

EDUCATION REVIEW COMMITTEE

REAL ESTATE COMMISSION
www.hawaii.gov/hirec

AMENDED AGENDA

Date: Wednesday, August 11, 2004

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

Place: King Kalakaua Building
Queen Lili`uokalani Room
335 Merchant Street, Room 333
Honolulu, HI 96813

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 Meeting
4. Continuing Education Administration, Curriculum, Courses, Providers, and Instructors
 - a. Administrative Issues
 - b. Applications
 - 1) Course – “Property Tax in Hawaii;” Author/Owner/Provider: Lorman Business Center, Inc.; Course Category: Other (Property Tax); Clock Hours: 3
 - 2) Course – “Advanced Topics in Hawaii Real Estate Law;” Author/Owner/Provider: Lorman Business Center, Inc.; Course Category: Real Estate Law; Clock Hours: 3
 - 3) Provider – BOMA – Hawaii; Administrator: Gaylene Nako, BOMA Association Executive
 - 4) National Course – “Effective Real Estate Negotiations: Creating Maximum Advantage;” Author/Owner: Thomas Gille, BOMA; Provider: BOMA – Hawaii (upon approval); Course Category: Other; Clock Hours: 3
 - c. Continuing Education Core Course
 - 1) Evaluations on file
 - 2) Beth Holiday
 - d. Elective Courses
 - e. ARELLO Certification Program
 - f. Other Jurisdictions
 - g. Continuing Education Review Panel
 - h. Education Evaluation Task Force – Agenda for next meeting on Monday, August 16, 2004
5. Prelicensing Education Administration, Curriculum, Schools, Instructors, and Equivalency
 - a. Administrative Issues – Evaluation forms (13) – Seiler School of Real Estate
 - b. Applications
 - c. Broker Curriculum and Resources – Online Broker Curriculum RFP
 - d. Education Equivalency
 - e. Other
6. Administration of Examinations
 - a. Promissor

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- 1) Licensing Examination Statistics
- 2) June 2004 School Summary Reports
- 3) National Job Task Analysis
- 4) Real Estate Educators/School Meeting Day – Friday, August 27, 2004, Ala Moana Hotel
- b. Uniform Section Equivalency
- c. ARELLO Examination Certification Program
- d. Test Development and Scenario Exam Items – August 25-27, 2004 test development meetings
- e. Exam Monitoring – Evaluations
- f. Instructor Workshop
7. Educator's Forum
 - a. Hawaii Association of REALTORS®
 - b. Hawaii Association of Real Estate Schools (HARES)
 - c. Public and Private Institutions of Higher Education
8. Program of Work, FY05
 - a. Advice, Education, and Referral
 - b. Meetings and Symposium
 - c. Annual Report, Quarterly Bulletin, and School Files
 - d. Neighbor Island Outreach – Lihue, September 8, 2004
 - e. Interactive Participation with Organizations – Pacific Rim Real Estate Conference, September 16-17, 2004
 - f. Real Estate Seminars – Landlord-Tenant Training Seminar: “Keeping Illegal Activity out of Rental Property” – Evaluations
 - g. Legislative Participation, Research and Report
 - h. Instructor's Development Workshop
 - i. Evaluation and Education System for CE and Prelicensing Instructors – REB Staff will monitor two prelicense courses beginning September 2004
 - j. Real Estate Specialists' Office for the Day
 - k. Real Estate Speakership Program
 - l. New Technology Program and REC Web Site – Web site statistics
 - 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 – New salesperson licensees 2004
 - 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 – Quarterly allocation

Individuals who require special needs accommodations are invited to call the Senior Real Estate Specialist at 586-2643, at least **4 working days** in advance of the meeting.

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13. Next Meeting: Tuesday, September 8 2004
Upon adjournment of the Laws and Rules Review Committee Meeting, which convenes at
9:00 a.m.
State Office Building, Conference Rooms A, B & C
3060 Eiwa Street
Lihue, Kauai

14. Adjournment