

# EDUCATION REVIEW COMMITTEE

REAL ESTATE COMMISSION  
www.hawaii.gov/hirec

## AGENDA

Date: Tuesday, July 13, 2005

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

Place: Queen Lili`uokalani Conference Room  
King Kalakaua Building  
335 Merchant Street, 1<sup>st</sup> 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 – FY 2005 CE, Prelicense Education and Equivalency Statistics
  - b. Applications
    - 1) 2005-2006 Continuing Education Providers and Courses Ratification List
    - 2) Course – “Working with TICs (Tenant in Common Ownership Interests);” Author/Owner: Eugene Trowbridge, J.D., CCIM; Provider: Hawaii CCIM Chapter; Course Categories: Investment and Other (real estate securities, IRS 1031 Exchanges); Clock Hours: 3
    - 3) Course – “The Art of Real Estate Negotiation/Working Towards a Win-Win Agreement;” Author/Owner: Philip Hale Wilia; Provider: Dower School of Real Estate; Course Category: Dispute Resolution; Clock Hours: 3
    - 4) Course – “Establishing and Operating Homeowners’ Associations: Understanding the Legal Issues;” Author/Owner: Lorman Business Center, Inc.; Provider: Lorman Business Center, Inc.; Course Categories: Contracts and Real Estate Law; Clock Hours: 6
    - 5) Course – “Converting Technology into CASH!;” Author/Owner: Verl Workman; Provider: Pending; Course Category: Other (Sales); Clock Hours: 3
  - c. Continuing Education Core Course – Final
  - d. Elective Courses
  - e. ARELLO Certification Program
  - f. Other Jurisdictions
  - g. Continuing Education Review Panel
  - h. Education Evaluation Task Force – Report on 6/30/05 meeting
5. Prelicensing Education Administration, Curriculum, Schools, Instructors, and Equivalency
  - a. Administrative Issues – Evaluations
    - 1) FY 2005 CE, Prelicense Education and Equivalency Statistics
    - 2) Evaluations – Independent Study
      - a. Seiler School of Real Estate (11)
      - b. Vitousek Real Estate School (2)
      - c. Abe Lee Seminars (13)
  - b. Applications
  - c. Broker Curriculum and Resources
  - d. Salesperson’s Curriculum – Final
  - e. Education Equivalency
  - f. Other

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6. Administration of Examinations
  - a. Promissor
    - 1) Licensing Examination Statistics
    - 2) May 2005 School Summary Reports
    - 3) Uniform Exam
  - b. Uniform Section Equivalency
  - c. ARELLO Examination Certification Program
  - d. Test Development – National Real Estate Job Analysis
  - e. Exam Monitoring
  - f. Instructor Workshop
  - g. Applied Measurement Professionals, Inc.
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, FY06
  - a. Advice, Education, and Referral
  - b. Meetings and Symposium
  - c. Annual Report, Quarterly Bulletin, and School Files – *School Files* to be distributed July 2005
  - d. Neighbor Island Outreach
  - e. Interactive Participation with Organizations
  - f. Real Estate Seminars
  - g. Legislative Participation, Research and Report
  - h. Instructor's Development Workshop – IDW for 2005-2006 Core Course
  - 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
  - a. ARELLO – 2005 ARELLO Education Recognition Awards
  - b. REEA – Report on REEA 26<sup>th</sup> Annual Conference, June 19-22, 2005, Myrtle Beach, SC
  - c. National Association of REALTORS® Conference
11. Open Forum
12. Budget and Finance Report
13. Next Meeting: Wednesday, August 10, 2005  
Upon adjournment of the Laws and Rules Review Committee Meeting, which convenes at 9:00 a.m.  
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Honolulu, HI 96813
14. Adjournment

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.