



The University of North Carolina

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MEMORANDUM

TO: Committee on Educational Planning, Policies, and Programs

FROM: Molly Corbett Broad *Mc Broad*

SUBJECT: Licensure of The Art Institute of Charlotte to Conduct Degree Activity in Charlotte, North Carolina

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. On February 8, 1974, the Board adopted its rules and standards for licensing nonpublic educational institutions to confer degrees. Following several refinements of the rules and standards, the Board on October 9, 1998, approved the present revision in compliance with 1984 amendments to G.S. 116-15 and in recognition of the growing importance of distance learning in the delivery of instruction.

By letter dated December 14, 2001, President Elizabeth Guinan of The Art Institute of Charlotte applied on behalf of The Art Institute of Charlotte for licensure to conduct an Associate of Applied Science degree program in Culinary Arts. In response, UNC staff appointed a team of examiners to visit the campus site of the proposed degree program to judge whether The Art Institute of Charlotte meets criteria for licensure as set forth by the UNC Board. The team visited the Art Institute of Charlotte campus on January 24, 2002, and submitted its report on February 7, 2002.

The team recommended that The Art Institute of Charlotte be licensed to conduct the Associate of Applied Science degree program in Culinary Arts, subject to completion of all recommendations of the UNC team of examiners. Subsequently, by letter dated February 22, 2002, The Art Institute of Charlotte notified UNC staff that it accepts all of the team's recommendations and will implement them immediately. UNC staff concurs with the team's recommendations and accepts The Art Institute of Charlotte's commitment to implement them. Therefore, I recommend that a regular license be issued to The Art Institute of Charlotte to conduct the Associate of Applied Science degree program in Culinary Arts, subject to annual reports and review at any time, but definitely when two years have elapsed following licensure, to judge whether the institution continues to maintain standards for licensure.

Enclosure: Executive Summary

Appalachian State
UniversityEast Carolina
UniversityElizabeth City
State UniversityFayetteville State
UniversityNorth Carolina
Agricultural and
Technical State
UniversityNorth Carolina
Central UniversityNorth Carolina
School of
the ArtsNorth Carolina
State University
at RaleighUniversity of
North Carolina
at AshevilleUniversity of
North Carolina
at Chapel HillUniversity of
North Carolina
at CharlotteUniversity of
North Carolina
at GreensboroUniversity of
North Carolina
at PembrokeUniversity of
North Carolina
at WilmingtonWestern Carolina
UniversityWinston-Salem
State UniversityAn Equal Opportunity/
Affirmative Action
Employer

THE ART INSTITUTE OF CHARLOTTE EXECUTIVE SUMMARY

The Art Institute of Charlotte, located in Charlotte, North Carolina, has applied for licensure to offer the Associate of Applied Science (A.A.S.) degree in Culinary Arts. The visit to The Art Institute of Charlotte took place on January 24, 2002. The Art Institute of Charlotte is already licensed by the Board of Governors to offer the Associate of Applied Science degree in the four areas of Fashion Marketing, Graphic Design, Interior Design, and Multimedia & Web Design.

The institution has been in continuous operation since 1972. The proposed program of student in Culinary Arts is sound. The new program director has been employed, and the additional faculty will meet the licensure standards. The facilities are new and are excellent. The library is certainly adequate, as are student services. The institution is financially stable and has sufficient resources to offer the proposed degree program.

The team of examiners made three recommendations, and the institution has agreed to comply with them.

The team of examiners recommends the licensure of The Art Institute of Charlotte to offer the Associate of Applied Science degree in Culinary Arts subject to compliance with all of the recommendations of the team of examiners.

If licensure is granted, a further recommendation is that a team of examiners review the Associate of Applied Science degree program in Culinary Arts one year from the start of the first classes for compliance with all of the recommendations contained in this report and for the maintenance of the licensure standards.

SUMMARY OF RECOMMENDATIONS

Recommendation: The team of examiners recommends that the dining room, a la carte kitchen and equipment/food storage facilities be complete and functional prior to the Fall, 2002 program start. It is further recommended that the remainder of the plan be executed within the time frames indicated.

Recommendation: The team of examiners recommends that in addition to compliance with pertinent ordinances and laws relative to the safety and health of persons on the campus that The Art Institute of Charlotte comply with all pertinent health and safety laws associated with food service.

Recommendation: The team of examiners recommends that all teaching faculty hold at least the master's degree or the equivalent in Culinary Arts or a related field. Equivalency must include the requirement of a bachelor's degree and evidence of culinary competence. Examples of culinary competence could include American Culinary Federation certifications, membership in the American Academy of Chefs, evidence of success in culinary competitions, and/or an established track record of high performance in well-regarded culinary operations.

STATEMENT OF THE CONCLUSIONS OF THE TEAM OF EXAMINERS

A. Compliance with Each Licensure Standard

A summary of The Art Institute of Charlotte's compliance with each licensure standard follows below:

Standard 1	(Charter): Compliance
Standard 2	(Period of Operation): Compliance
Standard 3	(Program of Study): Compliance
Standard 4	(Facilities and Library): Partial Compliance
Standard 5	(Faculty and Other Personnel Qualifications): Partial Compliance
Standard 6	(Catalog): Compliance
Standard 7	(Program Completion Credentials): Compliance
Standard 8	(Student Records): Compliance
Standard 9	(Compliance with Ordinances and Laws): Partial Compliance
Standard 10	(Finance, Organization, and Student Services): Compliance
Standard 11	(Business Practices): Compliance
Standard 12	(Professional Conduct): Compliance
Standard 13	(Student Housing): Compliance
Standard 14	(Cancellation and Refund Policy): Compliance
Standard 15	(Institutional Agent): Compliance

B. Statement of Concluding Recommendations

The team of examiners recommends the licensure of The Art Institute of Charlotte to offer the Associate of Applied Science degree in Culinary Arts subject to compliance with all of the recommendations of the team of examiners.

If licensure is granted, a further recommendation is that a team of examiners review the Associate of Applied Science degree program in Culinary Arts one year from the start of the first classes for compliance with all of the recommendations contained in this report and for maintenance of the licensure standards.