



APPENDIX F

The University of North Carolina

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

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Central University

North Carolina
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North Carolina
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at Greensboro

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North Carolina
at Pembroke

University of
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University of
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School of the Arts

Western Carolina
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MEMORANDUM

TO: Committee on Educational Planning, Policies, and Programs

FROM: President Thomas W. Ross

DATE: September 26, 2013

SUBJECT: Licensure of Capella University

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.

Capella University has applied for a regular license to offer the following online degree programs in North Carolina:

- Education Specialist (Ed.S.)
- Master of Science in Nursing (M.S.N.)

Dr. Frank Prochaska reviewed the application and appointed a team of examiners to determine if Capella University complied with the licensure standards outlined in the *Rules and Standards*. On December 6, 2012, the team of examiners visited the Capella University campus in Minneapolis, MN. Following the site visit, the team of examiners issued its report which contained recommendations. 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 Capella University to offer the above-named online degree programs in North Carolina, subject to annual reports and review at any time. The programs 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

CC: Frank Prochaska

SUMMARY OF VISIT OF TEAM OF EXAMINERS FOR CAPELLA UNIVERSITY

BACKGROUND INFORMATION

Capella University, an online, for-profit university, is a wholly-owned subsidiary of Capella Education Company (CEC) and is headquartered in Minneapolis, Minnesota. Capella was founded in 1993 as The Graduate School of America. Originally, the university offered online master's and doctoral degrees in management, education, and human services.

In 1997, the institution achieved regional accreditation from The Higher Learning Commission (HLC) and became a member of the North Central Association of Colleges and Schools (NCA). Shortly after becoming accredited, the institution changed its name to Capella University and has established the five Schools that exist today: Business and Technology, Counseling and Psychology, Education, Health Care and Nursing, and Public Service.

Capella University is currently licensed to offer the following three degree programs online for students in North Carolina, with each degree program requiring a practicum or an internship at a site in North Carolina:

- Master of Science in Education
- Master of Science in Human Services
- Master of Science in Psychology

THE APPLICATION AND SITE VISIT

Capella University has applied for licensure to offer the following two additional online degree programs, with each degree program requiring clinical practice internships and/or field experiences at sites in North Carolina:

- Education Specialist (Ed.S.)
- Master of Science in Nursing (M.S.N.)

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 review the application, visit the institution, and evaluate its compliance with the licensure standards. The visit to Capella University in Minneapolis, Minnesota took place on December 6, 2012.

The team of examiners with expertise in the specific disciplines relating to the application for licensure of these two degree programs 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. Karen W. Gavigan, Assistant Professor, School of Library and Information Science, University of South Carolina, Columbia, South Carolina

- Dr. Kimberly Kappler Hewitt, Assistant Professor, Department of Educational Leadership and Cultural Foundations, University of North Carolina at Greensboro, Greensboro, North Carolina
- Dr. Ann Mabe Newman, APRN, Associate Professor of Nursing Emeritus, School of Nursing, College of Health and Human Services, University of North Carolina at Charlotte, Charlotte, North Carolina
- Dr. John A. Swope, Associate Dean, College of Education, East Carolina University, Greenville, North Carolina
- Dr. Frank T. 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 exhibits and to participate in a site visit to determine if the institution demonstrated compliance with licensure standards. Before, during, or after the visit, many additional items of documentation were reviewed by the team including curricula for the proposed degree programs; course syllabi for the proposed degree programs; curriculum vitae for both the core (full-time) and adjunct (part-time) faculty members; library and electronic resources; enrollment data; audited financial statements; Capella University's 2012-2013 *University Catalog*; Capella University *Faculty Handbook*; Capella University *Learning Outcomes Assessment Handbook*; and other materials.

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

PROPOSED DEGREE PROGRAMS

Education Specialist (Ed.S.)

This 48 quarter credit hour post-masters degree program helps students develop and strengthen the knowledge, skills, and attributes necessary for effective classroom, school, and district level leadership in curriculum and instruction or in leadership roles as principals or superintendents. Learners study theory, practice and assessment, collaboration, and leadership, and gain practical experience needed to foster and guide improvement initiatives at the local and district levels. The Curriculum and Instruction specialization is designed for educators and administrators who are interested in pursuing leadership careers such as school or district-level administrator, director of assessment, director of instruction, district curriculum director, or curriculum specialist. The Leadership in Educational Administration specialization provides students the opportunity to pursue emphases in School Leadership or District Leadership, both of which offer exploration of the research, leadership, management, and problem-solving skills that the current student achievement-focused P–12 environment requires of its principals and superintendents.

Master of Science in Nursing (M.S.N.)

The 57 quarter credit hour M.S.N. program offers five specializations: Diabetes Nursing, General Nursing, Gerontology Nursing, Nurse Educator, and Nursing Leadership and Administration. Each program of study presents advanced theories, research, and evidence-based practices of either caring for the particular patient population specified or presenting/discussing best practices in nursing education or executive nursing administration. For each of the five M.S.N. programs

of study, there is a corresponding RN-to-MSN “bridge” program allowing licensed registered nurses who have completed 135 quarter credit hours of undergraduate coursework the opportunity to pursue the Master of Science in Nursing degree.

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 Capella University’s Proposed Graduate Degree Programs in North Carolina* was submitted. In the report, the team of examiners included two suggestions and five recommendations addressing these two proposed degree programs. 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 syllabi, student access to library support, faculty credentials, and information to be included in Capella University’s *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 programs after it receives the response from Capella University to the suggestions and recommendations contained in the report.

After receiving the team of examiners’ report, Capella University 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 Capella University be licensed to offer the two degree programs requested.

Dr. Frank Prochaska agrees with the team’s review and recommendations. Thus, General Administration recommends licensure of the two proposed online degree programs listed above, to be offered by Capella University to students in North Carolina.

An appropriate review will be performed within two calendar years of the initiation of the new degree programs, by a team of examiners with expertise in the field, to ascertain Capella University’s compliance with the *Rules and Standards*, including the recommendations contained in the report.