal: Capital in the Capitol Program; Business & Entrepreneurship; Cyber Security; Green Infrastructure; Network + Training; Barbering; Culinary Arts; Hair Braiding; A+ Training; Media Arts; and IT Fundamentals.

The Commission voted unanimously to defer action on the application for licensure renewal submitted by Certification School Worldwide until the February 6, 2025 public meeting with the following conditions to be met:

- Submit a catastrophic events policy
- Submit job placement data
- Submit a current fire extinguisher inspection report
- Submit a surety bond
- Submit an updated catalog with inclusion of all courses offered on the website
- Thorough review of the financial report

ii. Dudley Beauty College

Dudley Beauty College submitted an application requesting licensure renewal to continue offering their non-degree certificate programs in: Cosmetology, Nail Technology, and Cosmetology Instructor!

The Commission voted unanimously to defer action on the application for licensure renewal submitted by Dudley Beauty College until the February 6, 2025 public meeting.

iii. Graduate School, USA

Graduate School, USA submitted an application requesting licensure renewal to continue offering their non-degree certificate programs in: Administrative Procedures; Business Analysis; Digital Graphic Arts Certificate; Economics Certificate; Editorial Practices Certificate; Environmental Studies; Grants Management; Horticulture; Human Resources Management Level I (Residential); Human Resource Management Level II; Human Resource Management Level III; Landscape Design; Master Certificate in Federal Financial Management; Natural History Field Studies; Paralegal Studies; Personal Property Management Certificate; Personnel Administration; Program and Management Analyst; and Project Management Certificate.

The Commission voted unanimously to approve the application for licensure renewal submitted by Graduate School USA for one (1) year, not to exceed March 31, 2025 with the following conditions to be met no later than November 12, 2024 (5 days):

- Submit a Certificate of Good Standing
- Submit a Certificate of Clean Hands
- Submit a General Liability Insurance Certificate
- Submit audited financial statements
- Submit an updates catastrophic events policy

iv. Hands on Dental Assistant Training, LLC

Hands on Dental Assistant Training, LLC submitted an application requesting licensure renewal to continue offering their non-degree certificate programs in: Microsoft Office Specialist 2019, ServSafe Food Handlers/Certified Food Protection Manager, TBG Trains Community Health Worker/Contact Tracer, TBG Trains Hospitality Bootcamp, TBG Trains Concierge Essentials and Get Ready for Your Life!

The Commission voted unanimously to approve the application requesting licensure renewal submitted by Hands on Dental Assistant Training, LLC for one (1) year, not to exceed August 30, 2025 with the following conditions to be met no later than November 14, 2024:

- Submit a Certificate of Clean Hands
- Submit a Certificate of Good Standing
- Submit a current documentation of the retention rate

- Submit current job placement rates and the specific years the numbers apply

v. International Teachers University

International Teachers University submitted an application for licensure renewal to continue offering its degree program in: Master in Education;

And

Amendment for new location at address, Franklin Square 1200 I Street, NW, Suite 400E, Washington, DC 20005.

The Commission voted unanimously to approve the application requesting licensure renewal submitted by the International Teachers University for one (1) year, not to exceed August 31, 2025 with the following conditions to be met no later than December 9, 2024 (30 days):

- Submit a current elevator certificate
- Submit a current financial audit

The Commission voted unanimously to approve the application for amendment for new location at address, Franklin Square 1200 I Street, NW, Suite 400E, Washington, DC 20005.

vi. St. Michael College of Allied Health

St. Michael College of Allied Health submitted an application requesting licensure renewal to continue offering their degree programs in: Practical Nursing and Associate in Applied Science in Nursing.

The Commission voted unanimously to defer action on the application for licensure renewal submitted by St. Michael College of Allied Health until the Commission receives an update from the Board of Nursing action taken on the Corrective Action Plan (CAP).

vii. Windsor University

Windsor University submitted an application requesting licensure renewal to continue offering their degree programs in: Master of Business Administration and Bachelor of Engineering in Computer Engineering;

Amendment for new programs in: Cybersecurity for Business Professionals, Accelerated Master of Business, Cybersecurity Course and Artificial Intelligence Fundamentals Course;

Amendment to modify the Accelerated Master of Business program;

And

Amendment for new location at address 1725 I Street, NW, #300, Washington, DC 20006.

The Commission voted unanimously to approve the application requesting licensure renewal submitted by Windsor University for one (1) year, not to exceed August 31, 2025 with the following condition to be met not later than December 9, 2024 (30 days):

- Submit a fire alarm and testing report

The Commission voted unanimously to approve the application requesting amendment for new programs in: Cybersecurity for Business Professionals, Accelerated Master of Business, Cybersecurity Course and Artificial Intelligence Fundamentals Course.

The Commission voted unanimously to approve the application requesting amendment to modify the Accelerated Master of Business program.

The Commission voted unanimously to approve the application for amendment for new location at address, 1725 I Street, NW, #300, Washington, DC 20006.

viii. Veterans Enterprise Training & Services Group, Inc. (The Vets Group)

Veterans Enterprise Training & Services Group, Inc. (The Vets Group) submitted an application requesting licensure renewal to continue offering their non-degree certificate programs in: PC Specialist Program; Network Specialist Program; Security Specialist Program; Microsoft Office Specialist Program; Web Development Program; Certified Cable Installation Program; Project Management Program; Certified Tower Climber Program; AWS Cloud Computing; Wireless Broadband Technician; Cyber Security Professional Program Level 1; and Cyber Security Professional Program Level 2;

And

Amendment for new programs in: Artificial Intelligence Program Level 1 and Artificial Intelligence Program Level 2.

The Commission voted unanimously to approve the application for licensure renewal submitted by Veterans Enterprise Training & Services Group, Inc. (The Vets Group) for one (1) year, not to exceed July 31, 2025 with the following condition to be met:

- Review of the financial audit

The Commission voted (Affirmative: Lara, Lloyd; Negative: Crider) to defer action on the applications for amendment submitted by Veterans Enterprise Training & Services Group, Inc. (The Vets Group).

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

The Commission heard a comment from the following public attendee:

1. Mr. Jay Silveria, Texas A&M University

Mr. Jay Silveria expressed concern with the financial reporting review, submission and surety bond waiver.

IX. Report of the Executive Director

After Action Report

All institutions identified on the after actions report were included and managed in the unfinished business section of the November 7, 2024 agenda. There are no additional institutions to identify for any outstanding reports.

X. Correspondence and Communications

A. Informational

i. Innovative Institute

In a Court of Appeals notice filed October 15, 2024, in a Memorandum Opinion and Judgement of the institution sought renewal of its temporary operating license from the District of Columbia Higher Education Licensure Commission that expired on November 30, 2019. An evidentiary hearing was held due to the findings of several deficiencies in Innovative’s application and operation, failure to pay applicable fees, failure to provide the Commission with updated curriculum and course syllabi, and maintain adequate student records, including immunization documentation and grade reports.

On March 14, 2023, the Hearing Officer issued a written decision concluding that Innovative “failed to meet its burden of establishing that it qualified for renewal of its license by satisfying the applicable statutory and regulatory standards as set forth in the” December 13 NOID. In particular, the Hearing Officer concluded that the record supported each of the three bases for the Commission’s decision. First, the Hearing Officer, citing 5A D.C.M.R. §§ 8122.2(d) and 8128.3, found that Innovative’s application was incomplete because it “failed to include the additional \$500 late fee.” Second, Innovative “failed to maintain student records” and adhere to appropriate admissions requirements. Specifically, some of Innovative’s “student records included documentation for programs in which the student was not enrolled” and “[n]one of the student records contained grade reports.” Moreover, Innovative did not conform to applicable Board of Nursing requirements “because it [did] not offer sufficient classroom hours,” did not “require students to show proof of vaccination and immunity to communicable diseases,” and “admit[ted] students who fail[ed] to meet the school’s passing score on its own entrance exams.” Third, the Hearing Officer found that Innovative “failed to include updated curriculum as set forth in its

revised published academic catalog and failed to provide course syllabi.” The Hearing Officer’s decision also addressed three “supplemental issues” raised by Innovative, discussed in more detail below. The Hearing Officer recommended that the Commission issue a final order denying Innovative’s application for a licensure renewal.

On June 14, 2023, the Commission adopted the Hearing Officer’s findings and recommendation “in full as its final decision” and denied Innovative’s renewal application.

Decided October 15, 2024

Conclusion: For the foregoing reasons, the courts affirm the Commission’s decision and order.

No action required by the Commission at this time.

ii. Strayer University
RE: Program Updates

In a Notification providing the following updates:

- a) Retiring of the Joe Gibbs concentration as part of the Bachelor of Business Administration program
- b) Non-degree, non-credit Tech program offerings
- c) New non-credit individual courses

No action required by the Commission at this time.

iii. Texas A&M University
RE: Annual Financial Report

Texas A&M University provided documentation of secure funding for the institution as it does not yet qualify for a surety bond waiver.

No action required by the Commission at this time.

iv. University of the Potomac
RE: Show Cause Report submitted to the Middle States Commission on Higher Education

In a notice dated 7/1/2024, the University of the Potomac received a Notice of Non-Compliance Action from its accreditor, the Middle States Commission on Higher Education (MSCHE).

As required, the Institution provided a response to the Non-compliance action and a copy has been provided to the Commission for review.

No action required by the Commission at this time.

XI. Announcement(s)

XII. Next Public Meeting: February 6, 2025

XIII. Adjournment

Having no further business, the meeting was adjourned at 1:46 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Julia Lara".

Commissioner Julia Lara
Secretary