

EDUCATION REVIEW COMMITTEE
REAL ESTATE COMMISSION
Professional and Vocational Licensing Division
Department of Commerce and Consumer Affairs
State of Hawaii
www.state.hi.us/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: Thursday, June 14, 2001

Time: 10:00 a.m.

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

Present: Charles Aki, Chair
Patricia Choi, Vice Chair
Michael Ching, Member
Alfredo Evangelista, Member
John Ohama, Member
Iris Okawa, Member

Calvin Kimura, Supervising Executive Officer
Iris Ikeda Catalani, Senior Real Estate Specialist
Lorene K. Arata, Real Estate Specialist
Cynthia Yee, Senior Condominium Specialist
Gina Watumull, Condominium Specialist
Cheryl Leong, Condominium Specialist
Shari Wong, Deputy Attorney General
Karyn Takahashi, Recording Secretary
Marsha Shimizu, Hawaii Association of REALTORS®
Ralph Foulger, Prelicense School Administrator
Kay Lorraine, CCIM Hawaii Chapter
Jonathon Hudson, Prelicense Instructor

Excused: Casey Choi, Member
Mitchell Imanaka, Member
Peter Rice, Member

Call to Order: Chair Aki called the meeting to order at 10:34 a.m., at which time quorum was established.

ERC Chair Report: No report.

Sr. SEO's Report: **Announcements, Introduction, Correspondence, and Additional Distribution**

Upon a motion by Commissioner P. Choi, seconded by Commissioner Evangelista, it was voted on and unanimously carried to add the following to the agenda:

4. Continuing Education Administration, Curriculum, Courses, Providers, and Instructors
 - b. Applications – Elective Course – "What Numbers Really Count? Real Estate Investment and Development Analysis"; Author/Owner: CCIM – Hawaii Chapter; Provider: Hawaii CCIM Chapter; Instructor: Neil Osborne; Course Category: Investments; Credit Hours: 3
5. Prelicensing Education Administration, Curriculum, Schools, Instructors, and Equivalency
 - a. Administrative Issues – Policy for Independent Review Study Courses

Minutes of Meetings

Upon a motion by Commissioner P. Choi, seconded by Commissioner Evangelista, it was voted on and unanimously carried to accept the minutes of the May 11, 2001 Education Review Committee meeting as circulated.

Continuing Education: **Applications – Elective Course – "What Numbers Really Count? Real Estate Investment and Development Analysis"; Author/Owner: CCIM – Hawaii Chapter; Provider: Hawaii CCIM Chapter; Instructor: Neil Osborne; Course Category: Investments; Credit Hours: 3**

Ms. Kay Lorraine was present to answer questions.

Upon a motion by Commissioner Ohama, seconded by Commissioner Ching, it was voted on and unanimously carried to recommend approval of "What Numbers Really Count? Real Estate Investment and Development Analysis" as a three credit hour continuing education elective course under the course category Investments.

Prelicense Education: **Administrative Issues – Policy for Independent Review Study Courses**

Senior Specialist Catalani reported that pursuant to Chapter 99, Hawaii Administrative Rules, that became effective May 21, 2001, independent study courses are now available for registered schools to offer students; however, no criteria have been established for the approval of independent study courses.

Upon a motion by Commissioner P. Choi, seconded by Commissioner Ohama, it was voted on and unanimously carried to recommend adoption of the following policy/standards for the approval of prelicense independent study courses:

Course Certification:

1. Protection of the general public in real estate transactions;
2. Enables the licensee to serve the objectives of the consumer in a real estate transaction; or
3. Enables the licensee to maintain, develop and improve the licensee's competency and professionalism in a changing market place.

AND

1. The course addresses issues and concepts relating to prohibited acts by a licensee; or
2. The manner the course covers issues, knowledge and concepts relating to real estate professional development.

Course Materials:

1. Applicant must attach the course curriculum which details the sequence of topics, time spent on each topic, course objectives of each topic, learning outcomes, and any reading assignments or materials to be covered in each topic.
2. An outline of the materials to be covered including notes, directives to instructors and all materials to be used as handouts (if applicable).
3. A statement of what the student should be able to do at the end of the course.

In addition, the independent study course provider must comply with the following requirements:

1. Be available to answer students' questions or provide students with assistance;
2. Provide reasonable oversight of students' work in order to insure that the student who completes the work is the student who is enrolled in the course;
3. Obtain from each student a certification that the student completed the course; and
4. Certify students as successfully completing an independent study course.

Applications

**Instructor – Catherine Gaudin (Salesperson and Broker Curriculums);
Substitute Instructor (Salesperson and Broker Curriculums)**

Senior Specialist Catalani reported the Ms. Catherine Gaudin is applying to be a prelicense instructor; however, she does not meet the one year teaching experience prerequisite.

Commissioner Ching moved to defer decision making on this matter until such time that the applicant could appear before the committee. The motion died due to lack of second.

Upon a motion by Commissioner Ohama, seconded by Commissioner P. Choi, it was voted on and unanimously carried to recommend denial of Ms. Catherine Gaudin's application for real estate prelicense instructor.

School – Ralph Foulger's School of Real Estate (Principal: Ralph Foulger; Salesperson and Broker Curriculums)

Upon a motion by Commissioner P. Choi, seconded by Commissioner Ohama, it was voted on and unanimously carried to recommend approval of Ralph Foulger's School of Real Estate as a prelicense school offering the salesperson and broker curriculums.

Prelicensing Education Equivalency Application Form

Senior Specialist Catalani reported that staff is in the process of revising the *Application for Educational Equivalency – Real Estate* and is requesting removal of the *Hawaii Real Estate Commission Approved Out-of-State Educational Equivalency List* from the application form to make it more consistent with the *Application for Equivalency to the Uniform Section of the Hawaii Real Estate Licensing Examination*. Staff would like to approve (with verification by the out-of-state licensing agency) an educational equivalency if the applicant has an active and current out-of-state license within one year immediately prior to the application submission.

Upon a motion by Commissioner P. Choi, seconded by Commissioner Ching, it was voted on and unanimously carried to recommend approval to revise the *Application for Educational Equivalency – Real Estate* by removing the *Hawaii Real Estate Commission Approved Out-of-State Educational Equivalency List*. Thus, Staff will be able to approve an applicant if the applicant has an active and current out-of-state license within one year immediately prior to the application submission, with verification by the out-of-state licensing agency.

Administration of
Examinations:

ASI

SEO Kimura reported that in a letter dated May 15, 2001, ASI requested that the Hawaii Real Estate Commission reconsider their decision to not allow new Hawaii real estate licensees to benefit from their RecruitSmart program. This program provides the names of passing candidates to potential employers.

SEO Kimura stated that in the past, exam takers would be approached by potential employers at the exam site, some to the point of harassment. He added that the rules prohibit this type of activity.

Commissioner Ching inquired what specific rule number was. SEO Kimura replied §16-99-12 Exam site solicitation.

Mr. Ralph Foulger inquired if ASI would charge a fee for this program and will ASI and/or the State benefit from that as that information would be a saleable commodity. SEO Kimura replied that this information can be obtained.

Upon a motion by Commissioner Ching, seconded by Commissioner P. Choi, it was voted on and unanimously carried to defer decision making on ASI's RecrutiSmart Program.

Experior

A media release dated May 29, 2001, explaining that The Chauncey Group International has acquired Experior Assessments, LLC, was distributed to the Commissioners for their information.

Test Development – ASI Test Development Report

Senior Specialist Catalani reported on the recent test development meeting. She stated that the items removed from the test pool took effect immediately, while the new/revised questions will be added to the test pool as pre-test questions sometime in October.

Chair Aki thanked Commissioners Ohama, P. Choi and staff for their participation at the recent test development workshop.

Educator's Forum: **Hawaii Association of REALTORS®** – no discussion presented

Hawaii Chapter of Real Estate Educators Association – no discussion presented.

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

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

Program of Work: **Neighbor Island Outreach – Hawaii Island (August 6, 2001)**

The August Committee meetings will be held on Monday, August 6, 2001 in Kona in conjunction with the Hawaii Association of REALTORS® annual convention. The meetings will be convened at the following times: Laws and Rules Review Committee at 1:00 p.m.; Education Review Committee at 1:30 p.m.; and the Condominium Review Committee at 2:30 p.m.

Open Forum: At this time, Mr. Jonathon Hudson stated that in other States individuals taking the instructor exam do not have to pay a fee and requested that the next time the Commission contracts with ASI they include in the contract a no fee policy for individuals taking the instructor exam.

Next Meeting: Wednesday, July 11, 2001
10:00 a.m.
Kapuaiwa Room
HRH Princess Victoria Kamamalu Building
1010 Richards Street, Second Floor
Honolulu, Hawaii

Adjournment: With no further business to discuss, Chair Aki adjourned the meeting at
10:54 a.m.

Respectfully submitted by:

/s/ Iris Ikeda Catalani
Iris Ikeda Catalani
Senior Real Estate Specialist

July 11, 2001
Date

[X] Minutes approved as is.
[] Minutes approved with changes.

IIC:kt
6/18/01