

**Nebraska Department of Education
Private Postsecondary Career Schools
Advisory Council Meeting**

AGENDA

Tuesday, January 21, 2014 at 9:00 a.m.

Conference Room C, 6th Floor of State Office Building
301 Centennial Mall South (Southeast corner of 14th & M Streets)
Lincoln, Nebraska 68509

Website: <http://www.education.ne.gov/PPCS/Advisory%20Council.html>

1. Call to order
 - a. Announcement of the placement of the [Open Meetings Act](#) information
 - b. Roll call for [members](#) - introductions of visitors (if applicable)
2. Public Comment Period
3. Approval of Agenda for January 21, 2014 meeting
4. Approval of Minutes from September 4, 2012 meeting (attached below)
5. Announcements:
 - a. New employee – Jennifer Carroll
6. Old Business:
 - a. Fee readjustment update/fiscal status
 - b. Rule 41, 42, 43 and 44 update
 - c. Statute revision updates
7. New business:
 - a. Proposed changes to rule 41, 42, 43 and 44:
 - i. Change to align rules with statutes
 - ii. Delete irrelevant dates - 92NAC41 005.09C
 - iii. Add wording requiring display of authorization to operate
 - b. Discussion on State Authorization Reciprocity Agreement
 - c. Proposed Revision of Statute:
 - i. 85-1603 – distance education definition and adjustments
 - ii. 85-1604 – exemption for distance education programs at out-of-state schools participating in SARA
 - d. Goals for 2014 – revise forms and accreditation process
8. Adjournment

NEBRASKA PRIVATE POSTSECONDARY CAREER SCHOOLS ADVISORY COUNCIL November 2013

Ms. Sharon Brodhagen
Cornhusker Better Business Bureau, Inc.
Lincoln Branch Manager
(Better Business Bureau representative)
3 year term beginning November 6, 2009 and ending November 5, 2012

Ms. Cristi Engel
Mary Lanning Healthcare School of
Radiologic Technology
(Trade/Technical schools representative)
3-year term beginning September 6, 2013 and ending September 5, 2016

Ms. Diane Moore
The Moore Group
(Real Estate Schools Representative)
3-year term beginning April 10, 2011 and ending April 9, 2014

Ms. Jacqueline Hornig
Xenon International
(School Licensed by Other State Agency representative)
3-year term beginning April 16, 2012 and ending April 15, 2015

Sue Kozisek
Myotherapy Institute
(School Licensed by Other State Agency representative)
3-year term beginning April 16, 2012 and ending April 15, 2015

Mr. Larry Marsh
JTL Truck Driver Training
(School Licensed by Other State Agency representative)
3-year term beginning April 10, 2011 and ending April 9, 2014

PRIVATE POSTSECONDARY CAREER SCHOOLS
ADVISORY COUNCIL MEETING
Tuesday, September 4, 2012
1:00 p.m.
Nebraska State Office Building
State Board Room 6th Flr
301 Centennial Mall South
Lincoln, NE 68509

MEMBERS PRESENT: Sue Kozisek, Diane Moore, Larry Marsh, Jackie Hornig

ABSENT: Roberta Worm

NDE STAFF ABSENT: Sharon Katt

NDE STAFF PRESENT: Brad Dirksen, Yvette Martin

Brad Dirksen called the meeting to order at 1:05.

Brad Dirksen opened the meeting with the announcement of the Open Meetings Act.

Sue Kozisek motioned to approve agenda dated September 4, 2012 and motion was seconded by Larry Marsh, and carried with all members announcing "aye".

Minutes from the December 6, 2010 meeting were reviewed and motion made by Larry Marsh to approve and seconded by Jackie Hornig, and carried with all members answering "aye".

New Business:

1. Fee Increase - Brad Dirksen discussed the flat fee increase of 30% that was approved at the December 6, 2010 meeting and subsequently not signed when it reached the Governor's office. Brad then reviewed the fee analysis and explained what is needed for our agency to meet its financial expectations, and that we would like to maintain reserve funds due to the somewhat unpredictable nature of the section's revenue.
 - a. Restructuring fee versus 30% flat increase was explained by Brad and he explained that the restructuring of the fees is fair to all schools. Brad gave an overview of our funds and how they are used and that they are protected by wording in the Statutes. Advisory Council is concerned that funds will be swept away by other sources and would like wording in statute to prevent this from happening. **Motion to approve the restructuring fee as outlined was made by Sue Kozisek and seconded by Jackie Hornig and carried with all members answering with "aye"**

Changes to Rule 41:

1. Distance Learning definition change to Rule 41, 002.12 was explained by Brad and **Larry Marsh motioned to approve and seconded by Sue Kozisek and carried with all members answering "aye"**.
2. Brad reviewed grammatical changes to 003.01D, G, I, J, K, L, and the deletion of Rule 41, 011, Authority to Award Baccalaureate Degree and explained that all of these changes are needed in order for Rule 41 to be current with previous Statute changes. **Motion was made to approve by Diane Moore and seconded by Jackie Hornig and carried with all answering with "aye"**.

Changes to Rule 42:

1. Distance Learning definition change to Rule 42, 002.14; Exempt School changes due to Statute changes to Rule 42, 003.01H, I, J, K, 003.02; and change in wording to 005.02B5 for clarification of surety bond requirements were explained by Brad. **The motion to approve was made by Sue Kozisek and seconded by Larry Marsh and carried with all members answering with "aye".**

Changes to Rule 44:

1. Brad gave explanation of changes to Rule 44, 002.01 definition of "Act", 002.18, "Short-term training", numerical updates to go with changes. Update to sections 003.05, 003.07, 003.08, and 004.01 to be consistent with Statute changes; and changes to 005.06 that will clarify which schools are subject to the Tuition Recovery Cash Fund payment. **Motion to approve made by Larry March and seconded by Jackie Hornig and carried with all members answering with "aye".**

Revision of Statute:

1. Discussion on Statute 85-1604(7) was started with Brad explaining what PPCS reviews and monitors schools licensed by another state agency on a yearly basis, and explained that they are similar to CMA/CNA and Dental Assisting, of which we license. Jackie Hornig expressed concern needing three layers of approval. Sue Kozisek explained educator standards and that PPCS is more qualified in this area. After the discussion, it was decided to strike Statute 85-1604(07). **Motion to strike 85-1604(07) was made by Diane Moore and seconded by Sue Kozisek and carried with all members answering with "aye".**
2. Discussed changes to 85-1603(15) addition to definition of an "Out of State School"; 85-1603(17) edit definition of "Private Postsecondary Career School" for clarity and update due to changing instructional methodology; addition to 85-1604(6) to include out of state public postsecondary schools. **Motion to accept changes was made by Jackie Hornig and seconded by Larry Marsh and carried with all members answering with "aye".**
3. Brad explained the removal of "which are on file" in Statute 85-1644 in regards to fees charged for transcript. This would allow us to not issue a refund for transcripts that we research and are never located. It was discussed that the fee was for the work involved in researching the transcript, not the actual transcript. **Motion to approve made by Sue Kozisek and seconded by Diane Moore and carried with all members answering with "aye".**
4. Brad passed out the minutes from the TRCF meeting held on August 29, 2012. Minutes were reviewed with the council explaining the changes that will be recommended to Statute 85-1656 that were approved at the TRCF Advisory Council meeting held on August 29, 2012. **Jackie Hornig motioned to approve the recommendation by the TRCF Advisory Council and Sue Kozisek seconded the motion and carried with all members answering with "aye".**

Announcements: Brad will work with our legal department, board, etc. to start the process of changing the Rules and Statutes.

Brad adjourned the meeting at 3:00 p.m.