

APPENDIX O

December 2005

Summary of Visit for Licensure by Team of Examiners to The Institute of American Indian Arts

Background

The national Institute of American Indian and Alaska Native Culture and Arts Development, which was chartered by an Act of Congress in 1986, is commonly known as the Institute of American Indian Arts (IAIA). It is the only institute in higher education in the world devoted solely to the study and practice of the artistic and cultural traditions of American and Alaska Native peoples. The Institute of American Indian Arts is accredited by both the North Central Association of Colleges and Schools and the National Association of Schools of Art and Design. The Institute, which is situated on 140 acres just outside of Santa Fe, also operates a museum that houses a unique collection of contemporary American Indian art.

The primary goal of The Institute of American Indian and Alaska Native Culture and Arts Development is to enhance knowledge and understanding of the cultural traditions of American Indians and Alaska Natives with a special focus on traditional and contemporary Native art. To this end, the Institute provides a curriculum which combines professional skills with development of an integrated liberal arts education. Currently IAIA offers the Associate and Baccalaureate degrees in Museum Studies, Studio Arts, Creative Writing, Indigenous Studies and Visual Communication.

IAIA and the Eastern Band of the Cherokee Indians have entered into a Memorandum of Understanding to establish a course site in the Qualla Boundary (Cherokee Reservation) in North Carolina. At a later date, IAIA will apply for licensure to offer the Associate of Fine Arts degree in Studio Arts at the IAIA/Cherokee site. The courses that will be offered can be applied towards the Associate of Fine Arts degree in Studio Arts.

Application and Team of Examiners

On July 2, 2004, Chief Hicks of the Eastern Band of Cherokee Indians forwarded communication to Dr. Howard-Vital that they supported the forthcoming licensure application of IAIA. Dialog with representatives of The Institute of American Indian Arts occurred in July and August 2004.

On December 20, 2004, the Office of the President received an application for licensure from the Institute of American Indian Arts. The same day, IAIA was contacted to acknowledge receipt of the application and supporting materials which included the most recent audited financial statements, Feasibility Study for IAIA/Cherokee: A Campus of The Institute of American Indian Arts, a current college catalog, Policies and Procedures Manual, faculty handbook, Institute of American Indian Arts: Student Handbook, Strategic Plan 2005, course syllabi for the proposed coursework and associate degree,

position descriptions and copies of academic credentials for faculty. Also, the Honorable Charles H. Taylor, Representative for Eleventh District, US House of Representatives, sent a letter of support.

Dr. Howard-Vital reviewed the application, ancillary materials and appointed a Team of Examiners to evaluate the aforementioned materials and to conduct a site visit to IAIA to determine compliance with the licensure standards contained in The University of North Carolina Board of Governors Rules and Standards: Licensing Nonpublic Institutions to Conduct Degree Activity in North Carolina (revised November 2004).

Site Visit

On May 2-3, 2005, a site visit was conducted at the Institute of American Indian Arts in Santa Fe, New Mexico. The Team of Examiners included, Dr. Richard E. Neel (chair), Dean Emeritus, Belk College of Business Administration and Professor of Economics Emeritus, The University of North Carolina at Charlotte; Ms. Dian Magie, Executive Director, UNC Center for Craft, Creativity, and Design; Professor Glenn Lewis, North Carolina State University, Ms. Kathryn Crowe, Librarian, UNC Greensboro; Dr. Gretchen Bataille, Senior Vice President for Academic Affairs; and Dr. Michelle Howard-Vital, Associate Vice President for Academic Affairs, The University of North Carolina (ex-officio).

Dr. Howard-Vital requested that the Team of Examiners review the application and supporting materials to determine if the institution would be in compliance with the *Rules and Standards* at its course site and eventual campus site in North Carolina.

During the site visit, the Team of Examiners reviewed the curriculum, faculty credentials, library resources, budget data, educational facilities, student records, enrollment data, and faculty data sheets for full-time and part-time faculty, the faculty handbook, audited financial statements and other exhibits. The Team also met with numerous individuals at IAIA including Della C. Warrior, President of The Institute of American Indian Arts; Dr. Rich Tobin, Director of Planning, Research, and Assessment and Director, Learning Support Center; C. Maxx Stevens, Dean of the Center for Arts & Cultural Studies; Norman Akers, 2D Department Chair, Studio Arts; Karita Coffey, 3D Department Chair, Studio Arts; six faculty members; Robert W. Sutton, Director, Financial and Administrative Services; Carmen Henan, Dean of Students; Mari Russell, Director of Library Programs; Jenni James, Librarian; Myra Garro, Manager of Enrollment and Admissions; and Christina Romero, Financial Aid Manager. Interim Director Joseph Sanchez led the team on a tour of the Institute of American Indian Art Museum which was being renovated. Additionally, the team met with James Smith, Chairperson of the IAIA/Cherokee Project Steering Committee.

A preliminary report from the team was forwarded to the Office of the President on August 24, 2005. Dr. Howard-Vital sent the preliminary report immediately to IAIA to review for errors of fact or significant omissions. The Final Report to the President of The University of North Carolina from the Team of Examiners for the Licensure Visit for the Institute of American Indian Arts' Proposed Course Site and Proposed Course

Offerings in the Qualla Boundary of the Eastern Band of Cherokee Indians at Cherokee, North Carolina was sent to IAIA on October 3, 2005. On October 20, 2005, IAIA responded to the team's recommendations. In its Final Report, the Team of Examiners recommended that IAIA be licensed to 1) establish a course site (the IAIA/Cherokee site) in the Qualla Boundary of the Eastern Band of Cherokee Indians and 2) offer each year at the course site a limited number of courses for academic credit in the area of Studio Arts, subject to the compliance with all of the recommendations contained in the final report. The team further recommended that if licensure is granted that a team visit the IAIA/Cherokee site one year later from the date of licensure to review compliance with the recommendations and the fifteen licensure Standards.

Recommendations

The Team of Examiners delineated seventeen recommendations for IAIA. These recommendations focus on the establishment of the site, the IAIA/Cherokee catalog, library and learning resources, and faculty credentials.

In two recommendations the team requires that the administrators of the IAIA/Cherokee site submit to the Office of the President pertinent documents, as soon as possible. In recommendation one, the Team requires that IAIA submit evidence that the IAIA/Cherokee site complies with all ordinances and laws relative to safety and healthy of all participants at this site. In recommendation fifteen, the team states that evidence of an appropriate tuition guaranty bond from an independent certified public accountant for the IAIA/Cherokee site should be forwarded to the Office of the President. The tuition guaranty bond should be for the fiscal year in which the Institute offers its initial classes at the IAIA /Cherokee site. The institution responded that the IAIA/Cherokee Site Coordinator will provide the UNC Office of the President with evidence of IAIA/Cherokee site compliance with all pertinent ordinances and laws relative to the safety and health of persons at the site. The institution's Director of Financial and Administrative Services will ensure that the appropriate tuition guaranty bond is secured. These responses were acceptable to the team.

In several recommendations, the Team requires IAIA to provide library and learning resources for prospective students. The team recommends that the library at IAIA consider implementing electronic reserves, so that its unique print and visual materials will be available to students at the IAIA/Cherokee site and other distant learners. Similarly, the team recommends that students at the IAIA/Cherokee site have access to online materials when they are away from the site facilities. The team further recommends that there be a full-time professional librarian at the IAIA/Cherokee site as the institution positions itself to grant degrees. Likewise, the team recommends that IAIA develop a Web site of the available free art journals for easy access by IAIA/Cherokee site students.

IAIA concurred with all the recommendations regarding the library and learning resources. The institution will employ a part-time librarian at the IAIA/Cherokee site and extend the librarian hours, as the enrollment increases. IAIA will also provide access to online relevant library and learning resources, as the team recommended. IAIA/Cherokee

site library will provide website links so that students can access materials on and off-campus. The team was satisfied with the institution's responses regarding library and learning resources.

The team reiterates the standards for faculty credentials in two recommendations and seeks clarification on the appointment of faculty and administrators in another. The team recommends that The Institute of American Indian Arts utilize faculty at the IAIA/Cherokee site who hold at least a master's degree or the equivalent in the field of specialization in which they are teaching. Further, a minimum of 18 graduate semester hours in the master's degree must be in the discipline in which faculty are teaching, and the degree should be from a regionally accredited institution of higher education. The team recommends that IAIA/Cherokee employ faculty to teach general education courses for its IAIA/Cherokee site, who hold a doctorate or master's degree in the teaching discipline or a master's degree with a concentration in the teaching discipline (at least 18 graduate hours). The team recommends that IAIA clarify the role of the President of IAIA and other administrators in appointing administrators and faculty for the IAIA/Cherokee site. Similarly, the team asks for clarification regarding the role of IAIA faculty in the selection and evaluation of faculty for the IAIA/Cherokee site.

The institution concurred with the team's recommendations regarding the credentials of faculty who will be hired to teach the courses at the IAIA/Cherokee site. The institution further states that it will maintain equal or higher standards for faculty so that it will be in compliance with faculty qualifications required by its regional accrediting agencies. This explanation was satisfactory to the team of examiners. The institution clarified that the President of IAIA, subject to the direction of the Board, has responsibility for all personnel and activities of the Institute. The administrators at the IAIA/Cherokee site report to an Institute officer delegated by the President with administrative oversight over the IAIA Cherokee course site. Additionally, faculty selections proposed for the IAIA/Cherokee site will be reviewed by the IAIA Academic Dean and relevant department. Recommendations will then be made to the President or the delegated officer who has oversight over the site. The team responded that it was satisfied with the institution's responses to the recommendations.

The team provides several recommendations concerning the catalog and students' records. The team recommends that information be included in the catalog about the availability of health care services and the degree of responsibility of IAIA for providing such services at its IAIA/Cherokee site. The team recommends that information be included in the catalog, for courses delivered electronically, on the nature of faculty/student interaction, prerequisite technology competencies and skills, technical equipment requirements, and the availability of academic support services. As stated in the Standards, the team recommends that IAIA make provision for the disposition of permanent and other critical student records for its IAIA/Cherokee site in accord with regulations of the Office of Archives and History of the State of North Carolina, which is located in Raleigh, North Carolina.

The institution concurred with the team's recommendations concerning the catalog and students' records. IAIA responded that the IAIA/Cherokee Coordinator will make provision for the disposition of permanent and other critical student records, in accordance with regulations of the Office of Archives and History of the State of North Carolina, in Raleigh. The IAIA/Cherokee catalog and brochure will include relevant information on the availability of healthcare services at the site, on courses delivered electronically, on technical requirements for online courses and on the availability of academic support services. The team was satisfied with the aforementioned responses.

In the last recommendation, the team recommends that IAIA develop a teach-out plan which will ensure that each student at the IAIA/Cherokee site will be able to complete each course and program in which he/she is enrolled. The institution responded that it will give a period of sufficient time to insure that students are able to complete their courses at the IAIA/Cherokee site, in event of a termination by either of the parties that signed the Memorandum of Understanding. The team was satisfied with the responses of IAIA.

Staff in the Office of the President concurs with these recommendations and will schedule a one-year site visit for the IAIA/Cherokee, if the Board grants licensure.