



Business, Consumer Services and Housing Agency– Governor Edmund G. Brown Jr.

Bureau for Private Postsecondary Education  
2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833  
P.O. Box 980818, West Sacramento, CA 95798-0818  
P (916) 431-6959 F (916) 263-1897 www.bppe.ca.gov



**Task Force Meeting Minutes  
Thursday, April 16, 2015**

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

**Task Force Members in Attendance:**

Sean Crawford, Chair (Teleconference)  
Kim Thompson-Rust  
Liz Simon (Teleconference)  
Marie Roberts De La Parra  
John Carreon

**Committee Members Absent:**

None

**Bureau for Private Postsecondary Education (Bureau) and DCA Staff in Attendance:**

Joanne Wenzel, Bureau Chief  
Norine Marks, Legal Counsel, Department of Consumer Affairs  
Mina Hamilton, Legal Counsel, Department of Consumer Affairs  
Dr. Benjamin Walker, Quality of Education  
Drew Saeteune, Senior Education Specialist  
Seyed Dibaji-Foroshani, Senior Education Specialist  
April Oakley, Associate Governmental Program Analyst  
Benjamin Triffo, Associate Governmental Program Analyst

**Call to Order**

The meeting was called to order by Mr. Crawford at 1:07 p.m. on April 16, 2015, at the Department of Consumer Affairs Hearing Room, 1625 North Market Boulevard, Sacramento, California 95834.

**Agenda Item # 1 - Welcome and Introductions**

Mr. Crawford welcomed the Task Force, and the public to the meeting. All Task Force members are present except for Mr. Crawford and Ms. Simon who both called in via teleconference line. It has been stated that Ms. Simon will not be able to participate in the meeting due to the fact that her location wasn't noticed on the Agenda, per the Bagley-Keene Open Meeting Act. Staff counsel is also noted as present. Mr. Crawford recommended that agenda item four (Bagley-Keene Open Meeting Act presentation) be moved to item two, so all involved with the Task Force are aware of requirements before addressing additional agenda items.

---

## **Agenda Item #2 – Discuss Task Force Responsibilities under California Education Code (CEC)**

### **(a). Scope of Task Force**

Mr. Crawford explained the three primary objectives of the task force: 3(a) whether students attending institutions should receive certain disclosures prior to enrolling in an educational program offered by those institutions; 3(b) the means of reporting student outcomes and the content of those reports are appropriate; 3(c) and steps the state may take to promote the growth of high-quality training programs in skills for high technology occupations. Mr. Crawford asked for Ms. Wenzel to discuss the individual items. Ms. Wenzel referenced the form that was provided, and opened the floor to the Task Force for recommendations on how to proceed. Mr. Carreon recommended that the next session be a brainstorming session focusing on the issues, as well as format of the report. Ms. De La Parra noted that the Task Force must focus on: what it means to promote growth; intake and exit evaluations; compilation of data. Ms. Thompson-Rust recommended looking at other government agencies that have policies surrounding these topics. Mr. Crawford agreed with the before listed items, as well as recommending frequent updates with the Advisory Committee, to ensure alignment with their expectations.

### **(b). Report Requirements**

Ms. Wenzel stated that the report is due to the Legislature by July 1, 2016, but to the Advisory Committee by January 1, 2016. The Advisory Committee will then approve, modify, or reject the report.

## **Agenda Item #3 – Task Force Process and Timeline for compliance with CEC section 94880.1**

Mr. Crawford recommended that there be a cushion given for the completion of the report due to the nature of individual's schedules at the end of the year. He foresees there being about a six month window to have the majority of the report completed. Ms. De La Parra agreed, and recommended having students come to a Task Force meeting to have a round table discussion. Mr. Carreon would like to see the scope of the project defined first, to ensure that there is a frame of reference for the students. Mr. Carreon recommended that there be input from everyone on each topic, not just those with a background in the area. Ms. Thompson Rust stated that she can bring processes from the accrediting institutions, to view how other agencies are dealing with this topic. Mr. Carreon recommended that everyone bring a bit of research to the next meeting, so there can be an effective brainstorming session. Mr. Crawford agreed with the recommendation, he also asked that the Bureau distribute the requirements for the School Performance Fact Sheet. Mr. Carreon recommended bringing in industry experts to discuss how the high technology landscape is shifting. Ms. De La Parra also recommended that the Task Force discuss how students can be kept on the cutting edge of technology. It was recommended by Mr. Crawford that each member self-focus on an area that is of interest, but review the entire scope of the Task Force before the next meeting. Ms. Wenzel recommended that May 11<sup>th</sup> be the next meeting.

## **Agenda Item #4 – Presentation on Bagley-Keene Open Meeting Act**

Ms. Hamilton and Ms. Marks, counsel to the Bureau, provided and reviewed a top ten rules of Bagley-Keene document with the Task Force. Ms. Hamilton asked for any questions, there were none.

---

**Agenda Item #5 – Public Comment on Items not on the Agenda**

Mr. Crawford asked for any public comment. Juan Yñiguez, Executive Director, Association for Private Postsecondary Education in California (APEC) had public comment. He stated that a senior staff member of one of his institutions applied to be on the Task Force, but did not receive any documentation stating acceptance, or denial. Mr. Yñiguez also recommended that the Task Force consider adding additional members from degree granting institutions. He stated that he believes this legislation undermines the intent of being accredited, and that additional requirements, and disclosures would be excessive, and unnecessary. He requested that schools are not burdened with additional requirements. A recommendation was made to research a state run comprehensive approach for school evaluation. Ms. De La Parra stated that the goal is not to overburden the schools, but to ensure that students are receiving information in an effective way, and that they are kept on the cutting edge of technology. Mr. Yñiguez stated that the Task Force may ultimately lead to regulations, and that high technology institutions are being singled out. Mr. Carreon stated that the Task Force is to not automatically think inside the box of the BPPE, and they want to foster innovation in California. There was no public comment from any other persons.

**Agenda Item #6 – Adjournment**

Mr. Crawford adjourned the meeting at 2:06 p.m.

---

