

DISTRICT OF COLUMBIA
HIGHER EDUCATION LICENSURE COMMISSION

Public Session No. 21-08
August 5, 2021 (virtual)
9:30 am

I. Call to Order

Commissioner Mary Dilworth called the meeting to order at 9:39 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

Guests Present: Windsor University
Amr Abbas
Eng Komey

Quantic School of Business and Technology
Bill Fisher
Ori Ratner
Michael Machen
Tom Adams

Northcentral University
Nicole Vanegas

LAMBDA School
Juli Tarca

Career Technical Institute
Dr. Sharon Conn

Moreland University
Kevin J. Ruth

Southeast Children's Fund
Saliha Abd Al-Malik

Hillsdale College
Matthew Spalding

University of Pittsburgh
Alastair McNeish Hamilton

Medstar Washington Hospital Center
Ericka Lasley
Jennifer L. Clarke
Gayle C. Thompson
Emily Britton

Strayer University
Kristen Hansen
Lisa Sincere

University of Georgia
Don DeMaria

Four Walls Career & Technical Education Center
Nedra Jones
Yvonne Hollis

Hands on Dental Assistant Training, LLC
Jessica Deinlein

Pacific College of Health and Science
Corrine K.

Gallaudet University
Rosanne Bangura

Texas A&M University (The Busch School of Government
and Public Service)
Jodi Carr
Jay B. Silveria

Urban Ed, Inc.
Roxanne Williams

University of Southern California (USC)
Jamie Putorti

University of Colorado – Boulder
Erika Swain

Davis Memorial Goodwill Industries
Pat Philippe

Ohio State University
Justin Weimer

Congress Heights Community Training & Development
Corporation
Troy Shockley

VETS Group Training Academy
Joe Wynn

James Madison University (JMU)
David Jones
Sarah Cheverton

University of San Francisco
Madeline Meininger

TBG Trains
Vivica Brooks

Bennett Career Institute
Chet Bennett

Flatiron School
Allan Gallegos

National Conservatory of Dramatic Affairs
Nan Ficca

Public Attendees:

Josie Ansbacher (She/Her)
Emily Kannon
Janene Jackson

Hideo Hansen
Joshua Rideaux
Kathleen Stratton

D.C. Office of the State Superintendent of Education (General Counsel Interns):

Daniel Soar
Paul Thornton

II. Ascertainment of Quorum

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

III. Approval of the Agenda

The Commission voted to approve the August 5, 2021 agenda.

IV. Public Comment (reserved for agenda items only)

There were no comments from the public.

V. Consent Agenda

There were no items removed from the consent agenda, however; Arizona State University and James Madison University were added to the consent agenda without objection.

- A. Approval of the April 1, 2021 meeting minutes
- B. Approval of the June 3, 2021 meeting minutes

The Commission voted to unanimously approve of the minutes from the April 1, 2021 public meeting and the June 3, 2021 public meeting.

C. 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
Hillsdale College (D)	Renewal	7/31/2022

Texas A&M University, The Bush School of Government and Public Service (D)	Renewal	7/31/2022
University of San Francisco (D)	Renewal	7/31/2022
Four Walls Career and Technical Education Center (ND)	Renewal	5/31/2022
Claremont Graduate University (D)	Renewal	5/31/2022
Bethel Training Institute (ND)	Renewal	5/31/2022
Urban Ed Institute (ND)	Renewal and Amendment	7/31/2022
Northcentral University (D)	Renewal and Amendment	7/31/2022
VETS Group Training Academy (ND)	Renewal	9/30/2022
Pacific College of Health and Science (D)	New Program	6/30/2022
Arizona State University (D)	Renewal, Amendment and Deletion	3/31/2022
James Madison University (D)	Renewal	7/31/2022

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
University of Southern California (D)	Program Amendments (17 new programs)	1/31/2022
Lambda School (ND)	Campus Closure (No Teachout)	11/30/2021
Flatiron School, LLC (ND)	Amendment (tuition change)	1/31/2022

CONDITIONAL EXEMPTIONS

Institutions	Approval Type	Expiration Date if Approved
Norwich University (D)	Renewal	7/31/2022
University of Colorado Boulder (D)	Renewal	7/31/2022
Wake Forest University (D)	Renewal	7/31/2022
University of Georgia (D)	Renewal	7/31/2022
The Ohio State University (D)	Renewal	7/31/2022

STATE AUTHORIZATION RECIPROCITY AGREEMENT (SARA)

Institutions	Approval Type	Expiration Date if Approved
Career Technical Institute (D)	Renewal and program deletion	9/11/2022
Gallaudet University (D)	Renewal	9/10/2022
Howard University (D)	Renewal	8/17/2022

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:

NON-COLLEGE DEGREE (NCD)

Institution Name	Program Name
General Assembly	24-Month Catalog Review

LICENSURE AND CERTIFICATION

Institution Name	Examination
Pharmacy Technician Certification Board	Certified Compounded Sterile Preparation Technician (CSPT®)

SUSPENSIONS

Institutions	Area of Non-compliance	Length of suspension
Howard University (D)	Title 38 CFR 21.4209	60 days (August 13, 2021)

COMPLIANCE & MONITORING REPORT

License Expirations

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

Institutions	Approval Type	Expiration Date
A.T. Still University of Health Sciences	Institution License	7/31/2021
Brown University	Conditional Exemption	7/31/2021

DC Central Kitchen	Institution License	7/31/2021
Paralegal Institute of Washington, DC	Institution License	7/31/2021
Westlink Career Institute	Institution License	7/31/2021

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

There were no additional items removed from the consent agenda.

VII. Unfinished Business

A. Windsor University

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

RECAP from previous meeting(s):

At the June 3, 2021 public meeting, the Commission voted (In favor: Crider, Lloyd, Segar, Dilworth; Abstention: Shelton), to defer action the application for Provisional licensure submitted by Windsor University with the following conditions to be satisfied by June 24, 2021:

- Provide documentation of compliance with American’s with Disabilities Act
- Identify the online service delivery method used to ensure compliance with Chapter 83
- Confirm hiring of a Chief Academic Officer
- Provide a catastrophic event policy

The Commission voted unanimously to approve the application for Provisional licensure submitted by Windsor University for one (1) year, not to exceed August 31, 2022.

B. Quantic School of Business and Technology

Quantic School of Business and Technology submitted an application for renewal to continue its participation in the State Authorization Reciprocity Agreement (SARA) and licensure renewal.

RECAP from previous meeting(s):

At the June 3, 2021 public meeting, the Commission voted unanimously to defer decision on the applications submitted by the Quantic School of Business and Technology until the next public meeting with the condition that the institution submit evidence of the financial solidity no later than July 23, 2021. (At the June meeting the school reported a -0.55 Financial Responsibility Composite Score. SARA requires 1.5 and allows states to grant provisional approval for schools presenting 1.0-1.49. The finances submitted June 2021 shows the school with a 1.92 FRCS.

The Commission voted unanimously to approve the application for licensure renewal submitted by Quantic School of Business and Technology for one (1) year, not to exceed March 31, 2022.

C. Cornerstone Institute for Anointing

Cornerstone Institute for Anointing submitted an application for licensure renewal to continue to offer non-degree certificate programs in: Fundamentals of Design and Construction Technology, Basics of Design and Construction Technology, Professional Insight of Construction Engineering, Professional Insight of Construction Management, Leadership in Industry Management, and Industry Level- All Around the World Series.

The school also submitted a program amendment application to modify the operational modality of its currently approved programs to offer via distance learning.

On July 28, 2021, Cornerstone Institute for Anointing communicated to the Commission that they no longer seek a licensure renewal and as of 8/5/2021 the Commission is awaiting a formal closure plan from the institution.

RECAP from previous meeting(s):

At the June 3, 2021 public meeting, the Commission voted (In favor: Crider, Lloyd, Segar, Shelton; Abstention: Dilworth) to table the discussion for licensure renewal and program amendment submitted by the Cornerstone Institute for Anointing until the August 5, 2021 public meeting.

The Commission voted unanimously to require the submission of closure plan from the Cornerstone Institute for Anointing due no later than September 30, 2021.

VIII. Applications for Licensure/Exemption/Amendment

A. Provisional

i. Congress Heights Community Training & Development Corporation

Congress Heights Community Training & Development Corporation submitted an application for Provisional licensure to offer non-degree certificate programs in: Building Maintenance and Physical Security.

The Commission voted unanimously to defer action on the application for Provisional licensure submitted by the Congress Heights Community Training & Development Corporation until the next public meeting, to allow the necessary time to review the institution's documents that were submitted after the review of the initial application was complete.

ii. University of Pittsburgh

University of Pittsburgh submitted an application for Provisional Conditional Exemption under the provisions of DC Official Code §38-1310(f) to offer degree programs in: GSPIA Spring DC Semester Program and the Law Semester in DC Program.

The Commission voted unanimously to approve the Provisional Conditional Exemption with the following conditions to be satisfied by September 4, 2021:

- Remit a payment in the amount of five hundred dollars (\$500.00) for unlicensed activity fine

iii. TBG Trains

TBG Trains submitted an application for Provisional licensure to offer 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 for Provisional licensure submitted by TBG Trains for one (1) year, not to exceed July 31, 2022 with the following condition to be satisfied by September 16, 2021:

- Provide documentation of compliance and approval with the District of Columbia Public Health Department to offer the Community Health Worker Contract Tracer Certification to District students prior to enrollment.

B. Renewals/Amendment Applications

i. National Conservatory of Dramatic Affairs

National Conservatory of Dramatic Arts submitted an application for licensure renewal to continue offering non-degree certificate programs in: The Conservatory Acting Program and The Advanced Certificate Acting Program.

The Commission voted unanimously to defer decision on the application submitted by National Conservatory of Dramatic Arts until the October 7, 2021 public meeting.

ii. Moreland University

Moreland University submitted an application to continue its participation in the State Authorization Reciprocity Agreement (SARA); an amendment application to change its ownership; and an application for licensure renewal to continue offering degree programs in: Master in Education, Master in Educational Leadership, Master's in Education with Teaching Multilingual Learners Focus, Master's in Education with Early Childhood Education Focus, Master's in Education with Educational Technology Focus, Mater's in Education with Special Education Focus; and Certificate in Teacher Preparation and Professional Development. Additionally, the institution has submitted a request for permanent licensure.

The Commission voted (Affirmative: Lloyd, Segar, Shelton; Abstentions: Crider, Dilworth) to defer action on the application for change in ownership submitted by Moreland University until the October 7, 2021 public meeting to provide the Commission time to consult with counsel regarding the impact that the change will have on the students and clarity in the University's entry requirements.

The Commission voted (Affirmative: Crider, Lloyd, Segar, Shelton; Abstention: Dilworth) to defer action on the application for licensure renewal submitted by Moreland University until October 7, 2021 public meeting.

The Commission voted (Affirmative: Lloyd, Segar, Shelton; Abstention: Crider, Dilworth) to defer action on the application for continued participation in the National Council for State Authorization Reciprocity Agreement submitted by Moreland University until October 7, 2021 public meeting.

The Commission voted (Affirmative: Crider, Lloyd, Segar, Shelton; Abstention: Dilworth) to defer action on the application for permanent licensure submitted by Moreland University until October 7, 2021 public meeting.

iii. Davis Memorial Goodwill Industries

Davis Memorial Goodwill Industries submitted an application for licensure renewal to continue offering its non-degree programs in: Hospitality Training Program, Security (unarmed) and Protective Services Training Program and Energy Construction.

The institution also submitted a request for a two (2) year licensure approval.

The Commission voted unanimously to approve the application for licensure renewal submitted by the Davis Memorial Goodwill Industries for one (1) year, not to exceed July 31, 2022 with the condition to revise the catalog and distribution process to be satisfied by September 4, 2021.

iv. Southeast Children's Fund

Southeast Children's Fund submitted an application for licensure renewal to continue offering its non-degree certificate programs in: Child Development Associate, Direct Associate and Child Development Associate Professional Preparation.

The Commission voted unanimously to defer decision on the application requesting licensure renewal submitted by Southeast Children's Fund until the October 7, 2021 public meeting. The Commission requested the following by September 16, 2021: 1-amendment request for approval to operate via distance learning; 2- an update to the catalog to include a statement regarding the technology requirement for distance learning; 3- academic credit analysis forms for each program offered; 4- update student records and put into electronic files.

iv. Bennett Career Institute

Bennett Career Institute submitted an application for licensure renewal to continue offering non-degree certificate programs in: Cosmetology, Barbering, Cosmetology Manager, Cosmetology Instructor, Braiding, Manicurist, Esthetician and Make-up Artistry.

The Commission voted unanimously to defer decision on the application requesting licensure renewal submitted by Bennett Career Institute until the October 7, 2021 public meeting contingent upon the submission of an academic credit analysis that lists each required course for their programs and those that are offered in the distance learning education format due by September 5, 2021

iv. Hands on Dental Assistant

Hands on Dental Assistant submitted an application for licensure renewal to continue offering a non-degree certificate Dental Assistant program.

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 to allow the Commission to review materials submitted after the initial review of the application was complete. The Commission suggested that the institution procure the services of a Management Consultant.

iv. Allied Health and Technology Institute

Allied Health and Technology Institute submitted an application for amendment to move from 2010 Rhode Island Avenue, NE to a new location at 2000 Rhode Island Avenue, NE.

The Commission voted (Affirmative: Crider, Dilworth, Lloyd; Abstention: Shelton) to defer decision on the application requesting amendment to relocate submitted by Allied Health and Technology Institute until the October 7, 2021 public meeting to allow the time needed to review the additional documents not included in the original application submission.

IX. Pending Cases

A. Continued

i. D2020-004 – Intellect Health Institute (Closure plan)

On July 22, 2020, the Commission issued a Notice of Intent to Deny License Renewal (“NOID”) to Intellect Health Institute (“Intellect”). The institution requested a hearing, which occurred on August 3, 2020. On February 4, 2021, the Commission at its public meeting voted to accept the Commission-authorized hearing officer’s Findings of Facts, Conclusions of Law and Recommendations and issued the final decision to uphold the denial. Intellect filed a petition for judicial review of the Commission order to deny in the DC Court of Appeals (No 21-AA-165). On or about March 10, 2021, the Commission voted to STAY its final decision pending the

outcome of the appeal and permitting the institution to operate with its latest renewed license issued by the Commission on November 7, 2019. On July 19, 2021 via mediation with the DC Court of Appeals, Intellect and HELC agreed to the following:

Intellect does not intend to further pursue the litigation and instead will shut down its operation in DC. The institution submitted a closure plan on or about July 23, 2021. They will submit the student records within 60 days of submitting the closure plan. The HELC and Intellect will jointly file, or file with consent, a motion to dismiss the appeal.

The Commission voted unanimously to approve the closure plan submitted by the Intellect Health Institute.

ii. D2021-001 – Medstar Washington Hospital Center

On February 4, 2021, the Commission, in public meeting, voted to deny MedStar Washington Hospital Center's (Medstar) application for license renewal. On February 9, 2021, the Commission issued a Notice of Intent to Deny ("NOID") to MedStar Washington Hospital Center. The institution requested an evidentiary hearing. The HELC and institution filed a joint stipulation with the HELC appointed hearing officer (HO) to hold the May 5, 2021 hearing in abeyance for 90 days until August 6, 2021 and with the agreement to report settlement negotiations to the HO by May 5, 2021.

On or about July 1, 2021 MedStar submitted a revised application and fees addressing each basis for denial of the originally submitted application.

The Commission voted (Affirmative: Crider, Dilworth, Lloyd; Abstention: Shelton) to accept the Order of Compromise for Case Number D2021-001.

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. The VETS Group Training Academy** has not remitted their final two delinquent payments for the months of July and August to close-out the agreed upon payment plan.
- ii. Paralegal Institute of Washington** verbally communicated via email the intent to close and this notice supersedes the terms of the settlement agreement. The school has not submitted the official closure form.

- iii. **Cornerstone Institute for the Anointing** submitted an email notification on of its desire to discontinue seeking licensure renewal. The school has not submitted the closure form.

B. Student Advisory Committee

The Commission is finalizing the appointment of the second cohort of participants. Recruitment efforts are still underway. The current deadline to apply is August 15, 2021.

C. COVID-19 response update

Mayor's Order 2021-097 dated July 29, 2021 (effective July 31) titled Resumption of Mask Requirements and Delegations of Authority to the Department of Health and the Office of the State Superintendent of Education

- Sec II- all persons must wear masks inside
- Sec III-businesses may establish rules that are stricter than the requirements in this order, including wearing masks outdoors and showing proof of vaccination in order to enter their facilities
- Sec IV- OSSE is delegated joint authority with DC Health under Communicable and Preventable Diseases Act and the DC Public Health Emergency to conduct inspections related to COVID19 mitigation.”
- Sec V2- government agencies that issues licenses or other authorizations may issue rules consistent with or take enforcement action directly under the order to revoke, suspend, or limit licenses/permits etc. of those violating the order

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

XII. Correspondence and Communications

A. Informational

i. Strayer University

RE: Program Changes

In a letter dated July 14, 2021, Strayer University communicated its decision to update the Devmountain program offerings and intent to begin offering Hack bright Academy branded programs via distance education. In addition, they will be retiring the International Accounting concentration within the Master of Science in Accounting program. These updates are collectively made in an effort to increase industry relevance and increase graduate opportunity for employment within their field of study. These changes were approved by the relevant internal committees and Strayer's Board of Trustees.

In conjunction with previously submitted program changes, Strayer University intends to offer two new DevMountain bootcamp specializations in Cybersecurity and iOS App Development.

No action required by the Commission at this time.

ii. Walden University

RE: Leadership Changes

In a letter dated July 14, 2021, the Walden University Board of Directors announced that Dr. Ward Ulmer is stepping down from the role of President effective July 31, 2021. The Board announced that they appointed Paula R. Singer, current CEO of Walden University, as Interim President. Ms. Singer's experience and accomplishments are available on Walden's website.

No action required by the Commission at this time.

iii. MedCerts, LLC

RE: New Location for main office

Medcerts provided notice to the Commission of a change of location in Livonia, MI..

No action required by the Commission at this time.

iv. Flatiron School

RE: New Scholarship

In a letter dated July 27, 2021, Flatiron School informs the Commission of its scholarship initiative: *Essential Workers Scholarship*. The scholarship will begin upon approval and will be available to new enrollees at Flatiron School online, or upon return to our 1440 G Street NW, Washington, DC 20005 campus. Flatiron School, exclusively, has allocated \$52,500 in scholarship dollars to equip up to 35 recipients for the remainder of 2021 with the education and skills necessary to obtain a job in the information-technology workforce. Two out of 35 total scholarships will be awarded to DC residents who attend a Flatiron School program. *Essential Workers Scholarship* will cover \$1,000-\$1,500 for each scholarship recipient in the form of a tuition credit. Scholarships will be available to students interested in Flatiron School's DC on-campus programs in Software Engineering, Data Science, Cybersecurity, and/or Product Design.

No action required by the Commission at this time.

v. Inter-American Defense College (IADC)

RE: MSCHE Accreditation announcement

In a letter dated July 21, 2021, informs that the Inter-American Defense College (IADC) has been granted accreditation with the Middle States Commission for Higher Education (MSCHE) with the benefit of being validated retro actively to the date of its approved candidacy on March 15, 2018 (<https://www.msche.org/institution/9226/>).

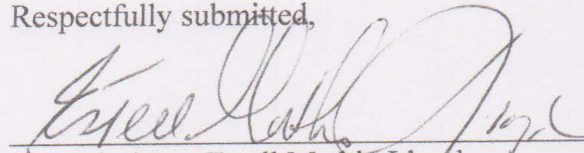
No action required by the Commission at this time.

XIII. Next Public Meeting: October 7, 2021

XIV. Adjournment

Having no further business, the meeting was adjourned at 3:15 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Estell Mathis-Lloyd", written over a horizontal line.

Commissioner Estell Mathis-Lloyd
Secretary