The University of North Carolina

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MEMORANDUM

TO: Committee on Educational Planning, Policies, and Programs

FROM: President Thomas W. Ross

DATE: August 25, 2011

SUBJECT: Licensure of ITT Technical Institute – Cary Campus

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.

ITT Technical Institute has applied for a regular license to offer the following degree programs at its Cary, NC, campus:
- Associate in Applied Science in Criminal Justice;
- Associate in Applied Science in Software Development Technology;
- Associate in Applied Science in Visual Communications;
- Bachelor of Science in Project Management; and
- Bachelor of Science in Software Applications Development

Dr. Frank Prochaska reviewed the application and appointed a team of examiners to determine if ITT Technical Institute complied with the licensure standards outlined in the *Rules and Standards*. On October 28, 2009, the team of examiners visited the Morrisville (now Cary), NC 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 Cary campus of ITT Technical Institute to offer the above-named degree programs, subject to annual reports and review at any time. The programs will be reviewed within two calendar years of their initiation in North Carolina to judge whether the institution continues to maintain standards for licensure.

Enclosure: Summary

SUMMARY OF VISIT OF TEAM OF EXAMINERS FOR THE ITT TECHNICAL INSTITUTE IN CARY

BACKGROUND INFORMATION

Under the ITT Technical Institute name, ITT Educational Services, Inc., a for-profit corporation headquartered in Carmel, Indiana, has been conducting technology-oriented post-secondary degree activity in the United States since 1969. ITT currently has North Carolina sites in Cary (formerly in Morrisville), North Charlotte, South Charlotte, Durham, and High Point.

The ITT Technical Institute at Morrisville moved to its present location in Cary in September, 2010. The ITT Technical Institute in Cary currently offers the following licensed degree programs:

- Associate of Applied Science (A.A.S.) degree in the following areas: Computer and Electronics Engineering Technology, Computer Drafting and Design, and Information Technology – Computer Network Systems
- Bachelor of Science (B.S.) degree in the following areas: Criminal Justice, and Information Systems Security

All ITT Technical Institutes are accredited by the Accrediting Council for Independent Colleges and Schools (ACICS).

THE APPLICATION AND SITE VISIT

ITT Technical Institute has applied for licensure to offer the following five new degree programs on-site at its Cary campus:

- Associate of Applied Science (A.A.S.) in Criminal Justice
- Associate of Applied Science (A.A.S.) in Software Development Technology
- Associate of Applied Science (A.A.S.) in Visual Communications
- Bachelor of Science (B.S.) in Project Management
- Bachelor of Science (B.S.) in Software Applications Development

Pursuant to the <u>Rules and Standards: Licensing Nonpublic Institutions to Conduct Post-Secondary Degree Activity in North Carolina</u>, Dr. Frank Prochaska, Associate Vice President for Academic Affairs at UNC General Administration, appointed a team of examiners to visit the institution on October 28, 2009 and evaluate its compliance with the licensure standards. Two team members conducted a site visit to the new location in Cary on August 2, 2011.

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
- Dr. Mary Anne Nixon, Professor of Project Management, College of Business, Western Carolina University, Cullowhee, North Carolina

- Dr. Eric K. Patterson, Associate Professor of Computer Science, Department of Computer Science, University of North Carolina at Wilmington, Wilmington, North Carolina
- Charles J. Popovich, retired Head Business Librarian and Associate Professor Emeritus, The Ohio State University, Columbus, Ohio
- Dr. Zaphon R. Wilson, Department Head, Criminal Justice, Social, and Political Science, Armstrong Atlantic State University, Savannah, Georgia
- 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 appendices 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, library resources (both print and electronic), computer resources, educational facilities, instructional resources, budget data, audited financial statements, ITT Technical Institute at Morrisville 2009 Catalog, and the 2009-2010 ITT Technical Institute *Faculty Handbook.*

During the visit, the team of examiners met with numerous administrators, faculty, staff, and students.

PROPOSED DEGREE PROGRAMS

Associate of Applied Science (A.A.S.) in Criminal Justice
This program teaches fundamentals of the criminal justice system and criminal justice skills. The program offers a foundation in criminal law, legal procedures, criminal evidence and criminology. Students are taught about the legal system and law enforcement standards to help them develop technical skills used in today's criminal justice environment. Program content includes communication, criminology, courts, correctional programs, criminal investigations, security and policing. The program requires the completion of 96 quarter credit hours, including 32 quarter hours in general education.

Associate of Applied Science (A.A.S.) in Software Development Technology
The purpose of this program is to help students develop knowledge and skills to pursue entry-level positions involving computer software development. Areas of study include logical and algorithmic analysis and design, object-oriented programming and relational databases, programming languages and development tools, Web scripting and programming, Web services and applications, software development lifecyles, and business and ethical impacts on software development practices. The goal of the program is to help the student learn a balanced combination of practical programming techniques and problem-solving skills. The program requires the completion of 96 quarter credit hours, including 32 quarter hours in general education.

Associate of Applied Science (A.A.S.) in Visual Communications
The purpose of this program is to help students prepare for entry-level positions in visual communications related professions. The curriculum of the program consists of a foundation core of design and general education courses, followed by studies in multimedia applications. The Visual Communications program can help graduates prepare to perform tasks associated with designing and creating interactive multimedia communications and print communications. Additional curriculum topics, investigated through classroom and laboratory experiences, include graphic design, multimedia applications and other related technical subjects. The program requires the completion of 96 quarter credit hours, including 32 quarter hours in general education.

Bachelor of Science (B.S.) in Project Management
This program combines theory and techniques used by professional project management practitioners in a digital global environment. The program includes instruction on the project management knowledge areas and processes designated by the Project Management Institute (PMI). Courses teach knowledge and skills to help participate in and lead the management of a variety of project types. The program offers students the opportunity to learn and practice the techniques of initiating, planning, organizing, staffing, guiding, monitoring and controlling a project through an integrated process to meet identified requirements on time and on budget. The program requires the completion of 180 quarter credit hours, including 60 quarter hours in general education.

Bachelor of Science (B.S.) in Software Applications Development
The purpose of this program is to help graduates develop knowledge and skills to pursue career opportunities in areas involving software design and development, systems analysis, programming, process design and management, and other areas related to computer software production and deployment. The coursework offers a foundation in programming skills using a number of languages and platforms while systematically addressing theories and methods of software engineering processes and models governed by industry standards. The program requires the completion of 180 quarter credit hours, including 60 quarter hours in general education.

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 to the ITT Technical Institute at Morrisville's Proposed and Licensed Associate and Bachelor's Degree Programs* was submitted. In the report, the team of examiners included five suggestions and eleven recommendations addressing the degree programs reviewed. 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 program curricula, course content in selected courses, computer laboratory resources, library resources, faculty credentials, and office space for faculty.

The team of examiners concludes its report by stating it recommends that the ITT Technical Institute in Morrisville (now Cary) be licensed to offer the five proposed new degree programs subject to compliance with all of the recommendations contained in the report.

After receiving the team of examiners' report, ITT in Morrisville 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 and after visiting the facilities at the Cary location, the team of examiners recommends that the ITT Technical Institute in Cary be licensed to offer the five new degree programs requested.

Dr. Frank Prochaska agrees with the team's review and recommendations. Thus, General Administration recommends licensure of the following proposed degree programs, to be offered on-site by the ITT Technical Institute in Cary:

- Associate of Applied Science (A.A.S.) in Criminal Justice
- Associate of Applied Science (A.A.S.) in Software Development Technology
- Associate of Applied Science (A.A.S.) in Visual Communications
- Bachelor of Science (B.S.) in Project Management
- Bachelor of Science (B.S.) in Software Applications Development

A site visit to the ITT Technical Institute in Cary will be performed within two calendar years of the initiation of these new degree programs, by a team of examiners with expertise in the field, to ascertain the institution's compliance with the *Rules and Standards*, including the recommendations contained in the report.