



APPENDIX P

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August 17, 2004

MEMORANDUM

TO: Committee on Educational Planning, Policies, and Programs

FROM: Molly Corbett Broad

SUBJECT: Licensure of Miller-Motte Technical College to Offer a Bachelor of Allied Health Management in Wilmington, North Carolina

The Board of Governors of the University of North Carolina is charged under North Carolina General Statute Section 116-15 with responsibility for licensing nonpublic educational institutions to conduct post-secondary degree activity in North Carolina. On February 8, 1974, the Board adopted its rules and standards for licensing nonpublic educational institutions to confer degrees. Following several refinements of the rules and standards, the Board on October 9, 1998, approved the present revision in compliance with 1984 amendments to G.S. 116-15 and in recognition of the growing importance of distance learning in the delivery of instruction.

In September 2003, Miller-Motte Technical College in Wilmington, North Carolina, submitted an application and related documents for three new proposed degree programs: Bachelor of Science in Business Administration, Bachelor of Science in HealthCare Administration, and Associate of Applied Science in Cosmetology.

A Team of Examiners visited Miller-Motte Technical College on February 9-10, 2004, to review all three programs. At your July Board meeting, the Board of Governors authorized Miller-Motte to offer the Bachelor of Science in Business Administration and the Associate of Applied Science in Cosmetology.

The Team delayed making a recommendation to the Board of Governors on the proposed Bachelor of Science degree in Healthcare Administration until Miller-Motte Technical College (a) decided what type of degree it would offer, (2) determined the appropriate curriculum for the degree, (c) employed faculty with appropriate educational credentials prior to implementing the program, and (d) complied with all of the recommendations contained in the Final Report that apply to the degree. Staff concurred.

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The Team also suggested that Miller-Motte Technical College conduct a market analysis to determine if there is actually a market for a baccalaureate degree in “healthcare administration.” Further, the Team reiterated that faculty employed by Miller-Motte must hold their education credentials, at the time that they apply to teach. The Team also recommended that the institution insure that there is appropriate time and adequate resources to enhance the professional growth and development of faculty members.

On May 20, 2004, Miller-Motte Technical College stated that it agreed with the Team’s judgment and withdrew the Bachelor of Science in Healthcare Administration from your consideration.

The Team of Examiners who had participated in the February 9-10 site visit and Associate Vice President Michelle Howard-Vital continued to work with Miller-Motte Technical College to refine the proposed baccalaureate degree program. In the ensuing months, Miller-Motte conducted a more detailed marketing analysis. The institution concluded that it was more feasible to pursue a B.S. in Allied Health Management instead of a B. S. in Healthcare Administration. As a result of its research, Miller-Motte revised curriculum and the changed the name of the degree program.

On May 20, 2004, Miller-Motte Technical College resubmitted an application for a Bachelor of Science Degree in Allied Health Management, with a revised curriculum, and agreed to follow all the recommendations of the Team of Examiners.

Miller-Motte removed faculty from its teaching roster who did not have the appropriate qualifications.

On June 18, 2004, the Team of Examiners asked that Miller-Motte provide explanation on specific courses in the curriculum. Miller-Motte Technical College made further curricular alterations and responded to the Team’s requests.

On June 28, Miller-Motte replied to the Team’s few remaining questions and resubmitted the proposal for the Bachelor of Science in Allied Health Management to the Office of the President. Updated syllabi were forwarded to the subject experts on the Team to demonstrate that the courses had been altered according to the Team’s recommendations.

The Team of Examiners and staff are satisfied with Miller-Motte’s responses.

Thus, I recommend to the Committee on Educational Planning, Policies, and Programs of the UNC Board of Governors that a regular license be issued to the institution to conduct the Bachelor of Science in Allied Health Management in Wilmington, North Carolina, subject to annual reports and review at any time. After two years have elapsed following licensure, Miller-Motte Technical College will be reviewed again to judge whether the institution continues to maintain standards for licensure.

Enclosure: Summary