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State Workforce Innovation Council  
Career and Technical Schools Accreditation Committee  
November 13, 2014  
Indiana Department of Workforce Development – 10 N Senate Avenue  
Conference Room 301-B

Present: Randy Holmes, Leroy Jackson. Via conference call: Paula Pinkstaff

Absent: Dennis Rohrs, Jac Padgett

Also present from DWD: Accreditation Specialists Ryan Sherwood and Dinell Edge

Guests: From Carmel School of Massage and Healing Arts: Nicole Zollinger-Muench, President and Terrell Zollinger. From New Beginnings Computer Training: Paul Kelley, Director, instructors Donna McCleary and Sherry Stephens, and placement assistant, Pamela Cortani

Via Conference Call: Calumet Welding Center: Renae Kondrat, President.

### **Call to Order and Roll**

Committee Chair, Randy Holmes called the meeting to order at 2:07 p.m. and noted that a quorum was not present.

Chairman Holmes welcomed the attendees and asked that each introduce themselves.

### Staff Updates

Staff provided the activity report and detailed the changes from the last reporting period. Those changes included updates on new institution applications, confirmation site visits, school closures/terminations, new fund balances, etc.

Committee member Paula Pinkstaff joined the meeting via conference call at 2:13 p.m.

**Chairman Holmes noted that a quorum was now present.**

### **Approval of August 15, 2014 Meeting Minutes**

Chairman Holmes introduced the minutes of the committee meeting held on August 14, 2014 and asked for comments. There were no comments. Mr. Jackson motioned to accept the minutes as written, seconded by Ms. Pinkstaff. Motion carried unanimously.

Michael R. Pence, *Governor*  
Scott B. Sanders, *Commissioner*

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## **Action Items**

### **Recommendations for Fully Accredited Status**

Staff introduced recommendations for fully accredited status for six (6) institutions and explained that each school would be presented for separate consideration.

### **Calumet Welding Center Recommendation for Fully Accredited Status**

Staff presented an on-site evaluation report and recommendation that the committee grant fully accredited status to Calumet Welding Center. Mr. Jackson motioned to accept the staff recommendation, seconded by Ms. Pinkstaff. Motion carried unanimously.

### **Indiana School of Phlebotomy Recommendation for Fully Accredited Status**

Staff presented an on-site evaluation report and recommendation that the committee grant fully accredited status to Indiana School of Phlebotomy. Mr. Jackson motioned to accept the staff recommendation, seconded by Ms. Pinkstaff. Motion carried unanimously.

### **Carmel School of Massage and Healing Arts, LLC Recommendation for Fully Accredited Status**

Staff presented an on-site evaluation report and recommendation that the committee grant fully accredited status to Carmel School of Massage and Healing Arts. Ms. Pinkstaff motioned to accept the staff recommendation, seconded by Mr. Jackson. Motion carried unanimously.

### **Medical Career Academy Recommendation for Fully Accredited Status**

Staff presented an on-site evaluation report and recommendation that the committee grant fully accredited status to Medical Career Academy. Mr. Jackson motioned to accept the staff recommendation, seconded by Ms. Pinkstaff. Motion carried unanimously.

### **Computer Education Institute Recommendation for Fully Accredited Status**

Staff presented an on-site evaluation report and recommendation that the committee grant fully accredited status to Computer Education Institute. Ms. Pinkstaff motioned to accept the staff recommendation, seconded by Mr. Jackson. Motion carried unanimously.

### **New Beginnings Computer Training Recommendation for Fully Accredited Status**

Staff presented an on-site evaluation report and recommendation that the committee grant fully accredited status to New Beginnings Computer Training. Ms. Pinkstaff motioned to accept the staff recommendation, seconded by Mr. Jackson. Motion carried unanimously.

**Next Meeting** – Scheduled for December 18, 2014.

The chair adjourned the meeting at 2:45 p.m.