



Appendix J  
**The University of North Carolina**

GENERAL ADMINISTRATION

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*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

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MEMORANDUM

TO: Members, Committee on Educational Planning, Policies, and Programs

FROM: Alan Mabe

DATE: February 1, 2011

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.

**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:** Kaplan has had some recent problems but their request was held up and Kaplan was asked to respond explicitly to those issues and to provide assurance that the practices in question would not occur in NC. Only after those assurances were received from Kaplan did this go forward.

The University of Southern Californian is offering the program online, but will have student teaching sites in NC, which triggers the need for their program to be licensed in NC.

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



# The University of North Carolina

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

THOMAS W. ROSS, President

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## MEMORANDUM

TO: Committee on Educational Planning, Policies, and Programs

FROM: President Tom Ross *TR*

DATE: January 26, 2011

SUBJECT: Licensure of Kaplan 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: 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.

Kaplan College has applied for licensure to offer the following three degree programs onsite at its Charlotte campus:

- Associate of Applied Science (A.A.S.) in Computer Networking Technology
- Associate of Applied Science (A.A.S.) in Criminal Justice
- Associate of Applied Science (A.A.S.) in Health Information Technology

Dr. Frank Prochaska reviewed the application and appointed a team of examiners to determine if Kaplan College complied with the licensure standards outlined in *Rules and Standards*. On July 22, 2010, the team of examiners visited the Las Vegas, NV, campus. Following the site visit, the team of examiners issued its report containing suggestions and recommendations. Dr. Prochaska agrees with the team's review. 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 Kaplan College to offer the above-named three degree programs, subject to annual reports and review at any time. Within one calendar year of the initiation of these new degree programs, Kaplan College will be reviewed, to judge whether the institution continues to maintain standards for licensure.

Enclosure: Summary

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  
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at Asheville

University of  
North Carolina  
at Chapel Hill

University of  
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School of the Arts

Western Carolina  
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Winston-Salem  
State University

Constituent High School  
North Carolina  
School of Science  
and Mathematics

## SUMMARY OF VISIT OF TEAM OF EXAMINERS FOR KAPLAN COLLEGE

### BACKGROUND INFORMATION

The Washington Post Company, a publicly traded company, is the owner of Kaplan, Inc. Kaplan Inc. is the owner of Kaplan Higher Education Corporation, which is the owner of the Denver Acquisition Corporation, which is doing business as (d/b/a) Kaplan College in Mecklenburg County, North Carolina. Kaplan College opened in April, 2010 in Charlotte, offering diploma and certificate programs.

Kaplan College in Charlotte is a branch campus of the Kaplan Career Institute of Nashville, Tennessee. The Kaplan Career Institute is authorized by the Tennessee Higher Education Commission (THEC) and accredited by the Council on Occupational Education, an accrediting body recognized by the Council for Higher Education Accreditation (CHEA) and the U.S. Department of Education. The Denver Acquisition Corporation is doing business in Nashville as the Kaplan Career Institute, which has been in existence since 2007 under its present name and before that since 1981 as Southeastern Paralegal Institute.

### THE APPLICATION AND SITE VISIT

Kaplan College has applied for licensure to offer the following three degree programs onsite at its Charlotte campus:

- Associate of Applied Science (A.A.S.) in Computer Networking Technology
- Associate of Applied Science (A.A.S.) in Criminal Justice
- Associate of Applied Science (A.A.S.) in Health Information Technology

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 visit the institution and evaluate its compliance with the licensure standards.

A team of examiners visited the Las Vegas campus of Kaplan College on July 22, 2010. The Las Vegas campus was visited because only diploma and certificate programs are currently being offered at the Charlotte site, whereas the Las Vegas campus offers all of the degree programs for which licensure is being pursued for the Charlotte campus. One of the team members, Dr. Richard Neel, visited the Charlotte location on August 23, 2010 to review the facilities and equipment.

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
- 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, Chapel Hill, North Carolina

- Dr. Eric K. Patterson, Associate Professor of Computer Science, Department of Computer Science, University of North Carolina at Wilmington, Wilmington, North Carolina
- Charles J. Popovich, Associate Professor Emeritus and former Head Librarian, Business Library, Ohio State University, Columbus, Ohio
- Dr. Zaphon R. Wilson, Department Head, Criminal Justice, Social, and Political Science, Armstrong Atlantic State University, Savannah, Georgia
- 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 attachments 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 programs, library resources, course syllabi, instructional resources, computer resources, educational facilities, audited financial statements, and Kaplan College's 2010-2012 *College Catalog*. Kaplan College has not yet hired any faculty to teach in its proposed A.A.S. degree programs, and it will not offer any courses online at the Charlotte campus, so there were no faculty curriculum vitae to review.

During the visit, the team of examiners met with numerous administrators, faculty, staff, and students of Kaplan College – Las Vegas, Kaplan College – Charlotte, and Kaplan Higher Education Corporation.

## **PROPOSED DEGREE PROGRAMS**

### Associate of Applied Science (A.A.S.) in Computer Networking Technology

The objective of the A.A.S. in Computer Networking Technology program is to provide students with the knowledge, technical skills, and work habits required to pursue an entry-level position in the information technology field, particularly in network administration and computer systems support. The program concentrates on helping students acquire knowledge and develop skills in installing and maintaining computer networks, troubleshooting hardware and software problems, managing databases, and developing web pages. The A.A.S. in Computer Networking Technology degree requires a minimum of 105 quarter credit hours to complete.

### Associate of Applied Science (A.A.S.) in Criminal Justice

This A.A.S. in Criminal Justice program focuses on helping students acquire knowledge and develop skills in criminological theory, law, corrections, and law enforcement. Graduates typically seek employment within criminal justice environments such as police offices, sheriff's departments, or other law enforcement offices; the court system; jails or prisons as detention or correctional officers; and other areas of security such as corporate security, public safety, and private detection or investigation. All students must complete the program with a minimum of 91 quarter credit hours.

### Associate of Applied Science (A.A.S.) in Health Information Technology

The objective of the A.A.S. in Health Information Technology program is to help students learn to process, maintain, compile, and report health information data for patient care, reimbursement,

facility planning, marketing, risk management, quality assessment, and research. The students also gain hands-on training in medical coding and abstracting procedures. Management topics covered include human resources, management styles, quality and improvement processes, and the medical/legal aspects of health information. The program requires 105 quarter credit hours to complete.

## **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 for Kaplan College's Proposed Associate Degree Programs at Charlotte, North Carolina* was submitted. In the report, the team of examiners included five suggestions and twelve 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 library resources, faculty credentials, the tuition guaranty bond, and documentation on faculty responsibilities, faculty evaluation criteria, and the College's policy on academic freedom.

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

After receiving the team of examiners' report, Kaplan College responded to the recommendations and suggestions. All of the recommendations have been implemented to the satisfaction of the team of examiners.

After reviewing the College's response, the team of examiners recommends that Kaplan College be licensed to offer the A.A.S. in Computer Networking Technology, A.A.S. in Criminal Justice, and A.A.S. in Health Information Technology degree programs.

Dr. Frank Prochaska agrees with the team's review and recommendations. Thus, General Administration recommends licensure of the following three new degree programs, to be offered by Kaplan College in Charlotte: Associate of Applied Science in Computer Networking Technology, Associate of Applied Science in Criminal Justice, and Associate of Applied Science in Health Information Technology.

A site visit to Kaplan College - Charlotte will be performed within one calendar year of the initiation of these new degree programs, by a team of examiners with expertise in the field, to ascertain the College's compliance with the *Rules and Standards*, including the recommendations contained in the report.