

JOE LOMBARDO
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STATE OF NEVADA

KELLY D. WUEST
Commission Administrator

CHRISTOPHER SEWELL
Director

LYNDA PARVEN
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: April 26, 2023

The Commission on Postsecondary Education will conduct a meeting on **May 3, 2023**, commencing 9:00 a.m., at the locations listed below via videoconferencing:

THIS MEETING WILL BE HELD VIA VIDEOCONFERENCE ONLY

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

Topic: CPE May Commission Meeting

Time: May 3, 2023 09:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://nvdetr-org.zoom.us/j/86262593046?pwd=MENCUFpwdVBGU0RkUHdQVEZ0WE1FUT09>

Meeting ID: 862 6259 3046

Passcode: 328603

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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 February 1, 2023, Minutes -----For possible action
- H. Administrator’s Report -----Informational

Applicants for consideration of a Full-Term License

- I. Grand Canyon University -----For possible action
- J. Sierra Mountain Education -----For possible action

Applicants for consideration of Initial Provisional Licensure

- K. Galen College of Nursing -----For possible action
- L. Haven University -----For possible action
- M. Next Level Dental Institute, LLC -----For possible action

Comments

- N. 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

- O. 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 April 28, 2023, 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.

Notice of this meeting was mailed to groups and individuals as requested at the following locations on or before 9 a.m. on the 3rd working day prior to the scheduled meeting date.

1. Commission on Postsecondary Education principal office at, 3405 S. Maryland Pkwy, Las Vegas, NV 89169
2. DETR – State Administrative Office, Stan Jones Building, 2800 E. St. Louis Avenue, Las Vegas, NV 89104
3. DETR – State Administrative Office, 500 E. Third Street, Carson City, NV 89713
4. Grant Sawyer Building, 2501 Washington Street, Las Vegas, NV 89101
5. State Capital Building, 101 N. Carson Street, Carson City, NV 89701

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 and the Administrative Regulation Notices website at: <http://www.leg.state.nv.us/App/Notice/A/>.

**DRAFT MINUTES
STATE OF NEVADA
EMPLOYMENT SECURITY DIVISION
COMMISSION ON POSTSECONDARY EDUCATION**

NEVADA COMMISSION ON POSTSECONDARY EDUCATION MINUTES

Topic: CPE November Commission Meeting

Time: February 1, 2023, 09:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://nvdetr->

[org.zoom.us/j/82691704647?pwd=QXlscDhFcXZBRHl1dG4rM09FU2NLZz09](https://nvdetr-org.zoom.us/j/82691704647?pwd=QXlscDhFcXZBRHl1dG4rM09FU2NLZz09)

Meeting ID: 826 9170 4647

Passcode: 608531

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Passcode: 608531

Find your local number: <https://nvdetr-org.zoom.us/u/kcN4IBMIXi>

Join by SIP

82691704647@zoomcrc.com

Join by H.323

162.255.37.11 (US West)

162.255.36.11 (US East)

69.174.57.160 (Canada Toronto)

65.39.152.160 (Canada Vancouver)

Meeting ID: 826 9170 4647

Passcode: 608531

Staff Present during Video Conference

Maricris Wu, CPE Postsecondary Education Specialist
Susan Beckett, CPE Administrative Assistant III

Members of the Public, Media, Educational Institutions and Other Agencies Present

Greg D. Ott, Nevada Attorney General Office, Chief Deputy Attorney General
Jerame Ayers, Academy of Professional Development
Kayla Babbitt, Assist to Succeed Northern Nevada
Jen Bocchi, Assist to Succeed Northern Nevada
Annie Burke-Doe, Hawaii Pacific University
Tricia Catalino, Hawaii Pacific University
Paula Dixon, Shiloh CNA School
Ylonne Hodges, PDH Academy
Dave Kostecki
Leonard Lafrance, NCLab
Angie LeBlanc, Accelerated Dental Assisting Academy
Marleny
Peter Mikhail, Advanced Training Institute
Charles Olander
Robyn Otty, Hawaii Pacific University
Pavel Solin, NCLab
Jasminemarie Soller, Advanced Training Institute

Member of the Commission on Postsecondary Education Present during Video Conference Meeting

Sharon Frederick, Vice Chair
Vincent Eade
Thomas Kenny
Jon Ponder
Steven Soares

STATE OF NEVADA
EMPLOYMENT SECURITY DIVISION
COMMISSION ON POSTSECONDARY EDUCATION
MINUTES

February 1, 2023 – 9:00 A.M.

Call to Order

The meeting was held via Video Conference ZOOM. The meeting was called to order by Vice Chair Commissioner Sharon Frederick at approximately 9:02AM.

Public Comments

Commissioner Frederick asked for public comment – none.

Written Comments

This is Susan Beckett, no written comments.

Confirmation of Posting

Susan Beckett, for the record, Administrative Assistant III, Commission on Postsecondary Education. We are in compliance; we have posted according to open meeting laws.

Roll Call

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

Administrative Assistant Susan Beckett: took roll via verbal and video. Confirmation of a quorum.

Adoption of Agenda:

Motion: Commissioner Soares – Move to approve adoption of Agenda for February 1, 2023.

Second: Commissioner Eade.

Discussion: None.

Results: Unanimous, agenda is adopted.

Approval of Minutes November 2, 2022, Meeting

Discussion: Commissioner Frederick noted under Genevieve Training Center the minutes stated Compass Rehab and it should be Encompass Rehab.

Motion: Commissioner Soares – Motion to approve the minutes for November 2, 2022, meeting with changes.

Second: Commissioner Eade.
Discussion: None.
Results: Unanimous, motion carries.

Administrators Report

Administrative Assistant Susan Beckett explained Administrator Kelly Wuest was called into the DETR's presentation before the money committees' pre-session at the Grant Sawyer Building in Las Vegas. Ms. Wuest will be attending this commission meeting once she is released from the other meeting. Beckett furthered with the updated changes to the Administrators Report (as submitted in the Public Packet Posting):

Item 5 Application Backlog:

- Incomplete/partial application – CPE has found that the CPE portal has rejected some documents that includes a hyphen “-“(Update to underscore “_”) in the document name. To improve submission, Susan is now providing a confirmation email that lists all documents received.

Item 7 Quarterly Report – With 43 (update 37) schools unreported, the total enrollment for the October 1, 2022– December 31, 2022, quarter stands at 6,176 (update 6370) new students.

Correction for move to take place February 2023 not February 2022.

Applications for Full Term License

Academy of Professional Development

Testified: Jerame Ayers gave information and background about the school. Mr. Ayers stated the EMT program is getting approved very soon. He is a disabled service-connected veteran owned school and has two security programs. His desire is to eventually get approved for the VA education benefits programs in Nevada. Currently, my first school is headquartered in California with a full postsecondary approval there. The EMT program is an adventure as it relates to medical, and it is taking time to get the EMT program approved at the national level, then the State level, and then the local level with the Clark County, Southern Nevada Health District. Ayers held up, during the meeting, a document and stated it was a clinical agreement form. Ayers explained when you run an EMT program you have to have x number of hours in the classroom and hands on skills and training, then you must attend a 24 internship, 24 hours on an ambulance company or within the ER of a hospital. The provisional license of 9 months that I have been on, and I finally got this last week. In order for a hospital to take students it has to go through legal proceedings – we finally got the agreement for our students to do their clinical internships. It has just taken me awhile to get all of this for the EMT.

Now for my security programs, I know we want to get an audit of the school and things like that but, I have had 0 enrollments for my security programs in Nevada. It's short about last year 6/7 months to me from visiting Vegas and I talked to quite a bit of employers out there, and the opportunity for those positions, were just

devasted from Covid and they are still that way. Whenever I come out, I visit sites such as the large casinos and they blocked off part of the casino just because they either don't have the staff or the visiting tourists, so there's not a big draw to push students in the Executive Protection field, but that's changing. I am actually going to be training with larger security companies' employees out there. I've already starting to get enrollment agreements for that. We are pushing forward. We are ready to get going.

Commissioner Eade - Where are you with the Southern Nevada Health District Approval for the EMT? Ayers, I am at the point where I have had to get this clinical agreement and I sent it over to them and they are like, obviously great, because you have all this, all these lists that want you to provide when they do their first inspection, and you have to have a clinical agreement or else it's the cart before the horse. Now that I have a clinical agreement finally, all I got to do is add my instructors to the role which I've already prepped that for the last five months and getting those instructor signoffs that they specifically want on specialized training to instruct EMT's. I am hoping probably within the next 90 days that we will have our first inspection and then we will start intaking students.

Commissioner Soares, I have a clarification question for you, Physical security specialist rather than physically. Ayers, yes, it is physical security specialist.

Commissioner Frederick, I also have a quick question. Are you actively going to recruit veterans for the program? Ayers, yes and I want to say that's a double-edged sword cause. Obviously, I'd love to do that 100% and help as many of my fellow brothers and sisters as possible, but it's open to the public. In California I am a VA approved school. So, I'm getting vet intake and wanting to do the program, but by that choice they want to come to California because I'm already GI Bill® approved to do the program, and then some of our filed training, because in California the gun laws, because they do have to qualify with weapons concealed, weapon carry and all of this to do their job. So, I have to drive and motorcade with my students that enrolled in California and visit Las Vegas to use the ranges. So, once we get going and pass the VA requirements of time on intake and teaching vets, we can finally get the VA approval out in Nevada to better serve the best that are locally here. Right now, it's kind of odd you are open and okay to take in one state which can't really do it here. Then you have the pass that are, they'll drive to California.

- Motion: Commissioner Soares – A motion that the provisional license for Academy of Professional Development be extended for an additional nine months with the requirement that the institution begin instruction no later than 6 months from the date of this meeting.
- Second: Commissioner Eade.
- Discussion: None.
- Results: Unanimous, motion carries.

Assist to Succeed Northern Nevada

Testified: Jennifer Bocci, Nevada Executive Director and Office Manager, Kayla Babbitt, explained the school is a comprehensive dental assistant school that is a ten-week program with 80 hours total. We have had 21 students. Actually, we were able, as per a request from one the Commissioners in our provisional stage, we were asked to sponsor a student, and we actually ended up sponsoring four students. One of the students was from Agency Step 2 which basically helps women who are in either bad or environments of drug abuse or have a history of drug abuse and they are getting back on their feet. She is actually working with our dental office right now. We hopefully will be able to sponsor one every year going forward.

Commissioner Frederick, that is great community outreach. I commend you for that.

Motion: Commissioner Kenny – A motion that full-term licensure be granted for Assist to Succeed Northern Nevada.

Second: Commissioner Soares.

Discussion: None.

Results: Unanimous, motion carries.

PDH Academy

Testified: Y'Lonne Hodges, Distance Education Program Manager – We have a real estate instructional inspection program. Currently, the real estate program does not have any students we are currently in the process of updating the curriculum to meet the 120-hour standard that is now required.

Commissioner Soares – I understand that the Real Estate had to change to 120 hours, do you have students enrolled? Hodges, the structural inspection does have 11 students not the real estate.

Commissioner Kenny – Our school was looking into a real estate program, and I know that we had some challenges with the 30 additional hours and trying to work our way through that process. You are not the only one who had some challenges associated with that. Keep up the fight.

Motion: Commissioner Eade – A motion that the extended provisional license for PDH Academy be extended for an additional six months.

Second: Commissioner Ponder.

Discussion: None.

Results: Unanimous, motion carries.

Applications for Initial Provisional Licensure

Accelerated Dental Assisting Academy

Testified: Angie LeBlanc, Licensing Coordinator and Dr. Jarrad Bencaz, Owner gave a history of the program since the onset nationwide that began in 2015. They

currently have 72 dental assisting schools in 17 states. Dr. Champagne in the City of Sparks, Nevada has a great reputation in the dental industry with a 9,000 square foot dental office. Our business model is we partner with practicing dental offices by leasing their space and equipment during their nonoperational hours. Usually it's Saturdays, 8 to 5 for ten-week semesters, and we hold three semesters a year. We host a lecture and hands on clinical training for dental assisting. Financially, Accelerated operates out of a corporate account, one corporate account. So, it helps cover fledgling schools with seasoned profitable ones, instead of having set accounts for each individual 72 schools. That would be a nightmare. Each semester has a cap of 15 students, so the teacher student ratio is beneficial. We offer the curriculum through our learning management system canvas. It allows our corporate office, as well as our instructors and students to have real time access throughout the course and beyond to curriculum modules, announcements, homework, progress, reports, educational resources, transcripts and the student have access to that account even after they graduate. Our curriculum is 80 hours, 36 hours of lecture, 44 hours of hands-on training. We implement the same curriculum with State specific modifications nationwide. Simultaneously our instructors are practicing dental assistance with 2 years or more experience and recommendations from past and current employers. You may have recognized our name from before because we actually came here a year ago and we were granted approval with contingencies of the typical stuff, faculty and business license. But the Sparks business license took much longer than we anticipated. So, we are here again, just starting fresh.

Commissioner Soares asked about the advertising on social media. Ms. LeBlanc replied with they have a marketing specialist that is fantastic with Google and getting our school to be first on the search engine and then of course we will be doing Facebook ads with directing people to our website and such. Soares, say there is a large number of dropouts. What steps would you take to ensure students complete your program. LeBlanc answered, first of all we feel that we are very personable because we limit the class size. So, once we have optimum enrollment, or even if we don't, we really try to keep nurturing those students. We have instructors that will reach out to student and then of course our dean and communication managers which are part of our administration team. We would work to find out what is the real issue. Then we would try to help them overcome those.

Commissioner Ponder- You said you limited the class sizes. What is that magic number that you are trying to maintain? LeBlanc – we do maximum of 15 students per semester. So, we don't really ever have more than 45 students a year go through the course in one particular location, and we do that so that even though Dr. Champagne, of instance, has 20 something operator size we not going to use all 20 operatories, but we do stage it so it helps when they go to do their hands on training.

Motion: Commissioner Kenny - A motion that a twelve-month provisional license be granted to Accelerated Dental Assisting Academy to offer the Dental Assisting Certificate program contingent upon receipt of a surety bond in the amount of \$14,500, personnel information, and facility approval.

Second: Commissioner Soares.

Discussion: None.

Results: Unanimous, motion carries.

Hawai'i Pacific University

Testified: Tricia Catalino, Campus Director; Robyn Otty and Annie Burke-Doe, gave information about the institution and the programs. We are a 4-year institution with undergraduate and graduate courses. We offer bachelor's degrees, Master's degrees and entry level doctoral degrees. We are looking to start programs in Las Vegas in occupational therapy and physical therapy program, we launched at the Hawaii campus in July with approximately 100 students. The programs in Las Vegas will model what we are doing in Honolulu with these health sciences, programs, and all of these align with our strategic plan to increase graduate education at the institution in market ready degree programs in the health sciences.

Commissioner Eade – Why Las Vegas? Catalino, that is a great question. There are lots of ties between, as you may know, between Hawaii and Las Vegas, and there's a large population of individuals who have moved to Las Vegas from Hawaii. There's brand recognition in Las Vegas because we have many alumni from Honolulu who live in the Las Vegas area. In fact, I've attended those events myself, because I live in Las Vegas and work remotely for the University of Hawaii. There is also a big need not only in Las Vegas and Nevada, but across the Western US for these individuals in these professions.

Commissioner Soares – where are you planning to locate the campus. Robyn Otty is working with a realtor looking for a location near the airport. Space would be south of the airport since we anticipate the students having the convenience of being close to the airport and plus close to nearby attractions, that they may need. Of course, they will be living here for those lab immersions. So, there's plenty of options in the area to live temporarily.

Commissioner Soares – when you looked at statistics and marketing for the physical therapy and occupational therapy what kinds of numbers did you come up with and then it doesn't have to be a specific product you know? Annie Burke answered 17% increase in the need. Hoping to fill the need in the community as well. Tricia had 800 applications for 100 spots and 400 of those application were qualified candidates, so it's a robust application pool. We are not worried about the student base.

Commissioner Ponder – how long have you been in business and what is the entry level salary? Catalino stated Hawaii Pacific University was founded in 1965 and the range depends on the region of the country. Here in Nevada entry level salaries will range from around 70-\$90,000 for physical therapy same range as physical therapist and occupational therapy.

- Motion: Commissioner Soares - That a twelve-month provisional license be granted to Hawai'i Pacific University to offer the Doctor of Physical Therapy and Doctor of Occupational Therapy degrees contingent on accreditation approval, personnel, facility approval and surety in the amount of \$1,347,000.
- Second: Commissioner Ponder.
- Discussion: None.
- Results: Unanimous, motion carries.

NCLab

Testified: Leonard Lafrance, President and CEO and Dr. Pavel Solin, Founder gave background information about the school and their work with community colleges and that they are currently working with UNR.

Commissioner Eade what type of salary can a graduate typically receive? Lafrance, usually \$80,000 is about the beginning position in python, which is what we are applying for here. It's closer to a \$100,000 when you make people job ready.

Commissioner Ponder, can you tell me about the training that you offer the different types of training. Lafrance stated there are the types. One is becoming a data analyst, a profession; another is becoming a python programmer, again a profession. LaFrance further explained his startup company and the history and other programs they offer.

Commissioner Kenny, I'm not sure who my question is directed to. It might be to staff more than it is to Mr. Lafrance. The documentation that I have in front of me only reflects one program being up for consideration, but I have now heard three programs mentioned and so I did want to see some clarity, both I guess from the institution and from staff. Are we acting on just one program today under consideration? Lafrance, the decision was made that we wanted to try to limit the complications. We want to make it as simple and straightforward as possible. We could have applied for all our programs, but what we wanted to do was get one of our programs into the ETPL so that we are able to then go to the states and say we have ETPL in Nevada. Commissioner Kenny, and again maybe for staff. So, we can license an institution for portions of programs like, for the one program and have the other programs remain unlicensed, is that correct? Maricris Wu, based on the information that's provided here by the administrator. We do only have one program the institution is seeking for the Python developer program. Right now, that is the only one up for consideration and approval. Later, when you receive the

full-term licensure, you could then add on the additional program later when they have the full-term licensure status. Commissioner Kenny, I just didn't realize that we could license only one, only a portion of an institution's offerings, because that is outside of my historical experience, seeing a license only of one three programs offered by an institution typically I was under the impression everything had to be included in the license. That is why I was clarifying. Wu replied understood. It is up to the institution how many programs they plan to offer in the initial application process. Based on the information we have in front of us today. Administrator Wuest did provide information here for only program that they are seeking for approval and later they could certainly apply for additional programs that they plan to offer in the State of Nevada. Lafrance added, that we are offering the other programs in Nevada, but we are offering them through the colleges and the University. So, it is not that those programs are not offered. We are just not asking to offer them directly. Commissioner Kenny, so you are not the provider of the program. You are the prime writer of the curriculum or the everything else, but it's delivered by another institution. Okay that is making more sense because I was just unsure. Then you guys are not directly providing the instruction for those two other programs, that makes more sense to me.

Commissioner Kenny, I do have an additional question here that based on some of the information on the financials, submitted. It showed that the business had been operating at a loss in the reviewed financial period and wanted to get some insight into that in terms of what the businesses strategic plan shows related to future estimates, from when they are going to reach you and when are you going to reach profitability. Lafrance, replied we are a C Corp and are funded in part by the Sierra Angeles, which is an angel group in Tahoe. I personally play a major role in funding the company. Our strategy is to do what we did in Nevada in other states, and it takes time to become profitable. We expect that to be in the next year, but we are very sufficiently funded to get from here to there.

Commissioner Ponder, so for the 160-hour certification what is the cost to train? Lafrance, the python is 300 to 400 hours, and it costs \$5,600. Pavel Solin gave additional background about the program and the instruction for the program.

Commissioner Soares, what is your pass rate in the program? Solin stated the program is new and formally no one was gone through it.

Commissioner Ponder – would you ever consider bringing your training into the State's prison system. Lafrance, yes, in fact, we have visited that. It would just be tremendously powerful. There are a lot of complications because everything we do is in the cloud and the prisons are very, very hesitant about letting prisoners get access to the outside world and so it makes it very difficult.

Susan Beckett stated there is no contingency for personnel it has been satisfied. Commissioner Eade, is there a bond requirement? Susan Beckett, they provided the bond, there is no bond requirement it was received January 23, 2023.

Motion: Commissioner Ponder - That a twelve-month provisional license be granted to NCLab to offer the Python Developer program.
Second: Commissioner Soares.
Discussion: None.
Results: Unanimous, motion carries.

Shiloh CNA School

Testified: Paula Dixon, RN, Owner – Ms Dixon provided a background of the institution and plans for their program as a CNA with a pathway to become a RN.

Commissioner Soares – how are you recruiting students now, and if I hear correctly, they can use this as a prerequisite for an RN program? Dixon, yes for some of the students they would be interested, and they can go through the program as a prerequisite, so we can provide that education. As far as the advertising, I have not done any yet. I was an instructor prior to opening my own school and so some of the connections that I have will be with our goodwill I have also worked with some of the hiring agencies. They now know that I am opening my school and they are just waiting for me to give them the okay.

Commissioner Soares – experience in managing an institution? Dixon, I have been an active instructor, but not have had my own school. This is the first time for me as an owner. The clinical facility that I work with most would be Henderson hospital and primarily I would take the students to their clinicals and at the end of the clinicals they are basically hired. Every one of my students was interested in going there. I also work with Harmon Hospital.

Motion: Commissioner Kenny - A motion that a twelve-month provisional license be granted to Shiloh CNA to offer a Nursing Assistant certificate program contingent upon receipt of a surety bond in the amount of \$13,000, facility and personnel information.
Second: Commissioner Eade.
Discussion: None.
Results: Unanimous, motion carries.

Applicants for consideration of Added Program

Advanced Training Institute

Testified: Peter Mikhail, Sal Younis, Jasminemarie Soller – Peter Mikhail gave background on the program since they are already licensed.

Commissioner Eade, I wonder what the demand is for this new program. Mikhail replied, and they gave background with license by means of accreditation. The ten-year forecast of how many massage therapists is practicing now and how many will be in demand. There is a 7-10% increase so the demand is there.

Commissioner Soares asked about the clinicals and how it was stated that a lot of personal trainers might take this course to get the additional skill set and work for themselves and if they would be able to keep some data on that. Ms. Soller answered the question pertaining to clinicals and gave further information as their accrediting body requires the data on that.

Motion: Commissioner Soares – A motion that Advanced Training Institute be granted approval to offer the proposed Massage Therapy/Reflexology program contingent on curriculum approval, facility review and bond in the amount of \$104,500.
Second: Commissioner Ponder.
Discussion: None.
Results: Unanimous, motion carries.

Public Comment

None.

The meeting was adjourned by Commissioner Frederick. Time: 10:28 a.m.

Motion: Commissioner Kenny, I'll make a motion to adjourn.
Second: Commissioner Ponder.
Discussion: None.
Results: Unanimous, motion carries

**Administrators Report
Prepared April 24, 2023**

1. Computer System

Request for Proposal for the CPE computer system will close on 5/9/23. CPE is expected to award a contract by June 2023 and have the system online within 6 months from the contract award.

2. Opening and Closure Updates

Closure Update - Sierra Nevada University is scheduled to provide all transcripts in electronic form to CPE by June 2023. They have spent the last year working on digitizing all the records for the repository. No other institutions closed in Quarter 1.

The following institutions received an initial provision license to operate during the 1st Quarter of 2023

NCLab – 2/1/23

Shiloh CNA School – 2/28/23

3. Budget

On April 27, 2023, CPE budget will be heard by the Senate Committee on Finance and the Assembly Committee on Ways and Means – Subcommittees on Human Services. As of this time, both the requested Compliance Audit Investigator positions funded at 50% state and 50% VA is included in the proposal as well as the projected maintenance cost for the computer system. The final budget approval may be delayed due to SB 431. An updated will be provided at the Commission meeting.

4. Office Relocation –

In February 2023, the CPE office relocated from 1860 E. Sahara to 3405 S. Maryland Parkway in the upstairs of the Job Connect Office. Like the previous office relocations, the move took staff offline to pack and unpack records/office items, relocate computers, printers, fax and phones to the new location. The Commission will continue to use our mailing address as: 2800 E. St. Louis, Las Vegas, NV 89104.

5. Legislative Updates – Several bills have been proposed that directly or indirectly impact CPE or licensed institutions as listed below.

AB 45 – Creates a Student Loan Repayment for Providers of Health Care in Underserved Communities Programs and has provision for private postsecondary institutions.

AB 52 – Modifies how a quorum is determined to exclude vacant positions. Change requirements for administrative action methods and timing.

AB 279 – Waives tuition and registration fees for certain students of veterans. Expands the exemption to a child of a veteran who has been awarded the Purple Heart for 10 years after attains 18 years of age or the date of enrollment if prior to the student's 18th birthday.

AB 332 – Relating to student education loans. Section 57 would have required certain reporting requirement of CPE. This section was removed by amendment. This bill may impact institutions that utilize private student loans in their operations.

AB 401 – Revises the clinical student ratio from 8 to 12 students being supervised for nursing degrees.

AB 443 – Expands the Governor Guinn Millennium Scholarship for a course of study at an accredited, tax exempt, nonsectarian college or university that operates a clinical program in Nevada in which students enrolled in the college or university receive training. A student is eligible for a Millennium Scholarship if the student enrolls, in at least 12 semester credit hours, in a course of study at such a college or university for which the completion of a clinical program located in Nevada is required.

SB 345 – Proposed changes to NRS 394 by requiring a 5-year review of NAC, eliminates reviewed or audited financials for start up businesses, changed distance education definition and waived requirements for non-profit institutions to post surety bond. Bill failed deadline pursuant to Joint Standing Rule No. 14.3.1.

SB 431 – Restructure bill for state administration. The proposed bill would rename DETR to the Department of Workforce. Section 119 revises NRS 394 to indicate the renaming of DETR to Workforce and moves the administrative

supervision from the Administrator of the Employment Security Division to the Director of Workforce or his/her designee. Section 19 creates the Office of Nevada Boards, Commission and Councils Standards within the Department of Business and Industry. Section 20 sets responsibilities for the newly created office and incorrectly lists the Commission on Postsecondary Education under (b) Professional and occupational licensing boards item (28).

6. Application Backlog

CPE continues to experience a backlog of applications for processing of approximately eight months. There are several factors contributing to the backlog and potential remedies:

- Incomplete/partial applications –The majority of applications are incomplete with items checked off and not present in the documents, blank areas of application pages and NA for required items. Staff are providing deficiency letters and a due date to speed up returns.
- Issues with portal submission - CPE has found that the CPE portal has rejected some documents that includes an **underscore “_”** in the document name. To improve submission, Susan is now providing a confirmation email that lists all documents received. This issue seems to be resolved.
- Large, disorganized documents submitted in the CPE portal – We have seen some improvement in submission organization for the new applicants. This is including in the pre-licensing application workshop. Staff will continue to emphasize submitting documents by type versus one massive file.
- Issues with licensees completely backgrounds in a timely manner – Susan has been providing training session with new staff and has developed guides and a PowerPoint presentation to improve submissions. Institutional staff (processing backgrounds) continues to be an ongoing challenge.
- Additional criteria for VA submissions impacting processing time and the amount of information and documents to be submitted.
- Staff leave – Staffing of four provides no down time for annual or sick leave to complete work. Requested Audit Compliance Investigator to assist with workload.
- Continued high number of applications/licensees – Staff are reviewing all outstanding applications and when feasible process multiple applications at one time to reduce the backlog. Administrator is processing applications with both VA and CPE pending items and recording catalog approves as processed by the VA program.

2021 210 applications with 183 processed
 2022 176 applications with 145 processed
 2023 to date 40 applications with 53 processed

CPE will continue various strategies to reduce/eliminate our processing backlog through communicating our staffing shortage and resources (computer system) needs to State leadership and the legislature, improving applications and support documents/how to presentations, streamlining applications whenever possible and continually look for opportunities to implement process improvement. Implementation of computer system is expected to increase backlog during development and training of institutions.

7. CPE Quarterly Activities – January 1, 2023 – March 31, 2023

CPE Activity	Number of Applications Processed	CPE Activity	Number of Applications Processed
License Renewals	8	Agent Permits	7
Experiential License	2	VA Compliance Visits/Other Visits	3
School Change of Ownerships	2	VA Program Approvals (individual programs)	201
Distance Education Exemptions/SARA	1	Transcripts	73
License Evaluations	16	School Audits	3
Added Facility/Location Change	2	Added Program/Modification	9

8. **Quarterly Report** – With 53 schools unreported, the total enrollment for the January 1, 2023 – March 31, 2023, quarter stands at 7,255 new students. An update count will be provided at the meeting.

Q4 2022 updated to 6,881

Jan – March 23	Jan – March 22	Jan – March 21	Jan – March 19	Jan – March 18
7,255	9,166	10,080	7,922	8,277



9. **CPE Formal Student Complaints:** January 1, 2023 – March 31, 2023

Complaints listed only include student who filed formal paperwork with CPE to initiate an investigation. Staff regularly assist students with institutional grievance processes for resolving issues informally and at the lowest level possible.

Institution Name	Filed	Issues/Allegation	Findings	Status
Mountain View Hospital Paramedic Institute	March 2023	administration failed to follow school policies concerning program termination	Student decided to withdraw complaint before investigation was completed.	Closed

CPE received one complaint from a student at an NSHE school and a complaint from cosmetology student, both were directed to the proper agency/institution to file a complaint.

To: CPE Commissioners

From: Kelly Wuest, CPE Administrator 
Maricris Wu, Postsecondary Education Specialist 

Subject: Grand Canyon University - Full Term Licensing Recommendation
Jillian Plum, State Compliance Administrator
Stephanie Schleidt, Director

For Action: May 3, 2023

Grand Canyon University (GCU) was granted approval to offer the Accelerated Bachelor of Science degree (ABSN) in Registered Nursing at the August 4, 2021 Commission meeting. GCU fulfilled all contingencies and was granted a provisional license on February 3, 2022. The institution appeared before the Commission on August 10, 2022 but had not enrolled students into the program at the time of the required audit. The Commission granted GCU an extended provisional license for an additional 9 months to start the program.

On April 12, 2023, a provisional audit was conducted in accordance with NAC 394.445. The audit revealed the institution demonstrates its ability to comply with the provisions of NRS and NAC Chapters 394.

Therefore, I recommend:

Grand Canyon University be granted a full-term license.

To: CPE Commissioners

From: Kelly Wuest, Administrator 

Subject: Full Term Licensure Recommending – Extended Provisional
Sierra Mountain Education
Christina Smith, Nevada Director

For Action: May 3, 2023


Sierra Mountain Education was granted a provisional license at the May 4, 2022 Commission meeting. The institution addressed outstanding contingency items and was issued a provisional license on November 29, 2022 to offer the 15 week/190-hour dental assistant course.

At the time of the required audit, the institution had not enrolled any students. Currently 2 students are enrolled in the course and the institution is recruiting for the next class start. Staff is recommending an additional 9 months to permit the institution time to conduct another course prior to the provisional audit that would occur in December 2023.

I recommend that:

The provisional license for Sierra Mountain Education be extended for an additional nine months.

Licensing Worksheet

Prepared by: Kelly D. Wuest, Administrator 

Applicant: Jennifer Green
Senior Director of Accreditation, Compliance and Regulatory Affairs

Institution: Galen College of Nursing

For Action: May 3, 2023

Recommendation

That a twelve-month provisional license be granted to Galen College of Nursing to offer the Accelerated Bachelor of Science degree in Registered Nursing contingent upon approval of curriculum by the Nevada State Board of Nursing, facility approval and surety in the amount of \$363,000.

Curriculum: Accrediting body. Curriculum requires approval from the Nevada State Board of Nursing. **CONTINGENCY.**

Surety Bond: Recommended amount bond calculation \$363,000. **CONTINGENCY.**

Financial Statement: Received on March 1, 2023 and reviewed on April 10-14, 2023.

Budget Estimate: Received on March 1, 2023 and reviewed on April 10-14, 2023.

Financial Release: Received on March 6, 2023 and reviewed on April 11-12, 2023.

Personnel Information: **CONTINGENCY.**

Certifications: Received on March 3, 2023 and reviewed on April 17, 2023.

Catalog: Received on March 3, 2023 and reviewed on April 19, 2023.

Contract: Received on March 3, 2023 and reviewed on April 19, 2023.

Completion Certificates: Received on March 3, 2023 and reviewed on April 19, 2023.

Facility Information: **CONTINGENCY.**

Fees: Received on March 6, 2023.

Licensing Worksheet



Prepared by: Kelly D. Wuest, Administrator

Applicant: Dr. Brian Trott, Dean of Administration

Institution: Haven University

For Action: May 3, 2023

Recommendation

That a twelve-month provisional license be granted to Haven University to offer a Master of Business Administration and a Bachelor of Science degree in Business Administration upon facility approval.

Curriculum: Accredited by Transnational Association of Christian Colleges and Schools. Approved on August 31, 2021.

Surety Bond: Institution posted a \$116,500 surety bond.

Financial Statement: Received on March 1, 2023 and reviewed on March 27-29, 2023.

Budget Estimate: Received on March 28, 2023 and reviewed on April 4-5, 2023.

Financial Release: Received on March 1, 2023 and reviewed on March 27, 2023.

Personnel Information: **Contingency.**

Certifications: Received on March 1, 2023 and reviewed on March 27-29, 2023.

Catalog: Received on March 3, 2023, under review.

Contract: Received on March 3, 2023 and reviewed on April 5-6, 2023.

Completion Certificates: Received on March 3, 2023 and reviewed on March 27-29, 2023.

Facility Information: Approved.

Fees: Received on March 3, 2023.

Licensing Worksheet

Prepared by: Maricris Wu, Postsecondary Education Specialist

Applicant: Dr. Deborah Staten, Owner
Melissa Rodriquez, Administrative Assistant

School: Next Level Dental Institute, LLC.

For Action: May 3, 2023

Recommendation

That a twelve-month provisional license be granted to Next Level Dental Institute, LLC. to offer a Dental Assistant certificate program contingent upon receipt of surety bond in the amount \$57,000, facility, personnel, and curriculum approvals.

Curriculum: Revised curriculum received on April 12, 2023. Curriculum under pending review. **CONTINGENCY.**

Bond: Recommend amount is \$57,000 **CONTINGENCY.**

Financial Statement: Revised statement received April 12, 2023 and reviewed on April 11-14, 2023.

Budget Estimate: Revised budget received April 12, 2023, and reviewed on April 11-14, 2023.

Financial Release: Received on April 12, 2023, and reviewed on April 11, 2023.

Personnel Information: **CONTINGENCY.**

Certifications: Received on December 15, 2022 and reviewed on April 11, 2023.

Catalog: Revised document received on April 12, 2023 under pending review.

Contract: Revised document received April 12, 2023 under pending review.

Completion Certificates: Received on December 15, 2022 and reviewed on April 11, 2023.

Facility Information: **CONTINGENCY.**

Fees: Received on December 1, 2022.