



State and Consumer Services Agency – Arnold Schwarzenegger, Governor

Bureau for Private Postsecondary Education
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**Bureau for Private Postsecondary Education
Advisory Committee Meeting Minutes
Monday, August 23, 2010
10:00 a.m.**

**Department of Consumer Affairs
Hearing Room
1625 North Market Boulevard
Sacramento, California, 95834**

Advisory Committee Members in Attendance:
Shawn Crawford, Institutional Representative, Chair
Margaret Reiter, Student Avocate, Vice Chair
Ken McEldowney, Consumer Advocate
Katherine Lee- Carey, Institutional Representative
Marie Roberts Dela Parra, Past Student of Institutions

Others in Attendance:
Joanne Wenzel, BPPE Transition Manager
Norine Marks, Senior Staff Counsel, Department of Consumer Affairs
Karen Newquist, Staff Services Manager II
Leeza Rifredi, Staff Services Manager I

Agenda Item # 1 - Call to Order

Joanne Wenzel, Bureau for Private Postsecondary Education (BPPE) Transition Manager called the meeting to order at 10:22 a.m., August 23, 2010, at the Department of Consumer Affairs, Hearing Room 1625 North Market Boulevard, Sacramento, CA 95834.

Agenda Item # 2 - Introduction of Advisory Committee Members and Staff

Advisory Committee Members introduced themselves and Ms. Wenzel introduced the staff present.

Agenda Item # 3 - Opening Remarks

No opening remarks were provided.

Agenda Item #4 - Bureau Update

Ms. Wenzel reported that the BPPE has hired a Staff Services Manager II and two Staff Services Manager I. The BPPE is hiring staff, as they are able to do so. She also provided a budget, school and complaint application updates.

Agenda Item # 5 - Approval of Minutes for June 7, 2010, Advisory Committee Meeting

M - Shawn Crawford; and S – Margaret Reiter; and carried unanimously to adopt the Advisory Committee Meeting Minutes as amended to correct spelling.

Regulation Hearing

At 10:29 a.m., Ms. Wenzel opened the Regulation Hearing – Enforcement and Discipline - Notice to Comply & Disciplinary Guidelines: Notice to Comply; Suspension, Revocation, or Probation of Approval to Operate; and Disciplinary Guidelines – Proposed Language to add, amend or repeal Division 7.5 of Title 5, California Code of Regulation, Sections 74120, 74130, 71460, 74170, 75010, 75060, 75070, 75080, 75090, 75100, 7550.

No public comment was received.

At 10:34 a.m., Ms. Wenzel closed the public comment period.

Agenda Item # 6 - Consideration and Recommendations regarding the proposed language for Enforcement and Discipline - Notice to Comply & Disciplinary Guidelines

Katherine Lee-Carey recommended that a probationary period of three years instead of five years for disclosure violations; the Notification to Perspective Students be brief, directing students where to find information regarding the school's probation conditions on the BPPE's web site; and That auditor and the school meet once a month instead of once a week while on probation.

Margaret Reiter and Shawn Crawford stated that they submitted their recommendation to the BPPE in writing.

Agenda Item #7 - Election of Chair and Vice Chair of the Advisory Committee

Ms. Wenzel called for the election of a Committee Chair.

K. McEldowney: nominated Margaret Reiter
K Lee- Carey: nominated Shawn Crawford

The committee voted:

M. Reiter: 1 vote
S. Crawford: 2 votes

S. Crawford is the Advisory Committee Chair.

Ms. Wenzel called for the election of the Vice-Chair.

K. McEldowney and M. Roberts Dela Parra: nominated Margaret Reiter as Vice-Chair.

The committee voted unanimously to elect M. Reiter as Vice-Chair.

Agenda Item # 8 Review of the Readopted Emergency Regulations

Ms. Wenzel provided an overview of July 28, 2010, readopted emergency regulations, and stated that there were few changes most were technical in nature.

Agenda Item # 9 - Consideration of the Proposed Modified Language for Applications, Operating Standards & STRF Regulations

Ms. Wenzel reported that the BPPE received 150 comments. Ms. Wenzel discussed the more popular comments. Most comments were regarding audited financial statement. She also stated that some changes were made in response to the comments received.

Agenda Item # 10 - Consideration of the Proposed Regulatory Amendments for Citations and Fines; Annual Reports; Method for Obtaining Date; Compliance Visits, Emergency Decisions – proposed language to add sections 74112, 75020, 75030, 75040, 75050, and 75150, and to amend section 74110, of Title 5, California Code of Regulations.

Ms. Wenzel reported that the Bureau has not received any public comment. Advisory Members discussed the proposed regulations but no recommendations were provided.

11. Public Comment for Items Not on the Agenda.

Tamara Samsa, Healing Arts Institute, requested clarification regarding the audited financials and reviewed financials. Ms. Wenzel clarified the differences of audited and reviewed.

Ms. Samsa also inquired about the current debt ratio contained in section 71745. Ms. Wenzel stated that is was 1.25 to 1. The proposed language changed it to 1 to 1 and the modified changes it back to 1.25 to 1.

Ms. Wenzel adjournment the meeting at 2:02 p.m.