STEVE SISOLAK
Governor

ELISA CAFFERATA
Director

LYNDA PARVEN
Administrator

STATE OF NEVADA

KELLY D. WUEST
Commission Administrator

DEPARTMENT OF EMPLOYMENT, TRAINING AND REHABILITATION
EMPLOYMENT SECURITY DIVISION
500 E. THIRD STREET
CARSON CITY, NEVADA 89713-0001

Nevada Commission on Postsecondary Education
NOTICE OF PUBLIC MEETING
Post Date: January 28, 2021

The Commission on Postsecondary Education will conduct a meeting on **February 3, 2021**, commencing 9:00 a.m., at the locations listed below via videoconferencing:

THIS MEETING WILL BE HELD VIA VIDEOCONFERENCE ONLY:

In accordance with Governor Sisolak's Declaration of Emergency Directive 0006; Subsection 1; The requirement contained in NRS 241.023 (1) (b) that there be a physical location designated for meeting of public bodies where members of the public are permitted to attend and participate is suspended.

The public may observe this meeting and provide public comment during the public comment section on Zoom.

Topic: Commission on Postsecondary Education Time: Feb 3, 2021 09:00 AM Pacific Time (US and Canada)

Join Zoom Meeting
https://zoom.us/j/96171478473?pwd=cG5YTWxLbGk5MjM0V2RpdmFtbmFwUT09
Meeting ID: 961 7147 8473
Passcode: 323826
One tap mobile
+12532158782,,96171478473#,,,,*323826# US (Tacoma)
+13462487799,,96171478473#,,,,*323826# US (Houston)

Dial by your location
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
+1 669 900 6833 US (San Jose)
+1 301 715 8592 US (Washington D.C)
+1 312 626 6799 US (Chicago)
+1 646 558 8656 US (New York)
Meeting ID: 961 7147 8473
Passcode: 323826
Find your local number: https://zoom.us/u/avNwGbrJY

Join by SIP
96171478473@10.133.3.237
Join by H.323
10.133.3.237
Meeting ID: 961 7147 8473
Passcode: 323826

According to NRS 241.020, Meeting Materials are available at:
https://detr.nv.gov/page/public_meetings

The Commission may take items out of order; combine two or more items for consideration; remove an item from the agenda; or, delay discussion on any item. The Commission will take public comment at the beginning and end of this meeting and may allow public comment after conclusion of any contested case or quasi-judicial proceedings that may affect the due process rights of an individual. The Commission will limit public comment to three minutes. Written submissions may be considered. While there will be no restriction on comments based on viewpoint, repetitive comments may be limited.

AGENDA

General Business

A. Call to Order ----------Informational
B. Public Comment ----------Informational
Chair may limit public comment to 3 minutes per speaker, but may not restrict comment based upon viewpoint. No action may be taken upon a matter raised under the public comment period, unless the matter itself has been specifically included on this agenda as an action item.
C. Review Written Comments ----------Informational
D. Confirmation of Posting and Opening Meeting Compliance ----------Informational
E. Roll Call and Confirmation of Quorum ----------Informational
F. Adoption of Agenda ----------For possible action
G. Approval of November 12, 2020 Minutes ----------For possible action
H. Administrator's Report ----------Informational

Applicants for consideration of a Full-Term License

1. Community Ambulance Health Science Center ----------For possible action
2. Laurus College ----------For possible action
3. Mountain View Hospital Paramedic Institute ----------For possible action
4. Sin City Scuba ----------For possible action
5. Southeastern University ----------For possible action
6. SW Compliance and Safety Training Institute ----------For possible action
7. The CE Shop ----------For possible action
8. Unitek College ----------For possible action

Applicants for consideration of Initial Provisional Licensure

9. Adult Care Connections ----------For possible action
10. Coaching Pros for Personal Injury Academy ----------For possible action
11. iTeach Nevada ----------For possible action
12. Phlebotomy Training Specialist ----------For possible action
13. Sonders CNA Training ----------For possible action
14. Strayer University ----------For possible action

Applicants for consideration of Added Program

15. Carrington College (two programs) ----------For possible action

Order to Refund

16. Rika Makeup Academy ----------For possible action

Comments

17. Public Comment ----------Informational
Chair may limit public comment to 3 minutes per speaker but may not restrict comment based upon viewpoint. No action may be taken upon a matter raised under the public comment period, unless the matter itself has been specifically included on this agenda as an action item.

Adjournment

18. Adjournment ----------For possible action

A copy of the meeting Notice and Agenda can be requested either in person or by written request to the Commission on Postsecondary Education, 2800 E. St. Louis Avenue, Las Vegas, Nevada 89104; email at sbeckett@detr.nv.gov; or telephone Susan Beckett at (702) 486-2898 or fax request to (702) 486-7340. Copies of pertinent documents will also be made available on the CPE and DETR website at: http://cpe.nv.gov and http://detr.nv.gov.

NOTE: Written comments must be received by the Commission on Postsecondary Education on or before February 1, 2021 at the following address:

Department of Employment, Training and Rehabilitation
Employment Security Division
Commission on Postsecondary Education
Attn: Susan Beckett
2800 E. St. Louis Avenue
Las Vegas, NV 89104
Or via e-mail at sbeckett@detr.nv.gov

NOTE: Persons with disabilities who require reasonable accommodations or assistance at the meeting should notify the Commission on Postsecondary Education in writing at 2800 E. St. Louis Avenue, Las Vegas, Nevada 89104, or contact Susan Beckett at (702) 486-2898 or e-mail sbeckett@detr.nv.gov *(for individuals who are deaf or have hearing disabilities, dial TTY (800) 326-6868 or 711 for Relay Nevada)* or send a fax to (702) 486-7340 within 72 hours of meeting date and time. Supporting materials as provided for in NRS 241.020(5) may be obtained by contacting Susan Beckett at the above-noted contact information.

Agenda Posted at the Following Locations:

Notice of this meeting was posted on the Internet on the following websites: DETR's Public Notices website at: http://detr.nv.gov/Page/PUBLIC_NOTICES, the State of Nevada's Public Notices website at: https://notice.nv.gov/, the Commission on Postsecondary Education page at www.cpe.nv.gov.

In accordance with Nevada Governor Sisolak's Declaration of Emergency Directive 006 there will not be a physical location for the Governor's Commission on Behavioral Health Meeting regarding the Annual Governor's Letter.

- As per Nevada Governor Sisolak's Declaration of Emergency Directive 006; Subsection 3: The requirements contained in NRS 241.020 (4) (a) that public notice agendas be posted at physical locations within the State of Nevada are suspended.
- As per Nevada Governor Sisolak's Declaration of Emergency Directive 006; Subsection 4: Public bodies must still comply with requirements in NRS 241.020 (4)(b) and NRS 241.020 (4)(c) that public notice agendas be posted to Nevada's notice website and the public body's website, if it maintains one along with providing a copy to any person who has requested one via U.S. mail or electronic mail.
- As per Nevada Governor Sisolak's Declaration of Emergency Directive 006; Subsection 5: The requirement contained in NRS 241.020 (3)(c) that physical locations be available for the public to receive supporting material for public meetings is suspended.
- As per Nevada Governor Sisolak's Declaration of Emergency Directive 006; Subsection 6: If a public body holds a meeting and does not provide a physical location where supporting material is available to the public, the public body must provide on its public notice agenda the name and contact information for the person designated by the public body from whom a member of the public may request supporting material electronically and must post supporting material to the public body's website, if it maintains one.

STATE OF NEVADA
EMPLOYMENT SECURITY DIVISION
COMMISSION ON POSTSECONDARY EDUCATION

This meeting conducted by the Commission on Postsecondary Education Chapter 394 of Nevada Administrative Code pursuant to Nevada Revised Statute NRS 394.383. Under the Emergency Directive of Governor Sisolak 006; Subsection 1; The requirement contained in NRS 241.023 (1)(b) that there be a physical location designed for meetings of public bodies where members of the public are permitted to attend and participate is suspended.

NEVADA COMMISSION ON POSTSECONDARY EDUCATION

Thursday, November 12, 2020; 9:00 A.M.

Time: Nov 12, 2020 09:00 AM Pacific Time (US and Canada)

Join Zoom Meeting
https://zoom.us/j/97344995915?pwd=ZkZ4Qko1M1pJbUNlRjRETzFDejVHQT09

Meeting ID: 973 4499 5915
Passcode: 235062
One tap mobile
+13462487799,,97344995915#,,,,,,0#,,235062# US (Houston)
+16699006833,,97344995915#,,,,,,0#,,235062# US (San Jose)

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Meeting ID: 973 4499 5915
Passcode: 235062
Find your local number: https://zoom.us/u/acgKDXBkuF

Join by SIP
97344995915@10.133.3.237

Join by H.323
10.133.3.237
Meeting ID: 973 4499 5915
Passcode: 235062

Staff Present during Video Conference
Kelly D. Wuest, CPE Administrator
Maricris Wu, CPE Postsecondary Education Specialist
Susan Beckett, CPE, Administrative Assistant III

Members of the Public, Media and Other Agencies
Present in Las Vegas
Robert Whitney, Nevada Attorney General Office Deputy Attorney General
Dan Raimer
Gregg Ketter
Kayla Bushell
Alexis Sanchez
Tom Delvin
Lola Devlin
Rafael Aguayo
Erika Rendon
Gabriella Roper
Jessica Williams
Gloria Barajas
Shannon Leon
Luis Barajas
Laura Buzzallino
Betty Casillas
Darrin Nelson
Heidi Callender
John Tucker
Lauren Grovall
Michael Shuey
Brandon Pobiak
Adam Eastman
Betty Casillas
Maria Rizo
Familia Vendrell
Marlem Falcon

Member of the Commission on Postsecondary Education
Present during Video Conference Meeting
Larry Nathan (Nate) Clark, Chair
Sharon Frederick, Vice Chair
Vincent Eade
Thomas Kenny
Jon Ponder
Joseph Rhodes

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STATE OF NEVADA
EMPLOYMENT SECURITY DIVISION
COMMISSION ON POSTSECONDARY EDUCATION

November 12, 2020 – 9:00 A.M.

Call to Order
The meeting was held via Video Conference ZOOM. The meeting was called to order by Chair Commissioner Nathan Clark at approximately 9:00 AM.

Public Comments
Commissioner Clark asked for public comment. Susan Beckett explained this is the time in which if you as a member of the public have an opportunity to speak. Commissioner Clark furthered by explaining, raising hand, or using the raise hand button sign.

Gracie Sanchez gave public comment. I attended Rika Makeup Academy; I was not able to complete the course. I was unhappy because the owner was promoting the institution and not instructing. I did not receive a contract after I signed up for the institution. I was not informed she did not have a license to have a institution. My daughter also signed up for the course and does not speak Spanish. I was told she would have an interpreter. There was no interpreter available and then I was told if she wanted to have one available, I would have to pay again. I am a US citizen, the students who were not had to pay cash and received threats. Commissioner Clark as if she was done. Ms. Sanchez confirmed.

Once Commissioner Clark asked for additional comments Ms. Sanchez continued by stating she is speaking on behalf of other students and requested Rika Makeup Academy be investigated for the fraud they are doing to students. Commissioner Clark asked if that was the end of her public comment, Ms. Sanchez again confirmed.

Gloria Barajas introduced herself and stated she did not feel her education from Rika Makeup Academy was worth the money she paid. The education did not include even cleaning of makeup brushes. Barajas furthered with she thought the institution was licensed and received a certificate, but only found out they were not licensed when Rika Makeup was required to become licensed. She felt her certificate is a fraud.

Betty Casillas began by stating she has the same comment as Gracie Sanchez about Rika Make Academy. I also attended the classes for hair, she does not have a license to teach for makeup and hair. There are others of us, but they are afraid to come and speak. We are asking that someone come and help us.

Written Comments
This is Susan Beckett; we have received three letters to be read for written comments, attached exhibit A.

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Confirmation of Posting
Susan Beckett, for the record, Administrative Assistant III, Employment Security Division, Commission on Postsecondary Education. Yes, proper Notice was provided for this Meeting, in accordance with Governor Sisolak's Declaration of Emergency Directive 006; Subsection 1; The requirement contained in NRS 241.023 (1)(b) that there be a physical location designated for the meeting of public bodies where members of the public are permitted to attend and participate is suspended. The meeting will be held via videoconference only.

Roll Call

- Commissioner Chair Clark-Present
- Commissioner Vice-Chair Frederick-Present
- Commissioner Eade - Present
- Commissioner Kenny - Present
- Commissioner Ponder-Present
- Commissioner Rhodes - Present
- Commissioner Sewell – Excused

Administrator Kelly Wuest: took roll via verbal and video. Confirmation of a quorum.

Adoption of Agenda:
Motion: Commissioner Frederick – Adoption of Agenda for November 12, 2020.
Second: Commissioner Eade.
Discussion: None.
Results: Unanimous, agenda is adopted.

Approval of Minutes August 12, 2020 Meeting
Motion: Commissioner Frederick – Motion to approve the minutes for the meeting that was held on August 12, 2020.
Second: Commissioner Kenny.
Discussion: None.
Results: Abstained, Rhodes and Eade due to not being in attendance of the August meeting. Unanimous, motion carries.

Administrators Report
Administrator Kelly Wuest read the report from the submitted report in the packet, as follows:

1. New Commissioners
I would like to welcome two new members of the Commission appointed by Governor Sisolak in October 2020.
Commissioner Joe Rhodes representing the general public and Commissioner Vincent Eade representing knowledgeable about education. Thank you to Commissioner Jill Hersha for her years of service and valuable insight concerning the workforce. We will miss you.

On Tuesday evening, Commissioner Cantu resigned after he received notice that he had won the election to the State Board of Education. We want to thank him for his service and that he will be missed.

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2. COVID 19 Update

A number of IHL institutions have reported remaining virtual until at least December 2020 with students attending only practical training in person. Several healthcare credentialed programs are being permitted to conduct simulated labs due to limited access to hospitals and clinical setting. The continuation of this process will be determined by occupational boards and the various accrediting bodies. Many NCD institutions have resumed in person training following social distancing guidelines, heightened health and wellness checks and sanitation protocol. CPE has received reports of either one student or faculty member tested positive at different institutions, subsequent testing of individuals with close contact to the infected person were all negative. Clark County has initiated contact tracing for the occurrence in some of those cases. Temporary approvals for distance education issued by CPE will remain in effect as long as necessary to best service students.

Emergency Directive 009 expired on September 28, 2020. This directive provided additional time to submit licensing renewals, quarterly reports and extended the time for institutions to meet provisional requirements. Of the 10 institutions that received additional time to meet contingencies, eight were unable to complete the requirements by the deadline. Included in the agenda today are two institutions impacted by the expiration of the directive.

3. CPE Mail Issues

In June 2020, CPE relocated offices due to space demands at the main DETR location. At that time, staff notified institutions of the move and provided an updated address. Due to delivery issues at the new location, we have updated our mailing address back to the 2800 E. St. Louis Avenue, Las Vegas, NV 89104. We are still receiving reports from institutions that mail is being returned to sender and this has been a problem for receiving payments for quarterly fees. We are continuing to work with institutions to document the mail issues. All applications and the website have been updated to the new mailing address.

4. Document Submission Portal

Last quarter I reported that CPE lost the funding slated for FY2021 to implement a computer system to manage licensed institution records and permit online payments of fees. Our business model has required most submissions to be received via paper up until this point and email if the information was a small file size and did not contain confidential material. DETR has provided CPE a document submission portal to enable licensees to submit applications and confidential materials directly to the server. Institutions are able to submit student records enabling staff to conduct the require licensure audits.

5. VA

Staff attended the National Association of State Approving Agencies (NASAA) virtual Summer Business Meeting in August 2020. At the meeting, Michelle Nash-Hill, VA Education Specialist was elected to the position of Vice President for the association after dedicating several years chairing and working on various association committees. Ms. Hill serves on the executive board

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for the association and will progress to the role of NASAA president in August of 2021. CPE congratulates her on this prestigious honor.

Public Law 116-128, then Public Law 116-140 (Student Veteran Coronavirus Response Act of 2020. These laws give VA temporary authority to pay education benefits and Monthly Housing Allowance (MHA) payments to GI Bill ® students at the resident rate when their programs are converted from in-person to online learning solely due to COVID-19 until December 21, 2021. Originally, these special COVID-19 laws were only in effect from March 1 to December 21, 2020. However, in the fall of 2020, these laws were extended by PL 116-159, section 5202, applying special COVID-19 rules until December 21, 2021. Beneficiaries are able to maintain the full basic allotment of housing for their geographical area versus ½ of the national average. For NCD institutions, they are permitted to provide courses via distance education which is usually prohibited.

3. Closures and Openings

Let's Make a Dealer (licensed 12/2005) – Notified September 2020, waiting on closure documents and transcripts, noted COVID 19 as primary reason. Taught out students.

American Locksmith Institute of Nevada (licensed 5/1992), Notified September 2020, when following up on institution closure documentation receive notice from family that owner Gene Altobello died in September. Many have student indemnification claims.

Finishing Trades Institute (licensed 7/2017)– Closed at end of September due to merger of Nevada Training Trust with California division. Plans to reapplying in the next year once apprenticeship programs have been solidified. No student indemnification claims.

The following institutions met all contingencies to receive a provisional license during the quarter:

- Choice Business Academy
- Mountain View Hospital Paramedic Institute
- United Education Institute

4. **CPE Quarterly Activities** – July - September 2020

CPE Activity	**Applications Processed**	**CPE Activity**	**Applications Processed**
License Renewals	13	Added Programs	5
Experiential License/Agent Institutions Applications	1	Agent Permits	17
Name Change	2	Audits	4
SARA Notifications	1	Backgrounds Processed	444
Distance Education Exemptions	3	VA Compliance Visits/Other Visits	1
License Evaluations	10	VA Program Approvals	219

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Change of Ownership	1	Transcripts (Closed Institution)	67

5. **Quarterly Report** – With 39 institutions unreported, total enrollment for the July 1, 2020 – September 30, 2020 quarter stands at 8,675 students. An updated count will be provided at the meeting.

July – Sept 2020	July – Sept 2019	July – Sept 2018	July – Sept 2017	July – Sept 2016
8,722	9,540	8,561	9,797	7,053

Update Q1 and Q2: A number of institutions received return mail from CPE or the payment for Q1 or Q2 did not arrive at CPE. Q1 amount 7,854 with 10 unreported Q2 amount 6676 with 21 unreported.

6. **CPE Student Complaints**:

Institution Name	**Date Filed**	**Issues/Allegations**	**Findings**	**Status**
Rika Makeup	2/24/20* Paper document found it file was misclassified as prior to licensing	Misrepresented that program was required to get Cosmetology Makeup license. Quality of Education – course did not provide any new information	Student withdrew from program and student refund was not calculated by Rika. Student handwritten receipt did not match electronic receipt provided by the institution. Refund owed to student for balance. Violation of NRS 394.449	Open

<u>Applications for Full Term License</u>

<u>Glam Sophisticated Makeup Academy</u>

Testified: Nikolina Tepavac, Owner gave an update the institution and how Covid-19 impacted operations and how the students that have graduated and now are working.

Commissioner Clark suggested hiring additional instructional staff as they grow. Ms. Tepavac, she is going to hire more once enrollment increases.

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Commissioner Clark, there was an issue with the admissions requirements and why they were not kept? How do you determine if a person is going to be successful as a makeup artist? Tepavac, I have fixed the errors of not obtaining valid ID on the first two students enrolled. There are now additional testing requirements. I will be using a basic wonderlic for enrollment.

Commissioner Clark, about attendance that was not tracked and asked if that issue has been corrected. Tepavac, since my course is just one week, I did not track by students. I tracked by week; I have since created spreadsheets with the information by student.

Commissioner Clark, with the last area was student placements not being tracked. What kind of documentation have you put in place so that will now be tracked? Tepavac, I have always communicated with my students after they graduate. I just did not actually write it down. I since created excel sheets to track that portion with the name of the student, when they started, when they graduated and where they are working with their job title. Commissioner Clark, it might be a good idea to add a notes section so you can also document every conversation you have with the student. Tepavac, I do have it on the spreadsheet, my apologies I do track my calls too.

Motion: Commissioner Frederick – A motion that Glam Sophisticated Makeup Academy be granted the full-term licensure.
Second: Commissioner Ponder.
Discussion: None.
Results: Unanimous, motion carries.

Las Vegas Institution of Welding

Testified: Dan Raimer, Nevada Director and Gabrielle Roper, CEO/CFO/Owner – gave an update and background of the institution. Mr. Raimer thanked the members of the Commission, especially Sharon Frederick and Jon Ponder. Additionally, I want to extend a special Commission staff, especially Maricris Wu who explained and took the time explain the laws. Ms. Wu made sure we understood the process and the laws and regulations were clearly understood. Ms. Roper gave background of the institution and the welding business. Mr. Raimer explaining the courses offered and the job placements.

Commissioner Clark, I do have one question, only because you have mentioned it twice now, about the certifications. Are you an accredited testing facility? Mr. Raimer responded; we are certified as an Educational Member by the American Welding Society. Commissioner Clark, what I am asking is are you an accredited test facility, which is a whole different level. I am only asking because you mention certification and as a word of caution when using that term around students, they have grounds to come back at you and do what students do when they are not happy with the outcome. A word of caution.

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Commissioner Rhodes, you stated you had an 80% job placement, could you quantify the numbers? Mr. Raimer, I believe it is 15 out of 17. Not included in that is a graduation from this past Friday night. Commissioner Rhodes, I am not a welder please clarify for me the difference between if I leave your institution with a qualification vs. if I have a certification, what does that allow me to get in terms of job compliance. Mr. Raimer, in terms of OSHA compliance that is one of three courses we offer here that are non-welding certificates. Commissioner Rhodes are there any scholarship opportunities for former felons. Mr. Raimer, absolutely. We have a 50-70 percent ration of felons in our program. This is one of the few types of occupations that a former felon can obtain work in.

Commissioner Ponder, I want to thank Mr. Raimer and Bree for their hard work and compassion. You go above and beyond, not just the training, but the other things you do as well.

Motion: Commissioner Rhodes – A motion that we grant full-term licensure to Las Vegas Institute of Welding.
Second: Commissioner Frederick.
Discussion: None.
Results: Unanimous, motion carries.

My Computer Career

Testified: Darren Nelson, Executive Director of Compliance gave an update of the institution.
Motion: Commissioner Frederick – A motion to extend the provisional licensure of My Computer Career to be extended six months.
Second: Commissioner Eade.
Discussion: None.
Results: Unanimous, motion carries.

Internet issues currently with Commissioner Clark. Commissioner Clark left the meeting briefly to sign back in. The meeting paused and no business was discussed. Commissioner Clark resumed the meeting.

Rika Makeup Academy

Testified: Erika Rendon, Owner was present but did not speak. Rafael Aguayo, stated he would speak on behalf of Erika Rendon as the Marketing Director.

Commissioner Clark explained what we have before us is that Rika Makeup Academy is not in compliance or following the statutes/codes to maintain compliance and be licensed in Nevada. Can you speak to any of the issues before us? Mr. Aguayo, since we got our provisional license this year, we have enrolled 47 students. Out of the 47 students we have only 8 dropped students. That started when Covid hit. We graduated ten students, we still have 29 still attending classes and some of them already finished the program and are waiting for graduation. We had to reduce students in order to give them more attention and to comply with Covid regulations. Also, our graduates find it very hard to find a job. Our students cannot find work because of special events being cancelled.

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We have heard the complaints before, and they are not new. Those students were from prior to us being licensed. We are still learning how to do this; this is still very new for us. We would like to request six additional months for the provisional license extension so we can get back on track with all the things we need to fix with the state. Like I said we are in the learning process. Please excuse our ignorance, those laws but we are complying on most of them. We have the bond that is very expensive for us. We are happy to know we are on track. Mr. Aguayo, the training program is twelve weeks. Commissioner Clark, so twelve weeks from May of 2019 you began placing students that would legitimately graduate from a licensed institution, correct? Mr. Aguayo, that is correct however, since May we enrolled a few of them but we had to wait until we got the bond. Commissioner Clark, correct my timeframe when did you have the first class of graduates? Mr. Aguayo, that would be November. Commissioner Clark, so how did that one go? Because that was prior to Covid. Mr. Aguayo, that was the ten students who graduated the first class. Commissioner Clark, my concern that we have is the concerns began well before this Covid thing. We extended your license to give you time to come into compliance with several areas that we have pointed out in the past and now you are promising you will come into compliance with the items from the past. In your response to our audit report you asked what you could do to show compliance. Well you could start with reading the Nevada Revised Statutes and the Nevada Administrative Code to understand what the requirements of running a licensed institution require in Nevada, have you done that? Mr. Aguayo, yes, we have already revised all the laws and we can make it better. This year has just been very hard for us. Now with this audit we have learned all the processes perfectly. We know all the processes we need to take care of. We are now in the loops and we had to learn every single law, we will now comply. That is our promise. You will be able to see the improvements in every process. Commissioner Clark, so the audit is supposed to determine if you have come into compliance, it is not supposed to teach you how to come into compliance. Mr. Aguayo, actually this audit is not accurate because it shows that more than 50% dropped and only 8 dropped. The students only came to two or three classes. Commissioner Clark, who was the staff person who performed this audit? Administrator Wuest, it was Maricris Wu and myself. She did the original outreach to the institution and the preliminary; when she ran into issues that's when I came onboard with it. Like a second phase of the audit. Commissioner Clark, how did you calculate this more than 50% withdrawn figure? Part of it had to do with how he reported things. He the ten people who graduated. Then he had others with last date of attendance and a date was entered, their contract should have expired, they don't show they have attended since September our assumption is did the student withdraw? When a student withdraws before 60% of the class you always have to do a refund. Our concern was you don't show them as graduated, you don't show them on attendance sheets as attending so my thought is, they are gone. He did give Maricris an update of the student list and there is a number of students now listed as pending graduation. Yet those same students stopped attending in September. Part of that report comes from listing those students as not attending but they have not graduated. He does not have a provision for

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anything else, students should have graduated right after their class. Commissioner Clark, okay I have experience and a concept. Students needs to be listed into one of the following categories: active student, approved leave of absence, graduate, or the default would be withdrawn. It is not necessary a negative conation, but they need to be categorized. Commissioner Clark furthered, CPE received a response from Rika Makeup Academy although late, has anyone had a chance to review the response, does it satisfy any of the concerns from this audit report? Administrator Wuest, as far as placement I would consider that an acceptable response, yet they are still somewhat struggling with it. Besides that, all the others, especially when it came to refunding students I was concerned with the fact that they made a statement, "However, we do not owe a single penny to any of them since they don't pay at the time of enrollment. They pay as they go on a weekly basis." It is the true lack of understanding of how the refund process works. That concerns me because instead of a learning mode, it is more of a confrontational mode. Commissioner Clark, I didn't get that the institution understood that basic concept of a contract and it is a tuition adjustment in that response. I was not satisfied with that response on the refund issue. In the institution's defense we can compare the written receipt to a handwritten receipt and what they presented as an electronic receipt was more of a ledger; why does it have a receipt number on it? I couldn't figure that part out. I saw a lot of mistakes. The student need to have a receipt and the ledger should match the receipts. Mr. Aguayo, yes, like I said we had so many mistakes trying to make it easier for you to read. That was a misunderstanding from us. Probably we can make it better we have all the receipts that were handwritten. Maybe we have the wrong impression about the refunds, but that doesn't mean we don't want to cooperate to make it better. We really want to comply. I am sorry, we wrote I don't owe a single penny; yes, we wrote that because they left in the first classes. The students who graduated the program are just waiting for a graduation date.

Commissioner Rhodes, I would like some clarification. When you say they have completed the course, but they have not graduated yet it is my understanding that they have paid for all their courses and you are holding their certificate until they pay for graduation. Mr. Aguayo, no we do not charge for graduation. Commissioner Rhodes, then please clarify for me why do you make them wait for graduation if they have finished all the coursework? Mr. Aguayo, we do a small ceremony for them and because of Covid. Commissioner Rhodes, why can't you just mail them the certificate once they have finished all the coursework? Mr. Aguayo, yes, that is what we are doing now. We are mailing the transcripts and the certificates. We were going to do a graduation, we were hoping to have the time and they could share together, you have finished your program. Commissioner Rhodes, when you say doing that now how many people have receive their transcripts in the mail at this point? Mr. Aguayo, we started doing this last Friday. Commissioner Rhodes, last Friday you mailed out transcripts and certificates to students? Mr. Aguayo, yes. Commissioner Rhodes, you are not doing the in-person graduation then anymore? Mr. Aguayo, no we are not going to do it anymore. Commissioner Rhodes, earlier though you said you had students that 8 dropped due to Covid, 10 graduated and some have completed and are just

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waiting for graduation. Mr. Aguayo, yes that is correct. Commissioner Rhodes, how many is that? Mr. Aguayo, nine received the certificates and transcripts last week. A total of 19 received their certificates and transcripts now. We have twenty in the classes now.

Commissioner Eade, you are listed as the Marketing Director are you also an instructor? Mr. Aguayo, I do a class on photography and business for special events. Commissioner Eade, I think I saw in the audit there is a need for a substitute instructor, is there one now or are you looking for one? Mr. Aguayo, we are looking for one, but it is very hard to find a person with this experience and we had three interviews, but they didn't want to work because they want more hours and more money.

Commissioner Rhodes, I have a couple more questions. Now that you are not holding graduations and you are mailing the certificates and transcripts. Is that due to the criticism of the students or due to the Covid? Commissioner Rhodes, further explained as Mr. Aguayo, stated he did not understand the question. I guess my question is could you name three or four things you have done to address the complaints the students are having during the time. Mr. Aguayo, in 2018 and 2019 we didn't know about all the processes until we started the application for CPE licensure. When we got the commission license in May we had a few months to change the processes. We have only one year operating under the new process. November to February then Covid hit we have not been around for more than a year under the new processes. We do have all the records we just don't have them for you to see like everyone else. We just presented it to you different.

Commissioner Frederick, are you teaching courses in hairstyling? Mr. Aguayo, no we are not doing that anymore. Commissioner Frederick, did you teach hairstyling before you were licensed? Mr. Aguayo, yes, those were workshops.

Commissioner Clark, do you have aspirations to teach hair and are you going through the proper channels to do it? Mr. Aguayo, not yet. We are focusing on improving our current program. It will take a while before we do that again. Yes, we want to contribute to the community with hair, they go with us because they learn in Spanish and there is nothing else. We are the only institution that teaches in Spanish in Nevada that is why we are trying to incorporate as many programs as possible.

Commissioner Clark, to recap I am wondering if we have all the information in front of us to make an informed decision on this. It looks like CPE caught you doing this illegally. The Commission on Postsecondary Education issued you a Cease and Desist Order to Rika Makeup Academy. Rika Makeup Academy chose to ignore that Cease and Desist Order and continued to enroll students; am I correct in that assessment? Mr. Aguayo, yes, they were aware what we were doing, and they sent us a notification and they helped to guide us through the process to go to the legal side. Commissioner Clark, after we sent you the Cease and Desist you continued to enroll; you ignored that Cease and Desist, is that correct or not? Mr.

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Aguayo, that was back in 2018. Actually, we got our license revoked from the City of Las Vegas and the County. We did close doors for a while. Commissioner Clark, they you got your provisional license I am sure that staff was more than willing to help with any questions. Then we have an audit where we find that you are still now following our administrative code and revised statutes. Yet, you have full intentions of learning through this process. Mr. Aguayo, that is correct.

Commissioner Clark, my next question is going to be centered around the student's allegations they are only permitted to pay in cash. Can you explain the reason behind only having cash payments? Mr. Aguayo, we had to switch in between service providers. We do not force them to pay in cash. They can pay in checks and credit cards. Also, actually bank accounts.

Commissioner Rhodes, Mr. Aguayo you said there was a process of changing the banks how long was that process? Mr. Aguayo, it was a couple of weeks.

Commissioner Clark, can you tell me the time frame please? Mr. Aguayo, I don't remember the time or the date, but we know that happened.

Commissioner Rhodes, what month? Or year? Mr. Aguayo, 2018? One moment please.

Commissioner Clark, did it align with the time frame the city took your license away from you? Mr. Aguayo, honestly, I don't know. In all this process Miss Kelly and Maricris knew what we were doing. When they gave us a new license, we started all over again. We started under new processes. Those students under 2018 and 2019 yes, we did it under ignorance. We decided to become legal that is what we did.

Commissioner Rhodes, what forms of payments do you currently take today? Mr. Aguayo, you can pay credit card, checks, cash, money orders; we accept all forms of credit cards including American Express. We receive most payments from credit cards during the past eight months.

Commissioner Ponder, I am very challenged about the conversation we are having here today on so many different levels. I could see if there was one person who said if they were forced to pay cash only. However, the number of people we have here who are stating they were required to as if this was your standard practice to take cash only I am very troubled by that. I am troubled by the written statement that when someone signed up, they were never given a copy of the contract and was told that the printer was not working. I am troubled when a student states they are not learning anything new in the class. This same student walked away after the money was paid whether it was paid in cash they still walked away. The complaint about the instructors not showing up on time. The students have to wait outside the building after paying the $1,995.00. They are waiting for instructors to let them inside the building. These are multiple complaints from people, and I am trying to understand the process. How do you respond to the many complaints

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that your students are saying they have to pay for graduation, and they don't officially graduate until they pay? Someone has completed the course and is waiting for a certificate that sometimes takes months and may not even come. Is that student now in limbo to get a job because they have not official received their certificate. If you could help me understand I would greatly appreciate that. Mr. Aguayo, this group of students are from 2018 when we did not have the provisional license, we got the interview back in May so all these issues were already in place they had already taken place and we still got our provisional license. Since then we have renewed all the processes and now it is not happening anymore. They did not pay for graduation. We cooperate with everyone to have a party to celebrate, they say you can pay $40.00 so we can have a Mariachi Band to celebrate. That was not an obligation and for that same reason some of the students didn't show up at the party they still got their certificate that we gave them. That was not a requirement. They had to wait but a that was not because we weren't there, we just didn't let them in the place.

Commissioner Rhodes, I appreciate you trying to answer Commissioner Ponders question, but I feel like you keep repeating yourself. As I understand there are two readings of this situation regarding you as the proprietor of this business. One you got started early on, you are claiming ignorance of the law which is never an excuse for not obeying it. I got that; you say you want to help the Latino community the Spanish speaking community we wanted to give these women a place where they could come, learn, find a job and get a certificate and we messed up. We didn't know what we were doing and now we have made all these changes. I have been to enough City Council Meetings and I have been to enough Board of Education Meetings to know that when twenty people show up with pitch forks, they always have a legitimate reason, a legitimate complaint. When people go to a Public Commission Meeting in a zoom call and hang around for three hours, they are invested in this they feel they have been wronged, then they have been wronged. Then there is the other type who is just trying to make some money and turn out classes. They are okay too. However, you are telling us you made some mistakes, but you are trying to improve. You are telling us you are that type. Then it seems to me just as a business owner myself, okay we made some mistakes we acknowledge our mistakes we are going to do better; we need to make the commission happy. We are going to do better for our future students, but we are also going to resolve the complaints against us. So, if you acknowledge to the commission you are trying to make things better, why not gives these women a refund? Why not address their concerns? Mr. Aguayo, we did this we had a meeting with most of them. We asked them to come and we told them our plans. We can give you another round if you didn't learn things to become a makeup artist. For the refund? We want to offer the second course. The one we are offering now for free. We had the meeting several times. We apologized to the students in the meeting. If they have a comment, they can say it now.

Commissioner Clark, did you make that offer in writing or was it verbal? Mr. Aguayo, it was a verbal offer. Commissioner Clark, do you have evidence that verbal offer was made? Mr. Aguayo, the evidence? They are witnesses they are

here they can say that. Commissioner Clark, I am asking you if you have evidence that verbal offer was made? Mr. Aguayo, no we did not record a video. We offered we gave them certificate; we didn't close the door on them. Commissioner Clark, they are still angry. Mr. Aguayo, yes, they are still angry. How can we help? How can we contribute? We don't deny it. Commissioner Clark, I would suggest you have a meeting with and ask them that question. I cannot tell you. We are here to enforce the administrative code and revised statutes. Mr. Aguayo, I would meet with them. I will do it. The instructor she will do it too.

Commissioner Clark, Ms. Wuest you have access to information that we are not privy here in the commission meeting. Administrator Wuest, yes. Commissioner Clark, do you have anything that supports anything that we have discussed here? Administrator Wuest, let me give you some timelines as far as the cease and desist, we did issue one in 2018 and like many businesses their advertising disappears. It happens quite often; we send notice to not operate as a postsecondary unless you apply for a license. We reissued a second cease and desist in January of 2019 that is when they actually came in and went to a pre-licensing meeting and through the process. I was surprised when students came in and began to give us receipts showing us payments in May of 2019, that part was included in your packet. We were trying to work with them to bring them into compliance. Maricris can speak about the student complaints. I do know that most complaints were about receiving their certificate or transcripts, we told them about transcripts because they didn't understand what a transcript was. Maricris facilitated the transcripts and certificates. However, it is my understanding that once they received the documents, they didn't match what they actually did. When in fact, the students wanted something that matched what they did. I don't know if Maricris wants to add something to that. We actually sent them two cease and desists; it was the second one they actually responded too. I believe it was because they lost their business license to operate.

This is Maricris Wu for the record. In addition to the provisional audit, our audits are an open book. Where we basically look at what is included in the student files and what is required in the administrative code NAC 394.640 along with NRS 394. 441. I have expressed my concerns to Rafael as he is the main individual that handles all the student records. I told him if he had any questions, to please do contact me so that I could further assist him. In addition to student record keeping I did interview three students in regard to their current students. One student mentioned that she has completed the program and has not received her certificate. That is one of the concerns by CPE; if a student did complete the program why was a certificate not issued to the student, along with the student transcripts. Along with student record keeping there is information in your packet that reflects attendance dates that reflect future dates.

Commissioner Clark, Maricris, where you able to verify that the student you spoke to actually did complete the program via the documents the institution sent to you? Ms. Wu, the last portion of the transcript was not completed properly so no I cannot verify if the student did actually complete. Commissioner Clark, we talked about

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the protentional the institution is creating documentation. When I look at the evidence, I saw a signature that looked to be the exact same signature over and over on these forms. I don't know that it an indication of illegal activity because if you are signing a pdf you are using an image of your signature and it will look the same every time you use it. Ms. Wu, there was a lot of confusion about the attendance sheet that was submitted to CPE. There appears to be future dates submitted in your packet. Those were submitted to the institution for clarification. For example, there is an attendance sheet here from 11/21/2020. Administrator Wuest, when we were talking about a document being created a lot of that was those times sheets from that November class. Commissioner Clark, I wonder if the institution has a response to that? Mr. Aguayo, yes, absolutely that is a pdf. We created everything virtually. The actual reports we have them on file. We just put it in a software and sent it over to you that is why the signature appears to be the same on all of them. It is a digital signature, that doesn't make it fake. We have the support of those documents in our files. Including the receipts and the other reports. We have all that. Commissioner Clark, what we are specially talking about are the attendance sheets that have dates into the future. Mr. Aguayo, dates into the future – hmm. Commissioner Clark, I am looking at one right now. Attendance records for 11/28/2020, I am looking at another one for November 27, 2020. Mr. Aguayo, that is a mistake. Commissioner Clark, right above that I have one for 11/21/2020 is that a mistake? Mr. Aguayo, yes like I said we had to redo everything again. Commissioner Clark, how do we put faith in the documentation that you submit if you are recreating everything and you are using the wrong dates? It is easy to make that mistake in the year 2020, but if you are doing attendance in the December 2019 you are not going to make the mistake of 2020 because you are used to using the 2019. So, it looks to me like you did some catch up work maybe. Where is the actual evidence that the student attendance took place? Mr. Aguayo, I feel very confident in responding to that because we have the actual evidence printed and signed by them. So, if you would like a scan of that evidence, I can give that to you. Commissioner Clark, we asked you for that and in your response, you did not provide that. Mr. Aguayo, my apologies for doing that mistake when we were rewriting those records.

Commissioner Rhodes, I personally would like to see more evidence of lots of things if we could get provided those signed signatures of people in class and I would also like how you are addressing the issues with the public comments. To be honest I am so new it would nice to see more information. Commissioner Clark, a little bit of history this institution has been before the commission several times, we have asked them several times for information, and it continues. It was either the last meeting or the meeting before we gave an extension and requested information they chose to wait after the due date, submitted that evidence late. Most of us got that response on Tuesday, so we did not have a lot of time to digest it. So, in order to do what I think you are suggesting we would need to put this abase in some manner, do we have the ability to put this in abase but no more enrollments. Maybe Mr. Whitney can chime in on this. Commissioner Rhodes, Commissioner Clark my only reasoning to be able to extend some grace is it is a very important community being serviced. Clearly, if they are taking those classes,

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they are looking for those opportunities. But it is those same people who you profess to be helping are here today saying you are not helping. However, you could be taking advantage of the process of licensing and their lack of knowledge about how the process works. Commissioner Clark, I have been supportive of the institution's rights in every meeting that we have had and when I ask them for more time to allow them to get more information and ask more questions and give them more training. As long as they don't harm more students in the process. I don't know if we have the authority to do that.

Commissioner Ponder, Commissioner Clark even if we were to go that route and make that decision today. I believe there was a cease and desist that was issued at one point in which they were not allowed to enroll new students, yet they continued to enroll new students. So even if we come to that decision today. What faith do we have they are going to stop and not hurt people further? Commissioner Clark, you make a valid point Commissioner Ponder.

Deputy Attorney General Robert Whitney, we are here under NAC 394.445 at this time the only way the commission could extend the time period out is if the intuition has substantially met the requirements for the required standards found in NAC 394 and NRS 394 and the commission considers deficiencies to be minor. It doesn't appear that is the case here. Since we are moving under NAC 394.445 really the choice of the commission is to terminate the license or grant the license. Commissioner Clark, there is no advance option on the table. Mr. Whitney, yes, Mr. Chair that is my opinion.

Motion: Commissioner Frederick – A motion that the license for Rika Makeup Academy be terminated.
Second: Commissioner Ponder.
Discussion: None.
Results: Unanimous, motion carries.

XCEL Solutions, LLC
Testified: Laura Buzzalino, Compliance Manager; Provided background and information about the institution.
Motion: Commissioner Dr. Kenny – A motion that the full-term licensure be granted.
Second: Commissioner Eade.
Discussion: None.
Results: Unanimous, motion carries.

Applications for Initial Provisional Licensure

Avalon Institution of Cosmetology
Testified: Brandon Probiak, President; I have with me Adam Eastman and Michael Shuey who work in operations and education. A background of the institution was given with information about the previous initial license in February 2020; due to delays we are back before the commission.

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Commissioner Clark, is the institution going to also teach cosmetology? Mr. Probiak, yes, we are going to teach massage and cosmetology it is a 17,000 square foot facility.

Commissioner Rhodes made a motion for the Avalon Institution of Cosmetology to be granted an initial license.

Commissioner Clark, I have a question from staff pertaining to the motion wording. In the recommended motion we talk about surety in the amount of $183,00 to be reduced to $22,000 upon approval of U.S. Department of Education Title IV funding. I have an issue with that being part of a motion simply because by that time that happens the Department of Ed might change their rules. What we are really looking for is we want to see some loan forgiveness to cover that liability not necessarily just Department of Ed Title IV so I have a little bit of an issue putting that into a motion that's a procedural thing that we can change later on. However, once we put it in a motion, we are bound by that. How do you feel about that Ms. Wuest? Or Mr. Whitney? Administrator Wuest, I think that Mr. Whitney can chime in on this but, once you make a motion, I have no ability to change it whether any conditions are met. It is really a rewording of that to address your concerns.

Commissioner Rhodes withdrew his motion.

Motion: Commissioner Frederick – That a twelve-month provisional license be granted to Avalon Institution of Cosmetology, to offer the Massage Therapy program contingent upon approval of curriculum, facility information, staffing and surety in the amount of $183,000 to be reduced to $22,000 upon approval of U.S. Department of Education Title IV funding.
Second: Commissioner Rhodes.
Discussion: None.
Results: Unanimous, motion carries.

Aveda Institute of Las Vegas
Testified: John Gronvall, Owner, gave a background of the institution. Mr. Gronvall explained they applied for the provisional license in February 2020; yet, furthered with due to Covid impact on their current operations and other delays caused us to reapply.

Administrator Wuest updated the facility has been approved via a facetime call.

Motion: Commissioner Frederick – That a twelve month provisional license be granted to Aveda Institute of Las Vegas to offer the certificate in Massage Therapy contingent upon approval of curriculum by the Nevada State Board of Massage Therapy, program faculty, and surety in the amount of $183,000 to be reduced to $22,000 upon approval of the U.S. Department of Education for Title IV funding.
Second: Commissioner Rhodes.
Discussion: None.

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Results: Unanimous, motion carries

Cappella University

Testified: Kristen Hansen, Senior Regulatory Compliance Specialist gave a background of Cappella University, the corporate merger with Strayer University, their choice of location in Nevada, accreditation, and research pertaining to their reasoning of physical presence.

Motion: Commissioner Dr. Kenny– That a twelve-month provisional license be granted to Capella University, to offer the bachelor, masters and doctoral degrees as indicated on the application, contingent upon facility approval, staffing and surety in the amount of $122,000.

Second: Commissioner Frederick.

Discussion: None.

Results: Unanimous, motion carries.

KDI Academy

Testified: James Gregory Ketter, Owner; gave a background of his experience, the academy, and his reasons for starting the training academy. Mr. Ketter thanked Kelly Wuest, Maricris Wu and Susan Beckett for their assistance and guidance through the application process. Jessica Williams, administrative assistant and Shannon Leon, managing director were present and introduced at the meeting.

Commissioner Eade, could you give us some examples of the type of customer service training you are doing for the hospitality industry and would that include hotels? Mr. Ketter, yes absolutely, it does include hotels. At this point KDI does train hotels and luxury resorts, boutique resorts and restaurants. We teach them everything from soup to nuts; the greeting to the interaction to wherever that may lead depending on the industry whether hotel, restaurant or specialized business and to also include how to follow up, show appreciation, anticipate needs, problem solving; we do it all.

Commissioner Rhodes, the question I have is about your relationship with the current casinos and gaming executives in town in terms of operationalizing that relationship. It is one thing to know them, I am curious what your work placement looks like in terms of operational. What happens after I graduate in terms of getting me an interview with the MGM? Mr. Ketter, we don't want to just stop at the training part of it, I want to stay in contact with my graduates. I want to be a continuing education contact. If they struggle after the employment in terms of training, I want to be there for them after that. It doesn't matter if they are in housekeeping or upper management; I want to stay in contact because I love the success stories. Commissioner Rhodes, I am curious if there is a direct pipeline via MOU's what not, with for example Caesars Entertainment, to let them know you are here and there is a direct pipeline or does that person get their certificate are they on their own to find a job or is there some sort of MOU with these folks to allow you to provide the workforce for them. Mr. Ketter we actually assist them

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we plan to market our people through several entities and agencies as well; such as, Stations Casino Properties, reentry such as Hope for Prisoners and other reentry programs. Our graduates will also graduate with resumes, cover letters, professional head shots and LinkedIn accounts.

Commissioner Clark, you mentioned in answering Commissioner Rhodes question that you are not going to quit in terms of continuing assistance. It leads me to believe the training you provide is not really geared to employment. I want to remind you that when you obtain a provisional license it is an opportunity for you to gather the evidence to get through a successful audit. When does that audit take place, Ms. Wuest? For the record this is Kelly Wuest, this is November, so we are looking at late September, early October of next year. He could have as little as six months if it takes him time to meet all the provisional requirements. If they are met right away, he could have almost ten months. Commissioner Clark, one of the items they will have in that audit is evidence that you help them find jobs. That would be keeping track of the interviews and then the follow-up from the interview. Mr. Ketter, we are going to track every conversation we have with them. Our goal is to train them and assist them in obtaining employment.

Commissioner Ponder, let me first with I have had the privilege to be exposed to KDI academy for about ten years now and the training that I have witnessed and the impact that KDI has had to training them and help them find jobs. I will go on record to say this is the best that I have ever seen. Because of the quality of the training that takes place. I do have a couple of questions; we are talking about offering customer service skills and sales skills certificate program. When someone completes your program, what is the average salary range that people will be looking at once they have completed everything and you assist them with that placement? Mr. Ketter, we are looking at a starting salary of between $15.00-$17.00 per hour.

Commissioner Ponder, how do you plan to market for your students? How do we get people through the door at KDI? Mr. Ketter, we are going to partner with Station Casinos Reentry Program, also we are going to with other state programs and social media as well as workforce connections.

Commissioner Frederick, do you have any plans to host a career day at your facility or would you just be sending students to various locations? Mr. Ketter, we have talked about that. As soon as it is safe to do that.

Motion: Commissioner Ponder – That a twelve-month provisional license be granted to KDI Academy, to offer the Customer Services Skills and Sales Skills certificate programs, contingent upon receipt of surety bond in the amount of $38,000, facility and personnel information and curriculum approval.
Second: Commissioner Frederick.
Discussion: None.
Results: Unanimous, motion carries.

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Tom Devlin's academy of Make-up and Monsters

Testified: Tom and Lola Devlin, Owners and Kayla Bushell, Nevada Director gave a background of the training and work experience Mr. Devlin obtained.

Commissioner Clark, where do graduates of your program go to work? Is it in the movie industry? Where are these jobs at? Mr. Devlin, the graduates of our program would go to theater, haunted attractions, film making, model kit making, online sales of collectibles like masks and toys. The work can lead you from video games to the convention props. It is a vast industry.
Commissioner Ponder, what is the earning potential who completes your program, brand new in the field just starting out? Mr. Devlin, out of the gate I would never recommend a graduate to earn less than $15.00 per hour. In a union they can start at $60.00 and a skilled effects artist is at $120.00. It real is a gig job, where you may be doing a student film where they have a $5,000 budget and you make it work for what you can or you might get a feature film where you are going to make quit a bit more.

Motion: Commissioner Frederick – That a twelve-month provisional license be granted to Tom Devlin's Academy of Make-up and Monsters to offer a certificate program in Career Path in Make-up Effects, contingent upon receipt of surety bond in the amount of $92,000, facility and personnel information and curriculum approval.
Second: Commissioner Eade.
Discussion: None.
Results: Unanimous, motion carries

Applicants for consideration of Added Program

Hospitality International Training

Testified: Lonnie Wright, Owner – not present at the meeting. Administrator Wuest, explained she had e-mailed Mr. Wright and he has not shown up to the meeting yet. Commissioner Clark, do we need him here for the motion? Administrator Wuest, we do not. Only when you have an initial application you are required. Commissioner Eade, I would like it known that I have known Mr. Wright professionally over a number of years. I am wondering if I should abstain. Commissioner Clark, are you going to benefit from this if a successful application? Commissioner Eade, no sir. Commissioner Clark, I don't see a reason to abstain just because you know him, but if you were going to financially benefit then yes, absolutely. Commissioner Eade, no I will not financially benefit. Commissioner Frederick, I don't know if our Attorney General is still on the line, it has happened to me a few times Mr. Whitney has advised me to go ahead as long as you declare it which is what you did that your fine to vote. Deputy Attorney General Robert Whitney, what Commissioner Frederick stated is basically true. If the Commissioner declares what his relationship is and that he is not going to benefit from participating in the vote. There should be no reason he cannot participate in

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voting on this matter. Commissioner Eade, I knew Mr. Wright when he was at Community College now the College of Southern Nevada and I was at UNLV and we would meet periodically at events for the college or university. We would have academic discussions. I have not meet with him in several years. However, we do see each other it is on a professional level. Commissioner Clark, that sounds like full disclosure.

Commissioner Ponder, I do wish that someone from HIT was present today. I too know Lonnie Wright through his institution. I know they do phenomenal in culinary training. I wish that I could hear a little bit more about the automotive technician. Commissioner Clark, I too had questions. I was approached a couple of years ago by a gentleman who wanted to almost the exact same program using dealerships and was wondering if that was the same person.

Commissioner Frederick, I too know Mr. Wright and I am familiar with his program. I was also wishing he was here as I had questions about the program.

Commissioner Rhodes, should we assume this is in connection with motor pool work with the casinos? Administrator Wuest, in my conversations with Mr. Wright he has indicated that they will be using a couple of dealership providers. It is a basic automotive program for service maintenance.

Motion: Commissioner Frederick – That Hospitality International Training be granted approval to offer the proposed Automotive Technician program contingent upon curriculum approval, surety in the amount of $110,000, facility approval and personnel information.
Second: Commissioner Ponder.
Discussion: None.
Results: Unanimous, motion carries.

Southern States University
Testified: John Tucker, Chancellor gave background on Southern States University and the Las Vegas Campus.

Commissioner Eade, the Master Program are the students required to do any type of professional paper or thesis in either of the two programs? Mr. Tucker, yes in the master's program, it is a Capstone Project.

Commissioner Rhodes is the Graduate Certificate in IT essentially a MS in IT without the Capstone Project. Mr. Tucker, no not really it is about half the courses, it is six courses out of fourteen. Commissioner Rhodes, what am I looking at as far as employment after I graduate with a certificate? Mr. Tucker, it depends on where you are. Because of the new normal demand is shifting. Salary range $70,000-$80,000 to start.

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Motion: Commissioner Dr. Kenny – That Southern States University be granted approval to offer the Master of Science in Information Technology and Graduate Certificate in Information Technology contingent on securing surety in the amount of $32,000.
Second: Commissioner Rhodes.
Discussion: None.
Results: Unanimous, motion carries.

Public Comment

Deputy Attorney General Robert Whitney publicly thank Commissioner Cantu and Hersha for their service who are no longer with us. However, they were with us for several years. I think I speak for all of us when I say we will miss them as members on the commission. Commissioner Clark, yes, I agree with everything you said and welcome to the new commissioners taking there places here and in the future. Mr. Whitney, Chair Clark, thank you I should have said that too.

Meeting Adjourned

The meeting was adjourned by Commissioner Clark. Time: 12:40 p.m.

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Exhibit A

To Whom it May Concern:

My name is Viviana Martin. I attended the Rika Makeup Academy in order to obtain a Certificate allowing me to get my license as a Makeup Artist. My first payment was made on August 28, 2018. When I signed up, I was never given a copy of the Contract I signed. I was told that the printer wasn't working at the time. I was charged $1,995.00 (One Thousand Nine Hundred Ninety-Five and 00/100 Dollars) for the classes.

I was informed that we would receive five classes in a four-hour period. That did not happened as the teacher was always running late. On many occasions, we, the students, had to wait outside for the Academy to open and for the teacher to start the class.

We were given a task of defining skin words. I did a good job; the teacher liked it and asked me for my paperwork. I gave it to her which she kept. She has not returned it to me, just like my Certificate. On several occasions, I have asked that they return my documents to me and to give me my Certificate for completing the Makeup Course for which I paid good money. To this day, I have not received it.

Sincerely,

Viviana Martin

Viviana Martin

COUNTY OF Clark County)
) ss:
STATE OF Nevada)

SUBSCRIBED and SWORN to before me

this 08 day of 16, 2020.

NORTARY PUBLIC in and for said
County and State

To Whom is May Concern:

My name is Kimberly Diaz. I joined the Rika Makeup Academy because it seemed to be a short program. The school promised us a professional course that would last 13 weeks. We were to attend one day per week for four hours of which I only received three hours per week since the teacher was always late. She promised that her course would train us to immediately be able to work as a Makeup Artist which was not true,

I did not learn very much, and I never felt ready to work on anyone as a Makeup Artist. The teacher was just giving us instructions and then would sit down. She never demonstrated how to correctly apply makeup, etc. She always said that we were going super well but that was not true. While we were in class, the school was closed.

She charged me $1,995.00 (One Thousand Nine Hundred Ninety-Five and 00/100 Dollars) and gave me a $200.00 (Two Hundred and 00/100 Dollars) discount. It took her two months to give us our Certificate after we finish the course. She then started asking us for more money for the Graduation Ceremony. I did not attend the Ceremony because I had nothing to celebrate. I believed she just took my money and I preferred not to go. Later, I sent messages to ask Erika, the owner/teacher, to give me a valid Certificate, which I had to repeatedly ask for for over a month.

What I am asking with this letter is my money back because I was a robbed and for someone to do something about this Academy so that people who may be interested in this kind of training don't lose their money as I did.

Kimberly Sharon D.

[redacted]

COUNTY OF _____)
) ss:
STATE OF _____)

SUBSCRIBED and SWORN to before me

this ____ day of _____, 2020.

_____

NORTARY PUBLIC in and for said
County and State

November 10, 2020

To Whom This May Concern,

My name is Nayeli and I want to share my personal experience on attending Rika Makeup Academy (herein abbreviated as RMA). I started a 16-week makeup course at RMA in August 2018. Like my former classmates, I was very enthusiastic about starting a new learning experience that would soon become my career and passion.

There were a few bumpy roads during this 16-week course. Overall, I learned a great deal and obtained much information. However, I believe that a lot of basic knowledge was left out of the Course. For example, brush cleaning and proper sanitation was only briefed to us but not thoroughly explained. Photographer and Instructor Rafael Aguayo was occasionally present during the classes to professionally photograph our work. We were promised we would receive these pictures to start creating our MAKEUP ARTIST Portfolios, but I never received any.

RMA lacked professionalism in many more aspects. The Director, Erika Rendon, would set up additional classes and then cancel and/or reschedule them without prior notice. This happened on various occasions. She also affirmed that upon completing the MAKEUP Course, she would send all of our (the Students) information to the Nevada State Board of Cosmetology so that when we filed for our Makeup Artist License, the Board would be aware who we were and why we were filing. I eventually found out that NONE of that was true.

Toward completing my makeup course, I was offered a job at RMA. I was very excited to be jumping into a field that was becoming my new passion. Things did not get off to a great start, but I was naïve as to what was happening. Director Erika Rendon had assigned me to give makeup classes after hours. I did not feel competent to do so, but Director Rendon persuaded me to give the class. That was just the start.

Soon after, Erika began enrolling students into an 8-week "Hair Course". I took the class as a student because Erika's goal was for me to take over teaching a future Hair Course. Again, I did not feel competent to teach even after completing this hair course because it was extremely basic, and I did not learn much.

Erika later advised me that she was applying for a Post-Secondary License, which I had no idea what that meant. She told me we could no longer enroll new students and that she would have to post on the RMA Website that the school could no longer operate due to this process. Erika said she did not want to scare her students from continuing to assist and that she wanted to somehow "sugar coat" the news. This is exactly what she did.

After advising me of these new procedures, Erika called me one day while I was

working at RMA and asked me to enroll a student. At this moment, I was very confused because she had just asked me not to enroll new students. She said she was starting a new makeup course but that it had to be kept lowkey. She also told her current students they could no longer pay with their Credit Cards; that all payments had to be paid in cash. Erika explained to me that this was because it could mess up the accounting, she had already submitted with her Application for a Post Secondary License. After starting that makeup course, she created yet another new makeup course in which about 5-8 girls enrolled. All of this was done by Erika without having her Post Secondary Education License. Shortly thereafter, another makeup course was added, and she wanted me to take over that course. She trained me on how to give the initial class, but I told her I did not feel comfortable teaching. She also added more haircut classes and another hair style course.

These are some of the many unfair situations facing the students of RMA, Director Erika Rendon made them, and the employees jump through these various hoops. I could not stand the things she was doing to me as an employee. All in all, I strongly believe that RIKA MAKEUP ACADEMY is a FRAUD being operated by a very unprofessional Director who appears not to have the necessary license to be operating this Academy.

Please, if you have any further questions, I ask that you contact me at the email below.

With Respect,

_____
Nayeli Escalante
[redacted]

COUNTY OF _____)
) ss:
STATE OF _____)

SUBSCRIBED and SWORN to before me

this ____ day of _____, 2020.

_____
NORTARY PUBLIC in and for said
County and State

Administrators Report
Prepared January 26, 2021

1.**COVID 19 Update**
Temporary approvals for distance education remain in place for both state licensing and for the VA educational benefits program. VA approval is now scheduled to expire December 2021. Many institutions remain in either a distance education modality or hybrid model due to occupancy restrictions.

The Nevada State Immunization Program reached out for an institutional contact list for all private postsecondary institutions in mid-January. They are working to incorporate institutional staff and faculty in the COVID vaccine planning. CPE provided both the primary institutional contact and corporate contacts for all licensees.

2. Accreditation News

Accrediting Council for independent Colleges and Schools (ACICS) – The U.S. Department of Education has started the process to again to remove the accrediting body's approval by DE. The issue will be taken up at the National Advisory Committee of Institutional Quality and Integrity February 25, 2021 meeting. Currently, CPE has two institutional remaining with ACICS accreditation. Laurus College which is dually accredited with Distance Education Accrediting Commission (DECA) and Southern States University which has been determined eligible to proceed with candidacy to WASC Senior College and University Commission.

3. Legislative Session

As the legislative session will begin in February, DETR tracks bills that may impact the agency. CPE does not have any legislation pending related to NRS 394 but is often impacted by other regulatory changes to occupational license or general government operations. CPE reviews bills related to education and occupation licensing that may impact our licensees in addition to changes in alcohol related laws impacting the Alcohol Beverage Awareness card program. Nevada legislative information can be found at: https://www.leg.state.nv.us/

SB 24 – Changes to NRS 231 related to workforce recruitment, assessment and training through the Office of Economic Development. Changes proposed would include payment of equipment or technology necessary to develop training in areas without sufficient offerings to meet the workforce demands. In the current form, this bill does not exclude private postsecondary institutions.

SB 27 -Creates a special license for paraprofessional license for athletic coaching or administrative personnel. Impact on CPE will be addition workload for added programs and increases in revenue related to new student enrollment.

AB 38 - Changes the required parameters of an advisory technical skills committee with membership of postsecondary education institutions that provide technical education.

4. **Closure Updates**

Rika Makeup Academy– At the November 12, 2020 Commission meeting, the Commission motioned to terminate the provisional license of Rika Makeup Academy. The institution has not provided CPE with the required student files as required by NRS 394.550. A total of $13,634 in claims have been submitted to CPE.

Pahrump Dental - Closed on December 1, 2020 and no students were in attendance at the time of the closure. The institution has provided all students records to CPE.

Multnomah University – Revised plans to permit the local staff to take over operations and will provide transitionary support to enable the institution to remain open in Reno, Nevada. As the campus build was sold, the institution had to relocate.

5. **Budget**

Starting January 2021, state employees are required to take 1 furlough day per month. This will result in a reduction in the reimbursement funds for the VA agreement and impact staff workload. Travel restrictions are still in place for staff resulting in a cost saving for the state budget and reduced reimbursement for VA agreement.

6 **Quarterly Report** – With 52 schools unreported, the total enrollment for the October 1, 2020 – December 31, 2020 quarter stands at 7,024 new students. An update will be provided at the meeting.

Q3 updated to 9,428

Oct - Dec 2020	Oct - Dec 2019	Oct - Dec 2018	Oct - Dec 2017	Oct - Dec 2016
7,024	8,057	5.035	4,940	4,404

7. **CPE Quarterly Activities** – October 1, 2020 – December 31, 2020

CPE Activity	**Number of Applications Processed**	**CPE Activity**	**Number of Applications Processed**
License Renewals	14	Agent Permits	20
Experiential License	0	VA Compliance Visits/Other Visits	3
Transcripts Processed	75	VA Program Approvals (individual programs)	441
Distance Education Exemptions	5	SARA Notifications	1
License Evaluations	5	School Audits	4
Added Facility	3	Added Program	5

8. **CPE Formal Student Complaints**: October 1, 2020 – December 31, 2020

Complaints listed only include student who filed formal paperwork with CPE to initiate an investigation.

Institution Name	Date Filed	Issues/Allegation	Findings	Status
Rika Makeup Institute	2/24/20* Paper document found in file was misclassified as prior to licensing	Misrepresented that program was required to get Cosmetology Makeup license. Quality of Education – course did not provide any new information	Student withdrew from program and student refund was not calculated by Rika. Student handwritten receipt did not match electronic receipt provided by the institution. Refund owed to student for balance. Violation of NRS 394.449	Open – Included in current agenda item for refund.
Carrington College	12/23/21	Unfair treatment	Student was provided the three attempts allowed by institutional policy for the medication calculation exam. Students who received a fourth attempt in a previous semester were provided the additional attempt due to a computer software malfunction.	Institution followed its published guidelines Closed. Not substantiated.

To: CPE Commissioners

From: Maricris Wu, Postsecondary Education Specialist

Subject: Full Term Licensure Recommendation, Community Ambulance Health Science Center/638

For Action: February 3, 2021

Community Ambulance Health Center was granted a provisional licensure on May 8, 2019 to offer the 180-hour Emergency Medical Technician program taught over 12 weeks and 150-hour Advanced EMT Medical Technical programs taught over 10 weeks. The first initial provisional audit was conducted remotely on April 14, 2020. Due to the significant findings, an extended nine months provisional license was granted during the May 2020 Commission meeting.

On January 11, 2021 a second provisional audit was conducted in accordance of NAC 394.445. Due to the significant findings listed in this report, more time is required to ensure the institution can demonstrate its ability to comply with the provisions of NRS and NAC Chapter 394.

Therefore, I recommend that the provisional licensure for Community Ambulance Health Science Center be extended for **six months.**

To: CPE Commissioners

From: Kelly Wuest, Administrator Kelly D. Wuest

Subject: Request for Extension of Provisional License
Laurus College

For Action: February 3, 2021

Laurus College was granted a provisional approval to offer 9 programs at the Occupational Associates and Bachelor of Science degree levels during the May 2019 Commission meeting and was issued a license on August 1, 2019.

The College experienced start up delays due to COVID 19 and with receiving the DEAC campus approval pushing back student starts to the fourth quarter of 2020. The CPE remote audit process requires staff to perform the review of an institution approximately two months prior to the meeting date. Staff is requesting the provisional license be extended to allow students to complete a sufficient number of terms to adequately evaluation the College's operations.

I recommend that:

The provisional license for Laurus College be extended for an additional six-months.

To: CPE Commissioners

From: Kelly Wuest, Administrator Kelly D. Wuest

Subject: Request for Extension of Provisional License
Mountain View Hospital Paramedic Institute

For Action: February 3, 2021

Mountain View Hospital Paramedic Institute (MVHPI) was granted provisional approval to offer the 42-week paramedic program at the February 2020 Commission meeting. Nevada Declaration of Emergency Directive 009 delayed the expiration of the 6 month requirement to fulfill contingencies stating "All licenses and permits issued by the State of Nevada, Boards, Commissions, Agencies, or political subdivisions of the State of Nevada that expire or are set to expire during the period the Declaration of Emergency dated March 12, 2020 is in effect shall be extended for a period of 90 days from the current expiration date, or 90 days from the date the state of emergency declared on March 12, 2020 is terminated, whichever is later, if reduced government operations due to the state of emergency makes timely renewal of the license or permit impracticable or impossible." On June 29, 2020, Nevada Declaration of Emergency Directive 026, terminated Directive 009 and set an expiration date of licenses as September 28, 2020. MVHPI completed all contingencies and was issued a license on September 25, 2020 prior to the expiration of the extension.

The institution first class started in October 2020 with a cohort of 20 students. The CPE remote audit process requires staff to perform the review of an institution approximately two months prior to the meeting date. Due to the delayed start, Staff is requesting the provisional license be extended by nine months to permit the institution to complete the first cohort of students.

I recommend that:

The provisional license for Mountain View Hospital Paramedic Institute be extended for an additional nine-months.

To: CPE Commissioners

From: Kelly Wuest, Administrator Kelly D. Wuest

Subject: Request for Extension of Provisional License
Sin City Scuba

For Action: February 3, 2021

Sin City Scuba originally appeared for licensing at the February 2020 meeting under the fictious firm name of Diving Institute of Nevada. A provisional license was issued on March 18, 2020 just prior to the Nevada State of Emergency. After becoming license, Sin City Scuba requested to change the name of the institution to their corporate name and updated all institutional documents to reflect the change.

SCS has experienced impacts from COVID 19 restrictions and at the time this report has enrolled one student. Due to the sample size, CPE staff is requesting the provisional license be extended to allow the institution to enroll additional student prior to conducting the audit.

I recommend that:

The provisional license for Sin City Scuba be extended for an additional nine-months.

To: CPE Commissioners

From: Kelly Wuest, Administrat

Subject: Request for Extension of Provisional License
Southeastern University

For Action: February 3, 2021

Southeastern University was granted a provisional approval to offer Associate of Arts in General Education, Ministerial Leadership and Bachelor of Science degrees in Ministerial Leadership and Business & Professional Leadership during the May 8, 2019 Commission meeting. All contingencies were fulfilled by the time of the Commission meeting and the license was issued on August 1, 2019. At the May 2020 meeting, Southeastern University was granted an extended provisional license due to no enrollments.

On January 15-19, 2021 a provisional audit was conducted in accordance of NAC 394.445. Due to the significant findings listed in this report, more time is required to ensure the institution can demonstrate its ability to comply with the provisions of NRS and NAC Chapter 394. Therefore, I recommend that:

The provisional license for Southeastern University be extended for an additional six-months.

To: CPE Commissioners

From: Kelly Wuest, Administrator Kelly D. Wuest

Subject: Request for Extension of Provisional License
SW Compliance & Safety Training Institute

For Action: February 3, 2021

SW Compliance & Safety Training Institute was granted provisional licensure during the November 2018 Commission meeting to offer Environmental Safety Health Training Programs. The provisional audit was conducted on October 9, 2019 and staff recommended a 9-month extension to address corrective actions. An additional six month extended provisional was granted due to no new enrollments during the pandemic. The institution has not reported any new enrollments for staff to review new student files for the corrective action.

Staff is requesting the Commission to extend the provisional license for an additional six months to conduct a remote audit of the institution.

I recommend that:

The provisional license for SW Compliance & Safety Training Institute be extended for six-months.

To: CPE Commissioners

From: Maricris Wu, Postsecondary Education Specialist

Subject: The CE Shop
Fran Kutner, Compliance Research and Audit Specialist

For Action: February 3, 2021

The CE Shop was granted was granted provisional licensure on February 12, 2020 Commission meeting to offer to offer the 90 Hours of Pre-Licensing Real Estate Practices and Principals, and Law. The 90 hours pre-licensing program will be delivered via distance education.

The provisional audit was conducted on December 16, 2020 in accordance of NAC 394.445 and concluded that the school substantially operates within the provision of the NRS and NAC Chapters 394, therefore:

Full term licensure is recommended.

To: CPE Commissioners

From: Kelly Wuest, Administrator

Subject: Full Term Licensure
Unitek College

For Action: February 3, 2021

Unitek College was granted a provisional approval to offer a Bachelor of Science in Nursing and diploma programs in Practical Nursing and Medical Assisting during the September 2019 Commission meeting. All contingencies were fulfilled, and a provisional license was issued in December 2019. The initial start date of the programs was April 2020 and was postponed due to COVID 19. At the August 2020 Commission meeting, an extended provisional license was issued to provide enough data for staff to evaluate the institution.

The provisional audit was conducted from January 11-15, 2021 in accordance of NAC 394.445 and concluded that the institution substantially operates within the provision of the NRS and NAC Chapters 394, therefore

I recommend that:

Unitek College be granted a full-term license.

Licensing Worksheet

Prepared by: Maricris Wu, Postsecondary Education Specialist

Applicant: Dora Valentin, Owner

School: Adult Care Connections

For Action: February 3, 2021

Recommendation
That a twelve-month provisional license be granted to Adult Care Connections to offer the Medication Management certificate program, contingent upon receipt of surety bond in the amount $10,000, facility and personnel information and curriculum approval.

Curriculum: Curriculum received on November 25, 2020. Curriculum pending review by HCQC. **CONTINGENCY.**

Bond: Recommend amount is $10,000 **CONTINGENCY.**

Financial Statement: Received on November 25, 2020 and reviewed on December 3, 2020 –January 29, 2021

Budget Estimate: Received on November 25, 2020 reviewed on December 3, 2020 –January 29, 2021.

Financial Release: Received on November 25, 2020 and reviewed on December 10, 2020.

Personnel Information: **CONTINGENCY**.

Certifications: Received on November 25, 2020 reviewed on December 3, 2020.

Catalog: Received on November 25, 2020 and reviewed on December 10, 2020.

Contract: Received on November 25, 2020 and reviewed on December 10, 2020.

Completion Certificates: Received on November 25, 2020 reviewed on December 3, 2020 –January 29, 2021.

Facility Information: **CONTINGENCY.**

Fees: Received on November 25, 2020.

Licensing Worksheet

Prepared by: Maricris Wu, Postsecondary Education Specialist

Applicant: Jacqueline Villeda, Owner

School: Coaching Pros for Personal Injury Academy

For Action: February 3, 2021

Recommendation
That a twelve-month provisional license be granted to Coaching Pros for Personal Injury Academy to offer certificate programs in Basic Foundation of Pre-litigation; Basic Foundation of Litigation and Advance Pre-litigation contingent upon receipt of surety bond in the amount $14,000, facility approval and personnel information and curriculum approval.

Curriculum: Curriculum received on December 3, 2020. Curriculum under pending review **CONTINGENCY.**

Bond: Recommend amount is $14,000. **CONTINGENCY.**

Financial Statement: Received on December 3, 2020 and reviewed on December 3-24, 2020.

Budget Estimate: Received on December 3, 2020 and reviewed on December 3-24, 2020.

Financial Release: Received on December 3, 2020 and reviewed on December 3-24, 2020.

Personnel Information: **CONTINGENCY**.

Certifications: Received on December 3, 2020 and reviewed on December 3-24, 2020.

Catalog: Received on December 3, 2020, under pending review.

Contract: Received on December 3, 2020, under pending review.

Completion Certificates: Received on December 3, 2020 and reviewed on December 3-24, 2020.

Facility Information: **CONTINGENCY.**

Fees: Received on December 3, 2020.

Licensing Worksheet

Prepared by: Maricris Wu, Postsecondary Education Specialist

Applicant: Andrew Rozell, Executive Vice President

School: iteachNevada, LLC.

For Action: February 3, 2021

Recommendation
That a 12-month provisional license be granted to iteachNEVADA to offer their Teacher Certification program contingent upon surety in the amount of $409,000, personnel and facility Information.

Curriculum: Curriculum received on December 2, 2020.

Bond: Recommend amount is $409,000 **CONTINGENCY.**

Financial Statement: Received on December 2, 2020 and reviewed on December 2, 2020 –January 8, 2021.

Budget Estimate: Received on December 2, 2020 and reviewed on December 2, 2020 –January 8, 2021.

Financial Release: Received on December 2, 2020 and reviewed on December 2, 2020- January 8, 2021.

Personnel Information: **CONTINGENCY**.

Certifications: Received on December 2, 2020 and reviewed on December 2, 2020 –January 8, 2021.

Catalog: Received on December 2, 2020, under pending review.

Contract: Received on December 2, 2020, under pending review.

Completion Certificates: Received on December 2, 2020 and reviewed on December 2, 2020 –January 8, 2021.

Facility Information: **CONTINGENCY.**

Fees: Received on December 2, 2020.

Licensing Worksheet

Prepared by: Maricris Wu, Postsecondary Education Specialist

Applicant: Brian Treu, Owner

School: Phlebotomy Training Specialists

For Action: February 3, 2021

Recommendation
That a twelve-month provisional license be granted to Phlebotomy Training Specialists to offer the Phlebotomy Training certificate program contingent upon receipt of surety bond in the amount $10,000, curriculum approval, facility and personnel information.

Curriculum: Curriculum received on October 29, 2020. Curriculum under review **CONTINGENCY.**

Bond: Recommend amount is $10,000 **CONTINGENCY.**

Financial Statement: Received on October 29, 2020 and reviewed on December 2, 2020.

Budget Estimate: Received on October 29, 2020 and reviewed on October 29, 2020.

Financial Release: Received on October 29, 2020 and reviewed on December 2, 2020.

Personnel Information: **CONTINGENCY**.

Certifications: Received on October 29, 2020 and reviewed on October 29, 2020

Catalog: Received on October 29, 2020, under pending review.

Contract: Received on October 29, 2020, under pending review.

Completion Certificates: Received on October 29, 2020 and reviewed on October 29, 2020.

Facility Information: **CONTINGENCY.**

Fees: Received on October 29, 2020.

Licensing Worksheet

Prepared by: Maricris Wu, Postsecondary Education Specialist

Applicant: Carol Galbraith, Owner

School: Sonder CNA Training

For Action: February 3, 2021

Recommendation
That a twelve-month provisional license be granted Sonder CNA Training to offer the Nursing Assistant program, contingent upon receipt of surety bond in the amount $15,000, facility and personnel information, Nevada State Board of Nursing academic administrator and curriculum approval.

Curriculum: Curriculum received on December 8, 2020. Curriculum under pending review with the Nevada State Board of Nursing **CONTINGENCY.**

Bond: Recommend amount is $15,000 **CONTINGENCY.**

Financial Statement: Received on December 8, 2020 and reviewed on December 17- 30, 2021.

Budget Estimate: Received on December 8, 2020 and reviewed on December 17- 30, 2021.

Financial Release: Received on December 8, 2020 and reviewed on December 17- 30, 2021.

Personnel Information: **CONTINGENCY**.

Certifications: Received on December 8, 2020 and reviewed on December 17- 30, 2021.

Catalog: Received on December 8, 2020 and reviewed on December 17- 30, 2021.

Contract: Received on December 8, 2020 and reviewed on December 17- 30, 2021.

Completion Certificates: Received on December 8, 2020 and reviewed on December 17- 30, 2021..

Facility Information: **CONTINGENCY.**

Fees: Received on December 8, 2020.

Licensing Worksheet

Prepared by: Kelly D. Wuest, CPE Administrator

Applicant: Michael Hagan

School: Strayer University

For Action: February 3, 2021

Recommendation

That a twelve-month provisional license be granted to Strayer University, to offer the diploma, associate, bachelor, masters and graduate certificates as indicated on the application, contingent upon facility information, staffing and surety in the amount of $75,000.

Curriculum: Accredited by Middle States Commission on Higher Education. Approval for Nevada campus. **CONTINGENCY.**

Surety Bond: Recommended amount $75,000. **CONTINGENCY.**

Financial Statement: Received on December 3, 2020 and reviewed on January 11-19, 2021.

Budget Estimate: Received on December 3, 2020 and reviewed on January 19, 2021.

Financial Release: Received on December 3, 2020 and reviewed on January 6-7, 2021.

Personnel Information: **CONTINGENCY.**

Certifications: Received on December 3, 2020 and reviewed on January 6-7, 2021.

Catalog: Received on December 3, 2020 and pending revisions.

Contract: Received December 3, 2020 and reviewed on December 23, 2020.

Completion Certificates: Received on December 3, 2020 and reviewed on December 23, 2020.

Facility Information: **CONTINGENCY.**

Fees: Received on December 14, 2020.

Licensing Worksheet

Prepared by: Kelly Wuest, Administrator Kelly D. Wuest

Applicant: Robert Hendrickson, VP of Compliance and Regulatory Affairs

School: Carrington College, Las Vegas

For Action: February 3, 2021

Recommended Motion:

That Carrington College, Las Vegas be granted approval to offer the proposed Associate of Science Degree in Electrical Technology and Certificate in Electrical Technology contingent on securing surety in the amount of $178,000, facility approval and personnel information.

Curriculum: Revision received on December 11, 2020 and reviewed on January 11, 2021.

Bond: Recommended amount is $ 178,000 additional surety. **CONTINGENCY**.

Financial Statement: Received on February 25, 2020 and reviewed on April 21, 2020.

Budget Estimate: Received on December 11, 2020 and reviewed on January 5, 2021.

Financial Release: Received on February 25, 2020 and reviewed on April 21, 2020.

Personnel Information: CONTINGENCY.

Certifications: Received on February 25, 2020 and reviewed on April 21, 2020.

Catalog: Approved December 2020.

Accreditation: Received on February 25, 2020 and reviewed on April 21, 2020.

Facility Information: Requires approval of lab build out at currently approved facility. CONTINGENCY.

Fees: Received on February 25, 2020.

To: CPE Commissioners

From: Kelly D. Wuest, Administrator

Subject: Rika Makeup Academy Refunds
Finding of Fact, Conclusion of Law

Information: February 3, 2021

At the November 2020 Commission meeting, the Commission terminated the provisional license of Rika Makeup due to substantially failing to demonstrate the institutions ability to comply with provisions of NRS 394.383 to 394.670 inclusive and NAC 394.300 to 394.685 inclusively. Attached is the Findings of Fact, Conclusions of Law and Order required for surety to be accessed. A total of 20 students were impacted by the closure and two students who did not receive the proper refund upon withdraw from the institution.