



Regular Meeting Minutes
 September 9th, 2021 – 1:00 P.M.-5:30 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)	X
Alison Hahn, Arizona State University- Arizona Board of Regents (ABOR)	X
Laurie Dickson, Northern Arizona University- Arizona Board of Regents (ABOR)	X
Michael Amick, Pima Community College- Arizona Community College Coordinating Council (AC4)	X
Kevin LaMountain, 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)	-

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 1:00 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.

MAY 12, 2021, REGUALR AND EXECUTIVE MEETING MINUTES

Motion to Approve: Mr. Amick

Second: Ms. Hilton

Vote: Unanimous

IV. INITIAL PROFESSIONAL LICENSURE REVIEW

- A. MESA COMMUNITY COLLEGE:** Ms. Laura Ballard, eLearning Director, represented the institution and explained that the institution does not offer programs that lead to professional licensure outside of Arizona. Dr. Schmidt inquired as to the process for ensuring the limitation of out-of-state enrollments and Ms. Ballard explained management within the institution's student information system.

Motion to Approve: Mr. Amick

Second: Mr. LaMountain

Vote: Unanimous

- B. MOTORCYCLE MECHANICS INSTITUTE:** Mr. Barry Holland, Manager for Compliance Operations, represented the institution. The institution does not offer programs that lead to professional licensure outside of Arizona.

Motion to Approve: Dr. Schmidt

Second: Mr. LaMountain

Vote: Unanimous

- C. UNIVERSAL TECHNICAL INSTITUTE:** Mr. Barry Holland, Manager for Compliance Operations, represented the institution. The institution does not offer programs that lead to professional licensure outside of Arizona.

Motion to Approve: Mr. LaMountain

Second: Ms. Hahn

Vote: Unanimous

V. PROFESSIONAL LICENSURE COMPLIANCE PLANS

- A. ARIZONA STATE UNIVERSITY:** Ms. Hahn, Regulatory Compliance Coordinator Sr., represented the institution. The institution's compliance plan was fully implemented, and the institution is compliant with professional licensure SARA requirements.

Motion to Approve: Dr. Schmidt

Second: Ms. Hilton

Vote: Approved. Abstention: Ms. Hahn

- B. MOHAVE COMMUNITY COLLEGE:** Dr. Leugers, Interim Dean for General Education and Transfer, represented the institution. Dr. Leugers is newly responsible for SARA compliance at MCC and Ms. Dueck will connect with her for training in relation to the upcoming renewal in January 2022. The institution's compliance plan, as completed by

the previous SARA contact, Mr. Don Weide, was fully implemented and the institution is compliant with professional licensure SARA requirements.

Motion to Approve: Mr. Amick

Second: Dr. Schmidt

Vote: Unanimous

- C. UNIVERSITY OF ARIZONA:** Ms. Rachel Abraham, Project Manager for Data and Policy Compliance, represented the institution. The institution's compliance plan was fully implemented, and the institution is compliant with professional licensure SARA requirements.

Motion to Approve: Ms. Hilton

Second: Mr. Amick

Vote: Approved. Abstention: Dr. Wilson

VI. INSTITUTIONAL RENEWALS

- A. YAVAPAI COLLEGE:** Ms. Stacey Hilton, Dean of Instructional Support, represented the institution and announced that Dr. Diane Ryan is now the Vice-President of Academic Affairs. There was conversation around the institution's aerospace program and licensure requirements.

Motion to Approve: Mr. Amick

Second: Ms. Hahn

Vote: Approved. Abstention: Ms. Hilton

- B. UNIVERSITY OF ADVANCING TECHNOLOGY:** Mr. Jason Pistillo, President, represented the institution and provided an overview of the institution's activities.

Motion to Approve: Dr. Schmidt

Second: Ms. Hilton

Vote: Unanimous

- C. SOUTHWEST INSTITUTE OF HEALING ARTS:** Dr. Brad Boute, Dean of Students and Compliance, represented the institution. There was conversation around the institution's decreased financial score resultant of a decline in enrollment.

Motion to Approve: Mr. LaMountain

Second: Dr. Schmidt

Vote: Unanimous

- D. PIMA COMMUNITY COLLEGE:** Mr. Michael Amick, Vice President of Distance Education, represented the institution and reported that distance education now represents nearly fifty percent of current enrollment. The institution is also fully compliant with the SARA complaint process change requirements and completed extensive work to be compliant with professional licensure requirements.

Motion to Approve: Ms. Hahn

Second: Dr. Schmidt

Vote: Approved. Abstention: Mr. Amick

- E. PHOENIX SEMINARY:** Mr. Joshua Anderson, Assistant Dean for Distance Education, represented the institution. Discussion was held regarding the institution's strong retention in online programs.

Motion to Approve: Mr. LaMountain

Second: Dr. Schmidt

Vote: Unanimous

- F. PENN FOSTER COLLEGE:** Ms. Heather McAllister, General Counsel & Corporate Secretary, and Ms. Rebecca McGovern, Director of Regulatory Compliance, represented the institution. Ms. Dueck explained that the institution is out of compliance with the SARA professional licensure requirements specific to its past enrollment agreement language. The Council voted to place the institution on a compliance completion plan for compliance review at the May 2022 Council meeting.

Motion to Approve: Mr. LaMountain

Second: Mr. Amick

Vote: Unanimous

- G. NORTHLAND PIONEER COLLEGE:** Dr. Wei Ma, Dean of Instructional Innovation, represented the institution and provided an update on the institution's implementation of the strategic plan and related SARA activity.

Motion to Approve: Mr. Amick

Second: Dr. Wilson

Vote: Unanimous

- H. EASTERN ARIZONA COLLEGE:** Mr. Jason Edington, Director for Center of Teaching and Learning, represented the institution. Mr. Edington is a new SARA contact for this review cycle and completed the updates required for the new SARA complaint process.

Motion to Approve: Dr. Schmidt

Second: Mr. Amick

Vote: Unanimous

- I. **CUMMINGS GRADUATE INSTITUTE:** Ms. Amanda Harrison, Chief Operating Officer, and Dr. Cara English, Chief Executive Officer, represented the institution and provided an update on its DEAC Spring 2022 onsite visit preparations.

Motion to Approve: Dr. Schmidt

Second: Mr. LaMountain

Vote: Unanimous

- J. **COCONINO COMMUNITY COLLEGE:** Dr. Colleen Carscallen, Associate Dean of Learning Services, and Mr. Luke Owens, Librarian and Senior Manager of Learning Services, represented the institution.

Motion to Approve: Mr. Amick

Second: Ms. Hahn

Vote: Unanimous

- K. **CENTRAL ARIZONA COLLEGE:** Mr. Dustin Maroney, Executive Director of Institutional Effectiveness, represented the institution. Mr. Maroney explained to the Council ongoing conversations he has had with Ms. Dueck in relation to the timing of the institution's renewal and end of fiscal year deadlines. It has been difficult for the institution to align fiscal deadlines with the SARA payment deadlines. Ms. Dueck explained the CAC is not the only institution to encounter this and will continue conversations with NC SARA regarding renewal dates.

Motion to Approve: Dr. Mittman

Second: Ms. Hilton

Vote: 8-0-0

- L. **BROOKLINE COLLEGE:** Mr. Don Corvin, Senior Vice President of Compliance, and Ms. Jennifer Evars, Regulatory Compliance Coordinator, represented the institution. Ms. Dueck explained that the institution completed a significant amount of work to become compliant with SARA professional licensure. The institution recognizes it has remaining work for completion with its general and direct disclosures. The Council voted to place the institution on a compliance completion plan for compliance review at the May 2022 Council meeting.

Motion to Approve: Ms. Hilton

Second: Mr. Amick

Vote: Unanimous

- M. **ARIZONA CHRISTIAN UNIVERSITY:** Mr. Jeff Phillips, Academic Compliance, and Dr. Edward Clavell, Dean of Academic Affairs, represented the institution. Mr. LaMountain explained that the institution has a stipulated agreement on record with AZPPSE.

Motion to Approve: Mr. LaMountain

Second: Mr. Amick

Vote: Unanimous

- N. AMERICAN INTERCONTINENTAL UNIVERSITY:** Ms. Jill DeAtly, Vice President of Regulatory Operations, and Dr. Ruki Jayaraman, represented the institution and provided a general update.

Motion to Approve: Mr. LaMountain

Second: Ms. Amick

Vote: Unanimous

VII. INSTITUTIONAL APPEALS NOTICE

- A. SONORAN DESERT INSTITUTE- LOSS OF ELIGIBILITY:** Ms. Traci Lee, President, and Mr. Chris Caraway, Vice President of Operations, represented the institution. Ms. Dueck explained that the institution provided notice to appeal its loss of eligibility based on non-compliance with SARA's financial score requirements. The appeal will be reviewed at the Council's January 2022 meeting for a final decision.

VIII. EXECUTIVE DIRECTOR'S REPORT

- A. UPDATE ON MAY 2021 INITIAL APPLICANT: PHOENIX INSTITUTE OF HERBAL MEDICINE & ACUPUNCTURE:** The institution was previously approved by AZ SARA Council at its May 12th, 2021, Council Meeting. When processing the institution with NC SARA, it was determined that the institution's accreditation status, specific to authorization to offer distance education, did not meet SARA requirements. The institution was notified and invited to reapply upon accreditation status meeting SARA requirements.
- B. BUDGET UPDATE:** The budget was presented to the Council in meeting materials.
- C. STUDENT COMPLAINTS:** Complaints were presented to the Council in meeting materials. Three new complaints were documented as of the last Council meeting. No complaints constituted review by the Council per NC SARA policy.
- D. NC AND W SARA UPDATES:**
 - i. **NC SARA-** No Updates
 - ii. **W SARA:** Ms. Dueck provided an update on the W-SARA sub-grant. The Council voted to use the sub-grant funds towards an expanded offering of the 2022 Forum to be hosted at Grand Canyon University. Ms. Dueck will work with Dr. Lech and GCU staff to secure a date, space and hotel lodging for Council and out-of-area attendees.
- E. NEXT COUNCIL MEETING: JANUARY 14, 2021:** Ms. Dueck provided an overview of the January 2022 application reviews.

- IX. ADJOURNMENT:** The meeting of the Arizona SARA Council adjourned at 3:27 P.M.