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Thomas W. Ross
President

Phone: 919.962.1000

Email: tomross@northcarolina.edu

MEMORANDUM

TO: Committee on Educational Planning, Policies, and Programs

FROM: President Thomas W. Ross

DATE: October 9, 2014

SUBJECT: Licensure of Chamberlain College of Nursing

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 for 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.

Chamberlain College of Nursing has applied for a regular license to offer the following new degree programs, online, in North Carolina:

- Master of Science in Nursing (MSN) with four specialty tracks in Educator, Executive, Informatics, and Healthcare Policy and
- RN-BSN to MSN Bridge Option.

Chamberlain College of Nursing has also applied for a regular license to offer the following new degree program, on-ground, at a proposed location in Charlotte, North Carolina:

- Bachelor of Science in Nursing (BSN)

Dr. Frank Prochaska reviewed the application and appointed a team of examiners to determine if Chamberlain College of Nursing complied with the licensure standards outlined in the *Rules and Standards*. On May 22, 2013, the team of examiners visited the Chamberlain home office in Downers Grove, IL, the site from which all online activity originates. On June 18, 2014, a subset of the team of examiners visited the Houston, Texas campus of Chamberlain to review the curriculum and facilities for the proposed BSN degree program. Following the site visit, the team of examiners issued its report which contained

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recommendations. For more details on the degree program 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 Chamberlain College of Nursing to offer the above-named degree programs in North Carolina subject to annual reports and review at any time. The programs will be reviewed within two calendar years of the initiation in North Carolina to judge whether the institution continues to maintain standards for licensure.

Enclosure: Summary

SUMMARY OF VISIT OF TEAM OF EXAMINERS FOR CHAMBERLAIN COLLEGE OF NURSING

BACKGROUND INFORMATION

Chamberlain College of Nursing is a private, for-profit institution that is a subsidiary of DeVry, Inc. The Deaconess College of Nursing, established in 1889 in St. Louis, Missouri for the purpose of educating Deaconess Sisters as professional nurses, was acquired by DeVry, Inc., in 2006 and changed its name to Chamberlain College of Nursing. The college has been in continuous operation since 1889. While Chamberlain has physical campuses located in ten states, the national headquarters is located in Downers Grove, Illinois.

Chamberlain is regionally accredited by the Higher Learning Commission (HLC) of the North Central Association of Colleges and Schools.

THE APPLICATION AND SITE VISIT

Chamberlain College of Nursing has applied for licensure to offer the following degree programs online in North Carolina:

- Master of Science in Nursing (MSN) with four specialty tracks in Educator, Executive, Informatics, and Healthcare Policy
- RN-BSN to MSN Bridge Option

Chamberlain College of Nursing is also requesting licensure for the following on-ground degree program, to be offered at a proposed location in Charlotte, North Carolina:

- Bachelor of Science in Nursing (BSN)

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 two sites of the institution and evaluate its compliance with the licensure standards.

The visit to Chamberlain College of Nursing on May 22, 2013 took place at the home office in Downers Grove, the site from which all online activity originates. On June 18, 2014, a subset of the team of examiners visited the Houston, Texas campus of Chamberlain to review the curriculum and facilities for the proposed BSN degree program.

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 (In absentia)

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- Dr. Constance Johnson, RN, Associate Professor and Lead Faculty, Informatics Program, School of Nursing, Duke University, and Associate Professor, Duke University School of Medicine, Department of Community and Family Medicine, Durham, North Carolina
- Julia Shaw-Kokot, RN, MSUS, AHIP, Assistant Department Head, User Services, Health Sciences Library, University of North Carolina at Chapel Hill, Chapel Hill, North Carolina
- Dr. Ann Mabe Newman, APRN, Associate Professor of Nursing Emeritus, School of Nursing, College of Health and Human Services, University of North Carolina at Charlotte, Charlotte, North Carolina
- Dr. Frank T. Prochaska, Associate Vice President for Academic Affairs, The University of North Carolina General Administration, Chapel Hill, North Carolina, *Ex Officio*
- Bil Stahl, Special Assistant to the Associate Vice President for Academic Affairs, The University of North Carolina General Administration; and Retired Associate Provost for Information Technology and Library Services, and Professor Emeritus, Western Carolina University, Cullowhee, North Carolina, *Ex Officio*

The team's task was to review the application and accompanying exhibits and to participate in the site visits to determine if the institution demonstrated compliance with licensure standards. Either prior to the visits or during the visits, many items of documentation were reviewed by the team including curricula for the proposed degree programs; course syllabi; library resources (both print and electronic); faculty curriculum vita; instructional resources; educational facilities, including laboratories and equipment; audited financial statements; and the Chamberlain College of Nursing *2012-2013 Academic Catalog, Faculty Handbook, Student Handbook, and College Assessment Program*.

During the two site visits, the team of examiners met with numerous administrators, faculty, staff, and students of Chamberlain College of Nursing.

PROPOSED DEGREE PROGRAMS

Master of Science in Nursing (M.S.N.)

The proposed online M.S.N. degree program with four specialty tracks (Educator, Executive, Informatics, and Healthcare Policy) requires 39 semester credit hours to complete. The core curriculum is 21 credit hours, and includes coursework in Foundational Concepts & Applications, Leadership & Nursing Practice, Healthcare Policy, Fundamentals of Nursing Informatics, and Advanced Research Methods. Each specialty track is comprised of an additional 18 credit hours. In the RN-BSN to MSN bridge option, registered nurses can earn the BSN and MSN in a single pathway, making it more cost-effective and taking less time than earning them separately.

Bachelor of Science in Nursing (B.S.N.)

The on-ground B.S.N. degree program prepares the graduate for the practice of professional nursing. The curriculum is designed to integrate theoretical knowledge, psychomotor skill acquisition, and development of clinical judgment/reasoning. Significant clinical practice and SimCare Center (simulated patient laboratory clinical care) hours are included throughout the degree program to allow the student to apply content and concepts learned. The B.S.N. degree

program consists of a minimum of 129 semester credit hours: 60 credit hours in liberal arts and sciences and 69 credit hours in the nursing major.

RECOMMENDATIONS

After the site visits, the *Report to the President of The University of North Carolina from the Team of Examiners for the Visits to Review Chamberlain College of Nursing's Proposed Online Graduate Degree Programs and On-Ground BSN Program* was submitted. In the report, the team of examiners included eight suggestions and ten recommendations addressing the proposed degree programs. 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 educational laboratories, library resources, faculty credentials, the tuition guaranty bond, and information to be included in the Chamberlain College of Nursing *Catalog* and *Student Handbook*.

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 licensure of the proposed degree programs after it receives the response from Chamberlain College of Nursing to the recommendations and suggestions contained in the report.

After receiving the team of examiners' report, Chamberlain College of Nursing responded to the recommendations and suggestions. All of the recommendations have been addressed to the satisfaction of the team of examiners, and the team of examiners recommends that Chamberlain College of Nursing be licensed to offer the degree programs requested.

Dr. Frank Prochaska agrees with the team's review and recommendations. Thus, General Administration recommends licensure of the following graduate degree programs, to be offered online in North Carolina by Chamberlain College of Nursing:

- Master of Science in Nursing (MSN) with four specialty tracks in Educator, Executive, Informatics, and Healthcare Policy
- RN-BSN to MSN Bridge Option

UNC - General Administration also recommends licensure of the following undergraduate degree program, to be offered on-ground by Chamberlain College of Nursing at a proposed site in Charlotte, North Carolina:

- Bachelor of Science in Nursing (BSN)

An appropriate review will be performed within two calendar years of the initiation of these degree programs in North Carolina, by a team of examiners with expertise in the field, to ascertain Chamberlain College of Nursing's compliance with the *Rules and Standards*, including the recommendations contained in the report.



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MEMORANDUM

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FROM: President Thomas W. Ross

DATE: October 9, 2014

SUBJECT: Licensure of Webster University

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 for 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.

Webster University has applied for a regular license to offer the following new degree programs, at Fort Bragg (FB) in Fayetteville, NC and at Camp Lejeune (CL) and at New River Marine Corps Air Station (NR) in Jacksonville, NC:

- Graduate Certificate in Government Contracting (FB, CL)
- M.A. in Business and Organizational Security Management (FB)
- M.A. in Counseling (FB)
- M.A. in Human Resources Management (FB, CL)
- M.A. in Information Technology Management (FB)
- M.A. in International Relations (FB, NR, CL)
- M.A. in Management and Leadership (FB, CL)
- M.A. in Procurement and Acquisitions Management (FB, CL)
- M.B.A. in Business Administration (FB, NR, CL)

Dr. Frank Prochaska reviewed the application and appointed a team of examiners to determine if Webster University complied with the licensure standards outlined in the *Rules and Standards*. On August, 6, 2013, the team of examiners visited Webster's main campus in St. Louis, MO. Following the site visit, the team of examiners issued its report which contained recommendations. For more details on the degree program and report, please review the summary.

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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 Webster University to offer the above-named degree programs in North Carolina subject to annual reports and review at any time. The programs will be reviewed within two calendar years of the initiation in North Carolina to judge whether the institution continues to maintain standards for licensure.

Enclosure: Summary

SUMMARY OF VISIT OF TEAM OF EXAMINERS FOR WEBSTER UNIVERSITY

BACKGROUND INFORMATION

Webster University, a private, non-profit, non-denominational institution located in St. Louis, Missouri, has been operating in the State of North Carolina as a military exempt institution since 1975, offering degree programs to active duty service members on the premises of Fort Bragg, Camp Lejeune, and New River Marine Corps Air Station. Webster was founded in 1915 in St. Louis by the Sisters of Loretto, a Catholic religious organization, and has been in continuous operation since that time.

Webster University is regionally accredited by the Higher Learning Commission, a commission of the North Central Association of Colleges and Schools (NCA).

THE APPLICATION AND SITE VISIT

Webster University has applied for a regular license to offer the following degree and certificate programs at Fort Bragg (FB) in Fayetteville, NC and at Camp Lejeune (CL) and at New River Marine Corps Air Station (NR) in Jacksonville, NC:

- Master of Arts (M.A.) in Business and Organizational Security Management (FB)
- Master of Arts (M.A.) in Counseling (FB)
- Master of Arts (M.A.) in Human Resources Management (FB, CL)
- Master of Arts (M.A.) in Information Technology Management (FB)
- Master of Arts (M.A.) in International Relations (FB, NR, CL)
- Master of Arts (M.A.) in Management and Leadership (FB, CL)
- Master of Arts (M.A.) in Procurement and Acquisitions Management (FB, CL)
- Master of Business Administration (M.B.A.) (FB, NR, CL)
- Graduate Certificate in Government Contracting (FB, CL)

Being awarded a regular license will allow Webster to open enrollment in these degree and certificate programs beyond active duty service members and their families. The proposed programs will be offered through a combination of on-site, online, and blended instruction.

The proposed degree and certificate programs were reviewed in accordance with the University of North Carolina Board of Governors *Rules and Standards for Licensing Nonpublic Institutions to Conduct Post-Secondary Degree Activity in North Carolina*, hereinafter referred to as the *Rules and Standards*. Dr. Frank T. Prochaska, Associate Vice President for Academic Affairs of The University of North Carolina General Administration, appointed the team of examiners. The visit to Webster University's main campus in St. Louis took place on August 6, 2013.

The team of examiners with expertise in the specific disciplines relating to the application was comprised of:

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- Dr. Matthew Valle (Chair), Martha and Spencer Love Professor of Business and Professor of Management, The Martha and Spencer Love School of Business, Elon University, Elon, North Carolina (In absentia)
- Dr. Stella Anderson, Professor of Management, Walker College of Business Administration, Appalachian State University, Boone, North Carolina (In absentia)
- Dr. Richard Conboy, Associate Professor of Management, University of North Carolina at Charlotte, Charlotte, North Carolina
- Dr. Stephen C. Harper, Progress Energy/Betty Cameron Distinguished Professor of Entrepreneurship, Cameron School of Business, University of North Carolina at Wilmington, Wilmington, North Carolina (In absentia)
- Dr. Richard E. Neel, Dean Emeritus, Belk College of Business, and Professor of Economics Emeritus, University of North Carolina at Charlotte, Charlotte, North Carolina (In absentia)
- Dr. Eric K. Patterson, Associate Professor of Computer Science, University of North Carolina at Wilmington, Wilmington, North Carolina
- Charles J. Popovich, retired Head Business Librarian and Associate Professor Emeritus, The Ohio State University, Columbus, Ohio
- Dr. Susan Wilkie-McHale, Director and Professor, Marriage and Family Therapy, Pfeiffer University, High Point, North Carolina
- Dr. Zaphon R. Wilson, Dean, School of Social and Behavioral Sciences, and Professor of Political Science, Saint Augustine's University, Raleigh, North Carolina
- 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 appendices 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 items of documentation were reviewed by the team including curricula for the proposed degree programs, course syllabi, faculty curriculum vita, library and electronic resources, instructional resources, budget data, audited financial statements, and Webster University's *Catalog* and website.

During the visit, the team of examiners met with numerous administrators, faculty, staff, and students of Webster University.

PROPOSED DEGREE PROGRAMS

Master of Arts (M.A.) in Business and Organizational Security Management

This 36 semester credit hour program is designed to be a comprehensive master's degree in Business and Organizational Security Management for professionals at military bases, companies, and industrial organizations. The program curriculum focuses on strategic aspects of the field including government security management, legal and ethical issues in business security management, business assets protection, terrorism and extremist activity, violence in the workplace, emergency planning, and information systems security.

Master of Arts (M.A.) in Counseling

Webster's 60 semester credit hour counseling program is designed to prepare individuals for a career in professional counseling. The curriculum combines classroom instruction and field experience to provide students the theory and skills needed to work with and counsel individuals, couples, families, and children in a variety of mental health settings. Topics covered include theories of human behavior, personality development, human resilience, wellness, exceptional abilities, addictions, and learning processes.

Master of Arts (M.A.) in Human Resources Management

The program content is designed to provide a comprehensive coverage of the major human resource responsibilities, addressing both strategic and operational aspects. The 36 semester credit hour curriculum addresses practical and theoretical considerations in the professional development of men and women in the field of human resources in such settings as business, industry, government, and nonprofit organizations and institutions. Through coursework addressing theories in the social and behavioral sciences and management, students gain an understanding of human resources management issues and learn how to develop solutions to human resource management problems confronting both individuals and organizations.

Master of Arts (M.A.) in Information Technology Management

Webster's Master of Arts in Information Technology Management focuses on current and emerging technologies, and the management of both the technology and the people engaged in supporting it. Students gain an understanding of information technology as a management tool in facilitating the flow of information throughout the business enterprise. The 36 semester credit hour program is designed for middle managers and others with similar responsibilities. The curriculum addresses the latest computer technology applications, business operations, and communication and management strategies utilized within technology centers.

Master of Arts (M.A.) in International Relations

Webster University's graduate program in international relations assists students to acquire the knowledge and skills to prepare for or enhance careers in commerce, law, journalism, business, education, public affairs, or government. Coursework provides exposure to the key subfields of the discipline and relevant issues such as globalization, human rights, humanitarian action, and economic development. The 36 semester credit hour program is designed for students seeking work with a governmental agency, an intergovernmental organization, a nongovernmental organization, or a multinational corporation.

Master of Arts (M.A.) in Management and Leadership

The M.A. in Management and Leadership curriculum introduces students to the theories of management and leadership and provides practice in decision-making situations. Students acquire familiarity with the analytical techniques of management and practice applying these techniques in problem solving situations in corporate, government, and non-profit environments. Teamwork, presentation, and communication skills are emphasized, and extensive use is made of case analysis and practical applications. The program requires successful completion of 36 semester credit hours.

Master of Arts (M.A.) in Procurement and Acquisitions Management

In the M.A. in Procurement and Acquisitions Management program, students learn to apply the important terminology, facts, concepts, principles, analytic techniques, and theories utilized in the field of procurement and acquisitions management in the analysis of complex factual situations. Students examine the legal framework for acquisition contracts; translate needs assessments into facilities procedures and operating methodologies; and learn about inventory, supply chains, reliability and quality assurance, value analysis/engineering, and site and layout analysis. Coursework also addresses the competitive and financial environment related to price proposals utilizing the techniques of cost and price analysis, life-cycle costing, and investment returns. The 36 semester credit hour curriculum includes the study of physical distribution management, including warehouse management and layout, transportation, and customer service.

Master of Business Administration (M.B.A.)

In this 36 semester credit hour M.B.A. program, courses integrate information and theories from various disciplines including accounting, economics, finance, marketing, production operations, and strategic management. Students study and practice the tools and techniques needed to problem solve in a wide variety of business situations.

Graduate Certificate in Government Contracting

Webster University, in a strategic partnership with the Defense Acquisition University (DAU), provides classes for Department of Defense (DoD) workers in the Acquisitions, Technology and Logistics workforce. In this 18 semester credit hour certificate program, students are offered specialized courses in contracting, acquisitions management, pricing, negotiations, and procurement law. These government contracting certificate courses are equivalent to certain Defense Acquisition University (DAU) courses and can be used to meet the educational certification requirements of the Defense Acquisition Workforce Improvement Act (DAWIA).

RECOMMENDATIONS

After the site visit, the *Report to the President of the University of North Carolina from the Team of Examiners for the Visit to Review Webster University's Proposed Degree Programs in North Carolina* was submitted. In the report, the team of examiners included six recommendations and three suggestions addressing the degree programs reviewed. 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 making required arrangements for the archiving of the permanent records of North Carolina students in the unlikely event that the institution discontinues operations.

The team of examiners concludes its report by stating that it would make its concluding recommendation to the General Administration of The University of North Carolina regarding licensure of Webster University's proposed degree programs after it received and reviewed the institution's response to the recommendations and suggestions contained in the report.

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After receiving the team of examiners' report, Webster University responded to the recommendations and suggestions. All of the recommendations have been addressed to the satisfaction of the team of examiners.

After reviewing the institution's response, the team of examiners recommends that Webster University be licensed to offer the certificate and degree programs requested.

Dr. Frank Prochaska agrees with the team's review and recommendations. Thus, General Administration recommends that Webster University be awarded a regular license to offer the following degree programs at Fort Bragg (FB) in Fayetteville, NC and at Camp Lejeune (CL) and at New River Marine Corps Air Station (NR) in Jacksonville, NC:

- Master of Arts (M.A.) in Business and Organizational Security Management (FB)
- Master of Arts (M.A.) in Counseling (FB)
- Master of Arts (M.A.) in Human Resources Management (FB, CL)
- Master of Arts (M.A.) in Information Technology Management (FB)
- Master of Arts (M.A.) in International Relations (FB, NR, CL)
- Master of Arts (M.A.) in Management and Leadership (FB, CL)
- Master of Arts (M.A.) in Procurement and Acquisitions Management (FB, CL)
- Master of Business Administration (M.B.A.) (FB, NR, CL)
- Graduate Certificate in Government Contracting (FB, CL)

A follow-up review of Webster University's licensed degree and certificate programs will be performed within two calendar years, by a team of examiners with expertise in the field, to ascertain the institution's compliance with the *Rules and Standards*, including the recommendations contained in the report.



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FROM: President Thomas W. Ross

DATE: October 9, 2014

SUBJECT: Licensure of Virginia 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 for 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.

Virginia College has applied for a regular license to offer the following additional degree program at its Greensboro, NC location:

- Associate of Applied Science (AAS) in Business Administration

Dr. Frank Prochaska reviewed the application and appointed a team of examiners to determine if Virginia College complied with the licensure standards outlined in the *Rules and Standards*. On September 19, 2013, the team of examiners visited Virginia College's campus in Greensboro, NC. Following the site visit, the team of examiners issued its report which contained recommendations. For more details on the degree program 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 Virginia College to offer the above-named degree program in North Carolina subject to annual reports and review at any time. The program will be reviewed within two calendar years of the initiation in North Carolina to judge whether the institution continues to maintain standards for licensure.

Enclosure: Summary

SUMMARY OF VISIT OF TEAM OF EXAMINERS FOR VIRGINIA COLLEGE – GREENSBORO CAMPUS

BACKGROUND INFORMATION

Virginia College, a private for-profit institution founded in 1983 and located in Birmingham, Alabama, was awarded licensure in April 2012 to establish a campus in Greensboro, NC. Virginia College – Greensboro is currently offering the following licensed degree programs through a combination of on-site and online instruction:

- Associate of Applied Science (A.A.S.) in Office Administration
- Associate of Applied Science (A.A.S.) in Criminal Justice
- Associate of Applied Science (A.A.S.) in Healthcare Reimbursement
- Associate of Applied Science (A.A.S.) in Medical Assistant
- Associate of Applied Science (A.A.S.) in Medical Office Administration
- Associate of Applied Science (A.A.S.) in Network Engineering
- Associate of Applied Science (A.A.S.) in Paralegal Studies

The Greensboro campus holds licensure for an additional eight degree programs that are not being offered at this time.

Virginia College, which is accredited by the Accrediting Council for Independent Colleges and Schools (ACICS), currently operates branch campuses in Alabama, Florida, Georgia, Louisiana, Mississippi, North Carolina, Oklahoma, South Carolina, Tennessee, Texas, and Virginia.

THE APPLICATION AND SITE VISIT

Virginia College – Greensboro has applied for licensure to offer the following additional degree program through a combination of on-site and online instruction:

- Associate of Applied Science (A.A.S.) in Business Administration

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 Greensboro campus of Virginia College on September 19, 2013. The purpose was to perform the required follow-up visit to review Virginia College's offering of its initial seven licensed degree programs, and to review the curriculum of the proposed new degree program.

The team of examiners with expertise in the specific disciplines relating to the application was comprised of:

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- Dr. Laurel A. Files (Chair), Associate Chair and Associate Professor, Gillings School of Global Public Health, The University of North Carolina at Chapel Hill, Chapel Hill, North Carolina
- Dr. Richard E. Neel, Dean Emeritus, Belk College of Business, and Professor of Economics Emeritus, University of North Carolina at Charlotte, Charlotte, North Carolina (In absentia)
- Charmaine Parker, Program Head, Medical Assisting, Wake Technical Community College, Raleigh, North Carolina
- Dr. Eric K. Patterson, Associate Professor of Computer Science, University of North Carolina at Wilmington, Wilmington, North Carolina
- Charles J. Popovich, retired Head Business Librarian and Associate Professor Emeritus, The Ohio State University, Columbus, Ohio
- Dr. Matthew Valle, Martha and Spencer Love Professor of Business and Professor of Management, The Martha and Spencer Love School of Business, Elon University, Elon, North Carolina
- Dr. Zaphon R. Wilson, Dean, School of Social and Behavioral Sciences, and Professor of Political Science, Saint Augustine's University, Raleigh, North Carolina (In absentia)
- 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 exhibits 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 items of documentation were reviewed by the team including curricula for the degree programs, course syllabi, library and electronic resources, faculty curriculum vita, instructional resources, educational facilities, computer resources, enrollment data, audited financial statements, budget data, 2013-2014 Virginia College Catalog for the North Carolina campus, and the 2012 *Faculty Handbook*.

During the visit, the team of examiners met with numerous administrators, faculty, staff, and students of Virginia College - Greensboro.

PROPOSED DEGREE PROGRAM

Associate of Applied Science (A.A.S.) in Business Administration

This 96 quarter credit hour degree program is designed to provide students an understanding of business principles and business-oriented computer and interpersonal skills. Course work includes fundamentals of business, accounting, management, finance, economics, marketing, critical thinking, project planning and implementation, and communication. The curriculum includes 24 quarter credit hours of general education.

RECOMMENDATIONS

After the site visit, the *Report to the President of The University of North Carolina from the Team of Examiners for the Visit to Review Virginia College's Licensed Degree Programs and to Review Virginia College's Proposed Associate Degree Program in Business Administration on*

the Greensboro, NC Campus was submitted. In the report, the team of examiners included six suggestions and twelve recommendations addressing the eight reviewed degree programs. 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 program curricula, library resources, and faculty credentials.

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 licensure of the proposed degree program after it receives the response from Virginia College to the recommendations and suggestions contained in the report.

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

After reviewing the institution's response, the team of examiners recommends that Virginia College - Greensboro be licensed to offer the following additional degree program:

- Associate of Applied Science (A.A.S.) in Business Administration

Dr. Frank Prochaska agrees with the team's review and recommendation. Thus, General Administration recommends licensure of the degree program listed above, to be offered by Virginia College at its Greensboro, North Carolina location.

A site visit to Virginia College – Greensboro will be performed within two calendar years of the initiation of the new degree program, by a team of examiners with expertise in the field, to ascertain Virginia College's compliance with the *Rules and Standards*, including the recommendations contained in the report.



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State University

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University

Elizabeth City
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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
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North Carolina
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Thomas W. Ross
President

Phone: 919.962.1000

Email: tomross@northcarolina.edu

MEMORANDUM

TO: Committee on Educational Planning, Policies, and Programs

FROM: President Thomas W. Ross

DATE: October 9, 2014

SUBJECT: Licensure of South College of Tennessee

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 for 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.

South College of Tennessee has applied for a regular license to designate the currently-licensed South College – Asheville institution as an additional learning site of South College Tennessee.

Dr. Frank Prochaska reviewed the application and appointed a team of examiners to determine if South College of Tennessee complied with the licensure standards outlined in the *Rules and Standards*. On August 28, 2014, the team of examiners visited the Lomas campus and Parkside learning site of South College – Knoxville. Following the site visit, the team of examiners issued its report which contained recommendations. For more details on the degree program 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 South College of Tennessee be issued a regular license to designate South College - Asheville as an additional learning site of South College. The institution may be reviewed within two calendar years of the initiation in North Carolina to judge whether the institution continues to maintain standards for licensure.

Enclosure: Summary

**SUMMARY OF VISIT OF TEAM OF EXAMINERS FOR SOUTH COLLEGE TENNESSEE
FOR LICENSURE TO DESIGNATE SOUTH COLLEGE - ASHEVILLE
AS AN ADDITIONAL LEARNING SITE**

BACKGROUND INFORMATION

South College Tennessee, a private for-profit institution located in Knoxville, Tennessee has applied for licensure to offer academic programs in North Carolina. South College – Asheville (a currently licensed institution in North Carolina) is a separate institution owned by the same corporate entity which owns South College Tennessee. The owner plans to request approval from the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to officially merge the two institutions and designate South College - Asheville as an additional learning site of South College Tennessee. As a learning site of South College Tennessee, South College - Asheville would be encompassed within the scope of South College Tennessee's accreditation by SACSCOC. In addition, the two South College locations will realize increases in efficiency and effectiveness, as various business and administrative functions at the two locations will be merged and redundancies eliminated.

South College Tennessee, formerly Knoxville Business College, was founded in 1882. The institution, which has been in continuous operation since its founding in 1882, has been transacting business under current ownership, South College of Tennessee, Inc. since 1989. The College has held degree granting authority from the Tennessee Higher Education Commission since the early 1990's. South College currently offers one Doctoral degree program, five Master's degree programs, fourteen Bachelor's degree programs, nine Associate of Science degree programs, and three certificate programs. South College is regionally accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).

South College-Asheville, a private for-profit institution located in Asheville, was founded in 1905 as Cecils Business College. It was initially licensed to offer associate of applied science degrees in 1975, attaining degree-granting authority from the UNC Board of Governors and changing its name to Cecils Junior College. Effective November 1, 1998, South College of North Carolina, Inc. purchased Cecils College. The name of Cecils College was changed to South College-Asheville in February 2002. South College – Asheville is currently licensed to offer five baccalaureate and nine Associate's degree programs. The institution is accredited by the Accrediting Council for Independent Colleges and Schools (ACICS).

THE APPLICATION AND SITE VISIT

South College Tennessee has applied for a regular license to designate South College - Asheville as an additional learning site of South College Tennessee. (For the remainder of this summary "South College" will refer to South College Tennessee unless otherwise specified.)

There are no plans to change the degree programs offered by South College - Asheville as a result of its being designated an additional learning site of South College. In the future, should

APPENDIX I

South College choose to offer some of its degree programs on the South College - Asheville campus, those South College programs will need to be appropriately licensed by the UNC Board of Governors.

Pursuant to the *Rules and Standards: Licensing Nonpublic Institutions to Conduct Post-Secondary Degree Activity in North Carolina*, Dr. Frank Prochaska, Special Assistant to the Vice President for Academic Planning and Quality and Retired Associate Vice President for Academic Affairs of The University of North Carolina General Administration, appointed a team of examiners to visit the institution and evaluate its compliance with the licensure standards. The visit to South College occurred on August 28, 2014. Both the Lomas campus and Parkside learning site of South College in Knoxville were visited.

The team of examiners was comprised of:

- Mr. Bil Stahl (Chair), Professor Emeritus and Retired Associate Provost, Western Carolina University, Cullowhee, NC
- Dr. Frank Prochaska, Special Assistant to the Vice President for Academic Planning and Quality and Retired Associate Vice President for Academic Affairs of The University of North Carolina General Administration, *Ex Officio*

The team's task was to review the application and accompanying exhibits 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 items of documentation were reviewed by the team including library and electronic resources, educational facilities, instructional resources, computer resources, enrollment data, budget data, audited financial statements, and South College's 2013-2014 *Catalog*.

During the visit, the team of examiners met with numerous administrators, faculty, staff, and students of South College.

RECOMMENDATIONS

After the site visit, the *Report to the President of The University of North Carolina from the Team of Examiners for the Visit to Review South College Tennessee's Application for Licensure* was submitted. In the report, the team of examiners presented no suggestions and two recommendations. The recommendations addressed issues of information to be included in the South College *Catalog*, and an additional item of documentation to be submitted to UNC General Administration .

The team of examiners concludes its report by stating it will make its concluding recommendation to the General Administration of The University of North Carolina regarding the licensure of South College after it receives and reviews the response of the College to the Recommendations contained in this report.

APPENDIX I

After receiving the team of examiners' report, South College responded to the Recommendations to the satisfaction of the team of examiners.

The team of examiners recommends that South College be granted a regular license to designate South College - Asheville as an additional learning site of South College.

Dr. Frank Prochaska agrees with the team's review and recommendation. Thus, General Administration recommends that South College be awarded a regular license to designate South College - Asheville as an additional learning site of South College.

A site visit to South College - Asheville will be performed within two calendar years to ascertain South College's compliance with the *Rules and Standards*.