

EDUCATION REVIEW COMMITTEE

REAL ESTATE COMMISSION

www.hawaii.gov/hirec

AGENDA

Date: Wednesday, April 13, 2005

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 Conference Room
335 Merchant Street, 1st Floor
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
 - 1) FY 2005 CE, Prelicense Education and Equivalency Statistics
 - 2) Change in administrator for provider – Honolulu Board of REALTORS – Floyd Murashige
 - b. Applications
 - 1) 2005-2006 Continuing Education Providers and Courses Ratification List
 - 2) Provider – ProSchools, Inc., Sandra M. Japely, Administrator
 - 3) Provider – TeraBiz, Grant Kimura, Administrator
 - 4) Provider – Hayloft Climbers LLC dba Hawaii Training & Education Services, Duane C. Seabolt, Administrator
 - 5) Course – “Basic Contract Law for Non-Lawyers,” Author/Owner: Duane C. Seabolt, Provider: Hayloft Climbers LLC dba Hawaii Training & Education Services (upon approval); Course Category: Contracts; Clock Hours: 6
 - c. Continuing Education Core Course
 - 1) Evaluations on File
 - 2) “Real Estate Law Review and Update/Ethics 2003-2004” availability
 - d. Elective Courses
 - e. ARELLO Certification Program
 - f. Other Jurisdictions
 - g. Continuing Education Review Panel
 - h. Education Evaluation Task Force – Next meeting Friday, April 15, 2005
5. Prelicensing Education Administration, Curriculum, Schools, Instructors, and Equivalency
 - a. Administrative Issues
 - 1) FY 2005 CE, Prelicense Education and Equivalency Statistics
 - 2) Evaluations – Independent Study
 - a. Seiler School of Real Estate (7)
 - b. Vitousek Real Estate School (3)
 - b. Applications
 - 1) School – ProSchools, Inc., Sandy Japely, Principal, Salesperson curriculum
 - 2) Prelicense Independent Study Course – ProSchools, Inc., Sandra M. Japely, Principal, Salesperson curriculum

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- 3) Independent Study Course Instructor – Jay J. Spadinger, ProSchools, Inc., Salesperson curriculum
 - 4) Prelicense Independent Study Course – Dower School of Real Estate Windward, David Catanzaro, Principal, Salesperson and Broker Curricula
 - 5) Independent Study Course Instructor – David Catanzaro, Dower School of Real Estate Windward
 - c. Broker Curriculum and Resources
 - d. Salesperson's Curriculum – Update – First draft
 - e. Education Equivalency
 - f. Other
6. Administration of Examinations
 - a. Promissor
 - 1) Licensing Examination Statistics
 - 2) February 2005 School Summary Reports
 - b. Uniform Section Equivalency
 - c. ARELLO Examination Certification Program
 - d. Test Development and Scenario Exam Items
 - e. Exam Monitoring
 - 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 – *School Files* - April 2005
 - d. Neighbor Island Outreach – Big Island, June 2005
 - e. Interactive Participation with Organizations
 - 1) HAR Outreach 2005 – May 2005
 - 2) Hawaii REALTOR Journal – Schedule of Authors 2005-2006
 - f. Real Estate Seminars – HAR Risk Management, 4 sessions
 - g. Legislative Participation, Research and Report
 - h. Instructor's Development Workshop – co-sponsoring with HAR, May 2, 2005
 - 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

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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12. Budget and Finance Report
13. Next Meeting: Wednesday, May 11, 2005
Upon adjournment of the Laws and Rules Review Committee Meeting, which convenes at 9:00 a.m.
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King Kalakaua Building
335 Merchant Street, 1st Floor
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14. Adjournment