



COMMONWEALTH of VIRGINIA
Department of Professional and Occupational Regulation

Terence R. McAuliffe
Governor

Todd Haymore
Secretary of
Commerce and Trade
Jay W. DeBoer
Director

VIRGINIA REAL ESTATE BOARD
EDUCATION COMMITTEE MEETING REPORT

The Real Estate Board Education Committee met on Wednesday, May 3, 2016, at 2:00 p.m. at the Department of Professional & Occupational Regulation in Richmond.

Committee Members present: Steve Hoover, Committee Chair
Lynn Grimsley
Lee Odems
Joe Funkhouser, Board Chair

Department Staff Members present: Jay DeBoer, Director
Jeffrey Williams, Board Administrator
Jim Chapman, Board Administrator (Appraiser Board)
Ana "Mia" Quimpo, Education Specialist
Janice Toole, Education Specialist

- I. **Call to Order:** Mr. Hoover called the meeting to order at 2:15 p.m.
- II. **Approval of Agenda:** Mr. Odems made a motion to approve the agenda. The Committee approved it unanimously.
- III. **Discussion Items:**

Public Comment.

A provider asked if the yearly report on exam pass rates could be reviewed to determine if there is a way the scores could only reflect pass rates for individuals who took the exam within thirty days of completing a course. The provider further noted that, in North Carolina, passage rates do not include students who take the test six months after a class. The concern was that the parameters for data collection in passage rate statistics be considered by the board and made public for review. Staff did not immediately know what data PSI (the Board's exam vendor) has available, and the committee asked staff to investigate further and to report at the next committee meeting.

After the Public Comment period the following items were discussed:

High error rates for course completion uploads.

Section staff tracked the error rate for course completion uploads by providers in order to determine which providers have the most trouble uploading accurate data. Staff will contact providers with (1) high error rates in a single upload and (2) significant errors over an extended period. The goal is to help providers submit more accurate data, which will save time for staff and providers and reduce difficulties for licensees when renewing, activating, or staying active after their first year of licensure.

How to provide video content for review.

Prior to the meeting, staff provided committee members access to an online course with video content for review. Mr. Williams asked members how they would like to receive video content in the future. The members asked to be provided access to all the video presented in a course, but requested that the main content of video segments be provided in bulleted form. This would allow them to review the video if they desire, but would also provide an overview of the information for easier review. Mr. Williams asked the committee for patience as the section takes on this new task/procedure. The committee members agreed flexibility is needed during the early stages.

Updating of applications.

Staff presented the committee a draft update to the Pre-License Instructor application and the CE Course Approval application. The instructor application listed all the pre-license course areas, and the course approval application included all the CE course subjects listed in the continuing education regulation. It also included a new way to accurately capture additional information on how a course will be delivered.

The committee members were very pleased with these updates and believe the updates will make their job easier while also helping education providers get more of their courses approved.

Update on a consistency tool.

Because of all the improvements to the committee's processes, updates to the applications, and the development of the "Discussion Items" document, the Committee is much more consistent in its approvals and denials of education related applications. Mr. Williams asked that the committee not pursue creating a separate consistency "tool," but rather continue improving its processes and communication. The committee agreed to not pursue the creation of a separate "tool."

"Discussion Items" document posting update.

A document called "Discussion Items from Previous Committee Meetings" is now posted on the Real Estate Board's website under the "Education and Exams" tab in the "Education Providers" section. The goal is to update this document after each Board meeting with the discussion items from the most recent Education Committee meeting

and from one additional historical meeting. The current document includes discussion items as far back as the committee meeting on March 16, 2016.

“How To Apply” Handout.

Staff developed an “infographic” handout on how to apply for a Salesperson and Broker license. Staff will post the information on the Department’s website and make it available for download in a pdf format. Having the information in a pdf document will enable staff to email it to potential applicants for licensure and be a useful tool for education providers. Committee members suggested it be sent out to brokers.

APPLICATION REVIEW: The following applications were approved without stipulation unless noted otherwise.

IV. Proprietary School Applications

1. 0211001200 - Aceable, Inc. Austin, TX
Contact Person: Kristine Deveza
2. 0211001202 - All Star Training, Inc. Austin , TX
Contact Person: John Mason
3. 0211001204 - 4ICE.COM, LLC, Houston, TX
Contact Person: Elizabeth Tigner (all approved courses for INSTITUTE FOR CONTINUING EDUCATION INC. will be merged to 4ICE.COM. LLC)
4. 0211001203 - Roanoke Valley Association of Realtors, Roanoke, VA
Contact Person: Louann Pagans
5. 0211001206 - International Council of Shopping Centers, Inc. New York, NY
Contact Person: Casey Adams
6. 0211001205 – Real Estate License Shop, VA Beach, VA
Contact Person: Jagandeep Kaur
7. 0211001207 – Aurora Title, LLC. Henrico, VA
Contact Person: Sallie St. Peter

V. Continuing Education Course Applications

- A. Previously-approved Continuing Education Course Applications, Approved Schools (Review for Instructor Only – Attachment 2):
 1. 0214022084 Who Owns It? Title & Ownership of Real Estate in Virginia, 1 hour Legal Updates, Advanced Title and Settlements, LLC (Lee Mergler)
 2. 0214022085 Describing Real Property, 1 hour Real Estate Related, Advanced Title and Settlements, LLC (Lee Mergler)
 3. 0214022193 Business Management in a Real Estate Office (On-line), 3 hours Legal Updates, 2 hours Real Estate Related, and 3 hours Broker

- Management, All Star Training, Inc. – John Mason (school pending approval 0211001202)
4. 0214022194 Mandatory Topics (On-line), 2 hours Fair Housing, 3 hours Ethics and Standards of Conduct, 1 hour Real Estate Agency, 1 hour Real Estate Contracts, All Star Training, Inc. – John Mason (school pending approval 0211001202)
 5. 0214022195 Prequalifying Your Buyer in Today's Market (On-line), 4 hours Real Estate Related, All Star Training, Inc. – John Mason (school pending approval 0211001202)
 6. 0214022196 Ethics and Standards of Conduct (On-line), 3 hours Ethics and Standards of Conduct, , All Star Training, Inc. – John Mason (school pending approval 0211001202)
 7. 0214022222 Understanding 1031 Tax Free Exchanges V3.0 (On-line), 4 hours Real Estate Related, NVRE University (Azmi A. Alkurd)

B. Original Continuing Education Course Applications, Approved schools:

1. 0214022033 Going Green: Elements of an Eco-Friendly Home (On-line), 3 hours Real Estate Related, McKissock, LP (tabled at the March meeting technical glitch, some pages could not be read)
2. 0214022073 Realtors Rules / Pay Attention, 2 hours Real Estate Related, Time, LLC. (tabled at the March meeting technical glitch, some pages could not be read)
3. 0214022092 R&W Agent Responsibilities "Who Do I Represent" 3 hours Real Estate Agency, Alpha College of Real Estate (duplicate PLE #2)
4. 0214022094 The Secrets of Residential Investing (On-line), 4 hours Real Estate Related, McKissock, LLC
5. 0214022105 Contract Writing-Watch Your Step, 1 hour Real Estate Contracts, Montague Miller Real Estate Academy
6. 0214022111 The Land Sales Contract and Related Issues, 4 hours Real Estate Contracts, Montague Miller Real Estate Academy
7. 0214022112 USDA Basics, 1 hour Real Estate Related, Jamie L. Bailey
8. 0214022113 Open Doors to Home Ownership, 2 hours Real Estate Related, RAR (duplicate CE # 9 and duplicate PLE # 3)
9. 0214022114 Open Doors to Home Ownership, 2 hours Broker Management, RAR (duplicate CE # 8 and duplicate PLE # 3)
10. 0214022127 VA Real Estate Escrow Practices and

- Supervision, 3 hours Broker
Management, Class Act Real Estate
Education Center
11. 0214022128 Understanding Real Estate Contract Terminology, 1 hour Real Estate Contracts, Class Act Real Estate Education Center
 12. 0214022129 Residential Contract Addendums, 2 hours Broker Management, Cindy Bishop Worldwide, LLC (duplicate CE # 13 and duplicate PLE # 4)
 13. 0214022130 Residential Contract Addendums, 2 hours Real Estate Contracts, Cindy Bishop Worldwide, LLC (duplicate CE # 12 and duplicate PLE # 4)
 14. 0214022133 Surveys: The Basics and Beyond, 1 hour Real Estate Related, New World Title & Escrow
 15. 0214022134 Buyer Short Sales, 2 hours Legal Updates, Cindy Bishop Worldwide, LLC (duplicate PLE # 5)
 16. 0214022136 Senior Real Estate Specialist-2 Day Core (SRES Designation), 8 hours Real Estate Related, RAR (duplicate PLE # 6)
 17. 0214022138 Advertising, 2 hours Legal Updates, VAR (duplicate PLE # 7)
 18. 0214022142 Home Inspection...New Day and New Laws, 1 hour Real Estate Related, Cindy Bishop Worldwide, LLC (duplicate CE #19)
 19. 0214022143 Home Inspection...New Day and New Laws, 1 hour Broker Management, Cindy Bishop Worldwide, LLC (duplicate CE # 18)
 20. 0214022144 Trusts & Estates, 2 hours Legal Updates, Cindy Bishop Worldwide, LLC (duplicate CE # 28 and PLE #8)
 21. 0214022157 Negotiation in the 21st Century, 2 hours Real Estate Related, Coldwell Banker Residential Brokerage (duplicate PLE # 9)
 22. 0214022159 Multiple Offers, 2 hours Broker Management, RAR (duplicate CE #23 and duplicate PLE #10)
 23. 0214022160 Multiple Offers, 2 hours Real Estate Contracts, RAR (duplicate CE #22 and duplicate PLE #10)
 24. 0214022162 Price It Right, 2 hours Real Estate Related, RAR (duplicate PLE #11)
 25. 0214022164 Guide to Private Wells and Septic Systems, 2 hours Real Estate Related, RAR (duplicate PLE #12)
 26. 0214022166 Agency Laws in Virginia, 1 hour Real Estate Agency, Class Act Real Estate Education Center

27. 0214022167 Serving the Culturally Diverse Market, 2 hours Real Estate Related, Coldwell Banker Residential Brokerage (duplicate PLE # 13)
NOT APPROVED – NO QUALIFIED INSTRUCTOR
28. 0214022168 Trusts & Estates, 2 hours Broker Management, Cindy Bishop Worldwide, LLC (duplicate CE #20 and PLE #8)
29. 0214022169 Introduction to Commercial Real Estate, 1 hour Real Estate Related, NVAR
30. 0214022170 Fair Housing Essentials, 1 hour Real Estate Related, NVAR
31. 0214022171 Tips for Navigating to a Smooth Settlement Around and Inside the Beltway, 1 hour Real Estate Related, NVAR
32. 0214022172 Fair Housing, 2 hours Fair Housing, FAAR (duplicate PLE #16)
33. 0214022173 NAR Code of Ethics & Standards of Practice, 4 hours Ethics and Standards of Conduct, Class Act Real Estate Education Center
34. 0214022174 A History of Federal Fair Housing Laws, 2 hours Fair Housing, Class Act Real Estate Education Center
35. 0214022175 Ethical and Moral Dilemmas in the Real Estate Workplace & Standards of Conduct, 3 hours Ethics and Standards of Conduct, Class Act Real Estate Education Center
36. 0214022176 Understanding FIRPTA, 1 hour Real Estate Related, New World Title & Escrow
37. 0214022177 Elder Law-Impact on Real Estate Transactions, 2 hours Real Estate Related, RAR (duplicate PLE # 17)
38. 0214022178 Real Estate Negotiation Expert, 1 hour Real Estate Agency, 1 hour Real Estate Contracts, and 5 hours Real Estate Related, Central Virginia School of Real Estate (duplicate PLE # 18)
APPROVED SUBJECT TO THE RECEIPT OF THE BOARD'S AGENCY GUIDANCE DOCUMENT.
39. 0214022185 Understanding Construction to Permanent Loans, 1 hour Real Estate Related, NVAR
40. 0214022186 Ethics & Standards of Conduct, 3 hours Ethics & Standards of Conduct, Area 43 Market Center, LLC. t/a Keller Williams Realty
41. 0214022197 Tax Records: Using REALIST, 1 hour Real Estate Related, RAR
42. 0214022198 NVAR Contract Addenda, 2 hours Real Estate Contract, Capital Area Title, LLC
43. 0214022199 Basic Introduction to the Foreign Investment in Real Estate Property Tax Act of 1980 ("FIRPTA"), 1 hour Real Estate Related, Capital Area Title, LLC
44. 0214022200 Property Disclosures in Virginia Sale

- Transactions, 1 hour Real Estate
Contracts, Capital Area Title, LLC
45. 0214022201 Buyer Agency: Protecting, Promoting,
and Defending Your Buyer, 2 hours Real Estate Related, The Settlement
Group, Inc.
 46. 0214022202 Managing Risk Effectively, 3 hours
Real Estate Related, Ann Palmateer
Real Estate School
 47. 0214022216 Managing the Home Inspection, 1 hour
Real Estate Related, Preferred
Systems, Inc.
 48. 0214022217 Going Green, 1 hour Real Estate
Related, Preferred Systems, Inc.
 49. 0214022218 Lead Safety for Real Estate Agents, 1
hour Real Estate Related, Preferred Systems, Inc.
 50. 0214022219 Mold What You Need to Know and How to
Read Air Sampling Reports, 1 hour Real
Estate Related, Preferred Systems, Inc.
 51. 0214022220 Radon and the Real Estate Transaction,
1 hour Real Estate Related, Preferred
Systems, Inc.
 52. 0214022221 Brokerage Management in Virginia, 8
hours Broker Management, Class Act
Real Estate Education Center, Inc.
 53. 0214022081 Virginia Real Estate 16 Hour
Salesperson CE Course (On-line), 2
hours Fair Housing, 4 hours Ethics and
Standards of Conduct, 3 hours Legal
Updates, 3 hours Real Estate Agency, 1 hour Real Estate Contracts, 3
hours Real Estate Related, At Your Pace Online, LLC. (tabled at the
March meeting, course did not have information on Hoarding and
the Guidance Document)
**APPROVED SUBJECT TO THE MOVING OF THE INFORMATION ON
HOARDING TO THE CORRECT SECTION OF COURSE MATERIAL.**
 54. 0214022082 Virginia Real Estate 24 Hour
Salesperson CE Course (On-line), 2
hours Fair Housing, 4 hours Ethics and
Standards of Conduct, 3 hours Legal
Updates, 3 hours Real Estate Agency, 1
hour Real Estate Contracts, 3 hours
Real Estate Related and 8 hours Broker
Management, At Your Pace Online, LLC.
(tabled at the March meeting, course
did not have the Guidance Document)
**APPROVED SUBJECT TO THE MOVING OF THE INFORMATION ON
HOARDING TO THE CORRECT SECTION OF COURSE MATERIAL.**

C. Original Continuing Education Course Application, pending
school application:

1. 0214022187 Reinvention: Property Redevelopment and Repositioning, 1 hour Real Estate Related, International Council of Shopping Centers, Inc.
2. 0214022188 Retail as a Catalyst for Economic Development, 1 hour Real Estate Related, International Council of Shopping Centers, Inc.
3. 0214022189 Retail Triple Net Lease (NNN) Real Estate: Step By Step, 1 hour Real Estate Related, International Council of Shopping Centers, Inc.
4. 0214022190 Leasing Strategies for Difficult Spaces, 1 hour Real Estate Related, International Council of Shopping Centers, Inc.
5. 0214022191 Retail Real Estate Finance for Non-Financial Professionals, 1 hour Real Estate Related, International Council of Shopping Centers, Inc

VI. Post License Education Course Applications

A. Previously-approved Post License Education Course Applications, Approved Schools (Review for Instructor Only – Attachment 2):

1. NONE

B. Original Post License Education Course Applications, Approved Schools:

1. 0214022086 Real Estate Investing, 2 hours Current Industry Issues and Trends, FAAR
2. 0214022093 R&W Agent Responsibilities "Who Do I Represent" 3 hours VA Agency Law, Alpha College of Real Estate (duplicate CE # 3)
3. 0214022115 Open Doors to Home Ownership, 2 hours Current Industry Issues and Trends, RAR (duplicate CE # 8 and 9),
4. 0214022132 Residential Contract Addendums, 2 hours Current Industry Issues and Trends, Cindy Bishop Worldwide, LLC (duplicate CE # 12 and 13)
5. 0214022135 Buyer Short Sales, 2 hours Current Industry Issues and Trends, Cindy Bishop Worldwide, LLC (duplicate CE # 15)
6. 0214022137 Senior Real Estate Specialist-2 Day Core (SRES Designation), 2 hour

- Current Industry Issues and Trends,
RAR (duplicate CE # 16)
7. 0214022139 Advertising, 2 hours Current Industry Issues and Trends, VAR (duplicate CE # 17)
 8. 0214022145 Trusts & Estates, 2 hours Current Industry Issues and Trends, Cindy Bishop Worldwide, LLC (duplicate CE #20 and 28)
 9. 0214022158 Negotiation in the 21st Century, 2 hours Current Industry Issues and Trends, Coldwell Banker Residential Brokerage (duplicate CE # 21)
 10. 0214022161 Multiple Offers, 2 hours Current Industry Issues and Trends, RAR (duplicate CE # 22 and 23)
 11. 0214022163 Price It Right, 2 hours Current Industry Issues and Trends, RAR (duplicate CE #24)
 12. 0214022165 Guide to Private Wells and Septic Systems, 2 hours Current Industry Issues and Trends, RAR (duplicate CE #25)
 13. 0214022179 Serving the Culturally Diverse Market, 2 hours Current Industry Issues and Trends, Coldwell Banker Residential Brokerage (duplicate CE #27)
NOT APPROVED – NO QUALIFIED INSTRUCTOR
 14. 0214022180 Risk Management, 3 hours Risk Management, Coldwell Banker Residential Brokerage
NOT APPROVED – MISSING THE INFORMATION ON THE ITEMS OUTLINED IN THE BOARD’S REGULATION.
 15. 0214022181 Contracts-The Sale Process with Buyers, 6 hours Contract Writing, Coldwell Banker Residential Brokerage
 16. 0214022182 Fair Housing, 2 hours Fair Housing, FAAR (duplicate CE #32)
 17. 0214022183 Elder Law: Impact on Real Estate Transactions, 2 hours Current Industry Issues and Trends, RAR (duplicate CE #37)
 18. 0214022184 Real Estate Negotiation Expert, 2 hours Current Industry Issues and Trends, Central Virginia School of Real Estate (duplicate CE #38)
APPROVED SUBJECT TO THE RECEIPT OF THE BOARD’S AGENCY GUIDANCE DOCUMENT.
 19. 0214022209 What’s Hot and Not Hot, 2 hours Current Industry Issues and Trends, VAR

VII. Pre-License Education Instructors

1. 0230001436 - Jeffrey Brian Shumaker – Experience and Professional Designation (Principles, Appraisal, Finance, Brokerage and Law)
2. 0230001441 - Ann Liddell Johnston – waiver, (Principles, Appraisal, Finance, Brokerage and Law)
3. 0230001442 - Kevin Patrick Randesi – Education and Experience (Principles)
4. 0230001443 - Leroy E. Houser Jr. – Experience and Professional Designation (Principles)
5. 0230001444 - Sheila Dann – Experience and Professional Designation (Real Estate Brokerage)
6. 0230001447 – Neal Allen Rosenbaum – Experience and Professional Designation (Real Estate Brokerage)
7. 0230001446 - Catherine G. Tignor – waiver (Principles)
NOT APPROVED – LACKS ENOUGH RECENT REAL ESTATE EXPERIENCE.
8. 0230001412 - Kimberly L. Ocasio – Experience and Professional Designation (Principles)
9. 0230001449 – Malynda (Lyndie) Votaw – Education and Teaching Credential (Principles)
10. 0230001450 - Susan Lorine Elbertson – waiver (Principles)
11. 0230001424 - Kimberly Ann Neff – Experience and Professional Designation – adding a Field of Expertise (Principles and Practices of Real Estate)
12. 0230001454 - Suzanne Welch – waiver (Principles)
13. 0230001455 - Diane Virginia Quigley – waiver (Real Estate Appraisal)

VIII. Pre-License Education Courses

1. 0214022223 60 hours Salesperson Principles and Practices of Real Estate(correspondence), Area 43 Market Center, LLC
2. 0214022224 45 hours Broker Real Estate Finance correspondence), Real Estate License Shop, LLC (school pending approval)
3. 0214022225 45 hours Broker Real Estate Law (correspondence), Real Estate License Shop, LLC (school pending approval)
4. 0214022226 45 hours Real Estate Brokerage (correspondence), Real Estate License Shop, LLC (school pending approval)
5. 0214022227 60 hours Salesperson Principles and Practices of Real Estate (correspondence), Real Estate License Shop, LLC (school pending approval)
6. 0214022228 45 hours Broker Real Estate Appraisal (correspondence), Real Estate License Shop, LLC (school pending approval)
7. 0214022229 60 hours Salesperson Principles and Practices of Real Estate (On-line), Area 43 Market Center, LLC

IX. Additional Continuing/Post License Education Instructors

1. Gregory L. Oxley and Joseph J. Russo, Jr

0214021679 - Title Insurance: Claims Can and Do Happen
0214021680 - Mechanic's Lien Law in Virginia
0214021681 - Foreclosure for Realtors; What Virginia
Real Estate Professionals Need To Know
0214021682 - Decedents Estates for Virginia Real
Estate Agents
0214021683 - Cyber Crimes, Title Agent and Realtor Alert
0214021684 - Intricacies of Title Insurance
0214021685 - Judgments Liens and Bankruptcy
0214021710 - Authority to Execute: Who Can Sign On
Behalf Of Entities, Trusts and Under Powers Of Attorney
0214021711 - Clearing Common Title Issues
First American Title Insurance Company

2.

David Testa
0214021679 - Title Insurance: Claims Can and Do Happen
0214021680 - Mechanic's Lien Law in Virginia
0214021681 - Foreclosure for Realtors; What Virginia
Real Estate Professionals Need To Know
0214021682 - Decedents Estates for Virginia Real
Estate Agents
0214021683 - Cyber Crimes, Title Agent and Realtor Alert
0214021684 - Intricacies of Title Insurance
0214021685 - Judgments Liens and Bankruptcy
0214021710 - Authority to Execute: Who Can Sign On
Behalf Of Entities, Trusts and Under Powers Of Attorney
0214021711 - Clearing Common Title Issues
First American Title Insurance Company

3.

Joseph Kirchner
0214021907/0214021905/0214021906 - Realtor.Com Review of
Housing Market Trends and Outlook for the Year Ahead, Alpha College of
Real Estate

4.

Catharyn B. Oroszlan
0214021484/0214021483 - 2016 New Laws
0214021715/0214021716 - Advertising for Property Managers 1 Hour
0214021713/0214021790/0214021725 - Advertising for Property
Managers 2 Hours
0214020560 - Advertising: Promoting Your Business the Right Way
0214020637/0214020638 - Agency for Property Managers/Leasing
Agents
0214021593/0214021594 - Agency: A Complicated Relationship 1
Hour
0214021825/0214021826 - Agency: A Complicated Relationship 2
Hours
0214020561/0214020595 - Broker Pitfalls and Resources
0214021595/0214021596 - Broker Supervision Requirements and
Best Practices
0214020562/0214020563 - Commissions: Being Paid the Right Way
0214020576/0214020577 - Common Legal Hotline Q and A 1 Hour
0214020579/0214020578/0214020587 - Common Legal Hotline Q and
A 2 Hours

- 0214021562 - Critical Contract Issues 1 Hour
0214021563/0214021567 - Critical Contract Issues 2 Hour
0214020590/0214020596/0214021136 - Dilemmas Facing Real Estate Licensees
0214020565/0214020591 - Disclosure Shall Set You Free
0214020027/0214020589 - Earnest Money Deposits: Navigating Dangerous Waters
0214021467 - Good Intentions But Risky Results 1 Hour
0214020566/0214020582 - Good Intentions But Risky Results 2 Hours
0214020568/0214020569/0214020584 - New Real Estate Board Regulations
0214021134/0214021135 - New Real Estate Board Regulations: Advertising
0214021597/0214021599 - Property Management Forms for Beginners
0214020593/0214020597/0214020585 - Real Estate Laws You Need to Know!
0214021938 - Scams: If It Sounds Too Good To Be True...
0214020571/0214020572 - Sneaky Regs – Little Known but Important Real Estate Board Regulations!
0214021601/0214021602 - VAR Property Management Forms Update, VAR
5. Gary Duda
0214020883/0214020890 – Pricing Strategies Mastering the CMA, RAR
6. Robert Fleck
0214018111 - Listing Agreements (On-line)
0214020316 - Listing Agreements (Correspondence)
McKissock, LP
7. Valerie R. Triplett
0214019136 – Real Estate Contracts
0214019151 - Agency
0214019363 - Ethics
0214019169 - Fair Housing
0214021753 - Title Insurance Basics-Claims
0214021754 - Divorce, Bankruptcy & Real Estate Settlements
0214021755 - Judgments & Liens In Virginia
0214021756 - Title Insurance-Virginia History & Owner's Coverage
0214021757 - 1031 Exchange: What Realtors Need To Know
0214021758 - Who Owns It? Title & Ownership To Real Estate In Virginia
214021988 - Title Insurance: Five Horror Stories
NEW WORLD TITLE & ESCROW LLC
8. Zhanetta Lopez
0214021922/0214021923 - Ethics and Standard Of Conduct (CE and PLE)
0214021896/0214021897 - Fair Housing (CE & PLE)
0214021967/0214021968 - Agency (CE & PLE)
0214018718 - Current Industry Issues and Trends
0214018702 - Keeping the Trust (Escrow Requirements)

- 0214018728 - Contract Writing
- 0214018749 - Risk Management
- 0214020558 - VA Real Estate Law - With Flood Content
- LONG & FOSTER INSTITUTE OF REAL ESTATE
- 9. Virginia Gates Distanislaio
 - 0214021679 - Title Insurance: Claims Can and Do Happen
 - 0214021680 - Mechanic's Lien Law in Virginia
 - 0214021681 - Foreclosure for Realtors; What Virginia Real Estate Professionals Need To Know
 - 0214021682 - Decedents Estates for Virginia Real Estate Agents
 - 0214021683 - Cyber Crimes, Title Agent and Realtor Alert
 - 0214021684 - Intricacies of Title Insurance
 - 0214021685 - Judgments Liens and Bankruptcy
 - 0214021710 - Authority to Execute; Who Can Sign On Behalf Of Entities, Trust and Under Powers Of Attorney
 - 0214021711 - Clearing Common Title Issues
 - FIRST AMERICAN TITLE INSURANCE COMPANY
- 10. Joseph Russo, Jr., Sarah Louppe Petcher, Nisha Thakker, and Brenda Heffernan
 - 0214021084 - Comparative Differences between the NVAR and GCAAR Contracts, NVAR
- 11. Matthew Rathbun, Sarah Louppe Petcher, Nisha Thakker and Brenda Heffernan
 - 0214016148/0214016149 - Effective Team Management NVAR
- 12. Charles L. Huang
 - 0214021692/0214021670 – Escrow Requirements
 - 0214021671/0214021672 - Ethics and Standards of Conduct
 - 0214015847 - Getting a Foreclosed Property to Closing
 - 0214020825 - Legal Updates And Emerging Trends
 - 0214015756 - Real Estate Contracts
 - 0214018042 - Short Sales Strategies
 - 0214021689/0214021721va Brokerage Relationships
 - 0214021673 - VA Law and VREB Regulations
 - Coldwell Banker Residential Brokerage
- 13. David DiMattina
 - 0214021655/0214021657 - Fair Housing
 - 0214021670/0214021692 - Escrow Requirements
 - 0214021671/0214021612 - Ethics and Standards of Conduct
 - 0214021673 - VA Law and VREB Regulations
 - 0214021689/0214021721 - VA Brokerage Relationships Coldwell Banker Residential Brokerage
- 14. Thomas R. Halfpap
 - 0214018427/0214018461 - Financing Workshop
 - 0214019812/0214019813 - Targeting & Serving First Time Home Buyers
 - NOT APPROVED FOR THIS SPECIFIC COURSE – LACKS EXPERIENCE**
 - 0214020509/0214020510 - The Power of VA Lending
 - Cindy Bishop Worldwide LLC
- 15. Victoria Stoner

0214020009 - Clearing Title Matters
0214020639/0214019632 - Eliminating Legal Speed Bumps
0214022036/0214022037 - Legal Short Sale Seller
0214020763/0214020769 - Mock Settlement
0214021859/0214021860/0214021861-Residential Contract Legal Basics
0214021459/0214021460/0214021589 - Risk Management for VA Real Estate Agents
0214021866/0214021867/0214021865 - Risky Closing Choices
0214019849/0214019876/0214019848 - Understanding Escrow Requirements
Cindy Bishop Worldwide LLC

16. James A. Vincent

0214015756 – Real Estate Contracts
0214020825 - Legal Updates and Emerging Trends
0214021636 - Real Estate Agency
0214021655/0214021657 - Fair Housing
0214021670 - Escrow Requirements
0214021671/0214021672 - Ethics and Standards of Conduct
0214021673 - VA Law and VREB Regulations
0214021689/0214021721 - VA Brokerage Relationships
0214021692 - Escrow Requirements
Coldwell Banker Residential Brokerage

X. Other Business:

Proprietary School Application.

Mr. Odems stated that it would be a more efficient use of committee members' time if Board staff reviewed Proprietary School applications and then presented to the committee any applications for approval as a "block." The committee would then accept or reject the "block" recommendation for approval. After discussion, Mr. Odems made a motion to this effect. It was seconded by Ms. Grimsley. The motion was approved unanimously.

The meeting was adjourned at 4:13 P.M.