To: ACCSC-Accredited Institutions and Other Interested Parties  
From: Michale S. McComis, Ed.D., Executive Director  
Date: March 6, 2023  
Subject: Call for Comment  

The Accrediting Commission of Career Schools and Colleges (ACCSC) presents the following topics for comment by the ACCSC membership and other interested parties:

- **School Commissioner Appointment**
- **Public Commissioner Appointment**

The Accrediting Commission of Career Schools and Colleges (ACCSC) welcomes and encourages the comments of its accredited institutions and other interested parties on the topics listed above. The Commission encourages all member institutions and interested parties to read carefully the Commission’s request for feedback and to submit comments and recommendations for consideration by the Commission. The Commission will give careful consideration to the comments received, particularly those that reflect thoughtful insights which take into account what is best for the entire ACCSC membership and support and enhance ACCSC’s mission.

All Comments are to be in the form of a PDF document on letterhead with the signature of the commenter. Please send all written comments to the attention of Michale S. McComis, Ed.D., Executive Director, via e-mail to mccomis@accsc.org.

- Written comments are due by **April 5, 2024**.

For assistance or additional information regarding this Call for Comment, please contact Michale S. McComis, Ed.D., Executive Director, at 703.247.4520 or mccomis@accsc.org.
School Commissioner Appointment

In accordance with the nomination and selection process outlined in Section 1.04 of the ACCSC Bylaws, School Commissioners shall be appointed by the Accrediting Commission after affording the members of the corporation the opportunity to comment on the nominees designated by the Nominating Committee. The ACCSC Bylaws define a School Commissioner as a person who:

i. Is a proprietor, owner, or bona fide executive of a member of the Corporation as described in Section 2.01 hereof that has been accredited by ACCSC for at least five years;

ii. Has at least five years of ownership or bona fide executive experience in an ACCSC-accredited school, has participated in at least one full accreditation process with an ACCSC-accredited school, and is active in school operations;

iii. Has a past record demonstrating

1. A commitment to providing quality education to students;
2. A commitment to ethical, fair, and honest practice; and
3. Compliance with accrediting standards and applicable federal, state, and local requirements; and

iv. Has been elected or appointed to serve on the Commission pursuant to Section 1.04 hereof.

The Nominating Committee has put forth the following candidate for appointment to be made by the Commission:

- Mary Cano – Western Technical College

The individual’s name above is linked to their nomination packet, resume, and statement of interest.

Public Commissioner Appointment

In accordance with the nomination and selection process outlined in Section 1.05 of the ACCSC Bylaws, Public Commissioners shall be appointed by the Accrediting Commission after affording the members of the Corporation the opportunity to comment. The ACCSC Bylaws define a Public Commissioner as a person who:

i. Has experience in industry, government, education (e.g., accreditation, postsecondary, public, private, adult or vocational/career-oriented), or in similar or allied fields;

ii. Is not an employee, member of the governing board, owner, shareholder, or consultant of an institution that is accredited by the Commission, has applied for accreditation by the Commission, or is affiliated with a School Commissioner or any institution or entity which is also affiliated with a School Commissioner;

iii. Is not a member of any trade association or membership organization related to, affiliated with, or associated with ACCSC; and

iv. Is not a spouse, parent, child, or sibling of an individual identified in paragraph (ii) or (iii) of this definition.

The Commission has put forth the following candidate for appointment to be made by the Commission:

- Ron Hansen, Ed.D.

The individual’s name above is linked to their nomination packet, resume, and statement of interest.
CALL FOR NOMINATIONS
ACCSC COMMISSIONER / BOARD MEMBER
Nomination Form–Part I

Nominee Information

Name  Mary Cano

Title  Chief Operating Officer

Institution  Western Technical College

Address  9624 Plaza Circle

City, State, Zip  El Paso, Texas 79927

Phone

E-Mail

Corporation Name  El Paso Trade School, Inc.

I am currently a/an (check all that apply):

☐ Appeals Panel member ☒ Manager/Executive of an ACCSC-accredited School
☐ Evaluation Team Member ☐ Former ACCSC Commissioner
☐ ACCSC Committee Member ☐ Former ACCSC Commissioner Applicant/Nominee
☐ Other – Please specify

I attest that I have no affiliation with any school that will be represented by a sitting ACCSC Commissioner as of July 1, 2023 and that all information submitted with this nomination is true and correct. I understand that if selected to move forward, I may be contacted by ACCSC.

November 29, 2023
Date

Please return this form along with the Nomination Form–Part II and a current résumé no later than November 30, 2023 to Holly Eichhorst via email at heichhorst@accsc.org.
CALL FOR NOMINATIONS
ACCSC COMMISSIONER / BOARD MEMBER
Nomination Form–Part II

Please provide the following information:

1. Please list all schools with which you are affiliated.¹

<table>
<thead>
<tr>
<th>ACCSC-Accredited Institutions</th>
<th>Other Institutions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Western Technical College, El Paso, TX</td>
<td>None</td>
</tr>
</tbody>
</table>

2. Are any of the above-listed institutions currently affiliated with an individual currently serving as an ACCSC Commissioner? N/A

3. Since July 1, 2018, have you been affiliated with any ACCSC-accredited institution that has been placed on Probation? No

4. Since July 1, 2022, have you been affiliated with any ACCSC accredited institution that has been placed on Warning? No

5. Are any of the above-listed institutions currently operating under a Warning, Show Cause Order, Probation Order, or any other similar status with any accrediting agency or state or federal regulatory agency? No

6. Please list your education, work experience and background. I have 37 years of experience working at one school but served in different capacities. Career Services Assistant, Representative, Campus Director, and Chief Operating Officer. I have an MEd in Education, w/a concentration in eLearning from Northcentral University, and my background is complying, administration, education, to include teaching, curriculum development, and fiscal responsibilities to include departmental and multi-campus budgeting.

7. Please list your management and leadership experience in postsecondary career-oriented institutions. Manage and handle daily business operations of the school, namely working closely with all program directors and department staff directors to ensure consistency, compliance, and quality education is being delivered to our students.

8. How do you think your education and experience will support and form your role as an ACCSC Commissioner and Board Member? I have worked for this school for the better part of my adult life, and I believe my background has taught me that the student comes first. Providing quality training and getting our students ready for employment in their chosen field is what my experience and education have taught me.

9. What motivated you to put forth this nomination to be an ACCSC Commissioner and Board Member? It was something I had considered doing for some time, but timing was the issue. I am available to be considered. If this comes to fruition, I will be committed, however, if it shouldn’t pan out, I will continue volunteering as a Team Leader for the Commission. I currently serve as a Career Colleges and Schools of Texas Board Member.
CALL FOR NOMINATIONS
ACCSC COMMISSIONER / BOARD MEMBER
Nomination Form–Part III

10. What is your general philosophy regarding accreditation? Accreditation is necessary because it contributes to the standardization and quality of education. It’s a means to establish benchmarks to ensure that success is being measured and achieved.

11. Explain how you believe you will have the time to allocate to the significant amount of reading, thinking, and assessment as well as the time to attend all meetings necessary to serve as an ACCSC Commissioner. This is a discussion I have had with our CEO, who is encouraging me to run and support me in this. I will be provided with the flexibility to meet the demands of the position.

12. Have you discussed serving as a Commissioner with your employer and does your employer recognize the time necessary to honor the commitment and support your nomination? Yes. He is fully supportive.

13. What do you think you can contribute to ACCSC and the membership of schools as an ACCSC Commissioner and Board Member? The biggest contribution I can bring is to read through everything that is required of me, and to be prepared to comment on items as needed. I have served on several boards over the course of my life, and it’s important to ask questions and provide my interpretations and/or opinions, as needed. I need to stay current with the ACCSC Standards. I just became CAP certified. I will bring my experience with the accreditation process, and experience with running a school.

14. Please provide any other information that you believe supports your nomination. I support the accreditation process. I believe in it because it holds our schools to a high standard. The political environment is challenging enough, so all we can do is to strive to be better.

1The Nominating Committee may not process a nomination from a candidate whose school (to include any affiliated school within a group) which would be the source of eligibility to serve as a School Commissioner is, or within the preceding five years has been subject to an ACCSC-issued Probation Order or is or within the preceding 12 months has been subject to an ACCSC-issued Warning (see Section 1.09.b.iv of the AACSC Bylaws).

2ACCSC will request a copy of official transcripts should the Nominating Committee advance your nomination for election or appointment.
Mary Cano

Education

Northcentral University, MEd w/Concentration in eLearning, 2017
Park University, Social Psychology, El Paso, Texas, 2003, Magna Cum Laude

Professional Experience

1986-Present Western Technical College, El Paso, TX

2020-Present Chief Operating Officer
Provide executive leadership, strategic direction and managerial oversight for all operational systems and processes that directly impact or support the educational mission of the organization. Inspire and drive the development and creation of new protocols, processes, and procedures in areas where such development is needed, as well as ensure the logistical supportability of these initiatives. Refine and enhance current operational systems with the intent to maximize efficiency and effectiveness throughout the organization, while ensuring all activities and agencies are mission and culturally aligned, vision focused, and metric driven.

2003-2020 Executive Vice-President and Campus Director
Responsible for operations, to include instructional leadership, career services, student services, facilities, staffing, faculty development, reporting, accreditation, and program development.

1986-2004 Career Services Director
Responsible for ensuring full compliance with regulatory and accrediting reports on employment was reported correctly and timely. Oversight of both Main and Branch Campus Career Services Department and staff. Ensured WTC was meeting or exceeding the established benchmarks of 82% or higher, in all programs.

1983-1986 Esper and Esper Law Office, Legal Assistant
Prepared motions, decrees, lawsuits, and other documents as needed. Met with clients and assisted with interpretation of documents to Spanish speaking clients. Responsible for ensuring all filing of documents with the various courts and District Clerks office.

Professional and Civic Activities

2007-Present Career Colleges and Schools of Texas (CCST) Board Member
2008-Present ACCSC Team Leader
2011-2012 Career Colleges and Schools of Texas Board Chairman
2004-2007 Workforce Development Board Member

Achievements

• ACCSC CAP Certified, 2023.
• Successfully directed the school through six accreditation audits, receiving ACCSC Certificate of Achievement in 2011, as a School of Excellence, and School of Distinction the last two accreditation cycles.
• ACCSC Team Leader for over 14 years.
• Developed long term relationships with Industry Partnerships with several large corporations, both nationally and international.
Taking on the key role of an ACCSC Commissioner is both my next step in giving back to the education sector and professional development. Especially giving back to the commission. ACCSC and its constituents have been part of my life, professional and personal since 1998. Through my broad range of roles with various proprietary schools and organizations I have worked on program applications, self-studies, and accreditation visits for ACCSC member institutions. Beginning in 2017 I have participated in many accreditation visits as an Education Specialist. My background also includes helping schools served by other accreditation agencies. Both as a staff member and as a member of visiting teams. At times, the work has focused on my online education expertise. This range of experience allows me to see ACCSC, its standards, and the institutions it serves with a broader perspective. The commission’s significance as an accreditor and as supporter of proprietary educational institutions. A perspective that would serve me well in the Commissioner role. Then, there are the people I have met through the commission as a member of visiting teams, staff, and volunteers. It has been a pleasure working with and learning from them. It would be an honor to add to this experience collaborating with the other commissioners.
CALL FOR NOMINATIONS
ACCSC COMMISSIONER / BOARD MEMBER
Nomination Form–Part I

Nominee Information

Name Ron Hansen, Ed. D.__________________________________________
Title Director of Instructional Systems________________________________
Institution Chesapeake College_______________________________________
Address P.O. Box 8_______________________________________________
City, State, Zip Wye Mills, MD 21679________________________________
Phone [Redacted]__________________________________________________
E-Mail [Redacted]__________________________________________________

Corporation Name ____________________________________________

I am currently a/an (check all that apply):

☐ Appeals Panel member ☐ Manager/Executive of an ACCSC-accredited School
☐ Evaluation Team Member ☐ Former ACCSC Commissioner
☐ ACCSC Committee Member ☐ Former ACCSC Commissioner Applicant/Nominee
☐ Other – Please specify _________________________________________

I attest that I have no affiliation with any school that will be represented by a sitting ACCSC Commissioner as of July 1, 2023 and that all information submitted with this nomination is true and accurate to the best of my knowledge & belief. I also understand that if selected to move forward, I will be subject to a criminal background check by ACCSC.

______________________________  _____________________________
Signature                                           Date

Please return this form along with the Nomination Form–Part II and a current résumé no later than November 30, 2023 to Holly Eichhorst via email at heichhorst@accsc.org.
CALL FOR NOMINATIONS
ACCSC COMMISSIONER / BOARD MEMBER
Nomination Form–Part II

Please provide the following information:

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<tr>
<td>Ocean County College</td>
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2. Are any of the above-listed institutions currently affiliated with an individual currently serving as an ACCSC Commissioner? - No

3. Since July 1, 2018, have you been affiliated with any ACCSC-accredited institution that has been placed on Probation? - No

4. Since July 1, 2022, have you been affiliated with any ACCSC accredited institution that has been placed on Warning? - No

5. Are any of the above-listed institutions currently operating under a Warning, Show Cause Order, Probation Order, or any other similar status with any accrediting agency or state or federal regulatory agency? - No

6. Please list your education, work experience and background.
   - Education
     - Doctorate of Education, Instructional Leadership, Argosy University, Washington, DC
     - Master of Communication Arts, New York Institute of Technology, New York, NY
     - Bachelor of Science in Dramatic Arts (Cinema Studies), College of Staten Island, Staten Island, NY
     - Associates of Applied Science in Broadcast Telecommunications, Suffolk Community College, Selden, NY
   - Work Experience
     - Director of Distance Learning, Mercy College (1996-1998)
     - Director of the School of Media Arts for the Art Institute of Pittsburgh (1998-2000),
     - Dean of Academic Affairs for the Art Institute of Washington (2000-2005),
     - Academic Dean for Lincoln Technical Institute (now Lincoln College of Technology) in Columbia Maryland (2006-2007),
     - Dean of Academic Affairs, ExPression College (2012-2014)
     - Education Director, IABC (2014-2017)
     - Lecture/Instructional Designer, Kean University (2018-2019)
     - Director of Instructional Systems, Chesapeake College (2019-Present)

7. Please list your management and leadership experience in postsecondary career-oriented institutions. – Except for a nine month period in 2005 I worked in proprietary schools from 1998
to 2014. Roles include:

- Director of the School of Media Arts for the Art Institute of Pittsburgh (1998-2000),
- Dean of Academic Affairs for the Art Institute of Washington (2000-2005),
- Academic Dean for Lincoln Technical Institute (now Lincoln College of Technology) in Columbia Maryland (2006-2007),
- Dean of Academic Affairs, ExPression College (2012-2014)

8. How do you think your education and experience will support and form your role as an ACCSC Commissioner and Board Member? - The combination of my significantly diverse background, experience, and set of skills gives me a very holistic view of post-secondary education. The open-mindedness this provides will guide me as a commissioner.

9. What motivated you to put forth this nomination to be an ACCSC Commissioner and Board Member? – A combination of my positive experience as an evaluator for the commission since 2017, the people I know that have worked or currently work for ACCSC, the people I know that have been or are currently a commissioner, and where I am in my career all feed into my motivation to serve.

10. What is your general philosophy regarding accreditation? – Accreditation validates the efforts of those involved in postsecondary education and serves to protect students trying to improve their lives. It is as simple as that. Accreditation also serves as a feedback loop to the Department of Education and informs the rules that govern postsecondary education. Personally, I found participation in accreditation activities whether it is as a member of an institution or member of the visiting team a valuable professional development opportunity.

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2 ACCSC will request a copy of official transcripts should the Nominating Committee advance your nomination for election or appointment.
11. Explain how you believe you will have the time to allocate to the significant amount of reading, thinking, and assessment as well as the time to attend all meetings necessary to serve as an ACCSC Commissioner. – I do not step into volunteer roles without acknowledging that it requires a commitment. There was a period in my life where I was working full-time, serving as President for the Maryland Association of Private Colleges and Career Schools, Scoutmaster for my sons’ troop, running my church’s media presentation group, and taking doctorate level courses. I believe I did well with all. Taking on the duties of an ACCSC Commissioner is not a task I would take on lightly but seems to align with my prior experiences of combining work and service.

12. Have you discussed serving as a Commissioner with your employer and does your employer recognize the time necessary to honor the commitment and support your nomination? – Yes, my supervisor supports me.

13. What do you think you can contribute to ACCSC and the membership of schools as an ACCSC Commissioner and Board Member? – As mentioned in a previous answer, the combination of my significantly diverse background, experience, and set of skills gives me a very holistic view of post-secondary education. Additionally, my recent experience focusing in online education and helping our college through the challenges of COVID makes me very aware of the challenges being faced by schools and to an extent, accreditors.

14. Please provide any other information that you believe supports your nomination. – Would welcome this opportunity very much.
EDUCATION

**Doctorate of Education, Instructional Leadership,** Argosy University, Washington, DC
Concentration in Educational Technology

**Master of Communication Arts,** New York Institute of Technology, New York, NY

**Bachelor of Arts in Dramatic Arts (Cinema Studies),** College of Staten Island, Staten Island, NY

PROFESSIONAL EXPERIENCE

**Director of Instructional Systems** 2019 – Present

**Chesapeake College, The Teaching and Learning Center, Wye Mills, MD**

- Provide leadership in the use of instructional systems across the college to promote engaging, efficient, and effective use of instructional resources for all course delivery modalities and cross-divisional use.
- Leads the team that advises, trains, and mentor faculty and staff in the design and development of instructional materials.
- Co-chair of the College’s Committee for Teaching and Learning (CTL).
- Provide oversight for the implementation and continuing use of the CTL’s e-Blueprint for Course Design.
- Supported college’s response to COVID pandemic converting courses to Remote Learning.
- Developed and implemented the college’s use of HERRF to support growing demand for online courses and related faculty professional development.
- Coordinated college’s successful grant application with the USDA’s Distance Learning and Telemedicine program to develop 5 county regional distance learning network.
- Serving on the board of the Maryland Distance Learning Association.
- Joined Maryland Online Professional Development Committee Summer of 2023.

**Lecturer/Instructional Designer** 2018 – 2019

**Kean University, The School of Online Learning, Union, NJ**

- Developed online courses for a growing division of a top ranked state university in New Jersey with an additional campus in China. Quality Matters certified.
- Served in an instructional design/project manager role overseeing subject matter experts and additional support to create online versions of courses and programs for delivery in the Blackboard Learn LMS.
- Provided faculty training for potential online instructors.
- Faculty for one course per semester in the Communications Studies program and a transition course for students transferring to Kean University.

**International Association of Business Communicators (IABC)** 2014 - 2017

**Education Director, San Francisco, CA (worked remotely from Maryland from late 2015)**

- Served in the chief learning officer role providing strategic direction and staff management for the association’s global education programs and the newly launched IABC Academy.
- Improved online learning infrastructure including implementation of a new learning management system and supporting software.
- Led content development process for creation of competency based asynchronous courses. First course launched in 2016 and exceeded revenue projection.
- Created instructional design, development, and evaluation resources in support of the Academy.
Expression College, Emeryville, CA 2012 - 2014

Dean of Academic Affairs
- Provided academic leadership for 2 campuses, serving as member of Executive Management Team.
- Migrated online curriculum from eCollege to Canvas with an initial outcome -60% reduction in LMS Cost.
- Led ACCSC re-accreditation process, ensuring regulatory standards were met and processes were compliant.
- Supervised new program development, conducting feasibility studies and sustainability assessment of existing courses.
- Developed Initial Instructor Training, provided faculty development, and implemented programmatic assessment process.
- Provided direct oversight of online and general education, revising student advising for Satisfactory Academic Progress.
- Incorporated eBooks into curriculum by directing innovations for online and blended instructional delivery.

Tulsa Welding School (StrataTech Education), Jacksonville, FL 2011 - 2012

Regional Director of Education
- Developed and implemented near-term and long-term strategic academic goals, coordinating operational plans and curriculum development for 2 campuses with 1000+ students.
- Implemented Instructor Development program, incorporating online Max Knowledge Center for Educational Excellence program providing a quality faculty development program while satisfying accreditation requirement.
- Served as Chairperson for StrataTech’s Instructional Committee, providing guidance for all campuses.

Lincoln Educational Services Corporation, West Orange, NJ 2006 -2011

National Director of Education & Product Development Manager 2008 - 2011
- Managed oversight, support and training of academic programs for 13 schools and 5000+ students, monitoring operational and curriculum outcomes.
- Collaborated with Admissions teams by initiating Pre-Start Program for Ability to Benefit (ATB) students.
- Researched and deployed new Information Technology and Paralegal programs, implementing Microsoft Academy and Test Out LabSims.
- Created and delivered online faculty development programs.
- Served as member of Academic Advisory Group with Maryland Higher Education Commission, reviewing state higher education requirements and recommending enhancements.

Academic Dean, Lincoln Technical Institute, Columbia, MD 2006 – 2007
- Provided oversight of all academic programs and support, managing student services, library resources, and remediation.
- Completed and submitted application to state of Maryland for baccalaureate status.–This was the First institution in Maryland to gain approval to go from certificate to baccalaureate status in one step.
- Achieved ACCSC re-accreditation by chairing campus Steering Committee and ensuring compliant operations.
- Developed Bachelors completion programs (Professional Studies) as part of baccalaureate application.
- Coordinated roll-out of Culinary Arts program, supervising build-out, partnering with equipment vendors and hiring faculty.

Education Management Corporation, Pittsburgh, PA 1998 – 2005

Dean of Academic Affairs, The Art Institute of Washington, Arlington, VA 2000 - 2005
- Served as Chief Academic Officer, opening new branch campus of Atlanta, GA and rolling out programs for Media Arts & Animation, Graphic Design, Multimedia & Web Design and Culinary Arts.
- Oversaw all academic programs and services, ensuring appropriate registrar, library and remediation support.
- Engineered programs’ accreditations, achieving and maintaining operational approval from SACS.
- Grew enrollment dramatically from starting population of 35 to over 1000 students.
- Participated in Quality in Education taskforce, co-chairing Academic Readiness Subcommittee.
Direction, The School of Media Arts & Technology, The Art Institute, Pittsburgh, PA 1998 - 2000

- Administered Multimedia & Web Design, Photography, Video Production, and Web Site degree and diploma programs, garnering Associate-level degree recognition from Pennsylvania Department of Education.
- Promoted and maintained operational compliance, achieving accreditation from ACICS and ACCSC.
- Championed Bachelor-level degree recognition for Multimedia & Web Design, Video Production, Internet Marketing & Advertising and Imaging Arts through developing application. Received approval from state of PA and ACCSC.

TEACHING EXPERIENCE

- Chesapeake College – 2022-23 – The Art of Film, Fundamentals of Communications
- Ocean County College – 2021-23 – Adjunct, Communications Courses
- Kean University – 2018-19 – Faculty for one course per semester in the Communications Studies program and a transition course for students transferring to Kean University.
- The Art Institute of Washington – 2004 – Scriptwriting for Animation
- Borough of Manhattan Community College – 1983-1996 – Adjunct for TV Studio Production I and II, Digital Video Production I and II
- Various Schools – 1994 – 1996 - Adjunct
  - Westchester Community College – Digital Video
  - Mercy College – Studio Production
  - Mount Saint Mary College, Newburgh, NY – Studio Production

ADDITIONAL PROFESSIONAL EXPERIENCES

- Program Manager, SeriousPlay Awards
- Director of Distance Learning, Mercy College
- Learning Consultant
- Adjunct Instructor
- Media Specialist/ General Training Specialist
- Freelance Media Consultant

HONORS

- Service Award – Maryland Association of Private Colleges and Career Schools
- Excellence in Volunteerism Award – Board of Directors, MCA-I
- Distinguished Alumnus Award – Suffolk Community College Broadcasters Club

CERTIFICATIONS

- CHEP, Online Teaching, National Association of State Administrators and Supervisors of Private Schools (Expired)
- Quality Matters, Quality Matters

PRIOR AFFILIATIONS

- President, Vice President, Maryland Association of Private Colleges and Career Schools
- Previous Advisory Boards, U.S. Distance Learning Association, Hudson Valley Film and Video Office, Corporate & Cable Communications Curriculum, and Borough of Manhattan Community College
- Technology Advisory Committee, Bethel Park (PA) School District
- Member, Multimedia Access and Study Center (Non-Profit Economic Development Organization)
- Hudson Valley Chapter President, Regional VP (Region II), and Co-Chair of Professional Development Media Communications Association, International