

EDUCATIONAL APPROVAL BOARD MEETING

Thursday, September 14, 2006
10:00 a.m.

Kaplan College
111 W. Pleasant Street, Suite 101
Milwaukee, WI

Members Present: Christy L. Brown, Michael Cooney, Terry Craney, Joe Heim (via teleconference), Jo Oyama-Miller, Rick Raemisch, Monica Williams

Others Present: David Dies, Linda Heidtman, Blanca James, EAB; Brian Elliott, Mike Rogowski, Whyte Hirschboeck Dudek SC; Bob Ernst, Kaplan College; Chris Huff, University of Phoenix; Chris Krajniak, Midwest College of Oriental Medicine; Donald Madelung, Herzing College; Peter Pavone, Bryant & Stratton College; Sandra Prater, Milwaukee Career College; Steve Schultz, Marquette University

The chair of the Educational Approval Board (EAB), Terry Craney, called the meeting to order at 10:19 a.m. Mr. Craney noted that Ms. Brown and Mr. Heim would be joining the meeting after the tour. A motion (Raemisch, Cooney) to approve the board minutes of June 22, 2006 was adopted unanimously.

BOARD CHAIR'S REPORT

Mr. Craney introduced and thanked Bob Ernst, Executive Director of Kaplan College, for hosting the board meeting. He noted that this is the second year the board has held a meeting at an approved school, with Herzing College hosting last year. The meeting at Kaplan offers an educational opportunity for board members and an opportunity to meet outside of the Madison area.

TOURS

Mr. Ernst gave an overview of the school and its mission, answered board members' questions, and proceeded to conduct a tour of the school. After the Kaplan College tour, the board members, staff, and other attendees proceeded (across the street) to the Lakeside School of Massage Therapy for a tour of that school.

The board members, EAB staff, and attendees returned to Kaplan College at 11:51 for the balance of the meeting agenda. Ms Brown and Mr. Heim joined the meeting.

PUBLIC COMMENT

Mr. Craney invited members of the public who requested to address the board on the sign-in sheet to speak at this time. He explained the ground rules, specifically asking for comments to be limited to five minutes. Don Madelung thanked the board for adding a public comment section to the board agenda and having the opportunity for schools to share insights on policy

and other matters. He stated that on behalf of Herzing College and the other EAB-approved schools he strongly endorsed the staff recommendation to repeal 10 percent withholding budget provision, which the board would be considering.

Mr. Craney noted that the public comment section would become a permanent part of board meeting agendas.

EXECUTIVE SECRETARY'S REPORT

Mr. Dies highlighted the following items contained in the executive secretary's report.

AWARENESS AND UNDERSTANDING OF THE EAB AND APPROVED SCHOOLS

Annual Report – Board members should have received the EAB's 2005 Annual Report which was published and disseminated in mid-August. This is the first time that the EAB has prepared a comprehensive accountability document by which yearly goals are measured.

EAB Newsletter – The EAB staff will be adding a new column to the newsletter that will feature an administrative rule provision. The column also will be used to highlight rule changes, as well as help familiarize and improve understanding of the rules.

Board Digest – Mr. Dies noted that two digests of news articles have been sent to board members as a way of inform them of current issues and trends affecting postsecondary education at the national level. He requested that any comments or feedback from board members about the scope or number of articles be provided to him.

POSITIVE WORKING RELATIONSHIPS AND ALLIANCES

EAB Regional Meetings – Mr. Dies reported that all three regional meetings held with school officials during the summer to discuss the 2007 school renewal process, as well as efforts related to EAB modernization, were very well attended and the information was well received. He also noted that portions of the Madison meeting were web cast for the benefit of school officials who were unable to attend any of the three meetings.

EAB Annual Conference – Mr. Dies extended an invitation to board members and encouraged them to attend the November 11 annual approved schools conference. The theme of this year's conference is "Schools that Work" and will focus on using student outcomes data to improve schools.

Higher Education Day – It was reported that Jack Voight, the State Treasurer, is leading an initiative to proclaim October 3 as Higher Education Day. He is attempting to get state's constitutional officers to engage in a combination of public/community events. The EAB has been invited to be a partner organization and is currently involved in the planning efforts.

CONSUMER PROTECTION AND EDUCATIONAL CHOICES

Statutory Update – Mr. Dies met with the higher education drafting attorney at the Legislative Reference Bureau on July 20 to discuss statutory changes related to EAB's modernization effort

and request a legislative bill draft. A draft should be ready for the board's review at its meeting in December.

2007 School Renewal – EAB staff is in the process of transitioning to an on-line renewal process that allows the schools to submit their renewal data electronically. The EAB has been working with its LTE Dan Powalisz who has done an outstanding job in creating the online interface.

OPERATIONAL / ADMINISTRATIVE POLICIES AND PROCEDURES

Budget – Mr. Dies reported that the student protection fund balance is currently \$577,395 and reflects the \$250,000 budget provision transfer and the revenues from the special student protection fee. In addition, it was noted that the amount of unspent operations funding at the close of FY 06 was \$384,109. These monies were lapsed to the general fund in accordance with provisions contained in the 2005-07 state budget.

Personnel – The EAB is in the process of hiring an office associate LTE who will assist with requests for transcripts, the management of student and/or closed school records, and other general office duties.

Mr. Craney inquired about the administrative attachment with the Wisconsin Technical College System Board (WTCSB) and its ability to provide support to the EAB. Mr. Dies responded that there has been some difficulty with bills being paid on time and other items processed in a timely manner. He attributes this to their small size, which has been compounded by a physical relocation of their office. Mr. Dies noted that unlike the DVA who had specific people with expertise in various areas, the WTCSB may have a single person responsible for multiple administrative functions. He added that EAB staff continues to work the WTCSB officials on creating a better understanding and awareness of the EAB's needs.

SCHOOL APPROVAL ISSUES

A motion (Brown, Heim) to approve items A through I of the School Activity Report for the period of June 13 through September 8, 2006 was approved unanimously. There was no other discussion.

2007-09 BIENNIAL BUDGET

Mr. Craney referenced the three budget proposals that had been developed by EAB staff at the direction of the board. The proposals include eliminating the statutory provision requiring 10 percent of the total annual revenues from fees collected be withheld and credited to the state's general fund; adding a 0.5 FTE attorney position and a 0.5 FTE office associate position beginning in FY 08, funded entirely with program revenues received from approved school fees; and, making standard budget adjustments associated with salary and fringe rate changes.

After a short discussion, a motion to approve all three proposals (Cooney, Raemisch) was made and approved unanimously.

ADJOURNMENT

A motion (Williams, Oyama-Miller) to adjourn was unanimously approved at 12:21p.m.