

VIRGINIA REAL ESTATE BOARD

EDUCATION COMMITTEE MEETING MINUTES

July 7, 2010 Meeting

The Real Estate Board Education Committee met on Wednesday, July 7, 2010, at the Department of Professional & Occupational Regulation in Richmond.

Committee Members present: Judith Childress, Chair
Clifford Wells
Byrl P. Taylor, Ex Officio

Staff Member present: Kevin Hoeft, Education Administrator

The meeting was called to order at 3:01 p.m.

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

The following actions were taken:

A. Two Proprietary School Applications were reviewed & approved:

1. National Property Inspections, Inc., Omaha, NE
Contact Person: Bill Erickson
2. CMS Consultants Inc., Chesapeake, VA
Contact Person: Corrina Carter

B. Seventy-six Continuing Education course applications were reviewed. Of these applications:

Two previously-approved Continuing Education course applications submitted by approved schools were approved:

1. *61486 Risk Management, 3 hours Real Estate Related, Towne Realty School of Real Estate
2. 61581 Virginia 8-hour Mandatory Continuing Education (On-line), 2 hours Fair Housing, 3 hours Ethics and Standards of Conduct, 1 hour Legal Updates, 1 hour Real Estate Agency, 1 hour Real Estate Contracts, CBRB SRE

Seventy-two original Continuing Education course applications submitted by approved schools were reviewed. Sixty-six of these applications were approved. One application was approved with reduced hours. One

application was approved pending receipt and approval of course materials. Four applications were denied because they did not meet the Board's standard for approval:

1. *61460 VRLTA & 2010 Legislative Issues, 3 hours
Legal Updates, 3 hours Real Estate Related,
Peninsula Real Estate School
2. 61462 VRLTA & 2010 Legislative Issues, 4 hours
Broker Management, Peninsula Real Estate
School
3. 61488 REO & Short Sale Appraisal Guidelines, 4
hours Real Estate Related, McKissock, LP
4. 61489 HVCC & the Future of Appraising, 4
hours Real Estate Related, McKissock, LP
5. 61490 The Changing World of FHA Appraising, 7
hours Real Estate Related, McKissock, LP
6. 61491 Appraising & Analyzing Office Buildings
(On-line), 7 hours Real Estate Related,
McKissock, LP
7. *61492 Reverse Mortgages, 1 hour Real Estate
Related, Blue Ridge Real Estate School
8. 61495 Using the HP 10Bii Calculator (On-line), 3
hours Real Estate Related, McKissock, LP
9. 61496 Foundation in Sustainability: Greening
the Real Estate & Appraisal Industries (On-
line), 7 hours Real Estate Related,
McKissock, LP
10. *60506 Advanced Sales Skills, 3 hours Real Estate
Related, SIOR
11. 61508 1031 Exchange: What You Thought You Knew,
But You Don't! 3 hours Real Estate Related,
Real Estate Empower, Inc.
12. 61509 Analyze This: Determining to Buy or Not to
Buy Investments, 3 hours Real Estate
Related, Real Estate Empower, Inc.
**(Approved for 2 Hours - Course Content Does
Not Warrant 3 Hours)**
13. 61510 Forecast of DC Metro Economics, 3 hours
Real Estate Related, Real Estate Empower,
Inc.
14. 61511 Get Your Papers in Order! 3 hours
Real Estate Related, Real Estate Empower,
Inc.
15. 61512 Go Green, 3 hours Real Estate Related,
Real Estate Empower, Inc. **(Denied - Timed
Outline and Course Materials Do Not Match)**
16. 61513 Legally Listing, 3 hours Real Estate
Related, Real Estate Empower, Inc.

17. 61514 Short Sale, Foreclosure, Loan Modification: Which One is Right? 3 hours Real Estate Related, Real Estate Empower, Inc. **(Denied - Timed Outline and Course Materials Do Not Match)**
18. 61515 Short Sale Redone! How to Get Them Through, 3 hours Real Estate Related, Real Estate Empower, Inc.
19. 61516 Who is Paying for the Repairs? 3 hours Real Estate Related, Real Estate Empower, Inc. **(Denied - Timed Outline and Course Materials Do Not Match)**
20. *61517 Real Estate Ethics & The Consumer, 3 hours Ethics & Standards of Conduct, Blue Ridge Real Estate School
21. 61519 Virginia Foreclosures and Workouts, 1 hour Ethics & Standards of Conduct, 6 hours Legal Updates, NBI, Inc. **(Pending Approval - Need Course Materials)**
22. 61522 Agency: The Power of a Relationship, 3 hours Real Estate Agency, Four Pillars Education, Inc.
23. 61523 Contracts: Writing with the End in Mind, 3 hours Real Estate Contracts, Four Pillars Education, Inc.
24. 61524 Managing the Short Sale, 3 hours Broker Management, Four Pillars Education, Inc.
25. 61525 Managing the Short Sale, 3 hours Real Estate Related, Four Pillars Education, Inc.
26. *61528 The Virginia Uniform Power of Attorney Act, 1 hour Real Estate Related, Champion University
27. *61530 Deeds in Virginia, 1 hour Real Estate Related, Champion University
28. *61532 Stay Out of Jail: Avoiding the Most Common & Costly Realtor Mistakes, 2 hours Real Estate Related, NVAR
29. *61534 Stay Out of Jail: Avoiding the Most Common & Costly Realtor Mistakes, 4 hours Real Estate Related, NVAR
30. *61536 Today's Addendums, 3 hours Real Estate Contracts, Cindy Bishop Worldwide, LLC
31. *61538 Ethics and Standards of Conduct, 3 hours Ethics & Standards of Conduct, Cindy Bishop Worldwide, LLC
32. *61540 Reverse Mortgage Financing, 1 hour Real Estate Related, One Stop Real Estate School

33. 61542 The Nuts and Bolts of Green Building for Appraisers (On-line), 3 hours Real Estate Related, McKissock, LP
34. *61543 Deeds of Conveyance, 1 hour Real Estate Related, The RGS Title Real Estate Academy
35. *61545 Agency, 3 hours Real Estate Agency, Cindy Bishop Worldwide, LLC
36. *61547 Listing and Buyers Broker Contracts, 2 hours Real Estate Contracts, Carruthers Academy of Real Estate
37. *61549 Agency, 1 hour Real Estate Agency, Old Dominion Real Estate Institute
38. *61551 Purchase Contract, 1 hour Real Estate Contracts, Old Dominion Real Estate Institute
39. *61553 Listing Contracts, 1 hour Real Estate Contracts, Old Dominion Real Estate Institute
40. *61555 Ethics, Risk Management & Social Media, 2 hours Real Estate Related, VAR
41. 61557 Business Success Through Ethical Management Practice, 2 hours Real Estate Related, VAR
42. 61558 Business Success Through Ethical Management Practice, 2 hours Broker Management, VAR
43. *61559 Social Media Strategy for the Commercial Practitioner, 1 hour Real Estate Related, VAR
44. 61561 Agent 2.0 and Your Business, 2 hours Real Estate Related, VAR
45. 61562 Agent 2.0 and Your Business, 2 hours Broker Management, VAR
46. *61563 Tax Write-Offs for the Self Employed, 2 hours Real Estate Related, VAR
47. *61565 Top Legal Issues Facing Real Estate Agents, 2 hours Legal Updates, VAR
48. *61567 LMA Realty - Building A Referral Mafia, 1 hour Real Estate Related, Liz Moore University (**Denied - Course Does Not Meet the Board's Standard for a Real Estate Education Subject**)
49. *61569 Neighbor Law, 2 hours Legal Updates, Liz Moore University
50. *61571 Knowledge is Power: Realtors Know Your Stuff!, 2 hours Real Estate Related, NVAR
51. *61573 Knowledge is Power: Realtors Know Your Stuff!, 4 hours Real Estate Related, NVAR

- 52. *61575 Mortgage Finance 101: Understanding Mortgage Finance Options and Credit, 2 hours Real Estate Related, NVAR
- 53. *61577 Advanced Asset Protection and Wealth Strategies for 2010 and Beyond, 2 hours Real Estate Related, VAR
- 54. *61579 Fair Housing, 2 hours Fair Housing, Old Dominion Real Estate Institute
- 55. *61584 HAFA - Home Affordable Foreclosure Alternative, 1 hour Real Estate Related, Realtor Association of Prince William
- 56. 61586 Credit Restoration, 1 hour Broker Management, Williamsburg Real Estate School
- 57. *61587 Financing Workshop, 3 hours Real Estate Related, Cindy Bishop Worldwide, LLC
- 58. *61589 Reverse Mortgage for Home Purchase, 1 hour Real Estate Related, Realtor Association of Prince William
- 59. 61591 Legal Update of New 2010 Laws, 2 hours Legal Updates, RAR
- 60. 61592 Legal Update of New 2010 Laws, 2 hours Broker Management, RAR
- 61. *61602 Renovation Finance, 2 hours Real Estate Related, Alpha College of Real Estate
- 62. *61610 Excellence in Profession, 1 hour Ethics & Standards of Conduct, Realtor Association of Prince William
- 63. *61612 Preparing for Success, 1 hour Real Estate Contracts, Realtor Association of Prince William
- 64. *61614 1031 Exchanges, 1 hour Real Estate Related, WAAR
- 65. 61616 1031 Exchanges, 1 hour Broker Management, WAAR
- 66. *61617 1031 Exchanges, 2 hours Real Estate Related, WAAR
- 67. 61619 1031 Exchanges, 2 hours Broker Management, WAAR
- 68. *61620 Ten Steps to a Successful Eviction and Foreclosure Issues, 3 hours Legal Updates, VAR
- 69. 61622 Ten Steps to a Successful Eviction & Foreclosure Issues, 3 hours Broker Management, VAR
- 70. *61623 What it Takes to be a True Professional in the Real Estate Business, 3 hours Real Estate Related, VAR
- 71. *61629 Mold Moisture: The 4 Step Solution, 2

- hours Real Estate Related, Gatekeeper Inspection, Inc.
72. *61631 Virginia Fair Housing, 3 hours Fair Housing, Henderson Professional Development Seminars

Two Original Continuing Education course applications submitted by a school with a pending school application were approved:

1. *61500 Understanding Older Homes, 2 hours Real Estate Related, National Property Inspections, Inc.
2. *61502 Home Inspection 101 for Real Estate Professionals, 2 hours Real Estate Related, National Property Inspections, Inc.

C. Sixty-eight Post License Education course applications were reviewed. Of these applications:

Nine Previously Approved Post License Education course applications submitted by approved schools were approved:

1. 61463 Real Estate Law (On-line), 3 hours Residential Real Estate Mandatory Topics, Cooke Real Estate School
2. 61464 Fair Housing (On-line), 3 hours Residential Real Estate Mandatory Topics, Cooke Real Estate School
3. 61465 Ethics & Standards of Conduct (Ethics & Standards of Conduct/Current Industry Issues & Trends - On-line), 3 hours Residential Real Estate Mandatory Topics, Cooke Real Estate School
4. 61466 Offer to Purchase (On-line), 3 hours Residential Real Estate Mandatory Topics, Cooke Real Estate School
5. 61485 Agency Law (On-line), 3 hours Residential Real Estate Mandatory Topics, Cooke Real Estate School
6. *61487 Risk Management (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, Towne Realty School of Real Estate
7. 61494 Technology (On-line), 3 hours Residential Real Estate Elective Topics, Cooke Real Estate School

8. 61520 Short Sales & Foreclosures: What Buyer's Representatives Need to Know - Part 1 (Other Real Estate Related), 4 hours Residential Real Estate Elective Topics, Four Pillars Education, Inc.
9. 61521 Short Sales & Foreclosures: What Buyer's Representatives Need to Know - Part 2 (Other Real Estate Related), 4 hours Residential Real Estate Elective Topics, Four Pillars Education, Inc.

Fifty-seven Original Post License Education course applications were reviewed. Fifty-six of these applications were approved. One application was denied because it did not meet the Board's standard for approval:

1. *61461 VRLTA & 2010 Legislative Issues (Tenant/Landlord Relationships), 6 hours Property Management Elective Topics, Peninsula Real Estate School
2. *61493 Reverse Mortgages (Finance), 1 hour Residential Real Estate Elective Topics, Blue Ridge Real Estate School
3. *61507 Advanced Sales Skills (Sales), 3 hours Commercial Real Estate Elective Topics, SIOR
4. *61518 Real Estate Ethics & the Consumer (Ethics & Standards of Conduct/Current Industry Issues & Trends), 3 hours Residential Real Estate Mandatory Topics, Blue Ridge Real Estate School
5. 61526 Managing the Short Sale (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, Four Pillars Education, Inc.
6. 61527 Effective Negotiating for Real Estate Professionals (Other Real Estate Related), 6 hours Residential Real Estate Elective Topics, Four Pillars Education, Inc.
7. *61529 The Virginia Uniform Power of Attorney Act (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Champion University
8. *61531 Deeds in Virginia (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Champion University
9. *61533 Stay Out of Jail: Avoiding the Most Common

- & Costly Realtor Mistakes (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, NVAR
10. *61535 Stay Out of Jail: Avoiding the Most Common & Costly Realtor Mistakes (Other Real Estate Related), 4 hours Residential Real Estate Elective Topics, NVAR
 11. *61537 Today's Addendums (Selling Process), 3 hours Residential Real Estate Elective Topics, Cindy Bishop Worldwide, LLC
 12. *61539 Ethics and Standards of Conduct, 3 hours Residential Real Estate Mandatory Topics, Cindy Bishop Worldwide, LLC
 13. *61541 Reverse Mortgage Financing (Finance), 1 hour Residential Real Estate Elective Topics, One Stop Real Estate School
 14. *61544 Deeds of Conveyance (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, The RGS Title Real Estate Academy
 15. *61546 Agency (Agency Law), 3 hours Residential Real Estate Mandatory Topics, Cindy Bishop Worldwide, LLC
 16. *61548 Listing and Buyers Broker Contracts (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, Carruthers Academy of Real Estate
 17. *61550 Agency (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Old Dominion Real Estate Institute
 18. *61552 Purchase Contract (Selling Process), 1 hour Residential Real Estate Elective Topics, Old Dominion Real Estate Institute
 19. *61554 Listing Contracts (Property Valuation/Listing Process), 1 hour Residential Real Estate Elective Topics, Old Dominion Real Estate Institute
 20. *61556 Ethics, Risk Management & Social Media (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, VAR
 21. *61560 Social Media Strategy for the Commercial Practitioner (Other Real Estate Related), 1 hour Commercial Real Estate Elective Topics, VAR
 22. *61564 Tax Write-Offs for the Self Employed (Finance), 2 hours Residential Real Estate Elective Topics, VAR

23. *61566 Top Legal Issues Facing Real Estate Agents (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, VAR
24. *61568 LMA Realty - Building A Referral Mafia (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Liz Moore University (**Denied - Course Does Not Meet the Board's Standard for a Real Estate Education Subject**)
25. *61570 Neighbor Law (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, Liz Moore University
26. *61572 Knowledge is Power: Realtors Know Your Stuff! (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, NVAR
27. *61574 Knowledge is Power: Realtors Know Your Stuff! (Other Real Estate Related), 4 hours Residential Real Estate Elective Topics, NVAR
28. *61576 Mortgage Finance 101: Understanding Mortgage Finance Options and Credit (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, NVAR
29. *61578 Advanced Asset Protection and Wealth Strategies for 2010 and Beyond (Finance), 2 hours Residential Real Estate Elective Topics, VAR
30. *61580 Fair Housing (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, Old Dominion Real Estate Institute
31. *61585 HAFA - Home Affordable Foreclosure Alternative (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Realtor Assoc. of Prince William
32. *61588 Financing Workshop (Finance), 3 hours Residential Real Estate Elective Topics, Cindy Bishop Worldwide, LLC
33. *61590 Reverse Mortgage for Home Purchase (Finance), 1 hour Residential Real Estate Elective Topics, Realtor Association of Prince William
34. 61593 Selling to Your Sphere of Influence (Selling Process - On-line), 3 hours Residential Real Estate Elective Topics, The CE Shop, Inc.
35. 61594 Diversity: Your Kaleidoscope of Clients

- (Selling Process - On-line), 3 hours Residential Real Estate Elective Topics, The CE Shop, Inc.
36. 61595 Foreclosures Demystified (Property Valuation/Listing Process - On-line), 3 hours Residential Real Estate Elective Topics, The CE Shop, Inc.
37. 61596 Going Green: The Environmental Movement in Real Estate (Other Real Estate Related - On-line), 3 hours Residential Real Estate Elective Topics, The CE Shop, Inc.
38. 61597 Today's MLS: New Paradigms, Better Results (Technology - On-line), 3 hours Residential Real Estate Elective Topics, The CE Shop, Inc.
39. 61598 Title and Escrow: Two Families, One Transaction (Other Real Estate Related - On-line), 3 hours Residential Real Estate Elective Topics, The CE Shop, Inc.
40. 61599 Short Sale and Foreclosure Risk Management (Business Planning - On-line), 3 hours Residential Real Estate Elective Topics, The CE Shop, Inc.
41. 61600 Cracking the Code of Ethics (Ethics & Standards of Conduct/Current Industry Issues and Trends - On-line), 3 hours Residential Real Estate Mandatory Topics, The CE Shop, Inc.
42. 61601 Virginia Real Estate Finance (Finance - On-line), 3 hours Residential Real Estate Elective Topics, The CE Shop, Inc.
43. *61603 Renovation Finance (Finance), 2 hours Residential Real Estate Elective Topics, Alpha College of Real Estate
44. 61604 Virginia Listing and Valuating Properties (Property Valuation/Listing Process - On-line), 3 hours Residential Real Estate Elective Topics, The CE Shop, Inc.
45. 61605 Virginia Residential Mandatory - Agency Law (Agency Law - On-line), 3 hours Residential Real Estate Mandatory Topics, The CE Shop, Inc.
46. 61606 Virginia Residential Mandatory - Offer to Purchase (Offer to Purchase - On-line), 3 hours Residential Real Estate Mandatory Topics, The CE Shop, Inc.
47. 61607 Virginia Residential Mandatory - Real Estate Law (Real Estate Law - On-line), 3

- hours Residential Real Estate Mandatory Topics, The CE Shop, Inc.
48. 61608 Virginia Residential Mandatory - Fair Housing (Fair Housing - On-line), 3 hours Residential Real Estate Mandatory Topics, The CE Shop, Inc.
49. 61609 Roadmap to Success: Business Planning for Real Estate Professionals (Business Planning - On-line), 3 hours Residential Real Estate Elective Topics, The CE Shop, Inc.
50. *61611 Excellence in Profession (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Realtor Association of Prince William
51. *61613 Preparing for Success (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Realtor Association of Prince William
52. *61615 1031 Exchanges (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, WAAR
53. *61618 1031 Exchanges (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, WAAR
54. *61621 Ten Steps to a Successful Eviction & Foreclosure Issues (Tenant/Landlord Relationships), 3 hours Property Management Elective Topics, VAR
55. *61624 What it Takes to be a True Professional in the Real Estate Business (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, VAR
56. *61630 Mold Moisture: The 4 Step Solution (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, Gatekeeper Inspection, Inc.
57. *61641 Fair Housing, 3 hours Residential Real Estate Mandatory Topics, Henderson Professional Dev. Seminars

Two Original Post License Education course applications submitted by a school with a pending school application were approved:

1. *61501 Understanding Older Homes (Other Real Estate Related), 2 hours Residential Real

- 2. *61503 Estate Elective Topics, National Property Inspections, Inc.
Home Inspection 101 for Real Estate Professionals (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, National Property Inspections, Inc.

D. Four Pre-License Education Instructor applications were reviewed. Three of these applications were approved. One application was denied because the applicant did not furnish proof of expertise:

- 1. Steven Erle Crime
- 2. James Allen Evans
- 3. Mitchell C. Johnson
- 4. Kaera Rebekah Mims - **Expert - DENIED**

E. Five continuing and post license education instructor applications to teach previously approved continuing and post license education courses were reviewed and approved:

- 1. **Mary Womack** - 59466/59467 (Risk Management), **WAAR**
- 2. **Rob Simcox** - 61151/61152 (Fair Housing), **Champion University**
- 3. **Gina Clough** - 56405 (2007 New Agency Law in VA)
56403/56404 (Agency Law Demystified)
59617/59618 (An Introduction to Short Sales and the Short Sale Addendum), 57203/57204 (Bankruptcy and Foreclosure), 60553/60554 (Contracts with Escalators An Elevator to the Top Sales Price), 59439/59440 (Earnest Money Deposits), 56919/56920 (Ethics for RE Agents), 56402/56550, (Ethics for RE Agents - The Basics), 56921/56922 (Fair Housing), 57587/57588 (Foreclosures, REOs, Short Sales), 57585/57586- (Foreclosure, REOs and Short Sales - A Primer), 57239/57240 (Foreign Sellers and Buyers), 58406/58407 (Highlights of NVAR's 2006 Regional Sales Contract), 57266/57267 (Home Inspections) 58399/58400 (Legal Updates and Emerging Trends), 56585/56586 (Limited Service Agency), 57256/57257 (Mold: A Growing Problem), 59435/59436 (Navigating the VA Jurisdictional Addendum), 57578/57579 (New 2006 Regional Sales Contract), 57921/57922 (New Forms for 2008), 57919/57920 (NVAR's 2007 Listing Agreement), 57923/57924 (NVAR's 2008 Contingencies/Clauses Add. Sales Cont), 59437/59438 (The Final RESPA Rule), 55557/55558 (New Regional

Sales Contract - Primer), 55554 (The New Regional Sales Contract 2006 in Depth), 57497/57498 (New VA Residential Property Disclosure Statement), 57499/57500 (Newest Appraisal & Financing Contingencies), 56593/56594 (Title Insurance - What is It?), 59446/59447 (Unconventional Transactions (Avoiding Problems at Settlement), 56166/56167 (Understanding Your upcoming VA Transaction), 57201/57202 (What is Delivery?), **MBH Settlement Group. L.C.**

4. **Lee Odems** - 53817/53818 - (Fair Housing), **Realtor Association of Prince William**
5. **James Allen** - 61135/61136 - (REO - Real Estate Owned, 101), **Alpha College of Real Estate**

F. Other Business

1. The Committee discussed whether the Board should require The Association of Real Estate License Law Officials (ARELLO) distance education certification as a condition for Board-approval of distance education course applications. After discussion the Committee recommended unanimously that the Board require ARELLO distance education certification as a condition for Board-approval of distance education course applications effective January 1, 2011. The Committee directed staff to work with the Attorney General's Office to ensure that all legal requirements are satisfied and to draft a Guidance Document expressing this decision.
 2. The Committee discussed Distance Learning course delivery types. After discussion, the Committee recommended unanimously that the Board require a course timer for all Board-approved courses that are offered online by Board-approved education providers pursuant to the Board's "Online Course Time Requirement" Guidance Document.
- G. There being no further business or public comment, the meeting adjourned at 4:50 p.m.

* **Continuing Education and Post License Education Course Companion Applications**