



Constituent Universities  
Appalachian State  
University

East Carolina  
University

Elizabeth City  
State University

Fayetteville State  
University

North Carolina  
Agricultural and  
Technical State  
University

North Carolina  
Central University

North Carolina  
State University  
at Raleigh

University of  
North Carolina  
at Asheville

University of  
North Carolina  
at Chapel Hill

University of  
North Carolina  
at Charlotte

University of  
North Carolina  
at Greensboro

University of  
North Carolina  
at Pembroke

University of  
North Carolina  
at Wilmington

University of  
North Carolina  
School of the Arts

Western Carolina  
University

Winston-Salem  
State University

Constituent High School  
North Carolina  
School of Science  
and Mathematics

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## APPENDIX H

# The University of North Carolina

## GENERAL ADMINISTRATION

POST OFFICE BOX 2688, CHAPEL HILL, NC 27515-2688

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## MEMORANDUM

TO: Members, Committee on Educational Planning, Policies, and Programs

FROM: Alan Mabe

DATE: February 1, 2011

SUBJECT: Recommended Approval of Programs for Licensure

**Background:** From 1923 to 1963, the State Board of Education licensed nonpublic institutions to confer degrees in North Carolina. In 1963, the General Assembly transferred this responsibility to the State Board of Higher Education. In 1972, the General Assembly dissolved the State Board of Higher Education and assigned the responsibility for licensure to the Board of Governors of The University of North Carolina.

Thus, the Board of Governors 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 in accord with rules, regulations and procedures it establishes. This includes all institutions that were not grandfathered in at the time of the 1972 statute and any out-of-state institution (public or private) seeking to offer postsecondary degree activity in North Carolina. The General Assembly clearly intended that post-secondary degree activity be carefully overseen in the State to protect the citizens of North Carolina from consumer fraud or deceptive acts or practices.

**Jurisdictional Authority:** The General Statutes of the State of North Carolina specify that the powers and duties of the Board of Governors of the University of North Carolina, in addition to those related to governance of the constituent institutions of the University, include regulatory authority to issue to certain nonpublic post-secondary educational institutions licensure to conduct post-secondary degree activity in North Carolina. The statute pertaining to such licensing, North Carolina General Statutes Section 116-15, is reproduced in the Appendix to the Rules and Standards to be found at the UNC Website at [http://www.northcarolina.edu/aa\\_planning/licensure/Rules\\_\\_Standards\\_\\_Master\\_Updated\\_1-081.pdf](http://www.northcarolina.edu/aa_planning/licensure/Rules__Standards__Master_Updated_1-081.pdf).

**Issues Involved:** Kaplan has had some recent problems but their request was held up and Kaplan was asked to respond explicitly to those issues and to provide assurance that the practices in question would not occur in NC. Only after those assurances were received from Kaplan did this go forward.

The University of Southern Californian is offering the program online, but will have student teaching sites in NC, which triggers the need for their program to be licensed in NC.

**Recommended Action:** Based on the proposed programs meeting the Board's requirements for licensure, the President recommends the awarding licensure to these programs.



# The University of North Carolina

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School of the Arts

Western Carolina  
University

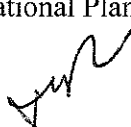
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School of Science  
and Mathematics

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## MEMORANDUM

TO: Committee on Educational Planning, Policies, and Programs

FROM: President Tom Ross 

DATE: January 26, 2011

SUBJECT: Licensure of The Chef's Academy

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. In November 2004, the Board of Governors approved revisions to the document, *Rules and Standards: Licensing Nonpublic Institutions to Conduct Post-Secondary Degree Activity in North Carolina*. This document provides the guidelines for interpreting the standards, and the rules, regulations, and procedures under which the Board issues licenses to institutions to conduct post-secondary degree activity in North Carolina.

Harrison College has applied for licensure to offer the following two degree programs onsite at The Chef's Academy campus in Morrisville:

- Associate of Applied Science (A.A.S.) in Culinary Arts
- Associate of Applied Science (A.A.S.) in Pastry Arts

Dr. Frank Prochaska reviewed the application and appointed a team of examiners to determine if The Chef's Academy complied with the licensure standards outlined in *Rules and Standards*. On November 2, 2010, the team of examiners visited the Indianapolis, IN campus. Following the site visit, the team of examiners issued its report which contained suggestions and recommendations. Dr. Prochaska agrees with the team's review. For more details on the degree programs and report, please review the summary.

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 Chef's Academy to offer the above-named two degree programs, subject to annual reports and review at any time. A site visit to The Chef's Academy in Morrisville will be performed within one calendar year of the initiation of these new degree programs to judge whether the institution continues to maintain standards for licensure.

Enclosure: Summary

## SUMMARY OF VISIT OF TEAM OF EXAMINERS FOR THE CHEF'S ACADEMY

### BACKGROUND INFORMATION

Harrison College, a private for-profit institution located in Indianapolis, Indiana, has applied for licensure to offer two Associate of Applied Science (A.A.S.) degrees at The Chef's Academy, which is under construction in Morrisville, North Carolina. The Chef's Academy is a division of Harrison College.

Harrison College was founded in 1902 as Marion Business College in Marion, Indiana. By 1913, the College had established multiple campuses throughout the State of Indiana and changed its name to Indiana Business College. The institution's name was changed from Indiana Business College to Harrison College in April, 2009.

Educational Management Corporation, headquartered in Boston, Massachusetts, is the owner of Harrison College, which is accredited by the Accrediting Council for Independent Colleges and Schools (ACICS).

### THE APPLICATION AND SITE VISIT

Harrison College has applied for licensure to offer the following two degree programs onsite at The Chef's Academy campus in Morrisville:

- Associate of Applied Science (A.A.S.) in Culinary Arts
- Associate of Applied Science (A.A.S.) in Pastry Arts

Pursuant to the Rules and Standards: Licensing Nonpublic Institutions to Conduct Post-Secondary Degree Activity in North Carolina, Dr. Frank Prochaska, Associate Vice President for Academic Affairs at UNC General Administration, appointed a team of examiners to visit the institution and evaluate its compliance with the licensure standards.

The team of examiners visited The Chef's Academy campus in Indianapolis, Indiana, which offers the A.A.S. degree in both Culinary Arts and in Pastry Arts. The visit took place on November 2, 2010.

The team of examiners with expertise in the specific disciplines relating to the application was comprised of:

- Dr. Richard E. Neel (Chair), Dean Emeritus, Belk College of Business, and Professor of Economics Emeritus, University of North Carolina at Charlotte, Charlotte, North Carolina
- Carol Fleming, Director, Library Services, Holly Library, Asheville-Buncombe Technical Community College, Asheville, North Carolina
- Sheila Tillman, Associate Dean, Hospitality Education, Asheville-Buncombe Technical Community College, Asheville, North Carolina
- Dr. Frank Prochaska, Associate Vice President for Academic Affairs, The University of North Carolina General Administration, Chapel Hill, North Carolina, *Ex Officio*

The team's task was to review the application and accompanying forty exhibits and to participate in the site visit to determine if the institution demonstrated compliance with licensure standards. Either prior to the visit or during the visit, many additional items of documentation were reviewed by the team including curricula for the proposed degree programs, course syllabi, faculty curriculum vitae of The Chef's Academy at Indianapolis faculty, library and electronic resources, instructional resources, computer resources, educational facilities, audited financial statements, 2010-2012 Harrison College Catalog, 2009-2010 Harrison College *Student Handbook*, Harrison College 2010-2011 *Faculty Handbook*, and the Harrison College *Personnel Manual*, June 2009.

During the visit, the team of examiners met with numerous administrators, faculty, staff, and students of Harrison College and The Chef's Academy at Indianapolis.

### **PROPOSED DEGREE PROGRAMS**

#### Associate of Applied Science (A.A.S.) in Culinary Arts

This program is designed to provide hands-on instruction in practical food preparation skills, preparation and presentation of classic and international cuisine, store room operations, nutrition, safety, sanitation, food selection, and purchasing. Upon successful completion of the program, graduates can pursue entry level positions as cooks, line cooks, and assistant pastry chefs, as they can begin a career path to chef status. The A.A.S. in Culinary Arts degree requires a minimum of 127 quarter credit hours.

#### Associate of Applied Science (A.A.S.) in Pastry Arts

This A.A.S. in Pastry Arts program prepares graduates for entry-level positions as pastry cooks, assistant pastry chefs, or line cooks. Students practice the art of making specialty breads, cakes, pies, pastry creams, and French pastry, and also study advanced decoration and design. The curriculum includes an overview of the organization and operation of a commercial kitchen as well as commercial kitchen food fabrication and techniques. The degree program requires a minimum of 124 quarter credit hours.

### **RECOMMENDATIONS**

After the site visit, the *Preliminary Report to the President of The University of North Carolina from the Team of Examiners for the Licensure Visit for The Chef's Academy's Proposed Associate of Applied Science Degree Programs at Morrisville, North Carolina* was submitted. In the report, the team of examiners included four suggestions and twelve recommendations. Suggestions, which are offered as suggested best practices by team members, do not indicate a lack of compliance with the *Rules and Standards*. A suggestion is written for the institution's benefit, and it does not need to be implemented; the recommendations, however, must be implemented by the institution. The recommendations addressed issues of course titles, program curricula, library resources, physical size of the institution's Learning Resource Center, faculty credentials, and the tuition guaranty bond.

The team of examiners concludes its report by stating it would make its recommendations to the General Administration of The University of North Carolina regarding the licensure of the two

proposed degree programs after it receives the response from The Chef's Academy to the recommendations and suggestions contained in the report.

After receiving the team of examiners' report, The Chef's Academy responded to the recommendations and suggestions. All of the recommendations have been implemented to the satisfaction of the team of examiners.

After reviewing the institution's response, the team of examiners recommends that The Chef's Academy be licensed to offer the Associate of Applied Science in Culinary Arts and the Associate of Applied Science in Pastry Arts degree programs.

Dr. Frank Prochaska agrees with the team's review and recommendations. Thus, General Administration recommends licensure of the following two new degree programs, to be offered by The Chef's Academy in Morrisville, North Carolina: Associate of Applied Science in Culinary Arts, and the Associate of Applied Science in Pastry Arts.

A site visit to The Chef's Academy will be performed within one calendar year of the initiation of these new degree programs, by a team of examiners with expertise in the field, to ascertain the Academy's compliance with the *Rules and Standards*, including the recommendations contained in the report.