

Number 10
June 17, 2011

Report from the Accrediting Commission

The DETC Accrediting Commission met on June 2-3, 2011 and took the following actions and reported the following developments:

Election of Two Commissioners at DETC Annual Business Meeting

The DETC Membership elected one new Commissioner and re-elected another at its Annual Business Meeting on April 4, 2011.

Mr. Robert Mayes, Jr., President of Columbia Southern University was elected to his second term as an institution member on the Commission. **Ms. Ann Rohr**, President of Weston Distance Learning, was elected to her first three-year term as an institution member. The elections took place on April 4, 2011 at DETC's 85th Annual Business Meeting in Williamsburg, VA. Ms. Rohr replaces Dr. David Curd, who finished his maximum allowable terms. Mr. Mayes and Ms. Rohr's terms will expire in 2014.

Mr. Robert Mayes, Jr. is the President of Columbia Southern University (CSU). The Mayes family started CSU in 1993. Mr. Mayes's first position at CSU was managing the accounting function where he set up the accounting procedures for the general ledger, payroll, accounts payable, and accounts receivable. He later established a system for deferring tuition income, created business policies, and recently successfully led the University through its first two financial audits. Other duties and responsibilities Mr. Mayes has held over the years at CSU include marketing, curriculum development, operations management, admissions, database administration, network administration, inventory management, student retention, student services, and human resource management. Mr. Mayes led CSU throughout its transition from a correspondence university to a completely online university, and guided the University through its initial accreditation in 2001 and most recent re-accreditation in 2011. He also coordinates CSU's partnerships with the University of West Alabama, University of North Alabama, and the University of West Florida. Mr. Mayes became President of CSU in 2005. Under his leadership CSU continues to grow extensively and has doubled in enrollment, staff, and in-house faculty. Mr. Mayes is a member of the DETC Business Standards Committee and the DETC Finance Committee. Mr. Mayes holds an MBA from Capella University. Mr. Mayes joined the Commission in 2009.

Ms. Ann Rohr, a native of New York, has served as the President of Weston Distance Learning since 2003. She has 18 years of education experience, joining Weston in 1993. Weston consists of three postsecondary distance

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education schools—At-Home Professions, U.S. Career Institute, and McKinley College. Both U.S. Career Institute and McKinley College were established during Ms. Rohr's tenure. Ms. Rohr is dedicated to increasing awareness and acceptance of quality distance education. She was recently recognized for spearheading the acceptance of distance education by The National Certification Board for Therapeutic Massage & Bodywork (NCBTMB). The NCBTMB is viewed by many states as the premier national certification board for massage therapist licensure. Ms. Rohr petitioned the NCBTMB upon learning they did not accept distance education. As a result, the NCBTMB established a distance education task force, naming Ms. Rohr as the chairperson. Ms. Rohr served as the Conference Chair for the DETC's 84th Annual Conference in April 2010 and is a member of the DETC's Business Standards Committee. In addition, she served as an Educational Standards Evaluator for on-site visits for the Accrediting Council for Continuing Education & Training (ACCET) and the Distance Education and Training Council (DETC). Ms. Rohr completed her undergraduate studies in Public Relations at Rowan University. She is an active member of the American Health Information Management Association (AHIMA), the Direct Marketing Association (DMA), and the Colorado Association of Career Colleges and Schools (CACCS).

Institution Reaccredited

The following institution was reaccredited:

- American College of Technology, Saint Joseph, MO

Show Cause Issued

The following institution was issued a Show Cause:

- Kona University, Kailua-Kona, HI

Changes of Location

The change of location for the institution below was approved:

- Ashworth College, Norcross, GA moved to 6625 The Corners Parkway, Norcross, GA

Resignations from Accreditation

The following institutions voluntarily resigned accreditation:

- Air University Extension Course Program, Maxwell AFB, Gunter Annex, AL (effective March 31, 2011)
- Universidad FLET, Miami, FL (effective March 31, 2011)

New Courses and Programs

The following new courses and programs were approved:

Allied American University

- Associate of Science in Business of Real Estate Sustainability
- Associate of Science in Medical Office Management

- Pharmacy Technician Certificate

Allied Business Schools, Inc.

- Medical Assistant

Aspen University

- Doctorate of Science in Computer Science

Atlantic University

- Prism of the Soul: Holistic Self-Assessment Tools
- Transpersonal Research Methods

Blackstone Career Institute

- Child Day Care
- Physical Therapy Aide
- Veterinary Assistant

California Coast University

- Master of Business Administration in Health Care Management

California Southern University

- Nonverbal Communication in Leadership
- Leadership Dynamics
- Project Management Fundamentals and Leadership

Diamond Council of America

- Advanced Jewelry Sales

Penn Foster College

- Computer Support Technician

University of St. Augustine for Health Sciences

- Master of Occupational Therapy

Yorktown University

- Certificate in Public Administration and Privatization

Final Approval of Standards, Procedures, and/or Policies

To view the revised documents, please visit DETC's website (www.detc.org) and follow the link from the homepage. The following changes were adopted June 3, 2011. Institutions must be in full compliance by January 1, 2012:

- C.3. Policy on Change of Ownership/Management (revised and addition of "management" requirements)
- C.9. Policy on Degree Program (*editorial*: moved copy about faculty interaction and intellectual property rights to "Curriculum" – page 3)
- C.9. Policy on Degree Programs (alternatives to high school transcripts requirement – pages 10-11)
- C.9. Policy on Degree Programs (additions to admission requirements for non-English speaking applicants – pages 12-13)
- C.27. Policy on Teach-Out Plans (addition of new Federal requirements)
- DETC Business Standards
 - Addition of corresponding standards
 - I.A. Advertising and Promotion:
 - #6 – added "its catalog" and on its website (page 1)
 - #9 – added "\$100" (page 2)

- II.A. Enrollment Agreements:
 - #1 – requires institution to ensure applicants are informed of rights, responsibilities and obligations before enrollment agreement is signed (page 2).
 - #6 – no enrollment agreement is binding until submitted by student and accepted by institution (page 3)
- II.B. add Referrals:
 - #3 – require official transcripts to be sent to the institution within one enrollment period not to exceed 12 semester credits or student will not be accepted into the program – (page 3);
 - #6 – if an institution provides incentives for referrals it must not exceed a nominal value (page 3);
- II.C. add “and Monitoring” and “including employees or contractors” (page 3);
 - new #3 – on routinely monitoring compliance of standards (page 4);
- III.A. Tuition Practices:
 - #3 – delete 5 day cooling-off period (page 4);
 - #4 – add “a best effort estimate” of costs of textbooks must be made available to the students on the enrollment agreement (page 5); and
- Revised Code of Ethics, #4, 6, 7, 8, (pages 9 & 10)

Proposed Changes (call for public comment by August 19, 2011)

The following changes were given approval by the Commission. The public has a chance to comment before the final approval in September 2011. To view these documents, please go to DETC’s website www.detc.org:

1. Accreditation Standards (added NCHEMS’ suggestions and revised standard on succession plans)
2. Business Standards (added 3 items – pages 1 & 2)
 - New Standard I.A.6. (Institutions must make available information prior to the collection of personal contact information)
 - New Standard I.A.8. (Institutions must provide performance information)
 - New Standard I.B.4. (DETC’s approval of ownership change before sale)
3. C.1. Policy on Substantive Change and Notification (major revision)
4. C.9. Standard II. (Changed “doctoral-level” to “graduate-level”)
5. C.18. Policy on Annual Reports (added compliance with C.1. on page 1)
6. C.20. Policy on Complaints (revised definition of complaint and revised section on complaints about applicant institutions)
7. C.24. Policy on Non-U.S. Institutions (accepting foreign applications only with petition)
8. C.28. Policy on Credit Hour (new policy to conform to Federal regulations)
9. D.1. Policy on Providing the Chair’s Report (added to next to the last paragraph on written notification)
10. D.1.1. Actions Available to the Commission (added burden of proof rests with the institution under Show Cause Action)
11. D.2. Policy on Appealing Commission’s Adverse Decision (major revision)
12. D.4. Policy on Retention of Commission Files (major revision to simplify)
13. D.8. Policy on Standards of Ethics and Professionalism (added appeal panel and last paragraph)
14. Addition to E.14. Glossary (added new definition for *correspondence education* and *distance education*; also added *Intellectual Property Rights*)
15. Changes to Pages 12, 14 & 16 of the AC Handbook (added *correspondence* and *distance education* definitions)

16. Changes to Pages 26 & 27 of the AC Handbook (revised section under Decisions of Other Agencies)

Any comments on the above changes should be sent to Sally Welch at DETC (sally@detc.org) before **August 19, 2011**. Final adoption of these policies will be considered at a Commission meeting in September 2011.

Applicants for Accreditation and Re-Accreditation in 2011

The following institutions have applied for DETC initial accreditation or five year re-accreditation:

First Time Applicants:

Apollos University, Huntington Beach, CA
California Institute of Arts and Technology, San Diego, CA
Grace Communion Seminary, Glendora, CA
Hawthorn University, Whitehorn, CA
Shiloh University, Kalona, IA
University of Fairfax, Vienna, VA

Applicants for Five-Year Re-Accreditation (expires January 2012):

American Public University System, Charles Town, WV
Westlawn Institute of Marine Technology, Stamford, CT

Revision of 2011 *Directory of Accredited Institutions*

The 2011-2012 *DETC Directory of Accredited Institutions* is now available on DETC's website at www.detc.org and select "Publications." Please note that this Directory is updated in June each year. For the most up-to-date information, please check DETC's website (www.detc.org).

Next Meeting

For consideration of initial and reaccreditation, the next regularly scheduled meeting of the DETC Accrediting Commission will be January 19-20, 2012. All matters to be considered by the Commission should be brought to the attention of the Executive Director by no later than **December 1, 2011**.

Michael P. Lambert, Executive Director

Updated 8/18/2011