

Advisory Council for Licensed Private Career Schools

at

ACCES Office
116 West 32nd Street
New York City, N.Y.

March 11, 2015

Minutes

Council Members and Ex-officios Present:

- Michael Hatten - Chairman New York Automotive & Diesel Institute
- Vincent Ferrara - Member Ferrara's Beauty School
- Anthony Civitano - Member NYS Beauty School Association
- Lauren Weymouth - Member Ridley-Lowell Schools
- Jay Fund - Member Hunter Business School
- Carole Yates - Ex-officio Director, BPSS
- Gene Brenenson - Ex-officio Office of the Comptroller
- Alysia Guilbeault - Ex-officio Division of the Budget (via phone conference)

State Education Department:

- Ruth Singer - Supervisor, Education Services, BPSS
- Lisa Stiles-Roy - Supervisor, Licensing, BPSS

Introduction & Meeting Protocol:

Council members and ex-officio members introduced themselves for the record.

The Chairman asked the Council and audience participants to turn down cell phones and talk clearly for recording purposes. He explained meeting format, whereby Council members and ex-officio members talk among themselves during the regular session and audience members will be able to comment and ask questions at the end of the meeting. Hatten thanked the Audio Research Institute for their continued commitment to professionally record the Advisory Council meetings.

Approval of Minutes:

Motion to approve the December 11, 2014 minutes; moved by Jay Fund and seconded by Vincent Ferrara. Anthony Civitano voted to oppose, and since his vote resulted in not having a quorum to approve, the Council decided to table the motion.

BPSS General Update and Status Report:

Presented by Carole Yates, Director of Bureau of Proprietary School Supervision.

- Yates:
- Discussed “Readers Aid Program” Hatten volunteered to meet with program leaders.
 - Phone system up-date.
 - Computer system up-date / Teacher licensing up-date.
 - Personnel up-date.
- Singer:
- Discussed the fiscal component of the new computer system and how the new billing procedures will be implemented

Chairman’s Report:

- Hatten:
- Update information on the Council contact list
 - Discussed Deputy Commissioner Kevin Smith’s recent memos.
 - Advocated for a “Report Card” system for the non-degree sector.

Ability-to-Benefit Student Access to the Title IV Federal Financial Aid:

- Hatten:
- Discussed the elements that will constitute an eligible career pathway program; as defined in federal law. Institutions that want to enroll ATB students will be required to meet the federal definition of an eligible career pathway program. Department of Education guidance will be required before implementation.

Electronic Attendance:

- Singer:
- BPSS to define how “electronic attendance” will be implemented by institutions.
- Ferrara:
- Discussed problem with current attendance system.
- Fund:
- Suggested forming a Sub-committee to address this issue.
- Civitano:
- Discussed arbitration agreements that would provide relief from law suit, currently affecting cosmetology schools.

Complaints Against Schools:

- Fund:
- Suggested that a “minor” student complaint can and should be resolved with a less formal and time consuming process.

Subcommittee on Student Access:

- Hatten:
- Chair of Subcommittee, Sheila Steinhof, was absent and Hatten gave a brief presentation on committee activities.

Comments and Questions from the Council:

- Fund:
- Suggested a sign-in policy at Advisory Council meetings for the audience. Suggested a brief meeting of members at the conclusion of the general session.

Comments and Questions from the Council:

Frank Talty, President of the Refrigeration Institute, suggested Sheila Steinhoff should be recommended for committee service to the “Readers Aid Program”. He voiced concerns regarding the requirement to concurrently enroll ATB students into connected adult education and postsecondary programs, as defined in an eligible career pathway program.

Terry Zaleski, Executive Director of the Coalition of New York Career Schools, discussed staffing changes at BPSS and who to contact with specific questions. In February, there were a number of non-degree schools that were invited to participate in a secondary school transition fair for seniors seeking postsecondary educational opportunities. He discussed the restoration of ATB and additional requirements associated with institutional eligibility. Announced that on October 21–23, 2015 the Coalition will hold its annual conference. Save the date. Terry asks the question, where have the non-degree institutions been disadvantaged in state education law? And what can be done about it?

General Comments:

ESL schools should not be held accountable for deposits made by students who ultimately do not attend. Tuition assessments should not be based on tuition deposits that are returned.

Next Meeting:

The next meeting will be scheduled for sometime in June 2015.

Meeting adjourned.