

Advisory Council for Licensed Private Career Schools

at

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

December 10, 2015

Minutes

Council Members and Ex-officios Present:

- Michael Hatten - Chairman New York Automotive & Diesel Institute
- Anthony Civitano - Member NYS Beauty School Association
- Carolyn Miller - Member Rochester Institute of Dog Grooming
- Vincent Ferrara - Member Ferrara Beauty School
- Aiesha Battle, Esq. - Ex-officio NYS Department of State, Consumer Protection
- Gene Brenenson - Ex-officio Office of the State Comptroller

State Education Department:

- Kevin Smith - Deputy Commissioner, ACCES
- Ruth Singer - Supervisor, Education Programs, BPSS

Introduction & Meeting Protocol:

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

The Chairman asked the Council and audience participants to talk clearly for recording purposes. He explained the 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 Institute of Audio Research and Aditi Iyer in particular, for their continued commitment to professionally record Advisory Council meetings.

Approval of Minutes:

Motion to approve the October 8, 2015 minutes, tabled for a lack of a quorum.

BPSS General Update and Status Report, Deputy Commissioner Kevin Smith:

- Smith: Assumed the role and duties of acting Director of BPSS. He is in the process of reviewing operations so that the Bureau can function at the highest level possible. Kevin presented a brief overview of the history of BPSS since 1990 and outlined his vision as we move forward. The Deputy Commissioner shared with the Council that he currently supervises over 800 ACCES staff members and thus needs additional time to focus on Bureau improvements. Analysis and change will be forthcoming. Rules, regulations and education law will be applied in all cases and in a uniform process that emphasizes quality and student outcomes. BPSS needs to address the protocols involving analysis of institutions audited financial statements. The new Director of BPSS will have their office in Manhattan, not Albany.
- Hatten: How many institutions are currently in candidacy status?
- Singer: Approximately 28 institutions.
- Smith: Candidacy can last up to eighteen months.
- Singer: Alicia Hyndman, Senior Professional Conduct Investigator ran for and was elected to the New York State Assembly. The Bureau is currently interviewing for her replacement.
- Ferrara: Can the new computer system identify characteristics of similar institutions by Region, Borough, County, etc.?
- Smith: The computer system is currently able to generate only certain categories of data. However, the Bureau is working toward enhancements that should produce more institutional information.
- Hatten: How many Institutions are currently licensed by BPSS and how many in candidacy status?
- Singer: Approximately 390 licensed schools. Approximately 70 institutions in the final stage of candidacy status and many are ready to be licensed. Approximately 180,000 students educated annually. Singer is responsible for Alicia Hyndman's schools.
- Civitano: Suggest improved communication when there is a change in personnel that could potentially impact the institutions operation.

Committee Reports:

- Hatten: Steinhof, Devaney, Weymouth and Fund were absent. Hatten discussed a few items and then tabled the full reports until the March meeting.
- Civitano: Chair of the State Regulatory Committee, reported that the BPSS sponsored Directors Workshop went very well. Pass/fail rates were recently published regarding cosmetology licensing. Posting problems resolved at BPSS. Written portion of the test needs to be updated. Suggested that students taking the written portion of the licensing exam be allowed to take the test one to two hundred hours prior to completion. Schools could then offer specific remediation in areas of the exam where the student scored poorly. Discussed an ongoing problem with a certain cosmetology school in Queens that occupies approximately 2,000 square feet of space and graduates over 1,000 students in one academic year. That seems virtually impossible.

Zaleski: What role, if any, can the Council play in contributing to the formulation of policy guidelines prior to their publication?

Smith: The Council should be involved and should choose perhaps three areas for sector input.

Miller: Discussed problems with the renewal process for teacher licensing and problems with the portability of a teacher's license.

ATB and Eligible Career Pathway Program:

Hatten: Discussed elements of an Eligible Career Pathway Program, with examples provided by New York Automotive and Diesel Institute.

Smith: Would like more institutions to participate in the Eligible Career Pathway Program.

Council Appointments:

Hatten: The three year term for Council Members will officially come to an end on December 31, 2015. Current member will continue in 2016, until they are no longer recommended for reappointment.

Comments and Questions from the Council:

Brenenson: Requested copies of general SED policies be disseminated prior to the meeting.

Comments and Questions from the Audience:

Zaleski: Executive Director, of the Coalition of New York Career Schools, thanked the Deputy Commissioner and other staff members for attending and participating in the Coalition's career conference. Asked about vocational rehabilitation service contacts and their impact on renewals and allocation of resources? Inquired as to why some associates and institutions are able to have Enrollment Agreements, License, etc., approved faster than other associates and institutions? Institutions are seeking a more standardized system. Institutions are reporting that some investigators are conducting visits in a manner that is not consistent with proper protocol.

Talty: The Refrigeration Institute, wants greater attention to be paid to solving the unlicensed school problem.

Next Meeting:

The next meeting of the Council will be scheduled for March, 2016.