

JOE LOMBARDO
Governor

STATE OF NEVADA

KELLY D. WUEST
Commission Administrator

CHRISTOPHER SEWELL
Director

KRISTINE NELSON
Administrator



**DEPARTMENT OF EMPLOYMENT, TRAINING AND REHABILITATION
EMPLOYMENT SECURITY DIVISION
500 E. THIRD STREET
CARSON CITY, NEVADA 89713-0001**

**Nevada Commission on Postsecondary Education
NOTICE OF PUBLIC MEETING**

Post Date: July 30, 2025

The Commission on Postsecondary Education will conduct a meeting on **August 6, 2025**, commencing 9:00 a.m., at the locations listed below and via videoconferencing:

THIS MEETING WILL BE HELD VIA VIDEOCONFERENCE AND IN PERSON

The public may observe this meeting and provide public comment during the public comment section on Zoom or in person at:

Live Meeting:

DETR – Job Connect/EmployNV
Conference Room
3405 S. Maryland Parkway
Las Vegas, NV 89169

Zoom Meeting:

Join Zoom Meeting

<https://nvdestr-org.zoom.us/j/81739592143?pwd=GRt5238qOVjbpzUnKQ3zqxyLegbWuM.1>

Meeting ID: 817 3959 2143

Passcode: 529186

Dial by your location:

- +1 206 337 9723 US (Seattle)
- +1 213 338 8477 US (Los Angeles)
- +1 253 205 0468 US
- 833 548 0282 US Toll-free
- 833 928 4608 US Toll-free
- 888 475 4499 US Toll-free
- 833 548 0276 US Toll-free
- 833 548 0282 US Toll-free
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- 833 928 4609 US Toll-free

According to NRS 241.020, Meeting Materials are available at:

https://detr.nv.gov/page/public_meetings

The Commission may take items out of order; combine two or more items for consideration; remove an item from the agenda; or delay discussion on any item. The Commission will take public comment at the beginning and end of this meeting and may allow public comment after conclusion of any contested case or quasi-judicial proceedings that may affect the due process rights of an individual. The Commission will limit public comment to three minutes. Written submissions may be considered. While there will be no restriction on comments based on viewpoint, repetitive comments may be limited.

AGENDA

General Business

- A. Call to Order -----Informational
- B. Public Comment Phone Option Instructions -----Informational
- C. Public Comment-----Informational
Chair may limit public comment to 3 minutes per speaker but may not restrict comment based upon viewpoint. No action may be taken upon a matter raised under the public comment period, unless the matter itself has been specifically included on this agenda as an action item.
- D. Review Written Comments -----Informational
- E. Confirmation of Posting and Opening Meeting Compliance -----Informational
- F. Roll Call and Confirmation of Quorum -----Informational
- G. Adoption of Agenda -----For possible action
- H. Approval of May 7, 2025, Minutes -----For possible action
- I. Adoption of 2026 Meeting Dates -----For possible action
- J. Administrator's Report -----Informational

Applicants for consideration of Full Term Licensure

- K. Assist to Succeed Las Vegas -----For possible action
- L. Hawaii Pacific University -----For possible action
- M. Pretty in Ink Brow Academy -----For possible action
- N. Savvy Needle Phlebotomy Training -----For possible action
- O. NC Lab -----For possible action

Applicants for consideration of an Initial Provisional License

- P. William's Academy-----For possible action

Elections

- Q. Election of Officers -----For possible action

Comments

- R. Public Comment-----Informational
Chair may limit public comment to 3 minutes per speaker but may not restrict comment based upon viewpoint. No action may be taken upon a matter raised under the public comment period unless the matter itself has been specifically included on this agenda as an action item.

Adjournment

- S. Adjournment -----For possible action

A copy of the meeting Notice and Agenda can be requested either in person or by written request to the Commission on Postsecondary Education, 2800 E. St. Louis Avenue, Las Vegas, Nevada 89104; email at dikajatt@detr.nv.gov; or telephone Devon Kajatt at (702) 486-2805 or fax request to (702) 486-7340. Copies of pertinent documents will also be made available on the CPE and DETR website at: <http://cpe.nv.gov> and <http://detr.nv.gov>.

NOTE: Written comments must be received by the Commission on Postsecondary Education on or before August 4, 2025, at the following address:

Department of Employment, Training and Rehabilitation
Employment Security Division
Commission on Postsecondary Education
Attn: Devon Kajatt
2800 E. St. Louis Avenue
Las Vegas, NV 89104
Or via e-mail at dikajatt@detr.nv.gov

NOTE: Persons with disabilities who require reasonable accommodations or assistance at the meeting should notify the Commission on Postsecondary Education in writing at 2800 E. St. Louis Avenue, Las Vegas, Nevada 89104, or contact Devon Kajatt at (702) 486-2805 or e-mail dikajatt@detr.nv.gov (*for individuals who are deaf or have hearing disabilities, dial TTY (800) 326-6868 or 711 for Relay Nevada*) or send a fax to (702) 486-7340 within 72 hours of meeting date and time. Supporting materials as provided for in NRS 241.020(5) may be obtained by contacting Devon Kajatt at the above-noted contact information.

Notice of this meeting was mailed to groups and individuals as requested at the following locations on or before 9 a.m. on the 3rd working day prior to the scheduled meeting date.

1. Commission on Postsecondary Education principal office at, 3405 S. Maryland Pkwy, Las Vegas, NV 89169
2. DETR – State Administrative Office, Stan Jones Building, 2800 E. St. Louis Avenue, Las Vegas, NV 89104
3. Nevada Building, Governor’s Office, 1 State Way, Las Vegas, NV 89119

Notice of this meeting was posted on the Internet on the following websites: DETR’s Public Notices website at: http://detr.nv.gov/Page/PUBLIC_NOTICES, the State of Nevada’s Public Notices website at: <https://notice.nv.gov/>, the Commission on Postsecondary Education page at www.cpe.nv.gov.

**DRAFT MINUTES
STATE OF NEVADA
EMPLOYMENT SECURITY DIVISION
COMMISSION ON POSTSECONDARY EDUCATION**

NEVADA COMMISSION ON POSTSECONDARY EDUCATION MINUTES

THIS MEETING WAS HELD VIA VIDEOCONFERENCE AND IN PERSON

The public may observe this meeting and provide public comment during the public comment section on Zoom or in person at:

Live Meeting:

DETR – Job Connect/EmployNV
Conference Room
3405 S. Maryland Parkway
Las Vegas, NV 89169

Zoom Meeting:

Topic: CPE Quarterly Commission Meeting
Time: May 7, 2025, 9:00 AM Pacific Time (US and Canada)

Zoom Meeting:

Join Zoom Meeting

<https://nvdetr-org.zoom.us/j/87341686690?pwd=P1ViHeTUw8tUc9Dabpbdc0nRbnqWQZ.1>

Meeting ID: 873 4168 6690

Passcode: 430467

Dial by your location:

- +1 206 337 9723 US (Seattle)
- +1 213 338 8477 US (Los Angeles)
- +1 253 205 0468 US
- 833 548 0282 US Toll-free
- 833 928 4608 US Toll-free

Staff Present During Video Conference

Kelly Wuest, CPE Administrator
Maricris Wu, CPE Education Specialist
Susan Beckett, CPE Compliance Investigator I

Commissioners Present During Video Conference Meeting

Dr. Thomas Kenny, Chair
Sharon Frederick, Vice Chair
Dr. Randall Kirner
Jon Ponder
Jessica Todtman
Peter Mikhail
Kara Abe
Sherida Devine

Members of the Public, Educational Institutions, and Other Agencies Present

Greg Ott, Nevada Attorney General Office, Deputy Attorney General
Greg Cloward, Nevada Attorney General Office, Deputy Attorney General
Rene Fairless, Doral College
Dakotah Johnson, Doral College
Marion Knight, Galen College of Nursing

Dr Landon Horton, Galen College of Nursing
Matt Sheehan, Galen College of Nursing
Arlo Thompson, Las Vegas Bartending School
Wesley Pettis, Path Ways School of Masonry
Claudia Araiza, Southern States University
Dr. Patrick Nusso, Southwest University of Naprapathic Medicine
Dr. Brian Trott, Haven University
Dr. Joshua Smith, Haven University
Dr. Pavel Solin, NCLab
Danielle Pablos, Touro University
Beverly Givens, Refuge for Women
Ryan Kairalla
Paul Schwarz, Path Ways School of Masonry
Kristi Bordelon
Steve Sebree, Unity Dental Assisting
Almas Khemseth, Las Vegas Bartending School
Cristina Guerra Romero
Patricia Johnson, Las Vegas Bartending School
Samantha Hyatt
Weldon Havins

DRAFT

STATE OF NEVADA
EMPLOYMENT SECURITY DIVISION
COMMISSION ON POSTSECONDARY EDUCATION
MINUTES

May 7, 2025 – 9:00 AM PDT

Call to Order

The meeting was held via Video Conference ZOOM and In Person, DETR – Job Connect Conference Room, 3405 S. Maryland Parkway, Las Vegas, Nevada 89169. The meeting was called to order by Chair Commissioner Thomas Kenny at approximately 9:03 AM.

Public Comment Phone Option Instructions

For members of the public please note the options for attending this zoom meeting are via web and phone:

Meeting ID: 873 4168 6690

Passcode: 430467

833 548 0276 US Toll-free

888 475 4499 US Toll-free

Public Comments

Susan Beckett confirmed no one was physically present in the conference room, in the Zoom meeting, or phone for public comment.

Written Comments

Susan Beckett confirmed that no written comments were received.

Confirmation of Posting

Susan Beckett, for the record, Commission on Postsecondary Education. Yes, proper notice was provided for this meeting pursuant to Nevada's Open Meeting Law, NRS 241.020 and confirmation of posting was received. We are in compliance with the open meeting law.

Roll Call

- Commissioner Chair Kenny – Present
- Commissioner Vice-Chair Frederick – Present
- Commissioner Ponder – Present
- Commissioner Kirner – Present
- Commissioner Todtman – Present
- Commissioner Abe – Present
- Commissioner Mikhail – Present
- Commissioner Devine-Present

Administrator Kelly Wuest took roll by verbal and video. Confirmation of a quorum.

Adoption of Agenda

Motion: Commissioner Kenny – Motion to approve adoption of Agenda for May 7, 2025.

Second: Commissioner Mikhail.

Discussion: None.

Results: Unanimous; the agenda is adopted.

Approval of February 5, 2025, Minutes

Motion: Commissioner Kenny– Motion to approve the minutes for the February 5, 2025, meeting.

Second: Commissioner Todtman

Discussion: None.

Results: Unanimous; motion carries.

Administrator's Report

Administrator Wuest gave the Administrator's Report as submitted, with an update to the quarterly report. The number of student enrollments is 10,765 with 21 institutions unreported and quarter 4 of 2024 now stands at 8,314 new student enrollments. Discussion occurred over SB 78 amendment to leave CPE with DETR and SB 343 that will create an exemption for individuals holding a current Nevada occupational license from the CPE background requirements. This change will produce cost savings for institutions and eliminate the duplication of the background process to work at an institution. Commissioner Todtman asked about actions or changes related to the executive order related to accreditation. Discussion of Nevada regulation concerning accreditation is linked to the Department of Education recognition occurred and how changes at the federal level would require Nevada to revise statutes. With the elimination of the San Francisco office both the agencies contact, and schools contacts was eliminated with no reassignment provided.

Applicants for Consideration of Full-Term Licensure

Doral College

Testified: Rene Fairless, Nevada Director requested an extension due to the timing of the institution's first semester occurring in January.

Discussion: None

Motion: Commissioner Kenny – The provisional license for Doral College be extended for an additional 6 months.

Second: Commissioner Ponder.

Results: Unanimous; motion carries.

Galen College of Nursing

Testified: Marion Knight, Associate Director of Regulatory Affairs, Dr Landon Horton, Dean at the Las Vegas Campus and Matt Sheehan, Regional Director of Operations were present to answer any questions and thanked staff for being professional and very supportive. The institution has both the CPE audit and accrediting site visit in March.

Discussion: Commission Mikhail recused himself since he has a school that competes with Galen.

Motion: Commissioner Todtman – Galen College of Nursing be granted a full-term license

Second: Commissioner Frederick.

Results: Commissioner Mikhail abstained; motion carries.

Las Vegas Bartending School

Testified: Arlo Thompson indicated that the provisional audit in March resulted in some deficiencies in the enrollment process and paperwork. They are working with CPE to streamline and have more accurate record keeping.

Discussion: None.

Motion: Commissioner Kenny – The Provisional license for Las Vegas Bartending School will be extended for an additional 9 months.

Second: Commissioner Mikhail.

Results: Unanimous; motion carries.

Path Ways School of Masonry

Testified: Wesley Pettis, Academic Director, indicated the audit went well and the institution worked with CPE staff to ensure all records were where it needed to be.

Discussion: Commissioner Ponder stated that he was abstaining from voting since his organization works directly with the institution.

Motion: Commissioner Frederick

Second: Commissioner Kirner.

Results: Commissioner Ponder abstained; motion carries.

Unity Dental Assisting

Testified: Steve Sebree, CEO of Unity Dental Assisting, requested the provision license be extended due to a lack in enrollment.

Discussion: None.

Motion: Commissioner Kenny – The provisional license for Unity Dental Assisting be extended for an additional 9 months.
Second: Commissioner Mikhail.
Results: Unanimous; motion carries.

Southern States University

Testified: Claudia Araiza Chancellor of Southern States University stated the institution is working to finalize the accreditation application with the Higher Learning Commission. She is planning on submitting it by the end of the month. It was delayed because the accrediting body required the audited financials for 2024 to accept the application.

Discussion: Commissioner Kirner asked if we would be voting until the accreditation comes through or can we vote on a provisional basis. Administrator Wuest stated that it was presented on a provisional basis until they are through the process. Since they were previously accredited and have two transfer agreements that would transfer up to 75% of the courses, the institution meets the requirements to be allowed to continue to operate as unaccredited but under provisional status. Commissioner Kirner asked about the impact of students graduating from an unaccredited university and if the institution later becomes accredited would it change the status for students who are currently graduating. Administrator Wuest answered that the institutions current student base is international where the accreditation status does not hold the same weight as in the U.S. If a student graduates during the time period where accreditation is not in effect, the student's degree would be considered from an unaccredited institution.

Commissioner Mikhail stated that the later accreditation can speak to the quality of the institution since the standard needed to be present through the accreditation process. Commissioner Mikhail stated Southern States University had 18 months to obtain new accreditation from the time that they were recognized by the Department of Education. He asked if they pursued other accreditation during the time ACICS lost its recognition and why they still haven't achieved it? SSU applied originally with the Western Association of Schools and College, but the application did not proceed due to alignment with the WASC's main focus. Ms. Araiza stated the HLC has not provided a set time frame for determination, but the next step is a self-study. The Commission discussed the history of the one-year provisional license and the statute that exists to allow the process to occur. Ms. Araiza discussed the licensing with BPPE and the history of the Las Vegas campus.

Motion: Commissioner Kenny – The provisional license for Southern States University be extended for an additional 12 months with the following requirements: Setting an enrollment cap at no greater than 20 students at any given time, requiring an adjustment of the surety bond to 100% liability at \$172,000, requiring the institution to report student enrollments, drops, and completions to CPE on a quarterly basis, requiring the institution to immediately report any changes in BPPE licensing status and requiring the institution to provide CPE with notices from the Higher Learning Commission upon receipt.

Second: Commissioner Kirner
Results: Unanimous; motion carries.

Applicants for Consideration of Initial Provisional Licensure

Southwest University of Naprapathic Medicine

Testified: Dr. Patrick Nusso provided an update of the legislative process to have the regulations in place for naprapaths in Nevada. Due to the timing, the University had to reapply because they were unable to meet the 6-month timeframe for the contingencies.

Discussion: None.

Motion: Commissioner Frederick – That a 12-month provisional license be granted to Southwest University of Naprapathic Medicine to offer the Doctor of Naprapathic Medicine and the Masters of Science in Anti-Inflammatory Nutrition contingent upon staffing and surety in the

amount of \$974,100 to be reduced to \$146,000 upon submission of a program participation agreement that includes the Nevada campus.

Second: Commissioner Ponder.
Results: Unanimous; motion carries.

Applicants for Consideration of Added Program

Haven University

Testified: Dr. Brian Trott, Dean of Administration and President, Dr. Joshua Smith presented on the reaffirmation status with the accrediting body issuance for 10 years. Dr. Trott provided a history of the institution in Nevada offering MBA and BSBA programs and that after meeting with local churches and the religious groups determined to expand the offering to include the Master of Divinity, Doctor of Ministry and religion degrees. Dr. Smith discussed the history of California Graduate School of Theology now known as Haven University community-based focus on education and offering religious programs.

Discussion: Commission Kirner asked about the current enrollment and expectations for the new programs. Haven University currently has over 20 students enrolled in the two offerings. For the new programs, the initial projections are for 10-15 enrollments starting with the fall semester. Commission Ponder asks about how the University recruits students. Dr. Smith indicated they have been visiting local churches about the university offerings and the institutions' primary way of developing new students is through word of mouth. They plan to communicate through the churches and local population. Based on previous discussions, local religious leaders will likely recommend 30 students which translates into 10-15 actual enrollments. Dr. Trott thanked Ms. Wu for assisting them with the process.

Motion: Commissioner Ponder - Haven University be granted approval to offer the proposed Bachelor of Arts in Religion, Master of Arts in Religion, Master of Divinity, and Doctor of Ministry contingent upon personnel approval and additional surety bond coverage in the amount of \$99,000.

Second: Commissioner Kirner.
Results: Unanimous; motion carries.

NCLab

Testified: Dr. Pavel Solin testified about the additional programs are based on the programs currently approved and requested due to interest to have shorter programs which are subsets of the larger comprehensive programs.

Discussion: None.

Motion: Commissioner Todtman – NCLab is granted approval to add the new programs in Data Analysis Mini Credential and SQL Mini-Credential

Second: Commissioner Frederick.
Results: Unanimous; motion carries.

Order to Refund

Career College of Northern Nevada

Testified: Administrator Wuest explained this is the last list of student indemnification claims. The period for claims closed on 2/8/25 at the one-year mark. Altogether the full amount of claims were \$527,083.86. It would have been much more substantial if the 25 veterans had not received restoration of entitlement. The lesson learned from my perspective is that an institution can't become complacent and not update programs with the needs of the market. When a program no longer addresses the industry well it is very hard to create transfer agreements. CPE went to every institution to see if transfer was possible but was unable to develop any viable options for students.

Discussion: Commissioner Kenny thanked Commission Kirner for the work done to increase the student indemnification account to safeguard the Commission in the future.

Motion: Commissioner Kenny – That we approve the last two indemnification claims as outlined by the Administrator.
Second: Commissioner Frederick.
Results: Unanimous; motion carries.

Application for Continued Employment

Closed session to consider the character, misconduct, competence or health of a person-action will be taken in open session.

Motion: Commissioner Kenny made a motion to go into closed session
Second: Commissioner Todtman
Results: Unanimous; motion carries.

Close meeting to the public at 10:04 AM

Touro University (Danielle Pablos)

Open Meeting for vote at 10:13 AM

Motion: Commissioner Kenny – Ms. Pablos be permitted to remain employed at Touro University and that as long as Ms. Pablos provided the same information as she did this time around on any future form 40C for her background, if she moves to a different institution that she may continue to remain employed and does not need to revisit this review process.
Second: Commissioner Devine
Results: Unanimous; motion carries.

Public Comments

Susan Beckett confirmed no one was physically present, in the Zoom meeting, or on the phone for public comment.

Adjournment

The meeting was adjourned by Commissioner Kenny. Time: 10:18 AM PDT.

To: CPE Commissioners
From: Kelly D. Wuest, Administrator *Kelly D. Wuest*
Subject: 2026 Proposed Meeting Schedule
For Action: August 6, 2025

Attached are the proposed meeting dates for review, modification, and/or discussion and adoption of the 2026 meeting schedule.

The Commission is authorized by statute to meet a minimum of four times per calendar year and has traditionally met on the first Wednesday of February, May, August, and November.

Included are the calendars for the month of the proposed meetings. The Commission can select to move any date due to scheduling conflicts. The application submission date will be a minimum of 60 days prior to the scheduled meeting date and will be adjusted accordingly.

Proposed Scheduled:

Meeting Date
February 4, 2026
May 6, 2026
August 5, 2026
November 4, 2026

Application Submission Deadline
December 6, 2025
March 6, 2026
June 5, 2026
September 5, 2026

Proposed Motion:

To approve the calendar of meeting dates as presented by staff.

**Administrators Report
Prepared July 25, 2025**

1. **Staffing Update** – CPE welcomes Devon Kajatt as the new Administrative Assistant III. Devon transfers from the Nevada Division of Museums and History and has worked with LCB and Mortgage Lending. **Please welcome Devon to the Commission!**

2. **Opening and Closure Updates**

The following institutions received an initial provision license to operate during the 2nd Quarter of 2025

Sound Connect – 5/28/2025
Paralegal Institute – 5/28/2025

Closures: None

3. **VA Updates**

CPE hosts the School Certifying Official (SCO) conference on June 5, 2025, at Touro University. Vice-Chair Frederick attended along with 50 SCO's. Speakers included the Nevada ELR Camisha Ragsdale and Nevada Veterans Affairs Staff Amamda Kehrer.

CPE has completed 9 of the 11 scheduled supervisory visits, have no returned approvals or late submissions at this time. The Administrator will be attending the NASAA Summer Conference from August 2 – 6th in Minneapolis, MN.

4. **Legislation** –

AB 164 – Increases the Student Indemnification Account minimum from \$250,000 to \$750,000 made it out of Committee. Effective 7/1/25.

AB 343 – Creates an exemption for the CPE background requirements for individuals that holds a professional or occupational license in this State for which a background investigation was required. CPE is working on revising the background 40C form for the applicant/staff to indicate occupational license body, license number and expiration date. Effective 10/1/25

5. **Computer updates**

New Website – CPE was selected as one of the first webpages to transition to the new website provider. We have received an overview training of the new system and will have agency level training in the next week. The new website will be live on 9/17/25.

Nevada Civil and Criminal Information System (NCCIS)- Background process has moved to an online system where CPE no longer received paper background reports but access the results in a dedicated system. The system went live in July and staff is working on developing new procedures for processing results.

Staff have reviewed many of the system structure and EDvera has been quickly updating. We are reviewing the various applications for additional changes and workflow with payment processing and reporting for the system to go live.

6. **CPE Quarterly Activities** – April 1, 2025 – June 30, 2025

CPE Activity	Number of Applications Processed	CPE Activity	Number of Applications Processed
License Renewals	16	Agent Permits	38
Added Program/Modification	24	VA Compliance Visits/Other Visits	6
School Change of Ownerships	1	VA Program Approvals (individual programs)	634
Distance Education Exemptions/SARA	4	Transcripts	311
License Evaluations	3	School Audits	19
Added Facility/Location Change	3	Experiential or Agent License	3

7. **Quarterly Report** – With 36 schools unreported, the total enrollment for April 1, 2025 – June 30, 2025 quarter stands at 9,418 new students. An updated count will be provided at the meeting.

Q1 2025 updated to 10,987

April – June 2025	April – June 2024	April-June 2023	April-June 2022	April-June 2021
9,418	8,647	8,936	9,826	8,756

8. **CPE Formal Student Complaints:** April 1, 2025 – June 30, 2025

Complaints listed only include students who filed formal paperwork with CPE to initiate an investigation. Staff regularly assist students with institutional grievance processes for resolving issues informally and at the lowest level possible.

Month Filed	Accredited or Non Accredited	Issues/Allegation	Findings/resolution	Status
6/25	Accredited	Failure to follow admissions process	Accusation unsubstantiated. Applicant missed the required submission deadline.	Closed
4/10/25	Unaccredited	Expelled – not provided opportunity to retake exam	Institution provided additional testing, but student failed additional make up exam. Student failed to attend recommended tutoring sessions. Allegations unsubstantiated.	Closed
6/2025	Unaccredited	Quality of Education, misconduct	Under investigation	Open
6/25	Unaccredited	Quality of Education	Under investigation	Open
5/25	Unaccredited	Inadequate instruction, Student Privacy Violation, unsafe learning environment, discrimination, retaliation	Determined student should have been terminated at an early point in time due to attendance issues. Institution required to refund 3 rd party pay.	Closed
3/25	Unaccredited	Failure to follow SAP, Withholding transcripts, Inadequate instruction	Audit of institution conducted case under review	Open

CPE received unofficial complaints concerning NSHE institutions, cosmetology schools and licensed institutions. These students were provided with information concerning the agency complaint processes.

To: CPE Commissioners

From: Kelly Wuest, CPE Administrator *Kelly D. Wuest*
Susan Beckett, Compliance Audit Investigator I *Susan Beckett*

Subject: Full Term Licensure Recommendation
Assist to Succeed Las Vegas/686
Dr. Zachary Soard, Academic Director

For Action: August 6, 2025

Assist to Succeed Las Vegas was granted a provisional license to offer the Dental Assistant certificate program during the November 1, 2023, Commission meeting. All contingencies were met, and a provisional license was issued on February 26, 2024. At the November 6, 2024 Commission meeting, the institution was granted a nine month extended provisional license due to lack of enrollment.

On June 9, 2025, a provisional audit was conducted in accordance with NAC 394.445. The audit revealed the institution demonstrated its ability to comply with NRS and NAC Chapters 394.

Therefore, I recommend:

Assist to Succeed Las Vegas be granted a full-term license.

To: CPE Commissioners

From: Kelly Wuest, CPE Administrator *Kelly D. Wuest*
Susan Beckett, Compliance Audit Investigator I *Susan Beckett*

Subject: Full Term Licensure Recommendation
Hawai'i Pacific University/682
Dr. Tricia Catalino, Nevada Director

For Action: August 6, 2025

Hawai'i Pacific University was granted a provisional license to offer two doctoral programs at the Nevada campus in Occupational Therapy and Physical Therapy during the February 7, 2024, Commission meeting. All contingencies were met, and a provisional license was issued on April 24, 2024. At the February 5, 2025 Commission meeting, The University was granted an extended provisional license for nine months to allow for both programs to start prior to conducting the audit.

On June 9, 2025, a provisional audit was conducted in accordance with NAC 394.445. The audit revealed the institution demonstrated its ability to comply with NRS and NAC Chapters 394.

Therefore, I recommend:

Hawai'i Pacific University be granted a full-term license.

To: CPE Commissioners

From: Kelly Wuest, Administrator



Subject: Full Term Licensure Recommendation– Extended Provisional
Pretty in Ink Brow Academy

For Action: August 6, 2025

Pretty in Ink Brow Academy was granted a provisional license at the August 7, 2024, Commission meeting to offer certificates in the Deluxe Permanent Makeup Course and the 5 Day Brow Course. The institution addressed outstanding contingency items, and CPE issued a provisional license on October 23, 2024. Subsequently, the institution relocated its facility to better accommodate student training needs.

At the time of the required audit, the institution had four students. The institution is requesting a nine-month extension of the provisional license to allow additional time for enrollment and for staff to complete the required audit.

I recommend that:

The provisional license for Pretty in Ink Brow Academy be extended for an additional nine months.

To: CPE Commissioners

From: Kelly Wuest, CPE Administrator *Kelly D. Wuest*
Susan Beckett, Compliance Audit Investigator I *Susan Beckett*

Subject: Full Term Licensure Recommendation
Savvy Needle Phlebotomy Training/688
Alicia Coleman, Nevada Director

For Action: August 6, 2025

Savvy Needle Phlebotomy Training was granted a provisional license to offer the Phlebotomy Technician Certificate program during the February 7, 2024, Commission meeting. All contingencies were met, and a provisional license was issued on April 24, 2024. At the February 5, 2025 Commission meeting, the institution was granted a six month provisional license due to the time of the first classes completion.

On May 30, 2025, a provisional audit was conducted in accordance with NAC 394.445. The audit revealed the institution demonstrated its ability to comply with NRS and NAC Chapters 394.

Therefore, I recommend:

Savvy Needle Phlebotomy Training be granted a full-term license.

To: CPE Commissioners

From: Kelly Wuest, CPE Administrator *Kelly D. Wuest*
Susan Beckett, Compliance Audit Investigator I *Susan Beckett*

Subject: Full Term Licensure Recommendation
NCLab/676
Leonard Lafrance, President and CEO

For Action: August 6, 2025

NCLab was granted a provisional license to offer the Python Developer certificate program during the February 1, 2023, Commission meeting. All contingencies were met, and a provisional license was issued on February 21, 2023. NCLab was granted an extended provisional license in February 2024 for no enrollment. The institution has since been granted two additional provisional license extensions and permitted to add the Data Analyst program (315 hours), Automation Technician program (105 hours), Data Analysis Mini-Credential (175 hours) and SQL Mini-Credential (105 hours).

On June 13, 2025, a provisional audit was attempted in accordance with NAC 394.445 with one file being submitted for review. CPE received quarterly student reports of 17 students prior to the audit. After meeting the owners of NCLab, they contend the "students" were inappropriately reported and fall under NSHE contracts. CPE has requested copies of the various contracts to determine the responsibilities of both parties. The contracts have not been provided at the time of the report.

The audit revealed the institution has not demonstrated its ability to comply with NRS and NAC Chapters 394.

Currently, NCLab does not have an active surety bond in place which is required by NRS 394.480. The Commission set the bond amount at \$112,000 during the initial hearing and has not increased the bond with the addition of the four added programs.

Compliance issues:

Failure to maintain required bond, failure to provide contractual agreements to determine whether the services provided fall under the jurisdiction of NRS 394, potential advertising violations related to contracts, student reporting issues and student file discrepancies.

At the current time, Staff recommend the Commission:

1. Require NCLab to submit all NSHE contracts between NCLab and any NSHE institutions to CPE within 10 business days permitting the redaction of proprietary software elements.
2. Evaluate the bond requirements and require the reinstatement within a 30-day time frame or the license will be suspended until a bond is issued.
3. Require NCLab to submit all current institutional documents for CPE staff approval.
4. Extend the provisional license of NCLab for an additional 3 months to enable CPE staff to provide an extensive report concerning the operations of NCLab.

Licensing Worksheet

Prepared by: Maricris Wu, Postsecondary Education Specialist



Applicant: Joshua Lorenzana

Institution: William's Academy

For Action: August 6, 2025

Recommendation

That a twelve-month provisional license be granted to Williams Academy to offer the Professional Poker Dealer program contingent upon receipt of surety bond in the amount \$10,000, facility approval, personnel information and curriculum approval.

Curriculum: Curriculum received on June 5, 2025. Curriculum under review **CONTINGENCY.**

Bond: Recommend amount is \$10,000 **CONTINGENCY.**

Financial Statement: Received on June 5, 2025, and reviewed on June 6-June 27, 2025.

Budget Estimate: Received on June 5, 2025, and reviewed on June 6-June 27, 2025.

Financial Release: Received on June 5, 2025, and reviewed on June 6, 2025.

Personnel Information: **CONTINGENCY.**

Certifications: Received on June 5, 2025, and reviewed on June 6-June 27, 2025.

Catalog: Received on January 6, 2025, under pending review.

Contract: Received on June 5, 2025 and under pending review.

Completion Certificates: Received on June 5, 2025, and reviewed on June 6-June 27, 2025.

Facility Information: **CONTINGENCY.**

Fees: Received on June 5, 2025.

To: CPE Commissioners
From: Kelly Wuest, Administrator *Kelly D. Wuest*
Subject: Election of Officers
For Action: August 6, 2025

Commission policy requires the election of officers who serve two-year terms as the Chair and Vice-Chair of the Commission. Members may be re-elected to any officer position. Currently Dr. Thomas Kenny serves as Chair of the Commission and Mrs. Sharon Frederick services as Vice Chair.

Please refer to the current list of appointed Commissioners and the related term of expiration.

Commissions Name	Appointment Type	Term Expiration Date
Thomas Kenny	Private Postsecondary	February 2026
Peter Mikhail	Private Postsecondary	June 2026
Sharon Frederick	Veterans Representative	June 2027
Jessica Todtman	Knowledge of Education	June 2027
Sherida Devine	Knowledge of Education	June 2025*
Jon Ponder	General Public	June 2025
Randall Kirner	General Public	March 2027
Kara Abe	DETR Representative – Non-Voting Member	Annual Renewal

*waiting on reappointment