

## **State Board of Private Career Education**

### **Meeting Minutes**

**July 26, 2023 – 10:00 a.m.**

**Members Present:** Alice Obenshain, Brock Thompson, Sterling Penix, Jack Avery

**Others Present:** Mason Campbell, Tina Moore, Ross White, Alana Boles, Julie Chavis, Tracye McKeown

#### **Welcome and Approval of Minutes of the April 26, 2023, Meeting**

Chair Alice Obenshain asked for a motion to approve the April 26, 2023, minutes. Brock Thompson made a motion. Jack Avery seconded the motion. All were in favor. The minutes were approved.

#### **Report of Private Career Education Work at ADHE**

Alana Boles introduced Ross White. Ross White introduced himself as the Director of Career and Technical Education and said he has been with the division for two years. Mr. White added the division oversees all career and technical education funding and focuses on K-12. Mr. White said the new administration plans to further improve the connection between the secondary and post-secondary world as they continue to move forward. Ms. Boles then introduced Dr. Tina Moore. Dr. Moore said she is the Director of Workforce Development at the Arkansas Division of Higher Education and works alongside Mr. White to make sure the programs in higher education are related to the demands of the workforce. Dr. Moore added that she is very excited to learn more about Private Career Education schools because they are filling a void for many Arkansans who need training in order to secure good paying jobs. Ms. Boles also introduced Mason Campbell, Chief Academic Officer at the Arkansas Division of Higher Education.

#### **Discussion about Schools with Expired Licenses**

Alana Boles stated that she and Tracye McKeown have been working on license renewals which expired in May of 2023. Ms. Boles reported that there are 22 schools that have not renewed. She and Ms. McKeown have been contacting the schools with expired licenses to see if they are renewing or closing their schools.

Julie Chavis asked Ms. Boles if she was able to use the letter sent in previous years to schools with expired licenses. Ms. Boles asked the board if they want her to start with a late fee since late fees can be charged. Ms. Chavis said the draft letter she has prepared notifies the schools to either renew and pay late fees or notify ADHE of their status. If the schools are closed or to be closed, ADHE requests they deliver student records to ADHE. Ms. Chavis said she and Ms. Boles could discuss the letter at a later time.

Alana Boles also reported that Ms. McKeown receives student requests daily for closed school transcripts.

Alana Boles reported that in early August she and Ms. McKeown will be doing instructor inventory. Ms. Boles explained that all schools will be contacted and asked to confirm the approved list of instructors ADHE has of record are current instructors for their school.

## **Input from SBPCE Members**

Brock Thompson commented about previous discussions in SBPCE meetings regarding the challenges of going through the boxes of student files from Eastern College of Health Vocations. Mr. Thompson added that with the technology of today, there could be a process in the future that student records are provided electronically so they would be easier to retrieve versus going through boxes. Ms. Boles stated that Tracye McKeown made attempts to contact the Eastern College officials to get electronic files so ADHE'S IT department can convert them to electronic files. Ms. Boles said she would find out where that process is and advise the board. Mr. Thompson asked if providing transcripts electronically is a requirement of schools. Ms. Boles said they are only required to provide transcripts and they do not have to be electronic. Ms. Boles added that SBPCE rules and regulations were last revised in 2010 and there has been some discussion about revising them and that would be something to consider. Alice Obenshain commented that as the owner of a school, she would have no issue with that being a requirement. Ms. Obenshain recalled when Heritage College delivered their records to the old SBPCE office, they did not have space for them and that would circumvent that problem. Ms. Obenshain added that there is not a big staff at ADHE to go through thousands of files.

Ms. Obenshain asked if there were any more comments. Brock Thompson said he wanted to give feedback to Mason Campbell about the fantastic job Alana Boles and Tracye McKeown are doing for SBPCE schools. Mr. Thompson added that the board is happy to have the duo back and thanked Mr. Campbell for overseeing them. Mr. Campbell commented that he expected no less and thanked Mr. Thompson for his kind words. Mr. Campbell also thanked the board for their service to the SBPCE board.

Sterling Penix echoed what Mr. Thompson said about Ms. Boles and her team and the excellent job they are doing. Mr. Penix invited the board to Jail Resource Day in Arkansas on October 12. Mr. Penix said the event is free of charge and there will be city and county leaders from around Arkansas focusing on job and career training in county jails for those in confinement. Mr. Penix said 90% to 95% of those in jail will soon be released. Mr. Penix said it would be a big win if we could connect them to job and career training and get them back in the workforce. Mr. Penix added that there will be some great speakers with national reputations to speak about job training at Jail Resource Day.

Alice Obenshain requested that the selection of a vice chairman be on the agenda for the next SBPCE meeting.

Alana Boles added that ADHE'S new Commissioner, Dr. Ken Warden, will be joining us at the next SBPCE meeting on October 25, 2023. Dr. Warden is the new head of ADHE and comes to us from the University of Arkansas at Fort Smith.

Sterling Penix made the motion to adjourn. Brock Thompson seconded the motion. All were in favor.

The meeting adjourned at 10:19 a.m.