

# VIRGINIA REAL ESTATE BOARD

## EDUCATION COMMITTEE MINUTES

January 27, 2010 Meeting

The Real Estate Board Education Committee met on January 27, 2010, at the Department of Professional & Occupational Regulation in Richmond.

Committee Members present: Judith Childress, Chair  
Scott Gaeser  
Byrl P. Taylor  
Clifford Wells

Staff Member present: Kevin Hoeft, Education Administrator

The meeting was called to order at 3:05 p.m.

A motion was made and approved unanimously to approve the agenda.

The following actions were taken:

A. Three Proprietary School Applications were reviewed; of these, two applications were approved, and one application was approved pending receipt of proof of school registration with the Virginia State Corporation Commission (SCC)

1. Towne Realty LLC, t/a Towne Realty School of Real Estate Virginia Beach, VA, Contact Person: Tim Vohar
2. JP Morgan Chase & Company Falls Church, VA, Contact Person: Phil Grisdela (**Approved Pending SCC Registration**)
3. Prime Realty & Investment, LLC Annandale, VA, Contact Person: Eddie Oh

B. 128 Continuing Education Course Applications were reviewed. Of these applications:

Twenty-six previously approved Continuing Education course applications submitted by approved schools were approved:

1. 60706 Short Sales and Foreclosures: What Buyer's Representatives Need to Know, 8 hours Real Estate Related, Real Estate Career Academy
2. 60760 Real Estate & Taxes: What Every Agent Should Know (On-line), 4 hours Real Estate Related, Real Estate Institute
3. 60767 Environmental Issues in your Real Estate

- Practice (On-line), 4 hours Real Estate Related, Real Estate Institute
4. 60768 Property Management & Managing Risk (On-line), 4 hours Real Estate Related, Real Estate Institute
  5. 60769 Real Estate Finance Today (On-line), 4 hours Real Estate Related, Real Estate Institute
  6. 60770 Buyer Representation in Real Estate (On-line), 4 hours Real Estate Related, Real Estate Institute
  7. 60771 Red Flags Property Inspection Guide (On-line), 4 hours Real Estate Related, Real Estate Institute
  8. 60772 Ethics in Today's Real Estate World (On-line), 4 hours Ethics and Standards of Conduct, Real Estate Institute
  9. 60773 Risk Management (On-line), 4 hours Real Estate Related, Real Estate Institute
  10. 60774 Virginia 8-hour Mandatory Continuing Education Course (On-line), 2 hours Fair Housing, 3 hours Ethics and Standards of Conduct, 1 hour Legal Updates, 1 hour Real Estate Agency, 1 hour Real Estate Contracts, Real Estate Institute
  11. 60775 Fair Housing (On-line), 4 hours Fair Housing, Real Estate Institute
  12. \*60776 2009 Ethics Seminar, 3 hours Ethics and Standards of Conduct, Blue Ridge Real Estate School
  13. \*60816 Broker Workshop: Reducing Risks (and Headaches), 2 hours Legal Updates, RAR
  14. \*60817 Broker Workshop: Reducing Risks (and Headaches), 2 hours Broker Management, RAR
  15. 60902 Agency & Contracts, 2 hours Real Estate Agency, 2 hours Real Estate Contracts, Piedmont School of Real Estate
  16. 60903 Agency and Fair Housing, 3 hours Fair Housing, 3 hours Real Estate Agency, Piedmont School of Real Estate
  17. \*60904 Agency Law, 3 hours Real Estate Agency, Piedmont School of Real Estate
  18. 60906 Risk Management for Brokers, 4 hours Broker Management, Piedmont School of Real Estate
  19. 60907 Broker Management Issues & Trends, 4 hours Broker Management, Piedmont School of Real Estate

- 20. 60908 Effective Contract Writing, 2 hours Real Estate Contracts, Piedmont School of Real Estate
- 21. \*60909 Fair Housing, 3 hours Fair Housing, Piedmont School of Real Estate
- 22. 60911 Legal Update, 2 hours Legal Updates, Piedmont School of Real Estate
- 23. \*60912 Offers, Contracts & Related Issues, 3 hours Real Estate Contracts, Piedmont School of Real Estate
- 24. \*60914 Real Estate Law & Legal Updates, 3 hours Legal Updates, Piedmont School of Real Estate
- 25. 60923 Green Designation Core Course - Day 1, 7 hours Real Estate Related, DAAR
- 26. 60924 Green Designation Core Course - Day 2, 7 hours Real Estate Related, DAAR

Ninety-nine Original Continuing Education Course Applications submitted by approved schools were approved. One application was approved for a reduced number of hours. One application was approved pending receipt of more information:

- 1. \*60692 Today's Mortgage Financing, 6 hours Real Estate Related, Peninsula Real Estate School
- 2. 60694 Short Sales (On-line), 3 hours Real Estate Related, McKissock, LP
- 3. 60695 Business Economics and the Secondary Mortgage Market (On-line), 3 hours Real Estate Related, McKissock, LP
- 4. 60696 Risky Business - Ways to Minimize Your Liability (On-line), 7 hours Real Estate Related, McKissock, LP
- 5. 60697 Agency Law (On-line), 4 hours Real Estate Agency, McKissock, LP
- 6. 60698 2-4 Family Finesse (On-line), 4 hours Real Estate Related, McKissock, LP
- 7. 60699 Fair Housing (On-line), 4 hours Fair Housing, McKissock, LP
- 8. 60700 Contract Law (On-line), 4 hours Real Estate Contracts, McKissock, LP
- 9. 60701 About Real Estate Accounting (On-line), 4 hours Real Estate Related, ICE
- 10. 60703 Fair Housing and Legal Updates, 2 hours Fair Housing, 2 hours Legal Updates, Central Virginia School of Real Estate
- 11. 60704 Seller Representative Specialist

- (On-line), 8 hours Real Estate Related,  
The CE Shop, Inc.
12. \*60709 Impact of the New RESPA Rules on  
Settlement Agents, 2 hours Real Estate  
Related, Lawyers Title Insurance Corp.
  13. \*60715 New RESPA Reform, 2 hours Legal Updates,  
FSLAWVA Real Estate Education, LLC
  14. \*60717 Evaluating Rental Property, 4 hours Real  
Estate Related, Moseley-Dickinson Academy  
of Real Estate
  15. \*60719 What is LEED and How Does it Impact  
Commercial Real Estate?, 3 hours Real  
Estate Related, Kirks Institute
  16. \*60721 What is Green Financing and what are the  
Benefits?, 2 hours Legal Updates, 1 hour  
Real Estate Contracts, Kirks Institute
  17. 60725 RES 201: Successful Site Management, 3  
hours Ethics & Standards of Conduct, 2  
hours Legal Updates, 8 hours Real Estate  
Related, Institute of Real Estate  
Management
  18. 60726 2010-2011 National USPAP Update Equivalent  
(On-line), 7 hours Real Estate Related,  
McKissock, LP
  19. \*60727 The Facts About Tax Deferred Exchanges, 1  
hour Real Estate Related, Carruthers  
Academy of Real Estate
  20. \*60729 How to do a 1031 Like-kind Exchange, 4  
hours Real Estate Related, Carruthers  
Academy of Real Estate
  21. \*60731 Advanced 1031 Exchanges, 4 hours Real  
Estate Related, Carruthers Academy of Real  
Estate
  22. 60733 Sales Verification: Principles,  
Procedures, Case Studies (On-line), 7  
hours Real Estate Related, McKissock, LP
  23. 60734 Earning a Commission (On-line), 3 hours  
Real Estate Related, McKissock, LP
  24. 60757 Real Estate Law, 3 hours Legal Updates,  
Alpha College of Real Estate
  25. 60758 Fair Housing and Legal Updates, 2 hours  
Fair Housing, 1 hour Legal Updates, MAI  
Institute
  26. 60759 Unconventional Transactions - A Primer, 2  
hours Real Estate Contracts, Piedmont  
School of Real Estate
  27. \*60761 NAR Quadrennial Code of Ethics, 3 hours

- Ethics and Standards of Conduct, Piedmont School of Real Estate
28. 60763 Broker Supervision and the VREB - Issues and Answers, 3 hours Broker Management, Montague Miller Real Estate Academy
  29. 60764 Broker Supervision and the VREB - Issues and Answers, 2 hours Broker Management, Montague Miller Real Estate Academy
  30. 60765 Real Estate and Taxes! What Every Agent Should Know (On-line), 4 hours Real Estate Related, Dearborn Financial Publishing, Inc.
  31. 60766 Environmental Issues in your Real Estate Practice (On-line), 4 hours Real Estate Related, Dearborn Financial Publishing, Inc.
  32. 60778 Risk Management for Real Estate Firms, 2 hours Broker Management, Moseley-Dickinson Academy of Real Estate
  33. 60779 Agency for the Principal or Supervising Broker, 2 hours Broker Management, Moseley-Dickinson Academy of Real Estate
  34. 60780 Financial Management of a Real Estate Firm, 2 hours Broker Management, Moseley-Dickinson Academy of Real Estate
  35. 60781 Review of REB Regs & Changes as of April 1, 2008, 2 hours Broker Management, Moseley-Dickinson Academy of Real Estate
  36. \*60782 Lead Generation Made Simple, 3 hours Real Estate Related, Long & Foster Institute of Real Estate
  37. \*60784 Negotiating Skills for the Real Estate Professional, 2 hours Real Estate Related, Williamsburg Real Estate School
  38. 60786 Negotiating Skills for the Real Estate Professional, 2 hours Broker Management, Williamsburg Real Estate School
  39. \*60787 Negotiating Skills for the Real Estate Professional, 3 hours Real Estate Related, Williamsburg Real Estate School
  40. 60789 Negotiating Skills for the Real Estate Professional, 3 hours Broker Management, Williamsburg Real Estate School
  41. \*60790 First Time Homebuyer Credit, 1 hour Real Estate Related, Williamsburg Real Estate School
  42. 60792 First Time Homebuyer Credit, 1 hour Broker

- Management, Williamsburg Real Estate School
43. \*60793 The Truth About Water Damage Restoration, 2 hours Real Estate Related, Alpha College of Real Estate
  44. \*60795 Property or Business Interruption Plans, 1 hour Real Estate Related, Alpha College of Real Estate
  45. \*60797 Property Fire Damage Restoration, 2 hours Real Estate Related, Alpha College of Real Estate
  46. \*60799 Understanding Storm, Hurricanes and Floods, 1 hour Real Estate Related, Alpha College of Real Estate
  47. \*60801 Understanding Storm, Hurricanes and Floods, 3 hours Real Estate Related, Alpha College of Real Estate
  48. \*60803 Mold, Understanding "The Mold Issue", 1 hour Real Estate Related, Alpha College of Real Estate
  49. \*60805 Mold, Understanding "The Mold Issue", 2 hours Real Estate Related, Alpha College of Real Estate
  50. \*60807 16-hour Continuing Education Course - Part B, 3 hours Ethics & Standards of Conduct, 1 hour Real Estate Agency, RAR
  51. 60809 16-hour Continuing Education Course - Part 2, 1 hour Legal Updates, 1 hour Real Estate Agency, 2 hours Real Estate Contracts, 4 hours Real Estate Related, RAR
  52. \*60810 16-hour Continuing Education Course - Part C, 1 hour Legal Updates, 1 hour Real Estate Agency, 2 hours Real Estate Contracts, RAR
  53. \*60812 16-hour Continuing Education Course - Part D, 4 hours Real Estate Related, RAR
  54. \*60814 TEMPO 5.0 Report Manager Workshop, 3 hours Real Estate Related, RAR
  55. \*60818 The Application Process, 2 hours Legal Updates, RAR
  56. \*60820 Top Ten Leasing Mistakes, 2 hours Legal Updates, RAR
  57. \*60822 Evictions & Collections, 2 hours Legal Updates, RAR
  58. \*60824 Short Sales & Foreclosures: Protecting your Clients, 7 hours Real Estate Related, VAR

- 59. \*60826 Get Off the Fence and Into a Home, 3 hours Real Estate Related, VAR
- 60. \*60828 New Member Orientation, 3 hours Ethics and Standards of Conduct, 3 hours Legal Updates, 3 hours Real Estate Agency, RAR
- 61. 60832 16-hour Continuing Education Course - Part 1, 2 hours Fair Housing, 3 hours Ethics & Standards of Conduct, 1 hour Legal Updates, 1 hour Real Estate Agency, 1 hour Real Estate Contracts, RAR
- 62. 60833 16-hour Continuing Education Course - Part A, 2 hours Fair Housing, 1 hour Legal Updates, 1 hour Real Estate Contracts, RAR
- 63. \*60834 Keeping Current Matters, 2 hours Real Estate Related, RAR
- 64. \*60836 A Look Back, A Look Ahead: Mortgage Reform & FHA Update, 3 hours Legal Updates, RAR
- 65. \*60838 2010 RESPA Reform: How Will this Impact My Transactions? 2 hours Legal Updates, RAR
- 66. \*60840 The Basics of Real Property Valuation, 3 hours Real Estate Related, VAR
- 67. 60843 Environmental Issues, 2 hours Real Estate Related, Shenandoah Valley Training Center
- 68. 60844 State Laws, Regulations and Standards of Conduct, 2 hours Real Estate Related, Shenandoah Valley Training Center
- 69. 60845 Real Estate Agency, 2 hours Real Estate Agency, Shenandoah Valley Training Center
- 70. \*60848 Working with Buyers in a Challenged Market, 2 hours Real Estate Related, VAR
- 71. \*60850 Click, Think, Sell: Using Web Analytics to Dominate Your Market, 2 hours Real Estate Related, VAR
- 72. \*60852 Risk Management: What's the Big Deal? 1 hour Real Estate Agency, 1 hour Real Estate Related, VAR
- 73. \*60854 Risk Management: What's the Big Deal? 1 hour Real Estate Agency, 2 hours Real Estate Related, VAR
- 74. \*60856 Duty Calls, 3 hours Real Estate Related, Liz Moore University (**Approved for 2 hours**)
- 75. \*60866 Fair Housing, 3 hours Fair Housing, Alpha College of Real Estate
- 76. \*60868 Mastering Short Sales, 2 hours Real Estate Related, Liz Moore University
- 77. \*60870 Making the MLS Work for You and Your

78. 60872 Clients, 2 hours Real Estate Related, Central Virginia School of Real Estate Federal and Virginia Fair Housing Laws (CRP), 2 hours Fair Housing, Moseley-Flint Schools of Real Estate
79. \*60873 CRS 111 Short Sales and Foreclosures, 7 hours Real Estate Related, Peninsula Real Estate School
80. 60876 Deeds, 2 hours Real Estate Related, Shenandoah Valley Training Center
81. 60877 Fair Housing, 2 hours Fair Housing, Shenandoah Valley Training Center  
**(Approved pending receipt of updated Fair Housing cases and decisions)**
82. 60884 Tax Free Exchanges (On-line), 4 hours Real Estate Related, Career Webschool
83. 60885 Real Estate Math (On-line), 4 hours Real Estate Related, Career Webschool
84. 60889 Consensual Dual Agency (On-line), 4 hours Real Estate Related, Career Webschool
85. 60890 Pricing Property to Sell (On-line), 8 hour Real Estate Related, Career Webschool
86. 60891 Tax Advantages of Home Ownership (On-line) 8 hours Real Estate Related, Career Webschool
87. 60892 Methods of Residential Finance (On-line), 8 hours Real Estate Related, Career Webschool
88. 60893 Basic Real Estate Finance (On-line), 8 hours Real Estate Related, Career Webschool
89. 60894 Mandatory Topics (On-line), 2 hours Fair Housing, 3 hours Ethics & Standards of Conduct, 1 hour Legal Updates, 1 hour Real Estate Agency, 1 hour Real Estate Contracts, Career Webschool
90. \*60895 2010 Ethics Seminar, 3 hours Ethics & Standards of Conduct, VAR
91. \*60897 NAR Quadrennial Ethics Training (On-line), 3 hours Ethics & Standards of Conduct, VAR
92. 60899 Bringing Mediation Home, 6 hours Real Estate Related, VAR
93. 60900 Leadership in the Current Real Estate Environment, 1 hour Real Estate Related, RAR
94. 60901 Leadership in the Current Real Estate Environment, 1 hour Broker Management, RAR
95. 60916 About Home Inspections (On-line), 4 hours

- 96. 60917 Real Estate Related, ICE  
About Fair Housing in Virginia (On-line),  
4 hours Fair Housing, ICE
- 97. 60918 About Ethics in Real Estate (On-line), 4  
hours Ethics and Standards of Conduct, ICE
- 98. 60919 Virginia Real Estate Mandatory Course (On-  
line), 1 hour Ethics and Standards of  
Conduct, 1 hour Legal Updates, 1 hour Real  
Estate Agency, 1 hour Real Estate  
Contracts, ICE
- 99. 60920 Green Residential Elective Course, 7 hours  
Real Estate Related, Dulles Area Real  
Estate School
- 100. \*60929 The Virginia Fair Housing Law - The Right  
Way to Housing, 3 hours Fair Housing, DPOR  
Fair Housing Office
- 101. 60931 Fair Housing in America (On-line), 6 hours  
Fair Housing, Moseley-Flint Schools of  
Real Estate (**Pulled from Agenda by School**)
- 102. 60932 Recognizing Real Estate Red Flags  
(On-line), 6 hours Real Estate Related,  
Moseley-Flint Schools of Real Estate  
(**Pulled from Agenda by School**)
- 103. 60933 Investment Property Analysis (On-line), 8  
hours Real Estate Related, Moseley-Flint  
Schools of Real Estate

One Original Continuing Education course application from a school with a pending school application was approved pending receipt of proof of school registration with the SCC:

- 1. \*60846 FHA for Realtors: Transforming Homebuyers  
into Homeowners, 3 hours Real Estate  
Related, JP Morgan Chase & Company (**Need  
SCC Registration**)

C. Eighty-three Post License Education Course Applications were reviewed. Of these applications:

Eleven previously approved Post License Education Course Applications submitted by approved schools were approved:

- 1. 60707 Short Sales and Foreclosures: What Buyer's  
Representatives Need to Know - Part 1  
(Other Real Estate Related), 4 hours  
Residential Real Estate Elective Topics,  
Real Estate Career Academy
- 2. 60708 Short Sales and Foreclosures: What Buyer's

- Representatives Need to Know - Part 2  
(Other Real Estate Related), 4 hours  
Residential Real Estate Elective Topics,  
Real Estate Career Academy
3. \*60777 2009 Ethics Seminar (Ethics & Standards of  
Conduct/Current Industry Issues & Trends),  
3 hours Residential Mandatory Topics, Blue  
Ridge Real Estate School
  4. \*60905 Agency Law, 3 hours Residential Real  
Estate Mandatory Topics, Piedmont School  
of Real Estate
  5. \*60910 Fair Housing, 3 hours Residential Real  
Estate Mandatory Topics, Piedmont School  
of Real Estate
  6. \*60913 Offers, Contracts & Related Issues (Offer  
to Purchase), 3 hours Residential Real  
Estate Mandatory Topics, Piedmont School  
of Real Estate
  7. \*60915 Real Estate Law & Legal Updates (Real  
Estate Law), 3 hours Residential Real  
Estate Mandatory Topics, Piedmont School  
of Real Estate
  8. 60925 Green Designation Core Course Day 1 -  
Part 1, (Other Real Estate Related), 4  
hours Residential Real Estate Elective  
Topics, DAAR
  9. 60926 Green Designation Core Course  
Day 1 - Part 2, (Other Real Estate  
Related), 3 hours Residential Real Estate  
Elective Topics, DAAR
  10. 60927 Green Designation Core Course  
Day 2 - Part 1, (Other Real Estate  
Related), 3 hours Residential Real Estate  
Elective Topics, DAAR
  11. 60928 Green Designation Core Course  
Day 2 - Part 2, (Other Real Estate  
Related), 4 hours Residential Real Estate  
Elective Topics, DAAR

Seventy original Post License Education Course Applications  
submitted by approved schools were approved. One application  
was approved for a reduced number of hours:

1. 60691 Today's Mortgage Financing - Part 2  
(Other Real Estate Related), 2 hours  
Residential Real Estate Elective  
Topics, Peninsula Real Estate School
2. \*60693 Today's Mortgage Financing (Finance), 4

- hours Residential Real Estate Elective Topics, Peninsula Real Estate School
3. \*60710 Impact of the New RESPA Rules on Settlement Agents (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, Lawyers Title Insurance Corp.
  4. \*60716 New RESPA Reform (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, FSLAWVA Real Estate Education, LLC
  5. \*60718 Evaluating Rental Property (Other Real Estate Related), 4 hours Residential Real Estate Elective Topics, Moseley-Dickinson Academy of Real Estate
  6. \*60720 What is LEED and How Does it Impact Commercial Real Estate? (Listing Property; Leasing Property; Current Industry Issues and Trends), 3 hours Commercial Real Estate Mandatory Topics, Kirks Institute
  7. \*60722 What is Green Financing and what are the Benefits? (Finance), 3 hours Commercial Real Estate Elective Topics, Kirks Institute
  8. \*60728 The Facts About Tax Deferred Exchanges (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Carruthers Academy of Real Estate
  9. \*60730 How to do a 1031 Like-kind Exchange (Other Real Estate Related), 4 hours Residential Real Estate Elective Topics, Carruthers Academy of Real Estate
  10. \*60732 Advanced 1031 Exchanges (Other Real Estate Related), 4 hours Residential Real Estate Elective Topics, Carruthers Academy of Real Estate
  11. \*60762 NAR Quadrennial Code of Ethics (Ethics & Standards of Conduct/Current Industry Issues and Trends), 3 hours Residential Real Estate Mandatory Topics, Piedmont School of Real Estate
  12. \*60783 Lead Generation Made Simple (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, Long & Foster Institute of Real Estate
  13. \*60785 Negotiating Skills for the Real Estate

- Professional (Other Real Estate Related),  
2 hours Residential Real Estate Elective  
Topics, Williamsburg Real Estate School
14. \*60788 Negotiating Skills for the Real Estate  
Professional (Other Real Estate Related),  
3 hours Residential Real Estate Elective  
Topics, Williamsburg Real Estate School
15. \*60791 First Time Homebuyer Credit (Finance), 1  
hour Residential Real Estate Elective  
Topics, Williamsburg Real Estate School
16. \*60794 The Truth About Water Damage Restoration  
(Other Real Estate Related), 2 hours  
Residential Real Estate Elective Topics,  
Alpha College of Real Estate
17. \*60796 Property or Business Interruption Plans  
(Other Real Estate Related), 1 hour  
Residential Real Estate Elective Topics,  
Alpha College of Real Estate
18. \*60798 Property Fire Damage Restoration (Other  
Real Estate Related), 2 hours Residential  
Real Estate Elective Topics, Alpha College  
of Real Estate
19. \*60800 Understanding Storm, Hurricanes and  
Floods (Other Real Estate Related), 1 hour  
Residential Real Estate Elective Topics,  
Alpha College of Real Estate
20. \*60802 Understanding Storm, Hurricanes and  
Floods (Other Real Estate Related), 3  
hours Residential Real Estate Elective  
Topics, Alpha College of Real Estate
21. \*60804 Mold, Understanding "The Mold Issue"  
(Other Real Estate Related), 1 hour  
Residential Real Estate Elective Topics,  
Alpha College of Real Estate
22. \*60806 Mold, Understanding "The Mold Issue"  
(Other Real Estate Related), 2 hours  
Residential Real Estate Elective Topics,  
Alpha College of Real Estate
23. \*60808 16-hour Continuing Education Course - Part  
B (Ethics & Standards of Conduct/Current  
Industry Issues & Trends), 3 hours  
Residential Real Estate Mandatory Topics,  
RAR
24. \*60811 16-hour Continuing Education Course - Part  
C (Other Real Estate Related), 4 hours  
Residential Real Estate Elective Topics,  
RAR
25. \*60813 16-hour Continuing Education Course - Part

- D (Technology), 4 hours Residential Real Estate Elective Topics, RAR
26. \*60815 TEMPO 5.0 Report Manager Workshop (Technology), 3 hours Residential Real Estate Elective Topics, RAR
27. \*60819 The Application Process (Other Real Estate Related), 2 hours Property Management Elective Topics, RAR
28. \*60821 Top Ten Leasing Mistakes (Tenant/Landlord Relationships), 2 hours Property Management Elective Topics, RAR
29. \*60823 Evictions & Collections (Tenant/Landlord Relationships), 2 hours Property Management Elective Topics, RAR
30. \*60825 Short Sales and Foreclosures: Protecting your Clients (Selling Process), 4 hours Residential Real Estate Elective Topics, VAR
31. \*60827 Get Off the Fence and Into a Home (Selling Process), 3 hours Residential Real Estate Elective Topics, VAR
32. \*60829 New Member Orientation - Ethics & Standards of Conduct (Ethics & Standards of Conduct/Current Industry Issues & Trends), 3 hours Residential Real Estate Mandatory Topics, RAR
33. 60830 New Member Orientation - Agency Law (Agency Law), 3 hours Residential Real Estate Mandatory Topics, RAR
34. 60831 New Member Orientation - Real Estate Law (Real Estate Law), 3 hours Residential Real Estate Mandatory Topics, RAR
35. \*60835 Keeping Current Matters (Selling Process), 2 hours Residential Real Estate Elective Topics, RAR
36. \*60837 A Look Back, A Look Ahead: Mortgage Reform & FHA Update (Real Estate Law), 3 hours Residential Real Estate Mandatory Topics, RAR
37. \*60839 2010 RESPA Reform: How Will this Impact My Transactions? (Finance), 2 hours Residential Real Estate Elective Topics, RAR
38. \*60841 The Basics of Real Property Valuation (Property Valuation/Listing Process), 3 hours Residential Real Estate Elective Topics, VAR
39. 60842 Short Sales and Foreclosures: Protecting

- Your Client (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, VAR
40. \*60849 Working with Buyers in a Challenged Market (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, VAR
41. \*60851 Click, Think, Sell: Using Web Analytics to Dominate Your Market (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, VAR
42. \*60853 Risk Management: What's the Big Deal? (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, VAR
43. \*60855 Risk Management: What's the Big Deal? (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, VAR
44. \*60857 Duty Calls (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, Liz Moore University (**Approved for 2 hours**)
45. 60858 Technology (On-line), 3 hours Residential Real Estate Elective Topics, Career Webschool
46. 60859 Selling Process (On-line), 3 hours Residential Real Estate Elective Topics, Career Webschool
47. 60860 Real Estate Law (On-line), 3 hours Residential Real Estate Mandatory Topics, Career Webschool
48. 60861 Technology (CRP), 3 hours Residential Real Estate Elective Topics, Xtreme Agent Training, LLC
49. 60862 Selling Process (CRP), 3 hours Residential Real Estate Elective Topics, Xtreme Agent Training, LLC
50. 60863 Land Use Issues (CRP), 1 hour Residential Real Estate Elective Topics, Xtreme Agent Training, LLC
51. 60864 Business Planning (CRP), 2 hours Residential Real Estate Elective Topics, Xtreme Agent Training, LLC
52. 60865 Property Valuation/Listing Process (CRP), 3 hours Residential Real Estate Elective Topics, Xtreme Agent Training, LLC
53. \*60867 Fair Housing (On-line), 3 hours

- Residential Real Estate Mandatory Topics,  
Alpha College of Real Estate
54. \*60869 Mastering Short Sales (Other Real Estate  
Related), 2 hours Residential Real Estate  
Elective Topics, Liz Moore University
55. \*60871 Making the MLS Work for you and your  
Clients (Other Real Estate Related), 2  
hours Residential Real Estate Elective  
Topics, Central Virginia School of Real  
Estate
56. \*60874 CRS 111 Short Sales and Foreclosures  
(Other Real Estate Related), 4 hours  
Residential Real Estate Elective Topics,  
Peninsula Real Estate School
57. 60875 CRS 111 Short Sales and Foreclosures  
(Other Real Estate Related), 3 hours  
Residential Real Estate Elective Topics,  
Peninsula Real Estate School
58. 60878 Property Valuation/Listing Process  
(On-line), 3 hours Residential Real Estate  
Elective Topics, Career Webschool
59. 60879 Offer to Purchase (On-line), 3 hours  
Residential Real Estate Mandatory Topics,  
Career Webschool
60. 60880 Land Use Issues (On-line), 1 hour  
Residential Real Estate Elective Topics,  
Career Webschool
61. 60881 Finance (On-line), 3 hours Residential  
Real Estate Elective Topics, Career  
Webschool
62. 60882 Finance - Commercial (On-line), 2 hours  
Commercial Real Estate Elective Topics,  
Career Webschool
63. 60883 Business Planning (On-line), 2 hours  
Residential Real Estate Elective Topics,  
Career Webschool
64. 60886 Fair Housing (On-line), 3 hours  
Residential Real Estate Mandatory Topics,  
Career Webschool
65. 60887 Ethics & Standards of Conduct/Current  
Industry Issues & Trends (On-line), 3  
hours Residential Real Estate Mandatory  
Topics, Career Webschool
66. 60888 Agency Law (On-line), 3 hours Residential  
Real Estate Mandatory Topics, Career  
Webschool
67. \*60896 2010 Ethics Seminar (Ethics & Standards of

- Conduct/Current Industry Issues & Trends), 3 hours Residential Real Estate Mandatory Topics, VAR
68. \*60898 NAR Quadrennial Ethics Training (Ethics & Standards of Conduct/Current Industry Issues & Trends - Online), 3 hours Residential Real Estate Mandatory Topics, VAR
  69. 60921 Green Residential Elective Course - Part 1 (Other Real Estate Related), 4 hours Residential Real Estate Elective Topics, Dulles Area Real Estate School
  70. 60922 Green Residential Elective Course - Part 2 (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, Dulles Area Real Estate School
  71. \*60930 The Virginia Fair Housing Law - The Right Way To Housing (Fair Housing), 3 hours Residential Real Estate Mandatory Topics, DPOR Fair Housing Office

One Original Post License Education Course Application from a school with a pending school application was approved pending receipt of proof of school registration with the SCC:

1. \*60847 FHA for Realtors: Transforming Homebuyers into Homeowners (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, JP Morgan Chase & Company  
**(Need SCC Registration)**

D. Six Pre-license Education Course Applications were reviewed:

Five of these applications were approved. One course application was denied because the textbook does not sufficiently cover Principles and Practices of Real Estate and the course does not appear to be at least 60 classroom hours.

1. Principles and Practices of Real Estate, 60 hour Salesperson Course, Prime Realty & Investment, LLC - **DENIED**
2. Principles and Practices of Real Estate, 60 hour Salesperson Course (CRP), RAR
3. Real Estate Brokerage, 45 hour Broker Course (CRP), RAR
4. Real Estate Law, 45 hour Broker Course (CRP), RAR
5. Real Estate Finance, 45 hour Broker Course (CRP), RAR

6. Real Estate Appraisal, 45 hour Broker Course (CRP), RAR

E. Ten Pre-license Education Instructor Applications were reviewed:

Eight of these applications were approved. One application was denied because the applicant did not disclose on the application past disciplinary actions and did not provide proof of expertise in the fields of real estate for which approval was sought. One application was denied because the applicant did not disclose on the application a past disciplinary action.

1. Wendy F. Coates - Expert - **DENIED**
2. Fred F. Malek - **DENIED**
3. Russell L. Dillard - Expert
4. Coretta McKinney
5. Beverly J. Thomas
6. Raymond A. Courchene
7. Darlene A. Downey
8. Lucian S. Thomason
9. Lynda D. Morrison
10. Denese C. Kerns

F. Eighteen continuing and post license education instructor applications to teach previously approved continuing and post license education courses were reviewed and approved:

1. **Howard Williams, Jr.** 57663/57664 - (Foreclosure: Prevention & Opportunities for Buyer Client), **Alpha College of Real Estate**
2. **Lee Odems, Mark Worrilow, and Madonna Padillia** - 60678/60679/60680 - (Short Sales & Foreclosures), **PWAR**
3. **Harrison M. Simpson, Robert M. Pergerson, Lilyan B. Dickerson, Mark A. Forrer, Vivianne B. Coutts, Margaret C. Ireland, and Billy M. Owen** - 58806 - (Real Estate Contracts), 58840 - (Virginia Legislative Updates), 58796 - Real Estate Agency, 58802 - (Smart Growth in Virginia), 58804 - (Internet's Effect on Virginia Real Estate Transaction), 58800 - (Real Estate Fair Housing) 58842 - (Legal Ethics & Professionalism in Real Estate Law), 58792 - (Home Sales and the Economy) 58790 - (Do Not Call Rules and Regulations), 58798 - (Ethics & Standards of Conduct), 53564 - (Virginia Real Estate Trends & Legal Ethics), 58844 -

- (Virginia Real Estate Law Update), 58699 - (Limited Service Agency), 58846 - (Virginia Salesperson CE: Mandatory and Elective Topics), 53780/53781 - (Ethics and Standards of Conduct), 53748/53749 - (Fair Housing), 53772/53773 - (Finance), 53742/53743 (- Property Law), 53750/53751 - (Real Estate Technology), 53756/53757 - (Real Estate Law), 53758/53759 - (Agency Law), 53762/53763 - (Land Use Issues), 53764/53765 - (Property Valuation & Listing Process), 53776/53777 - (Offers to Purchase), **Moseley Real Estate Schools**
4. **Harrison M. Simpson, Robert M. Pergerson, Lilyan B. Dickerson, Margaret C. Ireland, and Billy M. Owen -** 58848 - Virginia Broker CE: Mandatory and Elective Topics, 58587 - Agent Supervision and Management (Cases in Improper Listings, Leasing, and Commissions), 58585 - Agent Supervision and Management (Cases in Personal Misconduct and Proper Supervision), 58545 - Agent Supervision and Management (Cases in Advertising and Communication, 58547 - Agent Supervision and Management (Cases in Agency Initiation, Supervision and Management), 58549 - Agent Supervision and Management Cases in Improper Disclosure and Disclosure Management, 58551 - Agent Supervision and Management Cases in Escrow Account Management, 58553 - Agent Supervision and Management Cases in Improper Dealing and Financial Management, 57941 - Agent Supervision and Management Cases in Agent Misconduct 58794 - Agent Supervision and Management, **Moseley Real Estate School**
5. **Lee Odems, Mark Worriow, and Madonna Padillia -** 59755- Accredited Buyers Representation (Business Planning), 59756- Accredited Buyers Representation (Real Estate Law), 59761- Accredited Buyers Representation (Agency Law), 59757- Accredited Buyers Representation (Real Estate Related) 59760- Accredited Buyers Representation (Legal Updates, Ethics, Real Estate Agency, Real Estate Contracts, Real Estate Related), 59757/59758- Accredited Buyers Representation - Short Sales & Foreclosures (Real Estate Related), 59759 - Accredited Buyers Representation - Short Sales & Foreclosures (Real Estate Related), **PWAR**
6. **Allan Marteney -** 54240/54241 - (ABR - Innovative Marketing Techniques for Buyer Representatives, 53512/53513 - (Accredited Buyer Designation Course) 53514/53515 - (Accredited Buyer Designation Course),

**DAAR**

7. **Robert Lambert, Don Clark and William Brown -**  
60431/60432/60433, (Broker Licensing Real Estate Appraisal), 60477/60478 (Broker Licensing - Real Estate Appraisal), **Alpha College of Real Estate**
8. **Denise Sutton and William Brown -**  
60483/60484/60485/60488/60489/60490 - (Broker Licensing - Real Estate Brokerage), **Alpha College of Real Estate**
9. **Cynthia Couch, and William Brown -** 60419/60420  
60421/60425/60426/60427/60428/60429/60430/60469  
60470, (Broker Licensing - Real Estate Law), **Alpha College of Real Estate**
10. **Darlene Kemp, and William Brown -** 60419/60422  
60423/60424/60479/60480 - (Broker Licensing - Real Estate Finance), **Alpha College of Real Estate**

G. Other Committee Business

1. The Committee requested that an e-mail be sent to all Board-approved education providers reminding them to submit adequate information, as outlined in "Required Attachment #2" of the CE/PLE Course Application, including a resume or biographical sketch, for prospective CE/PLE course instructors.
2. The Committee discussed an e-mail request from licensee George Creed concerning the provision requiring that continuing education for license renewal be "completed during each licensing term" pursuant to §54.-1-2105.03 of the *Code of Virginia* and 18 VAC 135-20-101 of the Board's Regulations. Mr. Creed requested that continuing education completed after license renewal but before the next licensure term begins be credited toward the continuing education requirement for the next licensure term. The Committee determined that Board law and regulation prohibit this.
3. As requested by the Board at its November 19, 2009, meeting, the Committee reviewed the following Real Estate Board's Advisory Council recommendation from its November 5, 2009, meeting:

"The Board change the Post License Education program to require 10 Mandatory Topic Hours for each Practice Track consisting of the topics outlined in §54.1-2105.01.C of the *Code of Virginia* and that the number of hours specified for each Practice Track's Elective Topics be

removed so that any Elective Topic(s) course for each Practice Track could be approved by the Board for one to 20 hours."

After discussion, the Committee recommended that the Board: 1) make no changes to the Post License Education Mandatory Topic Hours for the three Practice Tracks; and 2) allow approved education providers to apply for a maximum of 21 hours of Post License Education credit per Elective Topic course for the three practice tracks.

H. There being no further business or public comment, the meeting adjourned at 5:00 p.m.

**\* Continuing Education and Post License Education Course Companion Applications**