



CANNON BUILDING
861 SILVER LAKE BLVD., SUITE 203
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE
DEPARTMENT OF STATE

TELEPHONE: (302) 744-4500
FAX: (302) 739-2711
WEBSITE: WWW.DPR.DELAWARE.GOV

DIVISION OF PROFESSIONAL REGULATION

PUBLIC MEETING MINUTES:	REAL ESTATE EDUCATION COMMITTEE
MEETING DATE AND TIME:	Thursday, August 4, 2011 at 9:30 a.m.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Conference Room A
MINUTES APPROVED	9/01/2011

MEMBERS PRESENT

Tim Riale, Sussex County, Professional Member, Chairperson
Doug Doyle, Kent County, Professional Member, Vice Chairperson
Danielle Benson, New Castle County, Professional Member
Tom Burns, Kent County, Professional Member
Karen Hamilton, Sussex County, Professional Member
Donna Klimowicz, New Castle County, Professional Member
John Tarburton, Sussex County, Public Member

MEMBERS ABSENT

Dee Hake DeMolen, Kent County, Professional Member
Tammy Reagan, Sussex County, Professional Member
Elaine Woerner, New Castle County, Professional Member

DIVISION STAFF

Jessica Williams, Administrative Specialist II

ALSO PRESENT

Regina Lundeen, DAR

CALL TO ORDER

Mr. Riale called the meeting to order at 9:45 a.m.

REVIEW OF MINUTES

A motion was made by Ms. Benson, seconded by Ms. Klimowicz, to approve the July 7, 2011 minutes as presented. Motion unanimously carried.

UNFINISHED BUSINESS

Review Proposed Protocol for Negative Course Evaluations

Mr. Riale informed the Committee that the Commission requested more details in regards to the proposed protocol for negative course evaluations. The Commission would like to see a more quantitative protocol. Ms. Williams will draft revisions to the evaluations and present them during the September meeting. The Committee has not determined what an acceptable percentage would be for course evaluations. Ultimately, this item was tabled for further discussion upon reviewing the proposed evaluations.

Continued Discussion Regarding Inactive Licensees and Online Courses

This item was tabled until the September meeting.

Continued Discussion Regarding Correspondence Received from Denise Tatman, DAR

This item was tabled until the September meeting.

Update from the Commission – Mr. Riale

Mr. Riale informed the Committee that the Commission has assigned them with revising the 99 hour pre-licensing course. He also stated that the Commission overturned their previous denial for a Ward and Taylor course, in which the letter of intent was submitted two days before the course was to be held. The letter from Ward and Taylor was read to the Committee, and Mr. Riale stated that he believes a letter from the Committee needs to be sent to the Commission regarding the circumstances of the denial. Mr. Tarburton volunteered to draft the letter. Mr. Riale also stated that the Commission has re-assigned the Canon of Ethics project to Mr. White.

NEW BUSINESS

Review of Letters of Intent and Course Evaluations

A motion was made by Mr. Burns, seconded by Ms. Hamilton, to accept the letters of intent and all course evaluations as submitted. Motion unanimously carried.

Review of Course Provider Applications

A motion was made by Mr. Burns, seconded by Ms. Hamilton, to recommend to the Real Estate Commission approval, denial or tabling of the following items as noted below. Motion unanimously carried.

Course Provider: Omega Real Estate School

Course Title: NAR Code of Ethics Training **APPROVED**
Credit Hours: 3.0

Course Title: Sales Licensees Core Course **APPROVED**
Credit Hours: 3.0

Course Title: Legislative Issues **APPROVED**
Credit Hours: 3.0

Course Provider: Sussex County Association of Realtors

Course Title: Smart Growth **APPROVED**
Credit Hours: 3.0

Course Provider: Association of Realtors School

Course Title: Understanding Real Estate Taxes and the Appeal Process **APPROVED**
Credit Hours: 3.0

A motion was made by Ms. Hamilton, seconded by Mr. Burns, to recommend to the Real Estate Commission approval, denial or tabling of the following items as noted below. Motion unanimously carried.

Course Provider: Association of Realtors School

Course Title: Residential Construction **Denied – Not Enough Detail Provided**
Credit Hours: 30.0

A motion was made by Mr. Tarburton, seconded by Ms. Klimowicz, to recommend to the Real Estate Commission approval, denial or tabling of the following items as noted below. Motion unanimously carried.

Course Provider: Association of Realtors School

Course Title: Real Estate Sales **Denied – Not Enough Detail Provided**
Credit Hours: 30.0

A motion was made by Mr. Burns, seconded by Ms. Hamilton, to recommend to the Real Estate Commission approval, denial or tabling of the following items as noted below. Motion unanimously carried.

Course Provider: McKissock, LP

Course Title: Closing Procedures and Settlement Costs **APPROVED**
Credit Hours: 6.0

Course Provider: Kent County School of Real Estate

Course Title: Real Estate Pre-Licensing Course **APPROVED**
Credit Hours: 99.0

Course Provider: New Castle County Board of Realtors

Course Title: NCCBOR 99 Hour Pre-Licensing Course **APPROVED**
Credit Hours: 99.0

Course Provider: Central Delaware Real Estate Academy

Course Title: Salesperson Core Course **APPROVED**
Credit Hours: 3.0

Course Title: Brokers Core Course **APPROVED**
Credit Hours: 6.0

Course Title: Brokers Licensing Course **Approved for 99.0 Hours (Not 60 Hours as Requested)**
Credit Hours: 99.0

Course Title: Pre-Licensing Course **APPROVED**
Credit Hours: 99.0

Course Title: DREC Property Management Course **Tabled- Timed Course Outline Needed**
Credit Hours: 6.0

Course Provider: Association of Realtors School

Course Title: Construction and Stucco **APPROVED**
Credit Hours: 3.0

Course Provider: Kent County Association of Realtors

Course Title: Getting, Enforcing and Collecting on Judgments for Debt **APPROVED**
Credit Hours: 3.0

Review of Instructor Applications

A motion was made by Ms. Hamilton, seconded by Mr. Burns, to recommend to the Real Estate Commission approval, denial or tabling of the following items as noted below. Motion unanimously carried.

Flora Rubin **APPROVED**

Continuing Education: Professional Enhancement: ABR, Agency Topics, Understanding Settlement and the HUD-1 Form

Jules Falcone **APPROVED TO TEACH PROFESSIONAL ENHANCEMENT ONLY**

Continuing Education: Professional Enhancement: RE Construction, Anatomy of a House, Home Inspections

Barry VanRensler **APPROVED**

Continuing Education: Real Estate Law, Tax Assessment Appeals

Susan Davis **APPROVED**

Continuing Education: Closing Procedures and Settlement Costs

Michael Perry **DENIED – INACCURATE/INCOMPLETE INFORMATION**

Continuing Education: Salesperson Core Course, Broker Core Course, Professional Enhancement: Agency Relationships, Property Management, ABR, GRI Series, SRES, Relocation Sales, RE Finance Today, RE Sales

Pre-Licensing: Real Estate Sales

Broker's Course: Brokerage, Financing, Real Estate Investment

James Woods **APPROVED**

Continuing Education: Legislative Update, Salesperson Core Course, Broker Core Course

Pre-Licensing Course: Orientation, Real Estate Law, Real Estate Mathematics

Broker's Course: Real Estate Documents, Ethics, Legal & Governmental Aspects of Real Estate, Mathematics

Andrew Taylor **APPROVED**

Continuing Education: Legislative Update, Salesperson Core Course, Broker Core Course, Delaware Real Estate Commission Property Management Course, Professional Enhancement: Insurance, Anti-Trust, Settlement Problems, Bankruptcy, DUICOA, Risk Reduction, Agency, Contract Law, Short Sales, Ethics, Fair Housing Courses, Foreclosures, Environmental, Conservation Easements, Landlord-Tenant, Procuring Cause, Commercial Leases, Commercial Hot Topics

Pre-Licensing Course: Orientation, Real Estate Law

Broker's Course: Real Estate Documents, Financing, Ethics, Legal & Governmental Aspects of Real Estate, Real Estate Investment

Shirley Kalvinsky – Presentation and Discussion Regarding the Pre-Licensing Course

Ms. Kalvinsky presented the Committee with her ideas in regards to revising the 99 hour pre-licensing course. She circulated a copy of a power point slide she prepared for the Committee to review. She believes that the number of hours spent instructing real estate sales can decrease to 33 hours (currently 36) and real estate law can be increased to 36 hours (currently 33). Ms. Kalvinsky thinks that it is imperative to teach the students using practical applications as well as the text. The slides that Ms. Kalvinsky presented showed how each individual class could be divided. Ms Kalvinsky answered questions from the Committee.

Discussion Regarding Changes to the Application

Ms. Williams asked the Committee for their input for changes to the instructor and course applications. She informed them that there is confusion amongst the applicants, especially if a questions in not applicable to the individual and they leave it blank, or answers to the questions simply say "see attached". Mr. Doyle made a motion, seconded by Mr. Tarburton, that Ms. Williams bring the revised applications to the September meeting for review.

Discussion Regarding Additional Meetings for Revising the Pre-Licensing Course

Ms. Williams asked the Committee if they were interested in holding additional meetings to begin revising the pre-licensing course. The Committee determined not to hold additional meetings at this time, as they are going to contact approved instructors for the math and law portions of the 99 hour pre-licensing course to see if they can draft a proposal much like Ms. Kalvinsky's.

Correspondence

There was no correspondence for review.

Other Business Before the Committee (for discussion only)

Mr. Riale informed the Committee, that last month Ms. DeMolen applied to be approved for the new modules that will possibly be going in to effect. Mr. Riale informed the Committee that Ms. DeMolen was made aware that she cannot teach these modules before she takes the specific course for instructors and cannot teach the modules prior to them becoming effective.

Public Comment

There was no public comment.

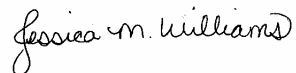
Next Scheduled Meeting

The next meeting will be held on Thursday, September 1, 2011 at 9:30 a.m. in Conference Room A, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

Adjournment

There being no further business, Mr. Doyle made a motion, seconded by Ms. Klimowicz, to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 12:37 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jessica M. Williams".

Jessica M. Williams
Administrative Specialist II