



# The University of North Carolina

## GENERAL ADMINISTRATION

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University

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State University

Fayetteville State  
University

North Carolina  
Agricultural and  
Technical State  
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North Carolina  
Central University

North Carolina  
State University  
at Raleigh

University of  
North Carolina  
at Asheville

University of  
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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  
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Winston-Salem  
State University

Constituent High School  
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School of Science  
and Mathematics

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March 29, 2010

TO: Members, Committee on Educational Planning, Policies, and Programs  
FROM: Alan Mabe  
SUBJECT: Recommended Approval of Programs for Licensure

**Background:** From 1923 to 1963, the State Board of Education licensed nonpublic institutions to confer degrees in North Carolina. In 1963, the General Assembly transferred this responsibility to the State Board of Higher Education. In 1972, the General Assembly dissolved the State Board of Higher Education and assigned the responsibility for licensure to the Board of Governors of The University of North Carolina.

Thus, the Board of Governors 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 accord with rules, regulations and procedures it establishes. This includes all institutions that were not grandfathered in at the time of the 1972 statute and any out-of-state institution (public or private) seeking to offer postsecondary degree activity in North Carolina. The General Assembly clearly intended that post-secondary degree activity be carefully overseen in the State to protect the citizens of North Carolina from consumer fraud or deceptive acts or practices. (*Additional information about licensure included at the end of this section.*)

**Jurisdictional Authority:** The General Statutes of the State of North Carolina specify that the powers and duties of the Board of Governors of the University of North Carolina, in addition to those related to governance of the constituent institutions of the University, include regulatory authority to issue to certain nonpublic post-secondary educational institutions licensure to conduct post-secondary degree activity in North Carolina. The statute pertaining to such licensing, North Carolina General Statutes Section 116-15, is reproduced in the Appendix to the Rules and Standards to be found at the UNC Website at: [http://www.northcarolina.edu/aa\\_planning/licensure/Rules\\_Standards\\_Master\\_Updated\\_1-081.pdf](http://www.northcarolina.edu/aa_planning/licensure/Rules_Standards_Master_Updated_1-081.pdf)

**Issues Involved:** Four degree proposals are from Capella University, two are from John Wesley College, and one is from Miller-Motte College. Proposals from all three schools have been reviewed in terms of the Rules and Standards for Licensure and teams have visited both schools.

**Recommended Action:** Based on the proposed programs meeting the Board's requirements for licensure, the President recommends the awarding licensure to these six programs.



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North Carolina  
School of the Arts

Western Carolina  
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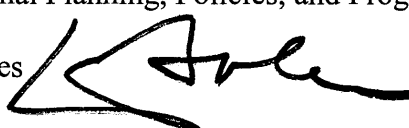
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## MEMORANDUM

TO: Committee on Educational Planning, Policies, and Programs

FROM: President Erskine Bowles 

DATE: March 25, 2010

SUBJECT: Licensure of Miller-Motte College in Wilmington, NC

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.

Miller-Motte College applied for licensure to offer the Associate of Applied Science in Network Administration and Security degree program at its Wilmington campus.

Dr. Frank Prochaska reviewed the application to determine if Miller-Motte College complied with the licensure standards outlined in *Rules and Standards*. Because teams of examiners had recently visited the Miller-Motte College Wilmington campus on February 10 and on May 6, 2009, in the review of other degree programs, Dr. Prochaska decided that a paper review of this new proposed degree program would be sufficient. A two-member team performed the paper review: Dr. Richard E. Neel (chair), Dean *Emeritus*, Belk College of Business, and Professor of Economics *Emeritus*, the University of North Carolina at Charlotte; and Dr. Eric K. Patterson (subject matter expert), Associate Professor of Computer Science, University of North Carolina at Wilmington.

Following the review, the team of examiners issued its report with suggestions and recommendations, and a final recommendation to grant licensure to the proposed degree program subject to compliance with the recommendations

contained in the report. Dr. Prochaska agrees with the team's review and recommendations. For more details on the degree program, report and recommendations, 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 Miller-Motte College to offer the Associate of Applied Science in Network Administration and Security degree program at its Wilmington campus, subject to annual reports and review at any time. After one year from the initiation of this new degree program, Miller-Motte College will be reviewed to judge whether the institution continues to maintain standards for licensure.

Enclosure: Summary

## SUMMARY OF NEW PROGRAM APPLICATION FOR MILLER-MOTTE COLLEGE - WILMINGTON

### BACKGROUND INFORMATION

Miller-Motte College at Wilmington is a proprietary, non-sectarian, co-educational institution owned by Miller-Motte Business College, Inc., a North Carolina corporation chartered October 5, 1979 by the Secretary of State of North Carolina. 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, Inc., is a wholly-owned subsidiary of Delta Career Education Corporation, Inc. (DCEC), formerly Gryphon Colleges Corporation, a Delaware corporation.

Miller-Motte College is currently licensed by the Board of Governors of The University of North Carolina to offer the following Associate of Applied Science and Bachelor of Science degree programs at its Wilmington Campus:

Associate of Applied Science (A.A.S.) degree programs in: Accounting, Administrative Office Technology, Cosmetology, Criminal Justice, Dental Assisting, Health Information Technology, Management, Massage Therapy, Medical Assisting, Microcomputer Applications, Paralegal, and Surgical Technology.

Bachelor of Science (B.S.) degree programs in: Allied Health Management, Business Administration, Criminal Justice, and Nursing.

Miller-Motte College is accredited by the Accrediting Council for Independent Colleges and Schools (ACICS).

### THE APPLICATION AND REVIEW

The Wilmington Campus of Miller-Motte College has applied for licensure to offer the Associate of Applied Science (A.A.S.) degree in Network Administration and Security.

Because teams of examiners had recently visited the Miller-Motte Wilmington campus on February 10 and on May 6, 2009, in the review of other degree programs, Dr. Frank Prochaska, Associate Vice President for Academic Affairs of The University of North Carolina General Administration, decided that a paper review of this new proposed degree program would be sufficient.

A two-member team performed the review: Dr. Richard E. Neel (chair), Dean Emeritus, Belk College of Business, and Professor of Economics Emeritus, The University of North Carolina at Charlotte, Charlotte, North Carolina; and Dr. Eric K. Patterson (subject matter expert), Associate Professor of Computer Science, University of North Carolina at Wilmington, Wilmington, North Carolina. Both team members have previously served on numerous teams of examiners and have a thorough knowledge of the *Rules and Standards*. The team's task was to study the application and accompanying exhibits to determine if the proposed program demonstrated compliance with licensure standards. As part of its work, the team reviewed the curriculum and course syllabi for

the proposed degree program, curriculum vitae for proposed instructors, library resources, computer resources, the 2009 college catalog, and other instructional resources for the new degree program.

### **PROPOSED DEGREE PROGRAM**

#### Associate of Applied Science (A.A.S.) Degree in Network Administration and Security

This program provides training for the person seeking to take the Comp/TIA A+, Net+, Linux+, Security+, Convergence+, Microsoft Certified Information Technology Professional Server Administrator (MCITP), and Cisco Certified Network Associate (CCNA) exams for industry certification. Students obtaining these certificates may find positions in a number of businesses as a Network Administrator, Systems Support Administrator, Computer/Network Support Technician, or Technical Support Specialist. The program requires 24 quarter credit hours in general education courses, 72 in the area of specialized preparation, and a total of 96 quarter credit hours.

### **RECOMMENDATIONS**

Upon concluding the review, the team drafted a set of five recommendations and two suggestions. 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 implemented; the recommendations, however, must be implemented by the institution. The recommendations addressed issues of faculty credentials, laboratory facilities and equipment, and program curricula.

After receiving the team of examiners' list of recommendations and suggestions, Miller-Motte College at Wilmington responded satisfactorily to the recommendations. The team then recommended that the Wilmington Campus of Miller-Motte College be licensed to offer this new degree program subject to compliance with the five recommendations.

Dr. Frank Prochaska agrees with the team's review and recommendations. Thus, General Administration recommends licensure of the Associate of Applied Science (A.A.S.) degree in Network Administration and Security, to be offered at the Wilmington Campus of Miller-Motte College.

A site visit will be performed one year after the initiation of this new A.A.S. degree program, by a team of examiners with expertise in the field, to ascertain the campus' compliance with the *Rules and Standards*, including the five recommendations.

## **Description of the Board of Governors Licensure Function**

### **Background**

From 1923 to 1963, the State Board of Education licensed nonpublic institutions to confer degrees in North Carolina. In 1963, the General Assembly transferred this responsibility to the State Board of Higher Education. In 1972, the General Assembly dissolved the State Board of Higher Education and assigned the responsibility for licensure to the Board of Governors of The University of North Carolina.

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### **Jurisdictional Authority**

The General Statutes of the State of North Carolina specify that the powers and duties of the Board of Governors of the University of North Carolina, in addition to those related to governance of the constituent institutions of the University, include regulatory authority to issue to certain nonpublic post-secondary educational institutions licensure to conduct post-secondary degree activity in North Carolina. The statute pertaining to such licensing and exemption, North Carolina General Statutes Section 116-15, is reproduced in the Appendix to the Rules and Standards to be found at the UNC Website at:

[http://www.northcarolina.edu/aa\\_planning/licensure/Rules\\_\\_Standards\\_\\_Master\\_Updated\\_1-081.pdf](http://www.northcarolina.edu/aa_planning/licensure/Rules__Standards__Master_Updated_1-081.pdf).

In carrying out its licensing and exemption from licensure responsibilities, the Board has clear statutory directions. With regard to licensing, the statutes specify that 15 standards must be met by nonpublic institutions in such critical areas as curricula, faculty, library, and financial stability. Since licensure is a mandatory state process it is very different from accreditation through voluntary accrediting agencies such as the Southern Association of Colleges and Schools. If an institution meets the requirements for licensure it expects to receive that licensure.

### **Enforcement**

If the President determines that an institution has failed to seek licensure or exemption from licensure as statutorily required or failed to fulfill any obligation attendant to licensure or exemption, the President may request that the State Attorney General take appropriate action.

### **Licensing Process**

The process for licensing is an extensive one as delineated in *Rules And Standards – Licensing Nonpublic Institutions to Conduct Post-Secondary Degree Activity in North Carolina* (see URL above). It begins with the chief executive officer or designee of a prospective applicant institution requesting a preliminary conference with UNC General Administration staff to review the standards and procedures for applying for licensure.

If a potential applicant institution concludes that it meets the standards, the chief executive officer submits to UNC General Administration a letter of formal application accompanied by extensive documentation that the institution complies with and is capable of maintaining the standards for an extended period sufficient for a student to complete his/her program of study.

UNC-GA staff reviews the application and documentation, and once they are judged to be in order for a team of examiners' visit, the staff arranges for a team visit to the main campus of the applicant institution and perhaps to proposed degree activity sites in North Carolina. Each individual degree activity site in North Carolina must meet licensure requirements.

The purpose of the team visit is to confirm that documentation submitted by the institution is correct and appropriately demonstrates compliance with the 15 standards. The standards devote considerable attention to adequacy of the proposed programs of study, methods of instructional delivery, faculty, library, facilities, and overall financial condition of the applicant institution.

The team of examiners is composed of staff (ex-officio), faculty members in appropriate disciplines representative of public and private institutions, administrators, librarians, and other specialty persons necessary for a sound and thorough examination. One member is appointed chairperson with responsibility for leading the examination and preparing the team's written report of its findings and recommendations.

Costs connected with the examination and subsequent visits are paid by the institution. Visits usually are one or two days in duration, depending on the sites visited. On completion of a visit the team submits its report and recommendations. A final concluding recommendation to recommend or deny licensure is included. All recommendations are advisory to the UNC President who recommends final action to the Board of Governors. (Applicant institutions usually withdraw their application for licensure if denial is anticipated, which accounts for few denials going before the Board.)

Once licensed, an institution is subject to review visits at any time to determine whether the institution continues to meet the licensure standards. Review shall always occur 1) either one or two years after initial licensure, 2) if the institution is legally reconstituted, or 3) if ownership changes. A new application and site visit are also required each time a licensed institution wishes to offer a new degree program.

Each licensed institution submits an annual report to UNC-GA staff concerning matters such as enrollment, faculty employed, financial stability, prepaid tuition bond updating, and maintenance of compliance with all licensure standards.

### **Exemptions from Licensure**

The statute states that institutions offering degrees in theology, divinity, religious education, or for career preparation in a religious vocation, shall be exempt from licensure requirements and that institutions that undertake post-secondary degree activity on the premises of military bases for military personnel stationed on active duty there (or their dependents or employees of the military) are exempt from licensure requirements.