

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JULY 31, 2019**

**PRESIDING:** Dr. Jerome Brockway, Board Chairperson

**PRESENT:** Ms. Andrea Fricks, Board Secretary  
Mr. Srikanth Gaddam, Board Member  
Mr. Lloyd Graham, Board Member  
Dr. Stephanie McCann, Board Member  
Ms. Lynn Mizanin, Board Vice Chairperson

**ABSENT:** Mr. Dennis Bartels, Board Member

**STAFF:** Mr. John Ware, Executive Director  
Ms. Ruth Myers, Assistant Director  
Ms. Laura Essman, Program Administrator 2  
Dr. Richard Brubaker, Consultant/Evaluator  
Dr. Steven Puckett, Consultant/Evaluator  
Ms. Stephanie Swiger, Assistant Attorney General

**ABSENT:** Ms. Christine Gregory, Consultant/Evaluator

**GUESTS:** Mr. Kent Trofholz, Ohio-Michigan Association of  
Career Colleges and Schools  
Ms. Stephanie Boutte-Phillips, Ternion Training and Education Center  
Ms. Tywana Gilford, Ternion Training and Education Center  
Mr. Michael Tribble, Southern Ohio Technical Institute  
Ms. Merriann Wykoff, Southern Ohio Technical Institute  
Mr. Douglas A. Lewis, Career Step  
Mr. Jonathon Field, SAA for Veterans Training  
Mr. Mark Sullivan, Cyanna

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JULY 31, 2019  
PAGE 2.**

**MEETING CALLED  
TO ORDER**

**Dr. Jerome Brockway, Chairperson  
called the meeting to order at 9:40 a.m.**

**ROLL CALL:**

**Dr. McCann - Absent  
Mr. Gaddam - Yes  
Dr. Brockway - Yes  
Ms. Mizanin - Yes  
Mr. Bartels - Absent  
Ms. Fricks - Yes  
Mr. Graham - Yes (non-voting member)**

**(20-001)Ms. Fricks moved** that the Board go into Executive Session at 9:41 a.m. to discuss investigations subject to informal methods of conference and conciliation in accordance with Ohio Revised Code section 3332.091(A)(1) and Personal Matters regarding a salary increase for exempt staff member(s).

**Ms. Mizanin seconded.      4 Ayes - 0 Nays.      Motion carried.**

**ROLL CALL:**

**Dr. McCann - Absent  
Mr. Gaddam - Yes  
Dr. Brockway - Yes  
Ms. Mizanin - Yes  
Mr. Bartels - Absent  
Ms. Fricks - Yes  
Mr. Graham - Yes (non-voting member)**

**Let the record show that Dr. McCann arrived at 9:45 a.m.**

Executive Session ended at 9:50 a.m. Public Session began at 10:00 a.m.

**ROLL CALL:**

**Dr. McCann - Yes  
Mr. Gaddam - Yes  
Dr. Brockway - Yes  
Ms. Mizanin - Yes  
Mr. Bartels - Absent  
Ms. Fricks - Yes  
Mr. Graham - Yes (non-voting member)**

**INTRODUCTION OF GUESTS**

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JULY 31, 2019  
PAGE 3.**

**(20-002)Ms. Fricks moved** for Approval of the Minutes of May 22, 2019.

**Mr. Gaddam seconded.     5 Ayes - 0 Nays.     Motion carried.**

**Executive Director Mr. John Ware** reported on the following:

1.     **State Budget Update:**         The Board’s operating budget request for the biennium that begins on July 1, 2019 was included in the state budget bill (House Bill 64) that was passed by the legislature and signed by the Governor in mid-July. The Board’s operating budget for both years of the biennium (2020 & 2021) is \$540, 260 which is the same amount as the Board’s operating budge in FY 2018-2019.
2.     **New School Approval Process Update:**     We’ve completed the online new director training course and are in the process of finishing our revisions to the new school online application process. I expect that the revised new school online application will be completed in the next few months and we will be incorporating the online director training requirements into the approval process for new schools once the revised application is completed.
3.     **Gainful Employment Rule Update:**         On July 1<sup>st</sup>, the US Department of Education (USDOE) released a final rule that rescinds the entirety of the federal Gainful Employment (GE) Rule that was adopted by the USDOE on July 1, 2015. While the technical effective date of rescission of the GE rule is July 1, 2020, Secretary of Education Betsy DeVos, in announcing on July 28<sup>th</sup> the rule changes that will result in the demise of the GE Rule, also issued a notice that the affected institutions could elect to implement the new rule immediately.

**Executive Director Mr. John Ware** reported on the FY19 Year of End Financial Report (see attached report).

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JULY 31, 2019  
PAGE 4.**

**Program Administrator 2 Ms. Laura Essman** reported on the following Compliance items:

Since the May 22, 2019 meeting, we have opened eight (8) new cases.  
Since the May 22, 2019 meeting, we have closed eight (8) total cases.

**Below is a summary of investigative activity for FY19:**

<u>Total Number of Cases</u>	<u>Open/Active Cases</u>	<u>#Open 30 days/more</u>	<u>Closed Cases</u>
49	4	4	45

**Below is a summary of investigative activity for FY20:**

<u>Total Number of Cases</u>	<u>Open/Active Cases</u>	<u>#Open 30 days/more</u>	<u>Closed Cases</u>
0	0	0	0

**PUBLIC COMMENT**

There was no Public Comment.

**OLD BUSINESS**

**Executive Director Mr. John Ware** reported the Administrative Rule Update.

**NEW BUSINESS**

**(20-003)Ms. Mizanin moved** that the Board approve an exempt parity salary increase of 2.75% for Executive Director Mr. John Ware effective with the pay period that includes July 1, 2019. In considering this motion, the Board has determined that there are sufficient resources within the Board's budget to pay for the salary increase.

**Ms. Fricks seconded.      5 Ayes - 0 Nays.      Motion carried.**

**(20-004)Ms. Fricks moved** to TABLE the following New Certificate(s) of Registration and Program Authorization(s) for clarification of the pending items:

A.      ABBE Education Center - NEW SCHOOL  
1116 Jackson Pike  
Gallipolis, OH 45631  
Consultant:    Dr. Puckett  
**APPROVAL TO JULY 2020**

1.      STNA - Certificate  
**PENDING RECEIPT OF FEES, APPROVED CONSULTANT REPORT/SITE  
VISIT, AND SUBJECT TO DEPARTMENT OF HEALTH APPROVAL  
(anticipated start date: 8/1/19)**

**Ms. Mizanin seconded.      5 Ayes - 0 Nays.      Motion carried.**

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JULY 31, 2019  
PAGE 5.**

**(20-005)Ms. Fricks moved** for Approval of the following New Certificate(s) of Registration and Program Authorization(s):

- B. Adams Dental Assisting Academy - NEW SCHOOL  
845 Claycraft Road, Suite A  
Gahanna, OH 43230  
Consultant: Dr. Puckett  
**APPROVAL TO JULY 2020**

1. Dental Assisting - Certificate  
**(anticipated start date: 8/1/19)**

**Mr. Gaddam seconded      5 Ayes - 0 Nays.      Motion carried.**

**(20-006)Ms. Fricks moved** for Approval of the following New Certificate(s) of Registration and Program Authorization(s):

- C. Career Step - NEW SCHOOL  
1900 Polaris Parkway, Suite 450  
Columbus, OH 43240  
Consultant: Dr. Puckett  
**APPROVAL TO JULY 2020**

1. Coding and Billing - Certificate  
**(anticipated start date: 8/1/19)**

**Mr. Gaddam seconded.      5 Ayes - 0 Nays.      Motion carried.**

**(20-007)Ms. Mizanin moved** for Approval of the following New Certificate(s) of Registration and Program Authorization(s):

- D. Center for Health Sciences Education - NEW SCHOOL  
9500 Euclid Avenue/NA31  
Cleveland, OH 44195  
Consultant: Ms. Gregory  
**APPROVAL TO JULY 2020**

1. Cardiovascular Perfusion - Certificate  
2. Pharmacy Technology - Certificate  
**(anticipated start date: 8/1/19)**

**Mr. Gaddam seconded.      5 Ayes - 0 Nays.      Motion carried.**

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JULY 31, 2019  
PAGE 6.**

**(20-008)Ms. Fricks moved** for Approval of the following New Certificate(s) of Registration and Program Authorization(s):

- E. Cleveland Dental Institute - NEW SCHOOL  
4071 Lee Road #260  
Cleveland, OH 44128  
Consultant: Ms. Gregory  
**APPROVAL TO JULY 2020**

1. Dental Assisting - Certificate  
**PENDING RECEIPT OF FEES (anticipated start date: 10/1/19)**

**Mr. Gaddam seconded.      5 Ayes - 0 Nays.      Motion carried.**

**(20-009)Mr. Gaddam moved** for Approval of the following New Certificate(s) of Registration and Program Authorization(s):

- F. Dental Assistant Academy LLC - NEW SCHOOL  
4845 Rialto Road  
West Chester, OH 45069  
Consultant: Dr. Brubaker  
**APPROVAL TO JULY 2020**

1. Dental Assisting/Assistant - Certificate  
**(anticipated start date: 9/7/19)**

**Ms. Mizanin seconded.      5 Ayes - 0 Nays.      Motion carried.**

**(20-010)Mr. Gaddam moved** for Approval of the following New Certificate(s) of Registration and Program Authorization(s):

- G. Phlebotomy Training Specialists - NEW SCHOOL  
5900 Roche Drive, Suite 115  
Columbus, OH 43229  
Consultant: Dr. Puckett  
**APPROVAL TO JULY 2020**

1. Phlebotomy Training - Certificate  
**(anticipated start date: 8/3/19)**

**Ms. Mizanin seconded.      5 Ayes - 0 Nays.      Motion carried.**

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JULY 31, 2019  
PAGE 7.**

**(20-011)Ms. Fricks moved** for Approval of the following New Certificate(s) of Registration and Program Authorization(s):

H. Southern Ohio Technical Institute - NEW SCHOOL  
671 Ohio Pike, Suite I  
Cincinnati, OH 45245  
Consultant: Dr. Brubaker  
**APPROVAL TO JULY 2020**

1. HVAC Hire Ready - Certificate  
**(anticipated start date: 9/1/19)**

**Mr. Gaddam seconded.      5 Ayes - 0 Nays.      Motion carried.**

**(20-012)Mr. Gaddam moved** for Approval of the following New Certificate(s) of Registration and Program Authorization(s):

I. Ternion Training and Education Centers - NEW SCHOOL  
5212 Hill Avenue  
Toledo, OH 43615  
Consultant: Staff  
**APPROVAL TO JULY 2020**

1. Career School Instructor Training Program - Certificate
2. Computer Application Specialist 2000 - Certificate
3. Computerized Office Administration - Diploma
4. Computerized Accounting Specialist - Diploma
5. Fiber Network Technician - Certificate
6. Heating, Ventilation, Air Conditioning/Refrigeration - Diploma
7. Medical Assistant - Diploma
8. Network and Computer Systems Administrators - Diploma
9. Phlebotomy Technician - Certificate

**PENDING OF APPROVED CONSULTANT REPORT/SITE VISIT (anticipated start date: 9/1/19)**

**Ms. Fricks seconded.      5 Ayes - 0 Nays.      Motion carried.**

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JULY 31, 2019  
PAGE 8.**

**(20-013)Mr. Gaddam moved** for Approval of the following New Certificate(s) of Registration and Program Authorization(s):

J. 160 Driving Academy - NEW SCHOOL  
4415 Euclid Avenue, Suite 329  
Cleveland, OH 44103  
Consultant: Ms. Gregory  
**APPROVAL TO JULY 2020**

1. Class A CDL - Certificate  
**PENDING RECEIPT OF FEES AND RESOLUTION OF STAFF CONCERNS  
(anticipated start date: 8/1/19)**

**Dr. McCann seconded.      5 Ayes - 0 Nays.      Motion carried.**

**(20-014)Ms. Mizanin moved** for Approval of the following Change of Ownership(s):

A. Galen College of Nursing - CHANGE OF OWNERSHIP  
100 E-Business Way, Suite 200  
Cincinnati, OH 45241  
Consultant: Dr. Brubaker  
**APPROVAL TO JULY 2020**

**New Owner(s): Isleworth Partners Inc. (Galen Holdco LLC)**

1. Nursing - Associate of Applied Science  
2. Nursing: LPN to RN Program - Associate of Applied Science  
3. Prelicensure Baccalaureate Nursing Degree Program - Baccalaureate Degree

**Ms. Fricks seconded.      5 Ayes - 0 Nays.      Motion carried.**

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JULY 31, 2019  
PAGE 9.**

**(20-015)Ms. Fricks moved** for Approval of the following Renewal Certificate(s) of Registration:

NAME OF SCHOOL	ACCRED	PROGRAM(S)	CONSULTANT
Bilfinger Westcon Craft Academy (Canton)		Complete Mobile Crane Operations - Certificate Mobile crane operations-I - Certificate Mobile Crane Operations-II - Certificate Program Mobile Crane Operations-III - Certificate	Gregory
Capital Transportation Academy (Columbus)		Class "A" CDL Training - Certificate Class "B" CDL Training - Certificate	Puckett
Cleveland Bartending School (Lyndhurst)		Professional Mixology - Certificate	Gregory
Columbus Dental Assisting (Columbus)		Dental Assisting - Certificate	Puckett
Columbus Outpatient Collection Center/CACE (Columbus)		EKG/Telemetry Technician - Certificate  Electronic Health Records Specialist - Certificate Phlebotomy - Certificate	Puckett
Daymar College (Columbus)	ACCSC	Billing and Coding Specialist - Diploma Billing and Coding Specialist - AAS Business Management - Diploma Business Management - AAB Criminal Justice - AAS Criminal Justice - Diploma Medical Assisting - AAS Medical Assisting - Diploma Medical Assisting: Administrative - Diploma Medical Assisting: Administrative - AAS Medical Massage Therapy - Diploma Paralegal Studies - AAS Pharmacy Technology - AAS	Puckett

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JULY 31, 2019  
PAGE 10.**

NAME OF SCHOOL	ACCRED	PROGRAM(S)	CONSULTANT
Felbry College (Columbus)	ABHES	Associate of Applied Science in Nursing - AAS Practical Nursing - Diploma STNA - Certificate	Puckett
Global Academy for Energetic Education (Columbus)		Associate Polarity Practitioner (APP) - Certificate Detox and Health Building - Certificate Herbal Education - Certificate Holistic Health Advisor (HHA) - Certificate Holistic Health Coach (HHC) - Diploma Holistic Health Practitioner (HHP) - Diploma Polarity Reflexology - Certificate Reiki Education - Certificate Relaxation Massage - Certificate Sound & Vibration Therapy (SVT) - Certificate	Puckett
Groove U (Columbus)		Music Industry Entrepreneurship - Diploma	Puckett
Laurel Technical Institute (Meadville)	ACCSC	Accounting & Business Administration - ASB Administrative Office Technology - ASB Clinical Medical Assistant - Diploma Computer Software - AST Early Childhood Education - ASB Health Information Technology - ASB Network Administration & Security - AST Phlebotomy Technician - Diploma Veterinary Assistant - Diploma	Out-of-State

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JULY 31, 2019  
PAGE 11.**

NAME OF SCHOOL	ACCRED	PROGRAM(S)	CONSULTANT
Laurel Technical Institute (Sharon)	ACCSC	Accounting & Business Administration - AAB Clinical Medical Assistant - Diploma Electrical Technician - AST Health Information Technology - AAB Industrial Maintenance Technician - Diploma Medical Laboratory Technician - AAS Network Administration & Security - AAS Pharmacy Technician - Diploma Respiratory Therapy - AAS Welding & Fabrication with Pipeline Technology - Diploma	Out-of-State
Napier Truck Driver Training, Inc. (Hamilton)		10 Weekend Class A CDL Training Program - Certificate 5 week full time Class A CDL - Certificate	Brubaker
New Direction Holistic Health Careers LLC (Port Clinton)		Associate Polarity Practitioner - Certificate Elemental Reflexology - Certificate Holistic Health Advisor - Certificate Registered Polarity Practitioner - Diploma	Gregory
LEARNING CENTER (Worthington)		Selected courses from all currently approved programs	Puckett
Ohio Business College Truck Driving Academy (Middletown)	COE	TRUCK DRIVER TRAINING GT III - Certificate	Staff
Ohio Medical Career College (Dayton)	ACCSC	Billing & Coding Specialist Training - Certificate Medical Assisting - Diploma One Plus One Associate of Applied Science in Nursing - AAS One Plus One Nursing Education Program - Diploma Phlebotomy Technican Training - Certificate Practical Nursing - Diploma	Brubaker

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JULY 31, 2019  
PAGE 12.**

NAME OF SCHOOL	ACCRED	PROGRAM(S)	CONSULTANT
Ohio Valley College of Technology (E. Liverpool)	ABHES	Business Administration - AAB Business Office Administration - Diploma Cardio-Phlebotomy - Certificate Dental Assisting - Diploma Dental Assisting -AAB EKG - Certificate Introduction to Healthcare - Certificate Medical Assisting - Diploma Medical Assisting - AAB Medical Office Administration - Diploma Medical Office Administration - AAB Medical Office Specialist - Certificate Nursing - AAS Phlebotomy - Certificate	Gregory
Orion Institute (Perrysburg)		Advanced Massage Therapy - Diploma Massage Therapy - Diploma Medical Assisting - Diploma	Staff
Plontzie's Grooming Academy (Perrysburg)		Dog Grooming-Start to Finish - Diploma	Staff
Precision Machining Institute (Willoughby)		General/Conventional Machining - Certificate	Gregory

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JULY 31, 2019  
PAGE 13.**

NAME OF SCHOOL	ACCRED	PROGRAM(S)	CONSULTANT	
Recording Radio Film Connection & CASA Schools (LA)		CASA Schools for Culinary Apprenticeships - Gourmet Chef - Certificate	Out-of-State	
		Film Connection for Cinematography - Certificate		
		Film Connection for Film Production & Editing - Certificate		
		Radio Connection for Radio Broadcasting - Certificate		
		Recording Connection for Ableton Electronic Music Production - Certificate		
		Recording Connection for Advanced Ableton Electronic Music Production - Certificate		
		Recording Connection for Advanced Audio Engineering & Music Production - Certificate		
		Recording Connection for Audio Engineering & Music Production - Certificate		
		Recording Connection for Hip Hop & Beat Making - Certificate		
		Recording Connection for Live Music - Certificate		
Recording Connection for Logic Pro Electronic Music Production - Certificate				
Ross College (Sylvania)	ABHES	Dental Assistant - Diploma	Gregory	
		Health Administrative Services - AAS		
		Human, Social and Health Services -AAS		
		Human, Social and Health Services - Patient Service Representative - AAS		
		Medical Assistant - Diploma		
		Medical Assistant -AAS		
		Medical Assistant - Electronic Medical Records Concentration - AAS		
		Medical Assistant - Medical Scribe Concentration - AAS		
		Medical Assistant - Patient Experience Concentration - AAS		
		Medical Assistant Specialist - AAS		
		Medical Billing Administrative Specialist - AAS		
		Medical Insurance Billing and Office Administration - Diploma		
		Medical Insurance Billing and Office Administration Specialist - AAS		
Medical Office Management - AAS				
Pharmacy Technician - Diploma				
Ross Medical Education Center (Cincinnati)	ABHES	Dental Assistant - Diploma	Staff	
		Medical Assistant - Diploma		Pharmacy Technician - Diploma
		Medical Insurance Billing and Office Administration - Diploma		

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JULY 31, 2019  
PAGE 14.**

NAME OF SCHOOL	ACCRED	PROGRAM(S)	CONSULTANT
Ross Medical Education Center (Niles)	ABHES	Dental Assistant - Diploma Medical Assistant - Diploma Medical Insurance Billing and Office Administration - Diploma Pharmacy Technician - Diploma	Gregory
Tech Elevator - Columbus (Columbus)		Java Web Application Development Bootcamp - Certificate .NET Web Application Development Bootcamp - Certificate	Puckett
Tulsa Welding School Inc. (Tulsa)	ACCSC	Professional Welder Program - Diploma Professional Welder with Pipefitting - Diploma Welding Technology - AOS	Out-of-State
Universal Technical Institute Northeast LLC (Bloomfield)	ACCSC	Automotive & Diesel Technology II - Certificate Automotive & Diesel Technology II + Industry Emphasis (Ford FACT) - Certificate Automotive Technology II - Certificate Automotive Technology II + Industry Emphasis (Ford FACT) - Certificate Diesel Technology II - Certificate	Out-of-State
Valley College -Cleveland	ACCSC	Business Administration - AAS Business Administration - Bachelor of Science (Conditionally approved) Cybersecurity - Bachelor of Science (Conditionally approved) Diagnostic Medical Sonography - AAS Health Services Administration - AAB Health Services Administration - Bachelor of Science (Conditionally approved) Heating, Ventilation, and Air Conditioning - Diploma Medical Administrative Assistant - Diploma Medical Clinical Assistant - Diploma Medical Front Office, Billing and Coding - Diploma Practical Nursing - AAS (Conditionally approved) Veterinary Assistant - Diploma Veterinary Technician - AAS	Gregory

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JULY 31, 2019  
PAGE 15.**

NAME OF SCHOOL	ACCRED	PROGRAM(S)	CONSULTANT
Vocational Guidance Services (Cleveland)	CARF	Computer Skills Training - Certificate Custodial Skills Training - Certificate Customer Service Specialist Training - Certificate Food Service Training - Certificate Forklift Operator Training - Certificate Maintenance Skills Training - Certificate	Gregory
WyoTech (Laramie)	ACCSC	Advanced Diesel Technology - Diploma Auto/Diesel Vehicle Technology - Diploma Automotive Technology & Management - AAS Automotive Technology with High Performance Power Trains - Diploma Automotive Technology with: Trim & Upholstery Technology - Diploma Collision/Refinishing Technology & Management - AAS Collision/Refinishing & Upholstery Technology - Diploma Diesel/Auto Vehicle Technology - Diploma Diesel Technology & Management - AAS Diesel Technology with High Performance Power Trains - Diploma Motorsports Chassis Fabrication with: Automotive Technology - Diploma Motorsports Chassis Fabrication with: Collision/Refinishing Technology - Diploma Motorsports Chassis Fabrication with: Diesel Technology - Diploma Street Rod & Custom Fabrication with: Automotive Technology - Diploma Street Rod & Custom Fabrication with: Collision/Refinishing Technology - Diploma Street Rod & Custom Fabrication with: Diesel Technology - Diploma	Out-of-State

**Mr. Gaddam seconded.**

**4 Ayes - 1 Abstention (Mizanin - Valley College) - 0 Nays.**

**Motion carried.**

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JULY 31, 2019  
PAGE 16.**

**(20-016)Mr. Gaddam moved** for Approval of the following New Programs (Degrees/Diplomas/Certificates):

<b>School/City</b>	<b>Program Name/Level</b>	<b>Anticipated Start Date</b>
ABBE Education Center (Proctorville)	State Tested Nursing Assistant - Certificate	8/1/2019
Cleveland School of Cannabis (Cleveland)	Cannabis Processing - Certificate Industrial Hemp - Certificate	8/30/2019
Cleveland School of Cannabis (Columbus)	Cannabis Processing - Certificate Industrial Hemp - Certificate	8/30/2019
Davis College (Toledo)	Medical Administrative Assistant - Certificate	8/26/2019
Felbry College (Columbus)	RN to BSN Completion Program - Bachelor of Applied Science <b>SUBJECT TO DEPT. OF HIGHER EDUCATION APPROVAL</b>	1/6/2020
Ohio Business College (Sheffield Village)	Electrician - Diploma	9/23/2019
Stautzenberger College (Brecksville)	Electrocardiograph Technician (EKG) - Diploma	9/30/2019
Stautzenberger College (Maumee)	Electrocardiograph Technician (EKG) - Diploma	9/30/2019
Universal Technical Institute of PA	Diesel & Industrial Technology + Cummins - Diploma	8/1/2019

**Ms. Fricks seconded.      4 Ayes - 1 Abstention (Mizanin - Stautzenberger College) - 0 Nays.      Motion carried.**

**MINUTES OF THE STATE BOARD OF CAREER  
COLLEGES AND SCHOOLS BOARD MEETING  
JULY 31, 2019  
PAGE 17.**

**Mr. Jonathon Fields** reported for the State Approving Agency for Veterans Training.

**Mr. Kent Trofholz** reported for the Ohio-Michigan Association of Career Colleges and Schools.

**(20-017)Mr. Gaddam moved** that the Board adjourn at 10:45 a.m.

**Ms. Andrea Fricks seconded.      5 Ayes - 0 Nays.      Motion carried.**

Respectfully Submitted,

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Chairperson or Vice Chairperson

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Board Secretary