



Regular Meeting Minutes

May 12th, 2021 – 12:30 P.M.-5:00 P.M.
Virtual Meeting via Zoom

Members

Jennifer Lech- Chair, Grand Canyon University - Arizona State Board for Private Postsecondary Education (AZPPSE)	X
Karol Schmidt, Rio Salado College- Arizona Community College Coordinating Council (AC4)	-
Alison Hahn, Arizona State University- Arizona Board of Regents (ABOR)	X
Laurie Dickson, Northern Arizona University- Arizona Board of Regents (ABOR)	-
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, Vice-Chair- Yavapai College- Arizona Community College Coordinating Council (AC4)	X
Craig Wilson-University of Arizona- Arizona Board of Regents (ABOR)	X
Paul Mittman, Southwest College of Naturopathic Medicine & Health Sciences- Arizona State Board for Private Postsecondary Education (AZPPSE)	X

Others Present

Lanna Dueck, Arizona SARA Council Executive Director	X
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- I. **CALL TO ORDER:** Chairperson Lech called the meeting to order at 12:30 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.**
 Chairperson Lech opened the call to the Public. No individuals from the public were present at the meeting.

- III. **COUNCIL MEETING MINUTES**
 Chairperson Lech introduced the minutes. Approved as submitted.

JANUARY 14TH, 2020 REGULAR AND EXECUTIVE MEETING MINUTES

Motion to Approve: Mr. Amick

Second: Dr. Wilson

Vote: Unanimous

IV. INSTITUTIONAL RENEWALS

- A. BRYAN UNIVERSITY:** Mr. Dave Rogers, Chief Operating Officer, and Betty Navarrete, Director of Compliance and Internal Audit, represented the institution and provided an update. Dr. Lech required an update on the Public Health Professional Licensure Disclosure.

Motion to Approve: Ms. Hilton

Second: Mr. LaMountain

Vote: Unanimous

- B. COCHISE COLLEGE:** Mrs. Karen Dale, Assistant Dean for Academic Support, represented the institution. The institution offers no Professional Licensure programs outside the state of Arizona.

Motion to Approve: Mr. Amick

Second: Ms. Hahn-Hines

Vote: Unanimous

- C. HARRISON MIDDLETON UNIVERSITY:** Ms. Lauren Guthrie, Vice President of Accreditation and Licensure, represented the institution and provided an update. No Discussion.

Motion to Approve: Mr. LaMountain

Second: Ms. Hahn-Hines

Vote: Unanimous

- D. INTERNATIONAL BAPTIST COLLEGE AND SEMINARY:** Ms. Becky Sertzbach, Executive Assistant, represented the institution. Ms. Sertzbach answers questions related to accreditation review and programming alignment with the institution's religious exemption with the Arizona State Board for Private Postsecondary Education.

Motion to Approve: Ms. Hilton

Second: Mr. Amick

Vote: Unanimous

- E. NATIONAL PARALEGAL COLLEGE:** Ms. Amy Dubitsky, Director of Compliance, represented the institution and provided an update including COVID impact and resulting staff downsizing at the institution. Dr. Lech requested the institution ensure it is providing clarity on its paralegal licensing disclosures.

Motion to Approve: Mr. LaMountain

Second: Dr. Wilson

Vote: Unanimous

- F. PIMA MEDICAL INSTITUTE_TUCSON:** Ms. Cara Sharpe, Regulatory Operations Manager, represented the institution and provided an explanation of the institution’s various branch campuses and their relationship with SARA participation.

Motion to Approve: Mr. LaMountain

Second: Ms. Hahn-Hines

Vote: Unanimous

- G. SESSIONS COLLEGE:** Mr. Gordon Drummond, President; Dr. Meryl Epstein, Dean of Academic Affairs, and Ms. Carole Bailo, CFO, represented the institution. Mr. Drummond explained the institutions various accreditations.

Motion to Approve: Dr. Wilson

Second: Mr. LaMountain

Vote: Unanimous

V. NEW APPLICANT

- A. ARIZONA COLLEGE (OF NURSING):** Mr. Matthew Egan, Vice-President of Regulatory Affairs, represented the institution and explained the naming and programmatic offering differences between Arizona College and Arizona College of Nursing. The institution will provide the necessary updates to AZ SARA regarding its naming and programmatic offerings and may only offer programs for under its SARA participation under SARA policy. Mr. LaMountain notified the Council that the AZPPSE received notice of pending legal action against the institution. AZPPSE has taken no action in relation to this but is monitoring the institution.

Motion to Approve: Mr. LaMountain

Second: Ms. Hilton

Vote: 6-0-1 (Abstentions: Mr. Amick)

- B. CALVARY CHAPEL UNIVERSITY:** Mr. Chapin Marsh, Chief Executive Officer, and Ms. Debbie Romero, Accreditation Coordinator, represented the institution. The institution completed its move from California to Arizona as its home state with the state, Arizona State Board for Postsecondary Education, and its accreditor, Transnational Association of Christian Colleges and Schools.

Motion to Approve: Mr. LaMountain

Second: Dr. Wilson

Vote: Unanimous

- C. PHOENIX INSTITUTE OF HERBAL MEDICINE AND ACUPUNCTURE:** Ms. Debbie Major, Chief Academic Officer, and Mr. David Murdoch, Academic and Assessment Coordinator, represented the institution. The institution is accredited by the Accreditation Commission for Acupuncture and Oriental Medicine (ACAOM), and does

not offer fully online programs. The didactic portion of programs are offered online while all practicums are in person. Due to COVID impact, the institution is seeking SARA participation.

Motion to Approve: Mr. LaMountain

Second: Mr. Amick

Vote: Unanimous

VI. EXECUTIVE DIRECTOR'S REPORT

- A. **BUDGET UPDATE:** The budget was presented to the Council in meeting materials.
- B. **STUDENT COMPLAINTS:** Complaints were presented to the Council in meeting materials. Four new complaints were documented as of the last Council meeting. No complaints constituted review by the Council per NC SARA policy.
- C. **SECTOR UPDATE:** Mr. LaMountain, representing the Arizona State Board for Private Postsecondary Education, provided an update on the AZPPSE's Student Tuition Recovery Fund to protect Arizona based students in institutions approved by AZPPSE in the event of institutional closure.
- D. **COMPLAINT POLICY- COMMUNITY COLLEGES UPDATE:** AC4 adopted the approved AZ SARA complaint language for SARA participating community colleges at its May 2021 meeting. Communication with AZ SARA community colleges and their SARA contacts will roll out in May 2021. AC4 Executive Director, Dr. Chris Bustamante, will provide an executive level communication to the College Presidents. Ms. Dueck will communicate with each college's SARA contacts and provide detailed implementation instructions and deadlines.
- E. **NC AND W SARA UPDATES:**
 - I. NC SARA Board Meeting: May 5th Agenda Highlights. The Board tabled two NC SARA proposals after receiving significant feedback in the open comment period. These proposals were both opposed by the W-SARA Regional Steering Committee, which represents Arizona's participation as a SARA member state. Ms. Dueck will continue to monitor and provide updates to the Council.
 - 1. The 21st Century guidelines, which would replace the current C-RAC guidelines.
 - 2. Policy 8.2 and 8.3, which would result in a change in the policy making process and significantly reduce the voice of the states and Regional Steering Committees in their ability to place policy before the Board.
 - II. W-SARA State-Subgrant: Ms. Dueck provided subgrant details in meeting the materials for Council review. Council directed Ms. Dueck to research the possibility of using the funds to towards the creation of a state authorization

resource for AZ SARA participating institutions. A secondary use of the funds can be in support of expanding the time and or offerings of the 2022 AZ SARA Forum. Ms. Dueck will provide an update at the September 2021 Council meeting.

F. LATE FEE PROPOSAL: Ms. Dueck provided a late fee proposal in the meeting materials for Council review. The Council approved an Arizona SARA application late fee as follows effective immediately.

- I. **LATE FEE:** \$100 per day, after submission date and until application is submitted, not to exceed the institution's application for the application cycle.

Motion to Approve: Ms. Hilton

Second: Dr. Wilson

Vote: Unanimous

G. NEXT COUNCIL MEETING: SEPTEMBER 9TH, FROM 12:30 PM TO 5:00 PM

I. Renewal Applicants:

1. American Intercontinental University
2. Arizona Christian University
3. Brookline College
4. Central Arizona College
5. Cummings Graduate Institute
6. Coconino Community College
7. Eastern Arizona College
8. Northland Pioneer College
9. Penn Foster College
10. Pima Community College
11. Phoenix Seminary
12. Southwest Institute of Healing Arts
13. Yavapai College
14. University of Advancing Technology

II. Completion Plan Reviews:

a. Renewal Applicants:

1. Arizona State University
2. Mohave Community College
3. University of Arizona

b. Initial Applicants (From January 2021 Review Meeting)

1. Mesa Community College
2. Motorcycle Mechanics Institute
3. Universal Technical Institute

VII. ADJOURNMENT: The meeting of the Arizona SARA Council adjourned at 5:00 P.M.