



APPENDIX I

The University of North Carolina

General Administration

Post Office Box 2688, Chapel Hill, NC 27515-2688

THOMAS W. ROSS, President

Telephone: (919) 962-1000 • Fax: (919) 843-9695 • E-mail: tomross@northcarolina.edu

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

MEMORANDUM

TO: Committee on Educational Planning, Policies, and Programs

FROM: President Thomas W. Ross

DATE: September 20, 2012

SUBJECT: Licensure of Tusculum College

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 for 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.

Tusculum College has applied for a regular license to offer the Master of Arts in Education (M.A. Ed.) degree program with a concentration in Curriculum and Instruction in Madison County, North Carolina on the Asheville-Buncombe Technical Community College Madison Campus.

Dr. Frank Prochaska reviewed the application and appointed a team of examiners to determine if Tusculum College complied with the licensure standards outlined in the *Rules and Standards*. On July 26, 2012, the team of examiners visited the Tusculum College campus in Greeneville, Tennessee. Following the visit, the team of examiners issued its report which contained recommendations. For more details on the degree program 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 Tusculum College to offer the above-named degree program in Madison County, North Carolina subject to annual reports and review at any time. The program will be reviewed within two calendar years of the 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 TUSCULUM COLLEGE

BACKGROUND INFORMATION

Tusculum College, a private non-profit institution established in 1794 and located in Greeneville, Tennessee, has applied for licensure to offer the Master of Arts in Education (M.A. Ed.) degree program with a concentration in Curriculum and Instruction in Madison County, North Carolina on the Asheville-Buncombe Technical Community College Madison Campus.

Tusculum College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (SACS).

THE APPLICATION AND SITE VISIT

Tusculum College has applied for licensure to offer the following degree program at the Asheville-Buncombe Technical Community College Madison Campus in Madison County, North Carolina:

- Master of Arts in Education (M.A. Ed.) with a concentration in Curriculum and Instruction

In accordance with 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 on July 26, 2012 and evaluate its compliance with the licensure standards.

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
- Karen Gavigan, Assistant Professor, School of Library and Information Science, University of South Carolina, Columbia, South Carolina
- Dr. John A. Swope, Associate Dean, College of Education, and Associate Professor of Education, East Carolina University, Greenville, 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 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 program, course syllabi, faculty curriculum vitae, library resources (both print and electronic), educational facilities, instructional resources, computer resources, audited financial statements, and Tusculum College's 2011-2012 Catalog, 2011-2012 *Faculty Handbook*, and 2010-2015 "Strategic Plan Summary Report." During the visit, the team of examiners met with numerous administrators, faculty, staff, and students of Tusculum College.

PROPOSED DEGREE PROGRAM

Master of Arts in Education (M.A. Ed.) with a concentration in Curriculum and Instruction

The program is designed for and will only admit licensed K-12 classroom teachers and will be offered in the cohort model, where students take courses sequentially as a group. The coursework covers major elements of Curriculum Development as well as Instructional best practices. Major topic areas include developmentally appropriate practices, curriculum planning and assessment, leadership development, strategies for special needs students, research, international pedagogy, and language arts and reading. The program requires a total of eleven courses and 33 graduate semester 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 to Review Tusculum College's Proposed Master of Arts in Education Degree Program to be Offered in Madison County, North Carolina* was submitted. In the report, the team of examiners included two suggestions and two 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 faculty credentials and information to be included in the Tusculum College Catalog.

The team of examiners concludes its report by stating it would make its recommendation to the General Administration of The University of North Carolina regarding licensure of the proposed degree program after it receives the response from Tusculum College to the suggestions and recommendations contained in the report.

After receiving the team of examiners' report, Tusculum College responded to the suggestions and recommendations. 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 Tusculum College be licensed to offer the master's degree program requested.

Dr. Frank Prochaska agrees with the team's review and recommendations. Thus, General Administration recommends licensure of the following proposed degree program, to be offered in Madison County, North Carolina on the Asheville-Buncombe Technical Community College Madison Campus: Master of Arts in Education (M.A. Ed.) with a concentration in Curriculum and Instruction.

A site visit will be performed within two calendar years of the initiation of the new degree program, by a team of examiners with expertise in the field, to ascertain Tusculum College's compliance with the *Rules and Standards*, including the recommendations contained in the report.