



# The University of North Carolina

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## MEMORANDUM

TO: Committee on Educational Planning, Policies, and Programs

FROM: Erskine Bowles 

DATE: August 16, 2007

SUBJECT: Licensure of Miller-Motte College to offer new degree programs in Wilmington, NC

The Board of Governors of the University of North Carolina is charged under North Carolina General Statute Section 116-15 with the responsibility for licensing non-public 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 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.

Miller-Motte College applied for licensure to offer two new degree programs at its Wilmington campus, the Bachelor of Science in Nursing (RN to BSN), and the Associate of Applied Science in Dental Assisting.

Dr. Laurel Files, special assistant to the vice president for academic planning for licensure, reviewed the application and appointed a team of examiners to determine if Miller-Motte College complied with the licensure standards outlined in *Rules and Standards*. On April 20, 2007, the team of examiners visited the Wilmington campus of Miller-Motte College. Following the site visit, the team of examiners issued its report with suggestions and recommendations, and a final recommendation to grant licensure to the two proposed degree programs. Dr. Files agrees with the team's review and recommendations. For more details on the recommendations and the responses for the proposed degree programs, please review the summary.

Thus, I recommend to the Committee on Educational Planning, Policies, and Program of the UNC Board of Governors that a regular license be issued to Miller-Motte College to offer the two proposed degree programs in Wilmington, North Carolina, subject to annual reports and review at any time. After one year has elapsed following licensure, Miller-Motte College will be reviewed again, to judge whether the institution continues to maintain standards for licensure.

Enc.: Summary

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  
School of  
the Arts

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

Western Carolina  
University

Winston-Salem  
State University

An Equal Opportunity/  
Affirmative Action  
Employer

## **SUMMARY OF VISIT OF TEAM OF EXAMINERS FOR MILLER-MOTTE COLLEGE AT WILMINGTON**

### **BACKGROUND INFORMATION**

Miller-Motte College, under several different names, has provided continuous post-secondary instruction since 1916. Miller-Motte is a proprietary, nonsectarian, coeducational institution owned by Miller-Motte Business College, Inc., a corporation chartered in North Carolina in 1979. Miller-Motte College at Wilmington, through Miller-Motte Business College, Inc., is owned and operated by Delta Educational Systems, Inc., a Virginia corporation, with headquarters located in Virginia Beach, Virginia. Delta Educational Systems is a wholly-owned subsidiary of Gryphon Colleges Corporation, Inc., a Delaware corporation. Gryphon Colleges Corporation Inc.'s majority stockholder is Gryphon Partners II, L.P.

Miller-Motte College, accredited by the Accrediting Council for Independent Colleges and Schools (ACICS), has campuses in South Carolina, Tennessee, and Virginia, as well as in Wilmington and Cary, NC. In 1994, the Board of Governors of the University of North Carolina granted a regular license to Miller-Motte (Technical) College, in Wilmington, to conduct five Associate of Applied Science (AAS) degree programs. They are currently licensed to offer the AAS in ten areas (Accounting, Administrative Office Technology, Cosmetology, Criminal Justice, Management, Massage Therapy, Medical Assisting, Microcomputer Applications, Paralegal, and Surgical Technology) and the Bachelor of Science (BS) degree in three areas (Allied Health Management, Business Administration, and Criminal Justice). The Cary Campus began offering classes in October 2004, in accord with the process delineated by Regulation 400.4.1; a June 19, 2006 compliance visit resulted in the Board of Governors approving continued licensure of the ten AAS degree programs and three BS degree programs now offered at the Cary campus.

### **THE SITE VISIT**

On February 1, 2007, Miller-Motte College submitted an application and supporting documentation to offer two new degree programs at its Wilmington campus, the Bachelor of Science in Nursing (RN to BSN), and the Associate of Applied Science in Dental Assisting.

Accordingly, a team of examiners with expertise in the specific disciplines relating to the application was assembled by Dr. Laurel A. Files, Special Assistant to the Vice President for Academic Planning for Licensure of The University of North Carolina General Administration. The team included 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. Ann M. Newman, Associate Professor of Nursing, School of Nursing, College of Health and Human Services, University of North Carolina at Charlotte, Charlotte, North Carolina; Paulette S. Kehm-Yelton, Program Director, Dental Assisting, Northeast State Technical Community College, Elizabethton, Tennessee; and Dr. Files (ex-officio).

The team's task was to review the compliance document and to participate in a site visit to determine if the institution demonstrated compliance with licensure standards. The April 20, 2007 visit to the Wilmington campus was to evaluate its compliance with the *Rules and*

*Standards: Licensing Nonpublic Institutions to Conduct Post-Secondary Degree Activity in North Carolina (revised November 2004)* (referred to in the rest of this summary as the *Rules and Standards*).

During the visit, the team of examiners met with numerous faculty, staff, and students at Miller-Motte's Wilmington campus. These meetings included Ruth C. Hodge, President; Betty J. Dierstein, Dean of Academic Affairs (as of April 24, 2007, the Vice President of Educational Services for Delta Educational Systems, Inc.); Donna A. Reavis, Dean of Academic Affairs (as of April 24); Ashley Wallace, Associate Chair, Business Administration Program; Scott Martin, Program Director, Dental Assisting; Cathy Barnwell, Head Librarian; Michele Carroll, Director of Financial Aid; Meredith Kennedy, Director of Admissions; Robert Krisanda, Business Manager (as of April 24, 2007, Assistant Business Office Director of Delta Educational Systems, Inc.); Tara Packer, Business Manager, (as of April 24); Chris Talley, Registrar; Tammy Wilson, Career Placement Services Director. Also faculty members Dr. Elaine Asper, Linda Francis, Glenn Grady, Rhonda Limoges, Dr. Mark Prager, Karen Prins, Mark Sedlock, Robert Tripp, and four students.

## **DEGREE PROGRAMS**

Miller-Motte College is applying for licensure to offer the Associate of Applied Science (AAS) degree in Dental Assisting, and the Bachelor of Science degree in Nursing (RN to BSN). [The team suggested that the latter be more appropriately labeled as the Bachelor of Science degree completion in Nursing (BS Nursing Completion).]

Both of the proposed programs will require courses from the humanities/fine arts, the social behavioral sciences, and the natural sciences/mathematics. The proposed AAS degree in Dental Assisting will require 24 quarter credit hours of general education—one credit more than the minimum required by the *Rules and Standards*—and a minimum of 45 quarter credit hours in the area of specialized preparation. The proposed BS degree completion in Nursing program requires an additional 96 quarter credit hours, including a minimum of 118 quarter credit hours in the area of specialized preparation, for a combined total of at least 186 quarter credit hours. Students wishing to enroll in the proposed BS degree program must have completed at least 90 quarter credit hours in a related associate degree or the equivalent and hold the Registered Nurse designation.

The academic year at the College is 36 weeks in length. Associate degree programs are designed to be completed in a minimum time period of two academic years (eighteen months), with students pursuing a full-time load of 15-16 quarter credit hours per term. Students who qualify for advanced standing through transfer credit and/or proficiency examination may complete the program in less than two academic years. The proposed BS degree program is at least six additional quarters beyond the College's AAS degree programs.

## **RECOMMENDATIONS**

Following the visit, the team submitted to General Administration, on May 23, 2007, a *Preliminary Report to the President of The University of North Carolina from the Team of*

*Examiners for the Licensure Visit to Miller-Motte College's Proposed Bachelor of Science and Associate of Applied Science Degree Programs at Wilmington, North Carolina.* The preliminary report of the team's findings was forwarded to Miller-Motte College, for correction of factual errors and/or significant omissions. Miller-Motte College responded to both the team's recommendations and suggestions. The team reviewed the College's response, and reported on July 30, 2007 that the responses were satisfactory; a final *Report* was issued to Miller-Motte College and General Administration.

In the final report, the team of examiners included eight suggestions and eight recommendations. The suggestions reflect the professional judgment of team members, and do not signify that the institution is not in compliance with the *Rules and Standards*. A suggestion is written for the institution's benefit, and it does not need to be addressed by the institution; the recommendations; however; must be addressed by the institution.

The suggestions had to do with the BS program degree designation, several administrative process improvements (to do with evaluation, administration of the clinical experience, and appointment of an advisory board), and faculty enhancements. The recommendations addressed specific course additions and content relative to the North Carolina Board of Nursing's regulation on continued competency, faculty credentials, and protocol with regard to infectious disease/radiation management of the proposed AAS degree program, as well as specific recommendations for laboratory equipment and professional journals.

The team of examiners recommends that the Wilmington campus of Miller-Motte College be licensed to offer the following new degree programs subject to compliance with all of the recommendations contained in the *Final Report*: Associate of Applied Science degree in Dental Assisting, and Bachelor of Science (degree completion) in Nursing.

The team also states that if licensure is granted, a further recommendation is that a team of examiners visit the Wilmington campus of Miller-Motte College one year from the date of licensure to review compliance with the recommendations contained in this report, as well as overall compliance with the licensure *Rules and Standards*.

Dr. Laurel Files, Special Assistant to the Vice President for Academic Planning for Licensure, agrees with the team's review and recommendations. Thus, General Administration recommends licensure of the two proposed degree programs, as indicated above, to be offered in Wilmington, NC.