

VIRGINIA REAL ESTATE BOARD
EDUCATION COMMITTEE MEETING REPORT

The Real Estate Board Education Committee met on Wednesday, March 19, 2008, at the Department of Professional & Occupational Regulation in Richmond.

Committee Members present: Judith Childress, Chair
 Scott Gaeser
 Carol Clarke, ex-officio

Staff Members present: Kevin Hoeft, Education Administrator

The meeting was called to order at 3:00 p.m.

A motion was made and approved unanimously to approve the agenda.

The following actions were taken:

A. Four new Proprietary School Applications were approved:

1. NVBIA Leadership and Learning Center, Chantilly, VA
 Contact: Elina N. Gross
2. Southeast KY Community & Technical College,
 Cumberland, KY
 Contact: Angela Simpson
3. Irene L. Lemons, dba Blue Eagle Specialized Training,
 Colonial Beach, VA
 Contact: Jim F. Lemons
4. Institute of Continuing Education, LC, Manassas, VA
 Contact: Jill Messier

B. 113 continuing education course applications were reviewed, of these courses:

22 previously approved continuing education courses offered by approved schools were considered and approved.

1. 57764 Quality Service Certification, 4 hours
 Real Estate Related, Williamsburg Real
 Estate School
2. 57779 Risk Management: What's the Big Deal?, 2
 hours Real Estate Related, New River
 Valley Association of Realtors

3. 57800 Risk Management (On-line), 4 hours Real Estate Related, Virginia Educators-Century 21 Battlefield
4. 57801 Fair Housing (On-line), 4 hours Fair Housing, Virginia Educators-Century 21 Battlefield
5. 57802 Property Management and Managing Risk (On-line), 4 hours Real Estate Related, Virginia Educators-Century 21 Battlefield
6. 57803 Buyer Representation in Real Estate (On-line), 4 hours Real Estate Related, Virginia Educators-Century 21 Battlefield
7. 57804 Environmental Issues in Your Real Estate Practice (On-line), 4 hours Real Estate Related, Virginia Educators-Century 21 Battlefield
8. 57805 Real Estate & Taxes – What Every Agent Should Know (On-line), 4 hours Real Estate Related, Virginia Educators-Century 21 Battlefield
9. 57806 Ethics in Today's Real Estate World (On-line), 4 hours Ethics & Standards of Conduct, Virginia Educators-Century 21 Battlefield
10. 57807 Introduction to Commercial Real Estate (On-line), 4 hours Real Estate Related, Virginia Educators-Century 21 Battlefield
11. 57808 Red Flags Property Inspection Guide (On-line), 4 hours Real Estate Related, Virginia Educators-Century 21 Battlefield
12. 57809 Diversity and Doing Business (On-line), 4 hours Real Estate Related, Virginia Educators-Century 21 Battlefield
13. 57810 Real Estate Investment Fundamentals (On-line), 4 hours Real Estate Related, Virginia Educators-Century 21 Battlefield
14. 57811 8-Hour Mandatory CE Renewal Package (On-line), 1 hour Legal Updates, 2 hours Fair Housing, 3 hours Ethics & Standards of Conduct, 1 hour Real Estate Agency, 1 hour Real Estate Contracts, Virginia Educators-Century 21 Battlefield
15. 57812 Real Estate Agent/Mortgage Professional (On-line), 4 hours Real Estate Related, Virginia Educators-Century 21 Battlefield
16. 57813 Real Estate Finance Today (On-line), 4 hours Real Estate Related, Virginia Educators-Century 21 Battlefield

17. 57814 Ethics & Real Estate (On-line), 4 hours
Ethics & Standards of Conduct, Virginia
Educators-Century 21 Battlefield
18. 57824 Commercial Real Estate: Listing
Properties (On-line), 4 hours Real Estate
Related, Virginia Educators-Century 21
Battlefield
19. 57825 Commercial Real Estate: Understanding
Investments (On-line), 4 hours Real Estate
Related, Virginia Educators-Century 21
Battlefield
20. 57949 ABR Core Course, 1 hour Legal Updates, 2
hours Fair Housing, 3 hours Real Estate
Related, 3 hours Ethics & Standards of
Conduct, 4 hours Real Estate Agency, 1
hour Real Estate Contracts, New River
Valley Association of Realtors
21. 57950 ABR Elective: Innovative Marketing
Techniques for Buyers, 6 hours Real Estate
Related, New River Valley Association of
Realtors
22. 57962 At Home with Diversity, 2 hours Fair
Housing, 6 hours Real Estate Related,
Dulles Area Real Estate School

90 original applications for continuing education courses offered by approved schools were considered. Of these, 87 courses were approved outright, 1 was approved with reduced credit hours and 2 were approved conditioned on the receipt of additional course materials (See asterisks*).

1. 57750 Land Use Law, 8 hours Real Estate Related,
CLE International
2. 57766 The Comparative Market Analysis, 3 hours
Real Estate Related, Williamsburg Real
Estate School
3. 57768 Microsoft 2003 as a Contact Management
Tool, 2 hours Real Estate Related,
Williamsburg Real Estate School
4. 57770 Creating a Saleable Real Estate Business,
1 hour Real Estate Related, Lorman
Business Center, Inc.
5. 57771 Working Smart in the Digital Age, 2 hours
Real Estate Related, Williamsburg Real
Estate School
6. 57773 Short Sale Basics, 2 hours Real Estate
Related, Alpha College of Real Estate

7. 57777 ABR Negotiations, 7 hours Real Estate Related, Real Estate Career Academy
8. 57778 Accredited Buyer Rep - Manager, 8 hours Broker Management, Real Estate Career Academy
9. 57783 Focus On Facts In 2008, 3 hours Real Estate Related, Montague Miller Real Estate Academy
10. 57794 Tenant-in-Common Tactics, 1 hour Real Estate Related, Alpha College of Real Estate
11. 57796 2 Hour Maintaining Quality Client Relationship Through Contact Management, 2 hours Real Estate Related, Alpha College of Real Estate
12. 57798 1 Hour Maintaining Quality Client Relationship Through Contact Management, 1 hour Real Estate Related, Alpha College of Real Estate
13. 57815 Real Estate Professional Assistant - REPA, 3 hours Legal Updates, 3 hours Real Estate Agency, 3 hours Real Estate Contracts, 3 hours Real Estate Related, Real Estate Career Academy
14. 57818 Accredited Buyer Representative - ABR, 3 hours Ethics & Standards of Conduct, 1 hour Legal Updates, 4 hours Real Estate Agency, 1 hour Real Estate Contracts and 3 Hours Real Estate Related, Real Estate Career Academy
15. 57819 Renovation Financing, 4 hours Real Estate Related, Moseley-Flint Schools of Real Estate
16. 57821 Introduction to Green Building for Realtors (On-line), 2 hours Real Estate Related, McKissock, LP
17. 57835 Staging Your Listing Inside-Out, 1 hour Real Estate Related, Old Dominion Real Estate Institute
18. 57837 Business Planning For Our Market, 1 hour Real Estate Related, Old Dominion Real Estate Institute
19. 57841 2008 Ethics Seminars - 3 Hours, 3 hours Ethics and Standards of Conduct, VAR
20. 57843 2008 Ethics Seminars - 2 Hours, 2 hours Ethics and Standards of Conduct, VAR

21. 57845 2008 Professional Standards Seminar, 3 hours Ethics & Standards of Conduct, 3 hours Real Estate Related, VAR
22. 57847 2008 Ethics Seminars - 1 hour, 1 hour Ethics & Standards of Conduct, VAR
23. 57849 Writing Lease Addenda, 3 hours Real Estate Contracts, VAR
24. 57851 Understanding the VAR Residential Lease, 3 hours Real Estate Contracts, VAR
25. 57853 Understanding the VAR Residential Lease, 2 hours Real Estate Contracts, VAR
26. 57855 Merging High Tech with High Touch, 2 hours Real Estate Related, VAR
27. 57858 Driving Prospects to Your Website, 2 hours Real Estate Related, VAR
28. 57861* Developing and Growing an Appraisal Practice (On-line), 8 hours Real Estate Related, McKissock LP
29. 57862 The Dirty Dozen (On-line), 3 hours Real Estate Related, McKissock LP
30. 57863 Income Capitalization (On-line), 7 hours Real Estate Related, McKissock LP
31. 57864 Even Odder: More Oddball Appraisals (On-line), 7 hours Real Estate Related, McKissock LP
32. 57865 Mortgage Fraud: Protect Yourself! (On-line), 7 hours Real Estate Related, McKissock LP
33. 57866 Technology for Today's Appraiser (On-line), 5 hours Real Estate Related, McKissock LP
34. 57867 Construction Details and Trends (On-line), 7 hours Real Estate Related, McKissock LP
35. 57868 Environmental Issues for Appraisers (On-line), 5 hours Real Estate Related, McKissock, LP
36. 57869 The Evolution of Finance and the Mortgage Market (On-line), 4 hours Real Estate Related, McKissock, LP
37. 57872 7 Hour The 5 Things You Must Know to Be Successful in Today's Market, 7 hours Real Estate Related, Alpha College of Real Estate
38. 57875 3 Hour Real Estate Law (On-line & Correspondence), 3 hours Legal Updates, Alpha College of Real Estate
39. 57877 Real Estate Law, 2 hours Legal Updates, Provident School of Real Estate

40. 57878 Broker Management and Supervision Part I, 4 hours Broker Management & Supervision, Central Virginia School of RE
41. 57879 Broker Management and Supervision Part II, 4 hours Broker Management & Supervision, Central Virginia School of RE
42. 57880 The Basics of Real Estate Finance, 3 hours Real Estate Related, Montague Miller Real Estate Academy
43. 57882 Risk Management for Brokers, 8 hours Broker Management & Supervision, Montague Miller Real Estate Academy
44. 57883 Excel 2003 Essentials for Real Estate Professionals, 3 hours Real Estate Related, Central Virginia School of RE
45. 57885 Word 2003 Essentials for the Real Estate Professionals, 3 hours Real Estate Related, Central Virginia School of RE
46. 57887 Understanding Credit & Improving Credit Scores (On-line), 4 hours Real Estate Related, Dearborn Financial Publishing Inc.
47. 57888 Home Protection & Risk Management (Classroom), 2 hours Real Estate Related, Millennium School of Real Estate
48. 57889 Home Protection & Risk Management (Correspondence), 2 hours Real Estate Related, Millennium School of Real Estate
49. 57890 Business Planning (Classroom), 2 hours Real Estate Related, Millennium School of Real Estate
50. 57891 Business Planning (Correspondence), 2 hours Real Estate Related, Millennium School of Real Estate
51. 57892 Technology (Classroom), 3 hours Real Estate Related, Millennium School of Real Estate
52. 57893 Technology (Correspondence), 3 hours Real Estate Related, Millennium School of Real Estate
53. 57894* Ethics and Standards of Conduct, (Classroom), 3 hours Ethics and Standards of Conduct, Millennium School of Real Estate
54. 57895* Ethics and Standards of Conduct, (Correspondence), 3 hours Ethics and

- Standards of Conduct, Millennium School of Real Estate
55. 57896 Real Estate Contracts (Classroom), 2 hours Real Estate Contracts, Millennium School of Real Estate
56. 57897 Real Estate Contracts (Correspondence), 2 hours Real Estate Contracts, Millennium School of Real Estate
57. 57898 Legal Updates & Emerging Trends (Classroom), 1 hour Legal Updates, Millennium School of Real Estate
58. 57899 Legal Updates & Emerging Trends (Correspondence), 1 hour Legal Updates, Millennium School of Real Estate
59. 57900 Fair Housing (Classroom), 2 hours Fair Housing, Millennium School of Real Estate
60. 57901 Fair Housing (Correspondence), 2 hours Fair Housing, Millennium School of Real Estate
61. 57902 Agency Law (classroom), 3 hours Real Estate Agency, Millennium School of Real Estate
62. 57904 Agency Law (correspondence), 3 hours Real Estate Agency, Millennium School of Real Estate
63. 57906 Producing Quality CMA'S, 2 hours Real Estate Related, Millennium School of Real Estate
64. 57907 Real Estate Finance (Classroom), 3 hours Real Estate Related, Millennium School of Real Estate
65. 57908 Real Estate Finance (Correspondence), 3 hours Real Estate Related, Millennium School of Real Estate
66. 57909 Agency Law (Classroom), 1 hour Real Estate Agency, Millennium School of Real Estate
67. 57910 Agency Law (Correspondence), 1 hour Real Estate Agency, Millennium School of Real Estate
68. 57911 Offer to Purchase, 3 hours Real Estate Contracts, Provident School of Real Estate
69. 57913 Closing Seminar, 2 hours Real Estate Related, Alpha College of Real Estate
70. 57915 The REIN Contract Uncovered, 2 hours Real Estate Contracts, Alpha College of Real Estate

- 71. 57917 Real Estate as an Investment, 2 hours Real Estate Related, Piedmont School of Real Estate
- 72. 57919 NVAR's 2007 Listing Agreement, 1 hour Real Estate Contracts, MBH Settlement Group, LC
- 73. 57921 New Forms for 2008 for Your Northern VA Real Estate Practice, 2 hours Real Estate Contracts, MBH Settlement Group, LC
- 74. 57923 NVAR's 2008 Contingencies/Clauses Addendum to Sales Contract, 1 hour Real Estate Related, MBH Settlement Group, LC
- 75. 57926 Professional Standards for Pros, 3 hours Ethics & Standards of Conduct, 3 hours Real Estate Related, RAR
- 76. 57929 Home Inspection Basics: Start to Finish, 3 hours Real Estate Related, RAR
- 77. 57931 Legal Update for Brokers, 3 hours Legal Updates, VAR
- 78. 57933 Legal Update for Brokers - 2 hours, 2 hours Broker Management & Supervision, VAR
- 79. 57934 Legal Update for Brokers - 3 hours, 3 hours Broker Management & Supervision, VAR
- 80. 57935 Green Building: Understanding the Value of Green Homes to the Consumer, 2 hours Real Estate Related, Real Estate III School of Real Estate
- 81. 57937 The Rules of Financing in the New Regional Sales Contract, 3 hours Real Estate Related, NVAR
- 82. 57939 Internet Lead Generation and Lead Conversion (classroom), 2 hours Real Estate Related, NVAR
- 83. 57941 Agent Supervision and Management: Cases in Agent Misconduct (Classroom), 1 hour Broker Management & Supervision, Moseley Institute
- 84. 57943 Agent Supervision and Management: Cases in Agent Misconduct (Correspondence), 1 hour Broker Management & Supervision, Moseley Institute
- 85. 57945 International Real Estate for Local Markets, 8 hours Real Estate Related, NVAR
- 86. 57946 Short Sales Solutions: Reducing the Rate of Foreclosure One Homeowner at a Time, 8 hours Real Estate Related, NVAR
- 87. 57948 Identity Theft Awareness Program, 2 hours Real Estate Related, NVAR

- 88. 57955 2008 Ethics Seminar, 4 hours Ethics & Standards of Conduct, Montague Miller Real Estate Academy
- 89. 57960 Title Insurance (Classroom), 1 hour Real Estate Related, Millennium School of Real Estate
- 90. 57961 Title Insurance (Correspondence), 1 hour Real Estate Related, Millennium School of Real Estate

1 original application for a continuing education course for a school with a pending proprietary school application was considered and approved.

- 1. 57957 The Regional Sales Contract, 3 hours Real Estate Contracts, Institute of Continuing Education, LC

C. 72 post license education course applications were reviewed, of these courses:

16 previously approved post license education courses offered by approved schools were considered and approved.

- 1. 57765 Quality Service Certification (Other Real Estate Related), 4 hours Residential Real Estate Elective Topics, Williamsburg Real Estate School
- 2. 57780 Risk Management: What's The Big Deal? (Tenant/Landlord Relationship), 2 hours Property Management Elective Topics, New River Valley Association of Realtors
- 3. 57823 Land Development, (Land) (On-line), 3 hours Commercial Real Estate Elective Topics, Virginia Educators-Century 21 Battlefield
- 4. 57826 Government Relations/Government Programs (On-line), 1 hour Commercial Real Estate Elective Topics, Virginia Educators-Century 21 Battlefield
- 5. 57827 Hospitality/Entertainment (On-line), 1 hour Commercial Real Estate Elective Topics, Virginia Educators-Century 21 Battlefield
- 6. 57828 Market Research (On-line), 2 hours Commercial Real Estate Elective Topics, Virginia Educators-Century 21 Battlefield

7. 57829 Development (On-line), 1 hour Commercial Real Estate Elective Topics, Virginia Educators-Century 21 Battlefield
8. 57830 Contract Writing; Handling Customer Deposits; Agency (On-line), 3 hours Commercial Real Estate Mandatory Topics, Virginia Educators-Century 21 Battlefield
9. 57831 Listing Property; Leasing Property; Current Industry Issues and Trends (On-line), 3 hours Commercial Real Estate Mandatory Topics, Virginia Educators-Century 21 Battlefield
10. 57832 Property Owners' and Condominium Association law; Landlord Tenant; Real Estate Board Regulations and Statutes; American with Disabilities Act (On-line), 3 hours Commercial Real Estate Mandatory Topics, Virginia Educators-Century 21 Battlefield
11. 57833 Consulting Services (On-line), 1 hour Commercial Real Estate Elective Topics, Virginia Educators-Century 21, Battlefield
12. 57834 Franchising (On-line), 1 hour Commercial Real Estate Elective Topics, Virginia Educators-Century 21 Battlefield
13. 57951 ABR Elective: Innovative Marketing Techniques for Buyers (Selling Process), 3 hours Residential Real Estate Elective Topics, New River Valley Association of Realtors
14. 57952 ABR Core Course (Agency Law), 3 hours Residential Real Estate Mandatory Topics, New River Valley Association of Realtors
15. 57953 ABR Core Course (Business Planning), 3 hours Residential Real Estate Elective Topics, New River Valley Association of Realtors
16. 57954 ABR Core Course (Ethics & Standards of Conduct), 3 hours Residential Real Estate Mandatory Topics, New River Valley Association of Realtors

55 original applications for post license courses offered by approved schools were considered. Of these, 53 courses were approved outright, and 2 courses were rejected because the title and content of the courses do not apply to new salespersons (see asterisks*).

1. 57767 The Comparative Market Analysis (Property Valuation/Listing Process), 3 hours Residential Real Estate Elective Topics, Williamsburg Real Estate School
2. 57769 Microsoft 2003 as a Contact Management Tool (Technology), 2 hours Residential Real Estate Elective Topics, Williamsburg Real Estate School
3. 57772 Working Smart in the Digital Age (Technology), 2 hours Residential Real Estate Elective Topics, Williamsburg Real Estate School
4. 57774 Short Sales Basics (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, Alpha College of Real Estate
5. 57775 ABR Negotiations (Selling Process), 3 hours Residential Real Estate Elective Topics, Real Estate Career Academy
6. 57776 ABR Negotiations (Other Real Estate Related), 4 hours Residential Real Estate Elective Topics, Real Estate Career Academy
7. 57784 Focus On Facts In 2008 (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, Montague Miller Real Estate Academy
8. 57787 REPA - Law (Real Estate Law) 3 hours Residential Real Estate Mandatory Topics, Real Estate Career Academy
9. 57788 ABR - Agency Law (Agency Law), 3 hours Residential Real Estate Mandatory Topics, Real Estate Career Academy
10. 57789 ABR - Business Planning (Business Planning), 2 hours Residential Real Estate Elective Topics, Real Estate Career Academy
11. 57795 Tenant-in-Common Tactics (Other Real Estate Related), 1 hour Commercial Real Estate Elective Topics, Alpha College of Real Estate
12. 57797 2 Hour Maintaining Quality Client Relationship through Contact Management (Business Planning), 2 hours Residential Real Estate Elective Topics, Alpha College of Real Estate

- 13.57799 1 Hour Maintaining Quality Client Relationship through Contact Management (Business Planning), 1 hour Residential Real Estate Elective Topics, Alpha College of Real Estate
- 14.57816 REPA - Agency Law (Agency Law), 3 hours Residential Real Estate Mandatory Topics, Real Estate Career Academy
- 15.57817 REPA - Offer to Purchase (Offer to Purchase), 3 hours Residential Real Estate Mandatory Topics, Real Estate Career Academy
- 16.57820 Renovation Financing (Other Real Estate Related), 4 hours Residential Real Estate Elective Topics, Moseley-Flint Schools of Real Estate
- 17.57836 Staging Your Listing Inside-Out (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Old Dominion Real Estate Institute
- 18.57838 Business Planning for Our Market (Business Planning), 1 hour Residential Real Estate Elective Topics, Old Dominion Real Estate Institute
- 19.57842 2008 Ethics Seminars - 3 Hours (Ethics and Standards of Conduct), 3 hours Residential Real Estate Mandatory Topics, VAR
- 20.57844 2008 Ethics Seminars - 2 Hours (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, VAR
- 21.57846 2008 Professional Standards Seminar (Ethics & Standards of Conduct), 3 hours Residential Real Estate Mandatory Topics, VAR
- 22.57848 2008 Ethics Seminars -1 hour (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, VAR
- 23.57850 Writing Lease Addenda (Other Real Estate Related), 3 hours Property Management Elective Topics, VAR
- 24.57852 Understanding the VAR Residential Lease (Tenant/Landlord Relationships), 3 hours Property Management Elective Topics, VAR
- 25.57854 Understanding the VAR Residential Lease (Tenant/Landlord Relationships), 2 hours Property Management Elective Topics, VAR

- 26.57856 Merging High Tech with High Touch (Technology), 2 hours Residential Real Estate Elective Topics, VAR
- 27.57859 Driving Prospects to Your Website (Technology), 2 hours Residential Real Estate Elective Topics, VAR
- 28.57860 2008 Professional Standards Seminar (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, VAR
- 29.57873 7 Hour The 5 Things You Must Know to Be Successful in Today's Market (Business Planning), 4 hours Residential Real Estate Elective Topics, Alpha College of Real Estate
- 30.57874 7 Hour The 5 Things You Must Know to Be Successful in Today's Market (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, Alpha College of Real Estate
- 31.57876 3 Hour Real Estate Law (Real Estate Law) (On-line & Correspondence), 3 hours Residential Real Estate Mandatory Topics, Alpha College of Real Estate
- 32.57881 The Basics of Real Estate Finance (Finance), 3 hours Residential Real Estate Elective Topics, Montague Miller Real Estate Academy
- 33.57884 Excel 2003 Essentials for the Real Estate Professional (Technology), 3 hours Residential Real Estate Elective Topics, Central Virginia School of RE
- 34.57886 Word 2003 Essentials for the Real Estate Professional (Technology), 3 hours Residential Real Estate Elective Topics, Central Virginia School of RE
- 35.57903 Agency Law (Classroom), 3 hours Residential Real Estate Mandatory Topics, Millennium School of Real Estate
- 36.57905 Agency Law (Correspondence), 3 hours Residential Real Estate Mandatory Topics, Millennium School of Real Estate
- 37.57912 Offer to Purchase, 3 hours Residential Real Estate Mandatory Topics, Provident School of Real Estate
- 38.57914 Closing Seminar (Selling Process), 2 hours Residential Real Estate Elective Topics, Alpha College of Real Estate

- 39.57916 The REIN Contract Uncovered (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, Alpha College of Real Estate
- 40.57918 Real Estate as an Investment (Finance), 2 hours Residential Real Estate Elective Topics, Piedmont School of Real Estate
- 41.57920 NVAR's 2007 Listing Agreement (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, MBH Settlement Group LC
- 42.57922 New Forms for 2008 for Your Northern VA Real Estate Practice (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, MBH Settlement Group LC
- 43.57924 NVAR's 2008 Contingencies/Clauses Addendum to Sales Contract (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, MBH Settlement Group LC
- 44.57925 Offer to Purchase for the Real Estate Professional (Offer to Purchase), 3 hours Residential Real Estate Mandatory Topics, RGS Title, LLC
- 45.57927 Professional Standards for Pros (Ethics & Standards of Conduct), 3 hours Residential Real Estate Mandatory Topics, RAR
- 46.57928 Professional Standards for Pros (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, RAR
- 47.57930 Home Inspection Basics: Start to Finish (Property Valuation/Listing Process), 3 hours Residential Real Estate Elective Topics, RAR
- 48.57932 Legal Update for Brokers (Real Estate Law), 3 hours Residential Real Estate Mandatory Topics, VAR
- 49.57936 Green Building: Understanding the Value of Green Homes to the Consumer (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, Real Estate III School of Real Estate
- 50.57938 The Rules of Financing in the New Regional Sales Contract (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, NVAR
- 51.57940 Internet Lead Generation and Lead Conversion (Other Real Estate Related), 2

- hours Residential Real Estate Elective Topics, NVAR
- 52.57942* Agent Supervision and Management: Cases in Agent Misconduct (Other Real Estate Related)(Classroom), 1 hour Residential Real Estate Elective Topics, Moseley Institute
- 53.57944* Agent Supervision and Management: Cases in Agent Misconduct (Other Real Estate Related)(Correspondence), 1 hour Residential Real Estate Elective Topics, Moseley Institute
- 54.57947 Short Sales Solutions: Reducing the Rate of Foreclosure One Homeowner at a Time (Other Real Estate Related), 4 hours Residential Real Estate Elective Topics, NVAR
- 55.57956 2008 Ethics Seminar (Ethics & Standards of Conduct), 3 hours Residential Real Estate Mandatory Topics, Montague Miller Real Estate Academy

1 original application for a post license education course for a school with a pending proprietary school application was considered and approved.

- 1. 57958 The Regional Sales Contract (Real Estate Law), 3 hours Residential Real Estate Mandatory Topics, Institute of Continuing Education, LC

D. 2 limited service agency courses were reviewed, of these courses:

1 original application for a limited service agency course offered by an approved school was considered and approved.

- 1. 57857 Limited Service Representative, VAR

1 original application for a limited service agency course for a school with a pending proprietary school application was considered and approved.

- 1. 57959 Limited Service Agency, Institute of Continuing Education, LC

E. 1 original application for a salesperson pre-licensing course for a school with a pending proprietary school application was considered and approved.

1. Principles and Practices of Real Estate, Blue Eagle Specialized Training

F. 6 pre-licensing instructor applications were approved.

1. David L. Eary
2. Robert C. Lambert (expert)
3. Mia A. Roberson
4. Denise J. Sutton
5. Corrina Marie Carter (expert)
6. Patricia Ansell Jordal

G. 27 continuing/post license education instructors were approved to teach previously approved courses.

1. **Rita Miller** 55262/55263 (An Ounce of Prevention: Fair Housing Laws), Williamsburg Real Estate School
2. **Carl D. Pautlitz, Brian Lytle, J. Vance Stallings, Wendy Roenker** 56597/56598 (Contracts and Contract Law Principles), Williamsburg Real Estate School
3. **Jennie Norris, Jeannie Berger** 55713 (Accredited Staging Professional), StagedHomes.com
4. **Peg Hoffman, Carter Knapp, Mary Chieppa, Pat Kohne, Paulette Shaduk** 57637/57638 (Green Building for Realtors), CBRB School of Real Estate
5. **Pat Kohne, Paulette Shaduk, Michael Myers, Scott Mozingo** 57718/57719 (Short Sale Strategies), 55720/55721 (Short Sale Strategies), CBRB School of Real Estate
6. **Sarah Bodsford, Valorie A. Panton, James J. Fleming** 55827/55828 (Real Property Rights & Public Records), 54763 (Settlement Form Review), 54571/54572 (The IRC 1031 Tax Deferred Exchange), 54569/54570 (The Settlement Process), 56439/56440 (Title Insurance), 54464/54465 (From Contract to Closing), 53785/52029 (Real Estate Contracts/Offer to Purchase), 55720/55721 (Short Sale Strategies), 57718/57719 (Short Sale Strategies), CBRB School of Real Estate
7. **P. Joy Siegel** 56349/56350 (Settlement-The Complete Transaction 1001), 56046/56047 (Offer to Purchase Revision 1), 54011/54012 (VA Real Estate Law), Long & Foster Institute of Real Estate
8. **Jerrie Sexton, Regina Scott, Tim Vohar, Jo Cross, Scott Hardison** 52593/52594 (Ethics & Standards of Conduct/Current Industry Issues & Trends), 53623/52592 (Understanding Virginia's Agency Law), GSH Real Estate

9. **Ann J. Randolph, James Allen** 57104 (8 Hours Real Estate Company Management and Agent Supervision), 57106 (8 Hours Real Estate Company Management), Alpha College of Real Estate
10. **William B. Frost** 55825/57076 (Fair Housing), 55634/57107 (Ethics and Standards of Conduct), 57231/57232 (Real Estate Financing), 57072/57073 (From Contract to Settlement), 57074/57075 (Common Contract Addenda), 57110/57111 (Marketing and Servicing a Listing), 55633/57061 (Agency Law), 57108/57109 (Preparing a Competitive Market Analysis), 57229/57230 (Real Estate Auctions), 57062 (Real Estate Contracts Offer to Purchase), Carruthers Academy of Real Estate
11. **Keith Kreuer** 56979 (Contracts: Constructing Real Estate Agreements for your Clients), VAR

H. Other Business

1. The Committee discussed using only the continuing education categories established in § 54.1-2105.03 of the *Code of Virginia* when using remedial education as a sanction in its disciplinary orders. The Committee made no recommendation.
2. At its January 23, 2008, meeting, the Committee unanimously recommended that the Board require that education staff work with approved education providers to the end that only electronic education course applications be accepted beginning with the January 2009 Education Committee meeting, which recommendation the Board approved on January 24, 2008. The Committee revisited this decision and discussed providing willing education providers with the opportunity to submit electronic applications before the January 2009 Education Committee meeting.
3. The Committee discussed whether there is any clear statutory, regulatory or policy requirement that instructors who teach Board-approved salesperson and broker pre-license courses be Board-certified pre-license education instructors.

The Committee concluded that the laws and regulations do not appear to require instructor certification to teach a Board-approved salesperson or broker pre-license course. However, it is the accepted practice of the

Board to require a pre-licensing education instructor certification to teach a Board-approved salesperson or broker pre-license course.

The Board's amended Regulations that go into effect on April 1, 2008, do not remedy this issue. The Board may want to consider amending the Regulations during its next regulatory review to add language to 18 VAC 135-20-360.C requiring that all pre-license courses be taught by Board-certified pre-license education instructors.

In the interim, the Committee recommended that the Board approve a guidance document that clarifies the applicable laws and regulations to require that all Board-approved pre-license courses are taught by Board-certified pre-license instructors.

4. At its November 8, 2007, meeting, the Board set July 1, 2008, as its deadline to determine whether it should participate in ARELLO's Distance Education Certification Program (DECP). At its January 23, 2008, meeting, the Committee agreed that it appears that the Board should require ARELLO certification for all distance education courses, and that this may best be accomplished through the Board approving a regulatory change. The Committee asked Board staff to investigate these options and report back to the Committee.

The Committee recommended that the Board read the staff memorandum and be prepared to discuss at its May 8, 2008, meeting, which course of action it wants to take relative to the ARELLO Distance Education Certification Program. Education Provider Deana Wilson of Alpha College of Real Estate again asked the Committee to consider the potential drawbacks for education providers that may be associated with the Board requiring ARELLO certification for all distance education courses.

- I. There being no further business nor public comment, the meeting adjourned at 4:10 p.m.