



Regular Meeting Minutes

May 23, 2017 – 1:00 P.M.-2:30 P.M.
Rio Salado College – Da Vinci Room (6th Floor)

Members

Joel Hauff, University of Arizona, Chair- Arizona Board of Regents (ABOR)	X
Janelle Elias, Rio Salado College- Arizona Community College Coordinating Council (AC4)	-
Patricia Feldman, Arizona State University- Arizona Board of Regents (ABOR)	-
Shari Miller, Northern Arizona University- Arizona Board of Regents (ABOR)	X
Michael Amick, Pima Community College- Arizona Community College Coordinating Council (AC4)	X
Teri Stanfill, Arizona State Board for Private Postsecondary Education (AZPPSE)	X
Stacey Hilton, Dean of Computer Technologies and Instructional Support, Yavapai College (AC4)	X
Jennifer Lech, AZPPSE & Senior Vice President of Academic Affairs, Grand Canyon University	X
Paul Mittman, AZPPSE & President & CEO, Southwest College of Naturopathic Medicine & Health Sciences	X

Others Present

Lanna Dueck, AZ SARA Council Executive Director	X
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- I. **CALL TO ORDER:** Chairman Hauff called the meeting to order at 1:03 P.M.

- II. **CALL TO THE PUBLIC:** Public input is encouraged. *Presentations must be limited to five minutes. In order to complete the agenda, the Chair may limit the number of speakers at any given meeting. Please be aware, however, that the Council may not discuss, consider or take action at this meeting on any item not appearing on its Agenda.*
Mr. Hauff opened the call to the Public. No individuals from the public were present at the meeting.

III. COUNCIL MEETING MINUTES

MARCH 21, 2017 MEETING MINUTES: Mr. Hauff introduced the minutes. Approved as submitted.

Motion to Approve: Mr. Mittman
Second: Ms. Hilton
Vote: 7-0-0

IV. INSTITUTIONAL RENEWALS

- A. COCHISE COLLEGE:** Tasneem Ashraf, Virtual Campus Director, represented the institution via conference call and provided a brief institutional update.

Motion to Approve: Ms. Miller
Second: Ms. Lech
Vote: 6-0-0

- B. HARRISON MIDDLETON UNIVERSITY:** Lauren Guthrie, Director of Accreditation and Licensure, represented the institution and provided a brief institutional update. HMU President, Mr. Curd, was also present at the meeting. Ms. Hilton inquired as to the status of the Bachelor of Arts Teach Out. Ms. Guthrie responded that the Teach Out is in place and on track with students, accreditation and the Arizona State Board. Ms. Miller asked if the Equalization Funds in the financial statements are State Funds received for the charter high school operated by the institution and Mr. Curd verified that this is correct. Mr. Mittman inquired as funds used towards faculty development and Mr. Curd stated that fifty thousand dollars were devoted to faculty development to align with the institution's robust development preprogram. Ms. Miller noted a half million difference in financials between 2015 and 2016 which Mr. Curd noted was due to timing in application of the modernization and repairs budget.

Motion to Approve: Mr. Amick
Second: Mr. Mittman
Vote: 6-0-0

- C. NATIONAL PARALEGAL COLLEGE:** Amy Dubinsky, Director of Compliance, represented the institution and provided a brief institutional update. Mr. Mittman inquired as to the number of shareholders. Ms. Dubinsky stated the institution has two shareholders. Mr. Amick asked for the status on the institution's approval to offer the Bachelors of Business Administration from accreditation. Ms. Dubinsky stated that approval was received in February.

Motion to Approve: Mr. Mittman
Second: Ms. Hilton
Vote: 6-0-0

- D. PIMA MEDICAL INSTITUTE:** Cara Sharpe, Regulatory Affairs Coordinator, represented the institution via conference call and provided a brief update. Ms. Dueck highlighted to the Council that PMI elected to use the Assignment of Account option in place of the

Surety Bond and all documents are in place. Ms. Miller inquired as to the meaning of the Consolidation and Combination section in the financial statements. Ms. Sharpe stated that the institution moved from a family owned institution to employee owned with a trust that belongs to the family.

Motion to Approve: Mr. Amick

Second: Ms. Lech

Vote: 6-0-0

- E. SESSIONS COLLEGE:** Gordon Drummond, President, represented the institution via conference call and provided a brief introduction. Carole Anne Bailo, Chief Executive Office was on the call with him. Ms. Hilton inquired as to the status of the accreditation requirement noted in the institution's accreditation documents to provide a direct link to its catalog that is publicly available without the need to provide demographic information. Mr. Drummond stated that this has been corrected with a current link up to the satisfaction of its accreditor. Mr. Hauff requested that the link be provided to Ms. Dueck. Ms. Miller noted increased spending in infrastructure which Ms. Bailo explained are due to the implementation of a new Student Information System. Ms. Miller requested more information on the institution's reseller agreements and Ms. Bailo noted Excelsior College as an articulation agreement partner. Mr. Mittman advised caution related the potentially perceived use of the Olympic logo. Mr. Drummond explained that the logo is not the Olympic logo but a representation of student work and accepted the advisement for caution on its use. Mr. Hauff stated that the previously mentioned catalog link cannot be locate don website. Mr. Hauff proposed to hold approval until the catalog link is provided to the Council at which time a virtual vote will be held. Mr. Drummond agreed to provide the requested link.

Motion to Hold: Ms. Miller

Second: Ms. Stanfill

Vote: 6-0-0

Catalog Link Update: Mr. Gordon Drummond provided the requested link to a publicly available catalog to the Council on May 23rd. Chairman Hauff called for Council vote on May 24th. Council member votes captured below:

Motion to Approve: Mr. Hauff

Second: Ms. Stanfill

Vote: 7-0-1

V. NEW APPLICANT

- A. BRYAN UNIVERSITY:** Mr. Evans represented the institution and provided an introductory overview. Mr. Evans stated that the institution is on track in its accreditation transition from Accrediting Council for Independent Colleges and Schools (ACICS) to Accrediting Commission of Career Schools and Colleges (ACCSC). Ms. Hilton requested more information on the institution's commercial pilot school program specifically in relation to financial aid 90/10 compliance. Mr. Evans explained that this program is run out of California and open exclusively to international students effectively cancelling 90/10 compliance issues. Ms. Miller noted Housing on the institution's financial statements to which Mr. Evans noted housing is provided for the flight school international students. Mr. Mittman inquired as to the institutions corporate partnerships. Mr. Evans explained the institution has two basic types of partnerships: program based, such as Massage Envy, and partnerships using the institution's Dixel system including platform, methodologies and recourses.

Motion to Approve: Mr. Mittman

Second: Ms. Stanfill

Vote: 6-0-0

VI. EXECUTIVE DIRECTOR'S REPORT

- A. BUDGET UPDATE:** The budget was presented to the Council in meeting materials. Current total fees balance is \$488,466 and expenses incurred total \$120,635 with a balance of \$367,831. Ms. Dueck announced that the Council has been provided with its own account code by the Maricopa Colleges. She is currently working with the Business Services Office to reconcile the old shared account and move all funds into the new AZ SARA only account.
- B. STUDENT COMPLAINTS:** Ms. Dueck provided the Council members with a summary of complaints received between March 17, 2017 and May 19, 2017. Two new complaints were documented. No complaints constituted review by the Council per NC SARA policy.
- C. NC SARA UPDATE:**
- I. **STATE UPDATE:** NC SARA currently has forty-seven participating states and Washington D.C. Remaining states include California, Massachusetts and Florida. It is anticipated that both Massachusetts and Florida will become SARA states before the end of 2017 leaving only California for a hopeful 2018.
 - II. **FEDERAL FINANCIAL RESPONSIBILITY RATING:** Mr. Hauff attended the NC SARA Board Meeting in Atlanta, Georgia on May 11th. Mr. Hauff delivered a statement to the Board concerning its policy on the federal financial responsibility rating for participating institutions and specifically regarding Penn Foster and the

institution's upcoming renewal and low financial rating. He encouraged the Board to convene a work-team to review and modernize its policy on the financial rating to be more adequately reflective of non-Title IV participating institutions and requested the Board consider a stay for Penn Foster while the work-team reviews the policy. Mr. Hauff was directed by NC SARA to secure Penn Foster's parent company's financial score for the renewal in September and was provided with assurances that a work-team will be convened. Ms. Dueck and Mr. Hauff explained the possible legal impacts and reviewed AZ SARA policy on legal protection and process.

- D. AZ SARA 2017 FORUM REVIEW:** Ms. Dueck provided a budget overview of the Forum. The actual budget is currently at or below the estimated budget. The Council discussed Forum Plus/Deltas. There were no major Deltas. All Members felt the Forum was a success and should be continued in the future. Suggestions for future improvements centered on providing more sessions focused on areas of significant need highlighted by the participants such as professional licensure and inviting participating institutions to be presenters on best practices. These will be noted in future Forum planning.

Ms. Dueck also provided the below Forum details:

- 22 of the 24 AZ SARA institutions participated
- AZ SARA Institutions not in attendance:
 - Central Arizona College
 - Sessions College
- Three interested but not AZ SARA approved institutions also attended:
 - Bryan University
 - International Baptist College and Seminary
 - The Refrigeration School
- 60 Total Registered Participants

E. NEXT COUNCIL MEETING:

9.26.17 @ 10:00 AM. RENEWAL INSTITUTIONS TO BE REVIEWED

- I. ARIZONA CHRISTIAN UNIVERISTY
- II. BROOKLINE COLLEGE
- III. CENTRAL ARIZONA COLLEGE
- IV. PENN FOSTER COLLEGE
- V. PIMA COMMUNITY COLLEGE
- VI. SOUTHWESSET INSTITUTIE OF HEALING ARTS
- VII. UNIVERSITY OF ADVANCING TECHNOLOGY
- VIII. YAVAPAI COLLEGE

VII. ADJOURNMENT: The Meeting of the Arizona SARA Council Adjourned at 2:46 P.M.