

## APPENDIX S

### **Summary of Visit of Team of Examiners for Central Michigan University**

#### **Background**

Central Michigan University (CMU) is located in Mount Pleasant, Michigan. It is a doctoral, research intensive university with approximately 28,000 students. CMU offers more than 200 academic programs at the bachelor's, master's, specialist's, and doctoral levels. Central Michigan offers undergraduate and graduate degrees in more than 60 locations throughout the United States, Canada, and Mexico. Central Michigan University is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools.

CMU has been exempted by the Board of Governors of The University of North Carolina to offer degree programs to military personnel in North Carolina at Seymour Johnson Air Base in Goldsboro, North Carolina since 1974. Similarly, Central Michigan has also been licensed by the Board of Governors to offer degree programs for civilians at Cherry Hospital in Goldsboro, Fort Bragg, and Seymour Johnson Air Force Base. The Master of Science in Administration program at Cherry Hospital in Goldsboro is currently inactive. However, at Fort Bragg, the Master of Science in Administration degree program with concentrations in General Administration, Health Services Administration, Human Resources Administration, Information Resource Management, and Public Administration is active. Additionally, the Master of Arts in Education with concentrations in Adult Education and Instructional Design is being offered at Seymour Johnson Air Force Base; the Master of Science in Administration with a concentration in General Administration is also offered.

Depending on the term, from 300 to 400 students take classes at one of the North Carolina sites for Central Michigan University. Approximately 60 percent of the students who take courses from CMU are civilians and 40 percent are military personnel.

#### **The Application and Site Visit**

In November 2004, CMU submitted an application to add two additional concentrations (Leadership and Public Administration) to the already licensed Master of Science in Administration (M.S.A.) at Seymour Johnson Air Force Base in Goldsboro, North Carolina.

The Master of Science degree in Administration is a 36 semester hour program that is designed for managers, administrators, and supervisors. Its overall goal is to help students gain knowledge and skills to function more effectively in all types of organizations. Concentrations are generally 12-18 hours. The Leadership concentration helps students enhance their knowledge and skills in specific areas of leadership including group dynamics, organizational change, management of conflict, negotiation, cultural diversity, and communication. The Public Administration concentration is designed to prepare students for careers in public sector administration. More specifically, the concentration prepares students for the political, social, and economic

environment of public administration, 2) public management processes, 3) public policy analysis, 4) research and analytic methods, and 5) organization theory and behavior.

The application was reviewed by Dr. Howard-Vital. Shortly thereafter, Dr. Howard-Vital assembled a team of examiners to review the application and documentation further and to participate in a site visit to determine if the institution demonstrates compliance with licensure standards.

The team of examiners included Dr. Richard Neel (chair), Dean Emeritus, Belk College of Business Administration, and Professor of Economics Emeritus, The University of North Carolina at Charlotte; Dr. Matthew Valle, Chair, Department of Business Administration, The Martha and Spencer Love School of Business, Elon University, Elon, North Carolina; and Dr. Michelle Howard-Vital (ex-officio), Associate Vice President for Academic Affairs, The University of North Carolina, Office of the President.. On March 11, 2005, the team visited Seymour Johnson Air Force Base in Goldsboro, North Carolina.

Prior to the visit, there was communication between the team chair and representatives of Central Michigan University. The team examined, the curricula for the proposed M.S.A. concentrations, library resources, faculty resumes, computer resources, educational facilities, budget data, faculty personnel files, audited financial statements, course syllabi, enrollment information, promotional materials, students records, 2004-2005 Off-campus Programs Bulletin, and the College of Extended Learning Contract Faculty Handbook. The Team of Examiners looked closely at areas covered in the 15 licensure Standards.

During the visit, the Team of Examiners also met with numerous faculty, staff, and students at Central Michigan University. These persons included Dr. Larry Smiley, Director of the Master of Science in Administration Program, Central Michigan University, Mount Pleasant, Michigan; Ms. Sharron Murphy, Student Services Director, Central Michigan University, Mount Pleasant, Michigan; Ms. Elsie Hall, Program Administrator, Central Michigan University, Seymour Johnson Air Force Base; Mr. William Denny, Off-Campus Library Services, Central Michigan University, Atlanta, Georgia; Ms. Janie Best, Education Services Officer, Seymour Johnson Air Force Base; Dr. Aletha Andrew, Reference Librarian, Seymour Johnson Air Force Base Library; Dr. Robert C. Barnes, Faculty Advisor and Part-time Faculty Member, and six students.

On January 12, 2006, through its chair, Dr. Dick Neel, the Team of Examiners submitted its Preliminary Report on the March 11<sup>th</sup> site visit to the Goldsboro location. Shortly thereafter, Dr. Howard-Vital transmitted the Preliminary report to Central Michigan University for corrections of fact and errors of omission. The Team's findings included seven recommendations.

### **The recommendations and conclusion**

The team recommended that Central Michigan University 1) inform its students about the library portal NC Live 2) utilize in its Master of Science in Administration degree program at Seymour Johnson Air Force Base faculty who hold the doctorate or terminal

degree in the teaching discipline or related field , 3) include in its next brochure for off-campus programs, information on health care services, 4) provide students who take courses online information about the nature of the student/teacher interaction, prerequisite technology competencies and skills, technical equipment needs, and availability of academic support services, 5) make provisions with the Office of Archives and History of the North Carolina Department of Cultural Resources for the disposition of permanent and critical student records should the institution discontinue operations, 6) adjust the amount of the tuition guaranty, and 7) furnish General Administration with a statement relative to the tuition guaranty bond from an independent certified public accountant.

The team concluded its report by recommending that Central Michigan University be licensed to offer the Leadership and Public Administration concentrations in the already licensed Master of Science in Administration (M.S.A.) “subject to compliance with all of the recommendations contained in this report.” Further, the team recommended that if licensure is granted, a team of examiners review the new concentrations at the North Carolina campus one year from the date of licensure to insure compliance with all the recommendations contained in the team’s final report.

On January 27, 2006, Central Michigan University submitted a written response to the team’s recommendations and forwarded their reply to the team chair and to staff in General Administration. The team reviewed the institution’s responses and replied that they were satisfactory. Dr. Howard-Vital agreed with the team’s assessment.

Thus, the General Administration recommends the licensure for two additional concentrations in Leadership and Public Administration in the Master of Science in Administration degree program at Seymour Johnson Air Force Base subject to compliance with all of the recommendations contained in the team’s report.