

EDUCATION REVIEW COMMITTEE
REAL ESTATE COMMISSION
Professional and Vocational Licensing Division
Department of Commerce and Consumer Affairs
State of Hawaii
www.hawaii.gov/hirec

MINUTES OF MEETING

The agenda for this meeting was filed with the Lieutenant Governor's Office as required by Section 92-7(b), Hawaii Revised Statutes.

Date: July 8, 2009

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

Place: Kauai State Office Building
3060 Eiwa Street
Conference Rooms, A, B, and C
Lihue, Kauai 96766

Present: Carol Mae Ball, Chair / Broker / Maui Commissioner
Annette Aiona, Vice Chair / Broker / Hawaii Island Commissioner
Louis Abrams, Broker / Kauai Commissioner
Frances T. Gendrano, Broker / Honolulu Commissioner
Stanley Kuriyama, Broker / Honolulu Commissioner
Michele Sunahara Loudermilk, Public / Honolulu Commissioner
Trudy Nishihara, Broker / Honolulu Commissioner

Neil K. Fujitani, Supervising Executive Officer
Diane Choy Fujimura, Senior Real Estate Specialist
Cynthia Yee, Senior Condominium Specialist
Shari Wong, Deputy Attorney General
Tammy Norton, Recording Secretary

Absent: Walter Harvey, Broker / Honolulu Commissioner
Mark Suiso, Public / Honolulu Commissioner

Others: Marsha Shimizu, Hawaii Association of REALTORS®
Dimples Y. Kano, Kauai Board of REALTORS®
Karen Ono, Kauai Board of REALTORS®
Rowena Cobb, Kauai Board of REALTORS®
John Connelley, Hawaii Institute of Real Estate
Curtis Shiramizu, Shiramizu Loo & Nakamura
Mary Margaret Smith, Certified Management

Call to Order: The Chair called the meeting to order at 10:13 a.m., at which time quorum was established.

Chair's Report: The Chair stated the Committee 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.

Commissioners Harvey and Suiso were excused from the meeting. Prior notification of their non-attendance was received.

Real Estate
Specialist's Report:

Additional Distribution

The following were distributed as additional distribution:

8. Program of Work, FY10
 - h. Instructor's Development Workshop
 - 1) Proposal submitted by Eddie Flores Continuing Education, Bryan P. Andaya, Administrator
 - 2) Proposal submitted by Hawaii Association of REALTORS®

Minutes of Meeting

Commissioner noted minor changes to the draft minutes.

Upon a motion by Commissioner Nishihara, seconded by Commissioner Abrams, it was voted on and unanimously carried to accept the minutes of the June 10, 2009, Education Review Committee meeting, with changes.

Continuing Education: Applications

2009-2010 Continuing Education Providers and Courses Ratification List

Upon a motion by Commissioner Nishihara, seconded by Commissioner Gendrano, it was voted on and unanimously carried to ratify the following registrations/certifications.

<u>Registration/Certification</u>	<u>Effective Date</u>
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Provider(s)

ERA School of Real Estate (Administrator: Scott A. Sherley)	April 24, 2009
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Course(s)

Federal Fair Housing, Rentals (Author/Owner: Scott A. Sherley/ERA School of Real Estate)	April 21, 2009
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Liens, Taxes and Foreclosures (ARELLO Certified Course/McKissock, LP)	May 8, 2009
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**Course – "Greening the Housing Market: Green Home Basics;"
Author/Owner: John Bendon; Provider: REALTORS® Association of Maui;
Course Category: Property Ownership and Development; Clock Hours: 3.5**

Upon a motion by Commissioner Nishihara, seconded by Commissioner Gendrano, it was voted on and unanimously carried to approve "Greening the Housing Market: Green Home Basics" as a three clock hour continuing education elective course under the course category Property Ownership and Development subject to the re-writing of the objectives and outcomes of the course to include "better awareness" instead of "competency" on the part of the attendees.

Provider – Hawaii Institute of Real Estate; Administrator: John R. Connelley

Mr. Connelley was present and addressed the committee. Mr. Connelley informed the committee that at the time of application the bond was not provided. A copy of the school's bond was submitted to the committee. Mr. Connelley also informed the committee that HIRE will be offering non-REC approved courses and providing post-licensing education to fill the void.

Staff noted receipt of the bond.

Upon a motion by Commissioner Abrams, seconded by Commissioner Gendrano, it was voted on and unanimously carried to approve the Hawaii Institute of Real Estate as a continuing education provider.

Continuing Education Core Course – Train-the-Trainer, June 8, 2009 Report

A report on the 2009-2010 Core Course, Part A, Train-the-Trainer session held on June 8, 2009, was distributed to the Commissioners for their information. Specialist Fujimura further noted that the June 9, 2009, session held at the Kona Board of REALTORS was well-received by its 11 attendees.

Prelicense Education: Applications

School – Hawaii Institute of Real Estate; John R Connelley, Principal; Salesperson and Broker Curricula

Upon a motion by Commissioner Abrams, seconded by Commissioner Nishihara, it was voted on and unanimously carried to approve the Hawaii Institute of Real Estate as a prelicense school offering the salesperson and broker curricula.

Evaluation and Education Program

Copies of evaluations of the independent study course from the following prelicense school were distributed to the Commissioners for their information:

- Abe Lee Seminars; Independent Study On-Line (8)

Administration of
Examinations:

Pearson VUE

Licensing Examination Statistics – May 2009

Examination statistics for May 2009 were distributed to the Commissioners for their information.

School Pass/Fail Rates – May 2009

School pass/fail rate statistics for May 2009 were distributed to the Commissioners for their information.

School Summary Reports – May 2009

Copies of the May 2009 performance summary reports, by school, were distributed to the Commissioners for their information. The report is derived from statistics for first time test takers.

PSI

Status Report of Transition from Pearson VUE to PSI

It was reported that PSI is holding its first exams in Honolulu today. Commissioners were interested in the pass/fail rate with the new databank of test questions.

Chair Ball commented that it would be interesting to receive statistics on the pass/fail rate of students who take the course online vs. live.

PSI Open House Announcement

A copy of PSI's open announcement/invitation was distributed to the Commissioners for their information.

PSI Candidate Information Bulletin

A copy of the PSI Candidate Information Bulletin was distributed to the Commissioners for their information.

PSI Holiday Schedule

A copy of the PSI Holiday Schedule was distributed to the Commissioners for their information.

Educator's Forum: **Hawaii Association of REALTORS®** - No discussion presented.

Hawaii Association of Real Estate Schools (HARES) – No discussion presented.

Public and Private Institutions of Higher Education – No discussion presented.

Kauai Board of REALTORS® – No discussion presented.

Program of Work: Instructor's Development Workshop

Proposal submitted by Hawaii Association of REALTORS®

Marsha Shimizu was present on behalf of HAR. Ms. Shimizu distributed for the committee's review a topic and time outline for the proposed IDW T3 Training Trainers to Train.

Specialist Fujimura informed the committee that the Commission has contracted with HAR to provide at least one IDW and one real estate-related seminar during the biennium. The Commission will co-sponsor and partially fund the approved IDW and/or seminar.

Ms. Shimizu informed the committee that the proposed IDW is a beginning level IDW which will be offered on the neighbor islands. Next year HAR would like to offer an advanced level IDW.

Ms. Shimizu further noted that the proposed IDW is one-and-a-half days long. The first day will cover teaching styles. The instructors will choose a topic and develop the topic into a presentation. On day two of the IDW, the instructors will

teach their selected topic while being video-taped. They will also be evaluated and critiqued by the other instructors attending the IDW.

Chair Ball noted that she reviewed the IDW instructor manual and the student handouts with PowerPoint presentation, appendix with handouts, forms to do presentation, evaluation forms for student evaluators, and action list for improvement. Chair Ball stated that she appreciated the attempt to provide the IDW, but noted there are problems with the proposal. Chair Ball stated that the course should be self-explanatory. It appears as though the learning events are descriptions of events rather than real events that will be used in the classroom to instruct. There were insufficient samples of quality training materials other than the text-heavy PowerPoint presentation.

Chair Ball suggested that HAR amend the course by:
Creating a syllabus for the course to include: goals and objectives, exercises to illustrate and develop skills that will actually be used in the course and when they will be used; evaluation rubric of student performance mirroring goals and objectives to be taught, so attendees will know how they will be evaluated, provide samples of quality teaching materials to be used, and eliminate the video of each student performance.

Discussion followed on condensing the IDW from one-and-a-half days to one day, especially since there may be instructors who are not beginners taking the IDW. A suggestion was to condense Module 4: Open the Class (Arriving for Class; Handling Anxiety; Greeting and Introduction; Icebreakers, Objectives and Expectations) from 75 minutes to 10 minutes, and to condense Module 6, Learning Techniques.

Specialist Fujimura noted that the author of the course is Beth Holiday. Ms Holiday previously submitted an IDW proposal to the ERC about two years ago.

Upon a motion by Commissioner Nishihara, seconded by Commissioner Gendrano, it was voted on and unanimously carried to defer action for further submission of structured information on the proposed IDW.

Proposal submitted by Eddie Flores Continuing Education, Bryan P. Andaya, Administrator

Chair Ball noted that in her review of the proposed IDW by Eddie Flores Continuing Education, she found the course content to be non-substantive. Quality materials were not provided. The course needs to be able to stand on its own merit and not on the personality of the instructor (Mr. Flores).

Suggestions for improvement of the IDW were as follows:

1. Develop objectives for specific skill building
2. Create a course syllabus
3. Tips lists have excellent material for PowerPoint presentation but could also be merely lists of things to do and not do. PowerPoint presentation needs to be engaging.
4. Provide rubrics for evaluation
5. Consider what it would be like if the instructor were unable to deliver the course.

Upon a motion by Commissioner Kuriyama, seconded by Commissioner Nishihara, it was voted on and unanimously carried to defer action for further

review and submission of structured material. It was also requested that staff incorporate Chair Ball's review and comments of the submitted proposals in the correspondence to both Eddie Flores Continuing Education and HAR.

Annual Report, Quarterly Bulletin, and School Files

June 2009 Bulletin / June 2009 School Files

Senior Specialist Fujimura reported that the June 2009 issue of the Real Estate *Bulletin* will be distributed shortly. A copy may be viewed on the Commission's website at www.hawaii.gov/hirec.

Senior Specialist Fujimura reported that the June 2009 issue of *School Files* has been distributed. A copy may also be viewed on the Commission's website at www.hawaii.gov/hirec.

Interactive Participation with Organizations

Honolulu Board of REALTORS® Summer General Membership Meeting, June 5, 2009, Report

A report of the Honolulu Board of REALTORS® Summer General Membership Meeting held on June 5, 2009, was distributed to the Commissioners for their information.

Open Forum: None.

Budget and Finance: No report.

Next Meeting: Wednesday, August 12, 2009
Upon adjournment of the Condominium Review Committee Meeting, which is upon adjournment of the Laws and Rules Review Committee meeting, which convenes at 9:00 a.m.
Queen Liliuokalani Conference Room
King Kalakaua Building
335 Merchant Street, First Floor
Honolulu, Hawaii

Adjournment: With no further business to discuss, Chair Ball adjourned the meeting at 11:05 a.m.

Reviewed and approved by:

/s/ Diane Choy Fujimura
Diane Choy Fujimura
Senior Real Estate Specialist

July 14, 2009

Date

[X] Minutes approved as is.
[] Minutes approved with changes, see minutes of _____