

Real Estate Law Instructor Training—August 10, 2007

Embassy Suites Hotel-Montgomery, Alabama

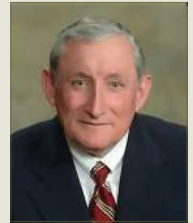
Chuck Jacobus is an attorney with law offices in Bellaire, TX and Senior Vice President of Charter Title Company in Houston. He is board certified by the State Bar of Texas Board of Legal Specialization in both residential and commercial real estate law. Chuck is also a member of the Houston Real Estate Lawyers Council and has served as chair and/or president of the Real Estate Section of the Houston Bar Association, the Real Estate Educators Association (REEA), and the American Bar Association Committee on Real Estate Brokers and Brokerage.

Chuck has authored numerous books including *Texas Real*

Estate, Texas Real Estate Law, Real Estate: An Introduction to the Profession, and Real Estate Principles and Texas Title Insurance. He is an adjunct professor of law at the University of Houston Law Center and has served as Mayor of Bellaire, Texas. Chuck's deep knowledge of real estate law and his sense of humor make a good combination for an educational and enjoyable training.

The afternoon session will include Charles Sowell and Pat Anderson discussing state-specific license law. This is another opportunity to be educated and entertained simultaneously while learning about Alabama license law.

Completion of this course will provide six of the twelve hours needed to renew instructor approval in 2007. Remember, these hours are not interchangeable with CE hours that are needed to renew your broker license. These CE hours are only applied toward the renewal of your instructor approval that will take place in August of 2007. The CE hours that will be applied toward your next broker license renewal must be taken from other instructors and completed by September 30, 2008. Take advantage of this great training opportunity and acquire hours needed for instructor renewal. We look forward to seeing you on August 10, 2007.

**DATE**

August 10, 2007

COURSE

Real Estate Law

LOCATIONEmbassy Suites Hotel
Montgomery, Alabama**REGISTRATION**

8:30–9:00 a.m.

TIME

9:00 a.m.–4:00 p.m.

COST

\$95.00 [includes lunch and breaks]

HOW TO REGISTER

All participants must register through Auburn University's Outreach Program Office. See the enclosed registration form for more details.



Larry Fabrey



Mary Shern

Simulation Problem Training

August 9, 2007

The Commission will offer training for instructors of the new 60 hour broker prelicense course on August 9. This training is designed to familiarize instructors with the simulation problems that will appear on the new broker exam beginning October 1 and also provide helpful hints on how to teach the problems. This training is being offered primarily for instructors who are approved to offer the broker prelicense course even though others may attend if space is available.

Larry Fabrey from AMP (Applied Measurement Professionals) will be present to

explain simulation problems to help instructors better understand how the problems are written and graded. **Mary Shern** from the Georgia Institute of Real Estate will also be present to discuss Georgia's introduction to the simulation exam and offer guidance on how to prepare students for simulation questions. Georgia implemented the simulation exam over a year ago and Ms. Shern will be able to share their experiences and what seemed to work best.

Completion of this course will provide six of the twelve hours needed to renew instructor approval in 2007. Remember, these hours are not interchangeable with CE hours that are needed to renew your broker license. These CE hours are only applied toward the

renewal of your instructor approval that will take place in August of 2007. The CE hours that will be applied toward your next broker license renewal must be taken from other instructors and completed by September 30, 2008. **Registration must take place through Auburn University's Outreach Program Office either by completing the registration form or registering online at www.auburn.edu/outreach/arec.**

- **Date** August 9, 2007
- **Course** Simulation Problem Training
- **Location** Alabama Real Estate Commission
- **Registration** 8:30–9:00 a.m.
- **Time** 9:00 a.m.–4:00 p.m.
- **Cost** \$50.00 [includes lunch and breaks]

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AREEA Update

AREEA (Alabama Real Estate Educators Association) held its spring meeting in Montgomery at the Commission office on May 10. Members discussed the promotion of the organization and strategies for getting more instructors involved. Members shared teaching techniques that were most effective in their classrooms. Charles Sowell shared case studies and information on license law that instructors could use in their classrooms. Ryan Adair presented an overview of the new 60 hour broker prelicense course. Officers for 2007-2008 were elected and include President Anne Powell from Mobile, President-Elect Selena Daniel from Opelika, Vice President Susan Vierkandt from Dothan, and Secretary/Treasurer Mary Beth Bower from Montgomery. National Directors include Emil Anker Miller from Arab, Harriett Isaacson from Birmingham, and Bo Goodson from Montgomery. If you are not an AREEA member and wish to join this chapter, please contact Anne Powell at 251.709.0019 or annepowell@robertsbrothers.com.

Where Is Everybody?

The miles, hours and money wasted on cancelled courses have been very costly to the Commission. Auditors continue to arrive at class sites to find that courses have been cancelled or rescheduled. The audit schedule is prepared from the Real Estate Course Search feature on the Commission's Web site, just as a student would search for a class. Prior to traveling to a course, auditors even confirm in CMap the time, place and specific site. Many times when the auditors arrive at the course location, no one is there. This can be due to a cancellation or a change in the meeting time, place or date. It is imperative these changes be made to the CMap entry as soon as any schedule modifications are made.

A written report and letter are compiled by the auditors upon their return to the Commission informing the instructor and the school administrator of the attempted audit which is placed in the instructor's file. A follow up unannounced visit will take place to ensure this problem has been addressed and corrected. Multiple incidents of incorrect information listed in CMap can lead to disciplinary action by the Commission as noted in **Rule**

790-X-1-.12 and Rule 790-X-1-.17.

The instructor and school administrator should work together to ensure accurate information and corrections are made to the CMap entry. It is suggested that school administrators perform a real estate course search on the Commission's Web site weekly to determine if courses sponsored by their school are listed correctly. If a school has numerous instructors and the instructors enter their own course information into CMap, that information as well as any changes or cancellations should be sent to the school administrator in writing so

entering the course information into CMap, the instructor should also confirm that the information entered for his or her course is correct. It is a good idea for instructors to conduct a real estate course search themselves through the Commission's Web site to confirm that the information for a course they are scheduled to teach is correct.

Auditors look forward to observing instructors at work teaching real estate courses so arriving at a course site and finding no course being offered is very disappointing. The worst part of these wasted trips is the amount of money and time being spent with no result. It is



verifications of the information can be made. Ultimately, the school administrator is responsible for the exact course information listed in CMap so communication lines should be open in regard to what, when and where a course is being offered.

If other office personnel are given the responsibility of

for this reason that the Commission requires strict adherence to the rules governing the submission of accurate information. Please make the verification of all CMap course information a part of your regular routine so we can stop the wasted trips and the need for possible disciplinary action.



CDEI: Certified Distance Education Instructor

An amendment to Rule 790-X-1-.21 requires that all instructors of distance education courses obtain a new certification from IDECC (International Distance Education Certification Center), which is a subsidiary of ARELLO (Association of Real Estate License Law Officials). This certification is the CDEI (Certified Distance Education Instructor). If you are currently approved to offer distance education courses you have until October 1, 2008 to obtain this certification and submit it to the Commission. Instructors who do not obtain the certification by October 1, 2008 will not be allowed to offer distance education courses until they obtain the certification. Effective October 1, 2007, all instructors who do not offer distance education courses but plan to do so in

the future will be required to obtain this certification before being allowed to offer distance education courses.

The CDEI consists of two online courses of approximately four hours each. The first course is "How and Why Adults Learn," and the second course is "Principles of Good Practice and Teaching Online." Once enrolling in a course you have 90 days in which to complete it. Courses are now available by going to www.idecc.org. The cost for each course is \$200 for a total cost of \$400. However, Alabama instructors are being given a discount of \$50 per course. Therefore, the total cost will be \$300. You will need to obtain a code from the Commission to be able to get the discounted rate.

Instructors who successfully complete both courses and

submit the certification to the Commission will receive 6 hours of instructor credit to be applied toward instructor renewal. If you need the hours for the upcoming education renewal you must complete both courses to receive 6 hours for the 2007 renewal. Instructors are reminded that if you already have your 12 hours for the 2007 renewal and plan on using the hours for instructor renewal in 2009, the courses should not be completed until after October 1, 2007. No partial credit will be given for completing one of the courses. You must complete both courses and obtain the certification to receive 6 hours of instructor training credit.

If you have any questions concerning the CDEI, please contact the Education Division at 334.242.5544.

AREC Staffing Change



Susan Jackson began employment at the Commission on February 1, 2007 as an Education Auditor after leaving the school system in Birmingham. She learned quickly and eventually began auditing instructors and schools. Susan enjoyed the time she spent at the Commission helping school administrators and instructors. However, her love for children led to her realization that her passion and calling is teaching children. Therefore, she is returning to her previous position as a teacher. We wish Susan the best in her education career.

Education Renewals

It's that time again! All instructors, courses, and schools must be renewed by August 31 according to Rule 790-X-1-.10. Everyone was so excited about the online instructor and school renewals in 2005 we decided to take it a step further and add online course renewals. *(Take a moment to collect yourself and harness the excitement before you continue reading.)* Instructor and school renewals will basically work the same as

the last renewal. However, with course renewals, no paper outlines will have to be mailed in. Everything can be taken care of online. Go ahead and begin organizing all of your material because detailed instructions will be mailed in the very near future. You will receive a separate mailing with an education renewal memorandum and detailed step-by-step instructions for the renewal process. The Education Division will be

available to answer any questions you have once the renewal process begins.





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Retirement Of Gloria Ingram

she earned a promotion in job classification and went to work for the Department of Industrial Relations. After a nine year stint with them, she returned to the Real Estate Commission in August of 1988 and worked in the Commission's Education Division until her retirement. Of Gloria's 29 year career with the State of Alabama 20 was with the Real Estate Commission.

Gloria will very definitely be missed by Commissioners, Staff, Instructors, School Administrators and all others who had an opportunity to work with her. Pleasant memories and heartened encouragement are wrought by the strong remembrances and experience of her

contagious laughter. Her radiant smile brightened even the darkest moments of a day.

Gloria is gracious in spirit. Her willingness to assist everyone anytime exemplified what it meant to know a team member. Whether it be coworkers, instructors, school administrators, students, licensees, other agency personnel or consumers they all were received with openness as a prelude to following the next step to finding an answer or solving a problem. We remember and reaffirm the appreciation for which Gloria will always be known as she modeled helping people understand the importance of complying with law, rules and

procedures and furthermore how to do it.

Gloria's work performance gave evidence that she truly enjoyed what she did which also in turn served to boost the morale of others. She especially enjoyed her personal relationships with instructors and school personnel cultivated over time and through experience. As you know, she was always there for you with a listening ear extending confident guidance to help you solve your problems with Cexp, CMap, rosters or with whatever other problem you had.

We say "thank you Gloria" for a job well done. We will miss you more than we can say and wish you the very best in your retirement.

Gloria Ingram officially retired from state service with the Real Estate Commission on June 1, 2007. Gloria returned to spend the last 19 years of her state career with the Alabama Real Estate Commission after having begun state service in January of 1978. In 1979