

**EDUCATION REVIEW COMMITTEE**  
REAL ESTATE COMMISSION  
[www.hawaii.gov/hirec](http://www.hawaii.gov/hirec)

**AGENDA**

Date: Wednesday, August 8, 2012

Time: Upon adjournment of the Condominium Review Committee Meeting, upon adjournment of the Laws and Rules Review Committee meeting which convenes at 9:00 a.m.

Place: Queen Liliuokalani Conference Room  
King Kalakaua Building  
335 Merchant Street, 1<sup>st</sup> Floor  
Honolulu, HI 96813

The Commission may move into Executive Session to consider and evaluate personal information relating to individuals applying for licensure in accordance with Section 92-5(a)(1), HRS, and to consult with the Commission's attorney on questions and issues pertaining to the Commission's powers, duties, privileges, immunities, and liabilities in accordance with Section 92-5(a)(4), HRS.

1. Call to Order, Public Notice, Quorum
2. Chair's Report
3. Senior Real Estate Specialist's Report
  - a. Announcements, Introduction, Correspondence, and Additional Distribution
  - b. Minutes of Previous Meeting – Minutes of July 11, 2012
4. Continuing Education Administration, Curriculum, Courses, Providers, and Instructors
  - a. Administrative Issues – New Salespersons Licensed in 2012
  - b. Applications
    - 1) 2011-2012 Continuing Education Providers and Courses Ratification List
    - 2) Course – “Listing Agreements”; Author/Owner: McKissock, LP.; Provider: McKissock, LP; Course Category: Contracts; Clock Hours: 4
    - 3) Course – “Money Laundering for Real Estate Professionals”; Author/Owner: John Madinger; Provider: TBD; Course Category: Risk Management; Clock Hours: 6
    - 4) Course – “Raising Standards in Buyer Representation;” Author/Owner: Beth Holiday; Provider: Hawaii Association of REALTORS®; Course Categories: Contracts, Risk Management, Other – Increasing licensee's professionalism with buyers; Clock Hours: 3
    - 5) Provider – Real Class Inc.; Administrator – Scott A. Sherley
  - c. Continuing Education Core Course – Option to Renew Contract with Pacific Real Estate Institute
  - d. Elective Courses
  - e. Evaluation and Education Program
  - f. ARELLO Certification Program
  - g. Continuing Education Review Panel
5. Prelicensing Education Administration, Curriculum, Schools, Instructors, and Equivalency
  - a. Administrative Issues
  - b. Applications
  - c. Broker Curriculum and Resources
  - d. Salesperson's Curriculum and Resources
  - e. Evaluation and Education
  - f. Education Equivalency
  - g. Other
6. Administration of Examinations
  - a. PSI
    - 1) Licensing Examination Statistics – July 2012
    - 2) School Pass/Fail Rates – July 2012
    - 3) School Summary by Test Category – July 2012

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- b. Uniform Section Equivalency
  - c. Test Development
  - d. Exam Monitoring
  - e. Instructor Workshop
  - f. Examination Contract
7. Educator's Forum
- a. Hawaii Association of REALTORS®
  - b. Public and Private Institutions of Higher Education
8. Program of Work, FY12
- a. Advice, Education, and Referral
  - b. Meetings and Symposium
  - c. Annual Report, Quarterly Bulletin, and School Files – August 2012 Real Estate Commission Bulletin to be distributed
  - d. Neighbor Island Outreach – September 12, 2012, Hawaii Innovation Center, UH Hilo
  - e. Interactive Participation with Organizations
  - f. Real Estate Seminars
  - g. Legislative Participation, Research and Report
  - h. Instructor's Development Workshop
  - i. Real Estate Specialists' Office for the Day – September 12, 2012, Hawaii Innovation Center, UH Hilo
  - j. Real Estate Speakership Program
  - k. New Technology Program and REC Web Site
  - l. Records Management
  - m. Information Distribution System
  - n. New Salesperson and New Broker Startup Kits
  - o. Cooperative Education, Research, and Administration Program
  - p. Division and Department Programs
  - q. Staff and Commissioner Development
  - r. Real Estate Reference Library
  - s. Ad Hoc Committee on Education (ACE) – next meeting August 28, 2012
9. Special Issues
10. ARELLO, REEA and Other Organizations
11. Budget and Finance Report
12. Next Meeting: Wednesday, September 12, 2012  
Upon adjournment of the Condominium Review Committee Meeting, which is upon adjournment of the Laws and Rules Review Committee meeting, which convenes at 9:30 a.m.  
Hawaii Innovation Center Conference Room  
University of Hawaii at Hilo  
117 Keawe Street  
Hilo, HI 96720
13. Adjournment