

## EDUCATION REVIEW COMMITTEE

REAL ESTATE COMMISSION  
www.state.hi.us/hirec

### AGENDA

Date: Wednesday, October 9, 2002

Time: 10:00 a.m.

Place: Kapuaiwa Room  
HRH Princess Victoria Kamamalu Building  
1010 Richards Street, Second Floor  
Honolulu, Hawaii

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 Meetings
4. Continuing Education Administration, Curriculum, Courses, Providers, and Instructors
  - a. Administrative Issues
    - 1) Renewals/CE requirements/2002 Salespersons Statistics
    - 2) Follow-up – Memo to CE Providers regarding record keeping and monitoring of classes and attendees
    - 3) Request from Duplanty School of Real Estate, Gretchen Duplanty, Administrator – course offering of Real Estate Law Update and Ethics 2001-2002 plus three (3) modules
  - b. Applications - Course – “Introduction to Broker Management”, Author/Owner: Jay J. Spadinger, Provider: Akahi Real Estate Network LLC, Course Category: Real Estate Law and Risk Management, Course Clock Hours: 3
  - c. Continuing Education Core Course
  - d. Elective Courses
  - e. ARELLO Certification Program
  - f. Other Jurisdictions
  - g. Continuing Education Review Panel - update
5. Prelicensing Education Administration, Curriculum, Schools, Instructors, and Equivalency
  - a. Administrative Issues – Seiler School of Real Estate – Independent Study Course Evaluation Forms (8)
  - b. Applications
  - c. Broker Curriculum and Resources
  - d. Education Equivalency
  - e. Other Jurisdictions
6. Administration of Examinations
  - a. Promissor
  - b. Uniform Section Equivalency
  - c. ARELLO Examination Certification Program
  - d. Test Development and Scenario Exam Items
  - e. Exam Monitoring
  - f. Instructor Workshop

## EDUCATION REVIEW COMMITTEE AGENDA

Page 2

7. Educator's Forum
  - a. Hawaii Association of REALTORS®
  - b. Hawaii Chapter of Real Estate Educators Association
  - c. Hawaii Association of Real Estate Schools (HARES)
  - d. Public and Private Institutions of Higher Education
  
8. Program of Work, FY03
  - a. Advice, Education, and Referral
  - b. Meetings and Symposium
  - c. Annual Report, Quarterly Bulletin, and School Files
  - d. Neighbor Island Outreach – Maui (1/10/03) and Hawaii Island
  - e. Interactive Participation with Organizations – Report on Hawaii Association of REALTORS® Pacific Rim Conference
  - f. Real Estate Seminars
  - g. Legislative Participation, Research and Report
  - h. Instructor's Development Workshop
  - i. Evaluation and Education System for CE and Prelicensing Instructors
  - j. Real Estate Specialists' Office for the Day
  - k. Real Estate Speakership Program
  - l. New Technology Program and REC Web Site
  - m. Records Management
  - n. Information Distribution System
  - o. New Salesperson and New Broker Startup Kits
  - p. Cooperative Education, Research, and Administration Program
  - q. Division and Department Programs
  - r. Staff and Commissioner Development
  - s. Real Estate Reference Library
  
9. Special Issues
  
10. ARELLO, REEA and Other Organizations
  
11. Open Forum
  
12. Budget and Finance Report
  
13. Next Meeting: Wednesday, November 13, 2002  
10:00 a.m.  
HRH Princess Victoria Kamamalu Building  
1010 Richards Street, Second Floor  
Honolulu, Hawaii
  
14. Adjournment