

STATE OF CONNECTICUT  
OFFICE OF HIGHER EDUCATION

Jennifer Williams, President  
Paier College  
505 University Avenue  
Bridgeport, CT 06604

Via Email: [jwilliams@paier.edu](mailto:jwilliams@paier.edu)  
Certified Mail:

**RE: Appeal of Decision to Deny Application for Renewal of Certificate of Authorization**

CORRECTED NOTICE OF HEARING

By authority of the Connecticut General Statutes, section 10a-34(h), Paier College's appeal of the Office of Higher Education's ("OHE") denial of the application for renewal of authorization has been scheduled for a hearing on the following days and times: **Tuesday, March 4, 2025, 9:00 AM to 5:00 PM and Thursday, March 6, 2025, 9:00 AM to 5:00 PM**. The hearing will be held in person. The hearing officer shall be Jeffrey Barry. The hearing location is:

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The Office of Higher  
Education Hearing Room B  
450 Columbus Blvd.  
Hartford, CT 06103

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OHE's denial of Paier College's application for renewal of its certificate of authorization is based upon the college's failure to meet the approval standards as set forth in the Regulations of Connecticut State Agencies sections 10a-34-11 through 10a-34-24 as articulated in the denial letter dated September 30, 2024, attached hereto.

At the hearing, Paier College, through its attorney, will have the opportunity to present evidence, including witnesses and documents.

Representation by an Attorney:

Because Paier is a company, it must be represented by an attorney.

Documents:

If Paier College intends to introduce documents into evidence, **IT MUST COMPLY WITH THE FOLLOWING REQUIREMENTS:**

Exhibits should be pre-marked for identification (i.e., OHE Exhibit 1, Respondent Exhibit A), page numbered, and properly redacted.

The following information shall be redacted.

- (1) Date of birth
- (2) Mother's maiden name
- (3) Motor vehicle operator's license number
- (4) Social Security Number
- (5) Other government-issued identification number
- (6) Health insurance identification number
- (7) Financial account number
- (8) Security code or personal identification number (PIN)

**Order Re: Filings**

In preparation for this hearing, Paier College and OHE must, no later than **February 14, 2025**, provide the information specified in the attached Notice for Submissions to [OHE.Hearing@ct.gov](mailto:OHE.Hearing@ct.gov) and exchange the submissions with one another.

All communications to the hearing officer shall be submitted in this fashion.

**Failure to Appear:**

If Paier College fails to appear at the hearing, upon proof that due notice was served upon it to appear, the hearing officer may dismiss the appeal and issue a notice of dismissal of the appeal.

If you have any questions about the hearing schedule, please contact Jeffrey Barry at 860-947-1839 or [jeffrey.barry@ct.gov](mailto:jeffrey.barry@ct.gov).

Our office may contact you again 3 to 5 calendar days prior to the hearing to provide you with any further instructions.

Dated at Hartford, Connecticut, this **13th day of January 2025**.

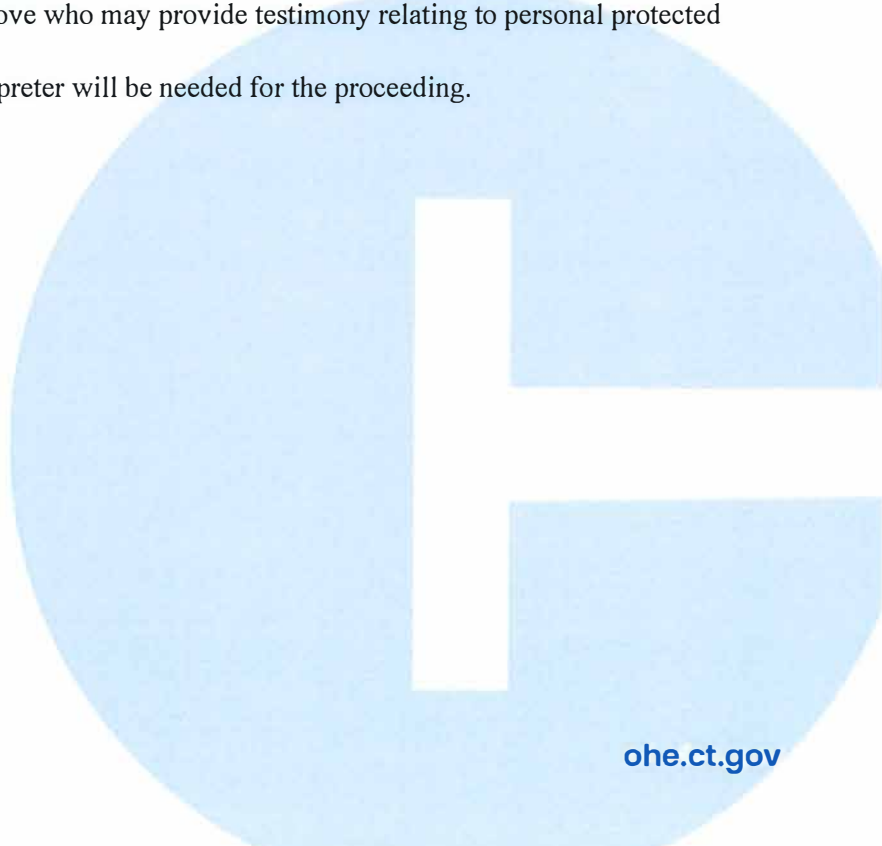
  
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Jeffrey Barry, Hearing Officer

### Notice for Submissions

The hearing in the matter of **Paier College** has been scheduled for the following days and times: **Tuesday, March 4, 2025, 9:00 AM to 5:00 PM and Thursday, March 6, 2025, 9:00 AM to 5:00 PM**, and will be conducted in person.

On or before **February 13, 2025**, Paier College and OHE must provide the following by electronic mail to the hearing officer, Jeffrey Barry by email: [OHE.Hearing@ct.gov](mailto:OHE.Hearing@ct.gov)

1. Electronically pre-filed exhibits: Exhibits should be pre-marked for identification (i.e., OHE Exhibit 1, Respondent Exhibit A), page numbered, **and properly redacted for any personally identifiable information**. *Parties and/or counsel should stipulate to any exhibits and facts not in dispute and provide any objections to proposed exhibits.* All exhibits also must be sent to the opposing party or counsel.
2. Witness List: Identify any persons expected to be called to testify. Be sure to notify your witnesses that they will be required to remain available and in attendance for the full duration of the hearing. (This will eliminate the difficulty of trying to reach witnesses again for rebuttal or additional examination later in the hearing). Witness lists also must be sent to the opposing party or counsel.
3. Photo Identification: Self-represented parties should provide a copy of a government-issued photo identification for yourself and any witnesses you expect to call. Photo identification is *not* required for parties represented by counsel, or witnesses called to testify for parties represented by counsel.
4. Electronic Mail (“e-mail”) addresses: Provide e-mail for parties, counsel and witnesses. All e-mail addresses must be current and able to receive all notices relating to this matter.
5. Cellphone numbers: Provide cellphone numbers for all parties, counsel, and witnesses at which they can be reached and respond to text message during the hearing.
6. Executive session: A statement whether executive session may be required to receive testimony containing personal protected information, and if so, what that information may be. Parties or counsel should identify any witnesses listed in response to #2 above who may provide testimony relating to personal protected information requiring executive session.
7. Interpreter: A statement whether an interpreter will be needed for the proceeding.



September 30, 2024

Jennifer Williams, President  
Paier College  
505 University Avenue  
Bridgeport, CT 06604

Dear President Williams:

The Connecticut Office of Higher Education (“OHE”) has denied Paier College’s application for renewal of its certificate of authorization (“renewal application”), which is set to expire on September 30, 2024. This denial is based upon Paier College’s (“Paier”) failure to meet the approval standards as set forth in the Regulations of Connecticut State Agencies sections 10a-34-11 through 10a-34-24 as follows:

**10a-34-11: Administration**

Paier failed to demonstrate a proper institutional governing board because there are no board members who represent the public interest and who derive no financial gain from the operation of the institution.

**10a-34-12: Adequacy of Resources**

Paier failed to demonstrate that financial resources are adequate for the purposes and objectives of the institution and its programs, including meeting obligations to staff, students, and others served by the institution. Data and documentation provided by Paier demonstrate that the institution is not responsibly managing capital and the latest YTD financials reflect that the institution has been running at a deficit. No plan to restore fiscal health has been provided. The inadequate financial resources are evidenced by, among other things: OHE’s receipt of several complaints from unpaid faculty, an outstanding bill of \$9,000 to MetroGuard for campus security, and the institution’s inability or unwillingness to fix or replace the institution’s aging boiler that has resulted in lack of heat in the academic building.

**10a-34-13: Faculty**

Paier failed to demonstrate that it either employs, or has identified for immediate employment, enough qualified faculty to support all areas of instruction identified in the proposed coursework as provided in the renewal application. For example, the renewal application identifies one or more faculty members to teach courses which they were not made aware they were expected to teach. In some instances, the identified faculty are unqualified to teach a specific course, and/or are unavailable to fill faculty positions at the institution because they had signed employment contracts with other institutions.

**10a-34-15: Curriculum and Instruction**

Paier failed to demonstrate that the curricula are ready to be delivered to students:

- a. Failed to provide a carefully planned and published sequence of related courses and other instruction activities, including well-defined instructional outcomes, and systematic planning by faculty.
- b. There was minimal description and limited examples of integration of the general education in overall programs.
- c. The course schedules and faculty assignments provided to OHE were incomplete and inaccurate (see above in Faculty).

#### **10a-34-18: Library and Learning Resources**

Paier failed to demonstrate that the library includes, or will include, sufficient library resources to support the needs of offered programs. The library was unkempt and was filled with outdated books in poor physical condition. Although Paier has a cooperative arrangement with the University of Bridgeport for the sharing of learning resources to supplement Paier's library, per the regulations, this resource sharing can only be used to supplement, not substitute, the library services provided on campus.

#### **10a-34-19: Facilities and Equipment**

Paier currently has inadequate facilities and equipment. The building is in poor condition and its facilities need repair and maintenance that will require significant revenue and time. The facilities cannot support a safe, comfortable environment for its students, faculty and staff. Dormitories are unclean and facilities in general are in poor condition with visible water leaks and staining, and evidence of mold and mildew is visible in more than one area. The quality and cleanliness of classrooms and laboratories was poor. Supplies and equipment were outdated and disorganized, and labs lacked necessary supplies. For example, the boiler needs repair or replacement resulting in unheated classrooms.

Paier does not have security, and the proposal to provide security only at night is unacceptable.

#### **10a-34-20: Catalogs and Program Advertising**

Paier failed to provide an acceptable catalog. The institutional catalog provided in the submission to the evaluators did not include names of the board of control; names, positions, and earned degrees of all administrators and faculty; student personnel policies or a calendar for 2024-25 year. Program descriptions did not include a list of faculty members, and in the only marketing flyer provided in the application, learning outcomes did not match outcomes provided in the catalog.

#### **10a-34-21: Student Services**

Paier failed to demonstrate the ability to provide adequate student access to well-developed programs of career and placement counseling outside of the classroom. For example, academic advising is reported to be available during faculty office hours posted early in the semester but there was no mention of qualified counseling staff, nor a health service office.

Based on its in-depth review of Paier's renewal application, the evaluation team determined that Paier has failed to comply with the above set forth regulations. On that basis, OHE has denied renewal. By October 7, 2024, provide our office with an updated closure plan that addresses how the institution will manage student records, provide a continuity of education for enrolled students, and administer refunds.

Pursuant to Connecticut General Statutes section 10a-34(h), Paier College can appeal this denial within ten days of today's date by notifying Emily Bjornberg at [Emily.Bjornberg@ct.gov](mailto:Emily.Bjornberg@ct.gov).

Sincerely,



Timothy D. Larson  
Commissioner

cc: Creative Workforce LLC

