

APPENDIX K



The University of North Carolina

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MEMORANDUM

TO: Committee on Educational Planning, Policies, and Programs

FROM: Erskine Bowles

DATE: May 23, 2007

SUBJECT: Licensure of DeVry University, Charlotte Center

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 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.

DeVry University applied for licensure to offer three new degree programs at its Charlotte Center campus. The proposed new programs are: Associate of Applied Science in Electronics and Computer Technology, Associate of Applied Science in Health Information Technology, and Associate of Applied Science in Network Systems Administration.

Dr. Michelle Howard-Vital reviewed the application and appointed a team of examiners to determine if DeVry University complied with the licensure standards outlined in *Rules and Standards*. On April 22, 2005, the team of examiners visited the Charlotte campus. Following the site visit, the team of examiners issued its report with suggestions and recommendations and a final recommendation to grant licensure to the proposed degree programs at DeVry University, subject to compliance with the recommendations outlined in the Summary. Dr. Laurel Files, Special Assistant to the Vice President for Academic Planning for Licensure and acting on behalf of Dr. Howard-Vital, agrees with the team's review and recommendations. For more details on the recommendations and the responses for the proposed degree programs by DeVry University, 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 DeVry University to offer the proposed degree programs at the Charlotte Center site in North Carolina, subject to annual reports and review at any time. After one year has elapsed following licensure, DeVry University will be reviewed again to judge whether the institution continues to maintain standards for licensure.

Enclosure: Summary

## SUMMARY OF VISIT OF TEAM OF EXAMINERS FOR DeVRY UNIVERSITY, CHARLOTTE CENTER

### BACKGROUND INFORMATION

DeVry University, Inc., incorporated in the State of Illinois and located in Oakbrook Terrace, IL, is wholly owned and operated by DeVry Inc., incorporated in the State of Delaware. DeVry University, with its current and predecessor names, has been in continuous operation since 1931. The Keller School of Management of DeVry University has been in continuous operation since its founding in Chicago, Illinois in 1973. DeVry University has been offering degree programs in Charlotte, North Carolina since February 2002.

DeVry University is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. DeVry is licensed, at its Charlotte Center, to offer a Bachelor of Science in Business Administration, with two options: (1) a bachelor's degree with a choice of one of eleven concentrations; and (2) a general business option, with one of three plans: (a) for students who desire an individualized selection of advanced coursework, (b) for graduates of approved Bachelor of Commerce and Bachelor of Business Administration degree programs in India, (c) for holders of one of nine approved technical degrees (two at the bachelor's level, seven at the master's level).

### THE APPLICATION AND SITE VISIT

DeVry University submitted an application and related documents to offer the following associate degree programs at its Charlotte Center: Associate of Applied Science in Electronics and Computer Technology, Associate of Applied Science in Health Information Technology, and Associate of Applied Science in Network Systems Administration.

Accordingly, a team of examiners with expertise in the specific disciplines relating to the application was assembled by Dr. Michelle Howard-Vital, Associate Vice President for Academic Affairs of the University of North Carolina. Particular attention was paid to identifying team members who represented public and private institutions in North Carolina (as stated in the *Rules and Standards*). The team included Dr. Richard E. Neel (chair), Dean *Emeritus*, Belk College of Business Administration, and Professor *Emeritus* of Economics, the University of North Carolina at Charlotte; Dr. Laurel A. Files, Associate Chair and Associate Professor, Department of Health Policy and Administration, School of Public Health, University of North Carolina at Chapel Hill; Dr. Jack T. Hogue, Assistant Dean of Student Affairs, Belk College of Business Administration, and Associate Professor of Information and Operations Management, the University of North Carolina at Charlotte; and Dr. Michelle Howard-Vital, Associate Vice President for Academic Affairs, the University of North Carolina (*ex-officio*).

The April 22, 2005, visit to DeVry's Charlotte Center was to ascertain the institution's compliance, for the three proposed AAS degrees, with the fifteen standards contained in the University of North Carolina Board of Governors *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 DeVry's Charlotte campus. These meetings included David Overbye, Dean of Curriculum, and Dr. Amin Karim, National Director of Technology Programs, both headquartered at Oakbrook Terrace, Illinois. Also, from the Atlanta, Georgia office: Dr. Donna Loraine, Vice President of Operations; Dr. Ray Perren, Dean of Academic Affairs, Atlanta/Charlotte Metro; Dr. Pamela Harroff, Dean, School of Business and Management, Atlanta/Charlotte Metro; Eddie Wachter, Dean, School of Technology, Atlanta/Charlotte Metro; Dr. Tom Creola, Dean of Graduate Students, Atlanta/Charlotte Metro; Troy Ralston, Regional Director of Operations, Atlanta/Charlotte Metro; and John Rainey, Curriculum Coordinator of the Health Information Technology Program, Atlanta/Charlotte Metro. And from the Charlotte Center, Ruth E. Gaylor, Center Dean, along with faculty members Rory Lewis, Dr. Dudley Marcum, and Gregg Miller, and three students.

## **DEGREE PROGRAMS**

DeVry University is a geographically distributed system of educational campuses and centers with a centralized educational infrastructure that seeks to ensure the continuity and stability of programs offered and services delivered throughout the system. The dean of curriculum reports to the vice president of academic affairs and is supported by degree program directors and a core of curriculum managers responsible for specific courses. Faculty members are directly involved in the development and evaluation of the curriculum, which are managed through a structured continuous curriculum improvement (CCI) approach. The university utilizes a formal program for assessing student academic achievement that was developed in 1991 and is an extension of its use of outcomes assessment centered on process outcomes, improving teaching and learning, and use of student feedback.

The proposed AAS in Electronics and Computer Technology requires a minimum of 71 semester credit hours for graduation and takes two years to complete, the AAS in Health Information Technology requires a minimum of 66 credit hours and takes one-and-a-half years to complete, and the AAS in Network Systems Administration requires a minimum of 65 credit hours and takes two years to complete. (On August 1, 2005, as part of a larger set of requested changes, DeVry proposed increasing the AAS in Network System Administration by two credits, to a minimum of 67 credit hours. Because this was a minor change, a "paper review" was conducted, with the approval folded into this comprehensive recommendation for the three proposed AAS degrees.)

Each of the AAS degree programs requires more than 15 semester credit hours in general education course work, and more than 30 hours in the area of specialized preparation. All courses are offered in accelerated schedules—two 8-week sessions within each of three semesters (4 courses/semester). Students attending DeVry University in Charlotte may attend in the day, evening, on Saturday, or enroll for online courses; instruction is offered during the summer.

## RECOMMENDATIONS

Following the visit, the team submitted to UNC General Administration a *Preliminary Report to the President of the University of North Carolina from the Team of Examiners for the Licensure Visit to DeVry University's Proposed Associate Degree Programs in Charlotte, North Carolina*, on May 16, 2005. The preliminary report of the team's findings was forwarded to DeVry University for correction of factual errors or significant omissions. A final draft of the report was submitted in January 2006, after which the University responded to the team's seven recommendations.

Two of the seven recommendations in the team's report had to do with clarifying or enhancing information in DeVry's catalog. A third recommendation requested information and a timetable for providing faculty office space, while another recommended improved turnaround time for regionally provided student services. The remaining three recommendations focused on faculty credentials, one of which was to provide clarification of the credentials of a specific faculty member. The University responded to these seven recommendations, and the team reviewed their response. On May 1, 2006, the team of examiners determined that DeVry's responses were satisfactory on five of the seven recommendations that had been made.

The two problematic recommendations were as follows: One required that faculty members hold at least the master's degree or equivalent in the field of specialization in which they are teaching, not simply "in a closely related field." The second was that faculty teaching general education courses in the proposed program hold a doctoral or master's degree in the teaching discipline, or a master's degree with a concentration in the teaching discipline (i.e., a minimum of 18 graduate semester hours)—again, not simply in a "closely related field."

Following the May 1 response of the team, DeVry, on May 10, 2006, indicated its agreement to comply with the remaining two recommendations, and the chair of the team examiners, on May 18, 2006, indicated that the institution's responses were satisfactory. The team of examiners, therefore, recommends that DeVry University be granted licensure to offer (1) the Associate of Applied Science in Electronics and Computer Technology, (2) the Associate of Applied Science in Health Information Technology, and (3) the Associate of Applied Science in Network Systems Administration, in Charlotte, NC, subject to compliance with all of the Recommendations contained in the report.

The team states that if licensure is granted, a further recommendation is that a team of examiners review these three associate degree programs one year from the date of licensure for compliance with all of the recommendations contained in their report and for overall compliance with the fifteen licensure Standards contained in the *Rules and Standards*.

Dr. Laurel Files, Special Assistant to the Vice President for Academic Planning for Licensure (serving in Dr. Howard-Vital's stead for this purpose, while Dr. Howard-Vital is serving as interim chancellor at Winston-Salem State University), agrees with the team's review and recommendations. Thus, UNC General Administration recommends licensure of the three AAS degree programs, as indicated above.