

MEETING OF THE



TENNESSEE HIGHER EDUCATION COMMISSION

Winter Quarterly Meeting
18th Floor, Parkway Towers
April 29, 2010

AGENDA
TENNESSEE HIGHER EDUCATION COMMISSION
Spring Meeting
Commission Boardroom, Parkway Towers
April 29, 2010, 1:00 p.m. CDT

Adoption of Agenda

Approval of Minutes, January 28, 2010 Meeting

Chairman's Report

Executive Director's Report

Systems' Reports

Tennessee Board of Regents

University of Tennessee

Tennessee Student Assistance Corporation

I. Action Items

- A. Presentation of the East Tennessee State University Master Plan Update
- B. Postsecondary Education Authorization
 - 1. Institutional Reauthorization (July 1, 2010 - June 30, 2011)
 - 2. Authorization of New Institutions
 - 3. Approval of New Programs

II. Information Items

- A. Implementation of the Complete College Tennessee Act of 2010
 - Status of 2010-15 Higher Education Master Plan
 - Status of Revised Funding Formula
 - Program Supply/Market Demand Analysis
 - Status of other Complete College Tennessee Act Initiatives
- B. Status Report on GEAR UP TN
- C. Status of the Race to the Top Grant
- D. Audit Committee Chair Report
- E. Legislative Update
- F. Conflict of Interest Disclosure Policy for Commission Members
- G. Summer Commission Meeting, July 23, 2010

The Tennessee Higher Education Commission is pleased to announce the 2010 recipients of the Harold Love Outstanding Community Service Award. On April 29, 2010, a reception will be held in their honor at Parkway Towers, 18^h Floor, 404 James Robertson Parkway, Nashville, Tennessee, at 3:30 p.m. Central time.

MINUTES
TENNESSEE HIGHER EDUCATION COMMISSION
January 28, 2010, 1:00 p.m. CDT

The meeting was called to order by Chairman Jack Murrah at 1:00 p.m.

Commission Members present:

Ms. Sue Atkinson	Mr. Ross Rowland
Mr. Charles Bone	Mr. Robert White
Mr. Cato Johnson (via teleconference)	Mr. Justin Wilson
Mr. David Lillard	Ms. Katie Winchester
Mr. Jack Murrah	

Adoption of Agenda

Mr. Murrah thanked everyone for their attendance and welcomed guests to the meeting. He then called for a motion to adopt the meeting agenda. Ms. Katie Winchester made a motion to approve the agenda. Mr. Robert White seconded the motion; the motion was duly adopted.

Approval of Minutes, November 19, 2009 Meeting

Mr. Murrah called for a motion to approve the minutes of the November 19, 2009, Commission meeting, with technical adjustments. Mr. White made a motion to approve the minutes with adjustments. Mr. Cato Johnson seconded the motion; the motion was duly adopted.

Systems' Reports

University of Tennessee

Mr. Murrah recognized Dr. Jan Simek, Interim President of the University of Tennessee, to present his report. Dr. Simek discussed the recently enacted Complete College Tennessee Act. He stated that some faculty members had reservations regarding curricular issues and noted that meetings were held with them to clarify the legislation. He stated UT is committed to the Complete College Tennessee Act. Dr. Simek then discussed the UT partnership with the Oak Ridge National Laboratory, and stated that it will greatly enhance the UT Knoxville research efforts. He then discussed the collaboration with the Memphis Research Consortium and the UT Health Science Center to enhance medical research in the state. In closing, Dr. Simek discussed the need to increase the number of graduates at UT campuses.

Tennessee Board of Regents

Dr. Charles Manning, Chancellor, Tennessee Board of Regents, was recognized to present his report. He began by commenting on an economic development meeting held the day before and commented on the reported decrease in state revenue and the impact on higher education. He then discussed the provisions of the recently passed legislation regarding higher education reform, with

respect to transfer policies and developing a more unified community college system.

Chairman's Report

Mr. Murrah commented on the productive work session earlier in the day. He stated that Tennessee higher education is in the best policy environment but worst funding environment, with opportunities to address the situation set forth by the Governor and legislature with the new legislation. Mr. Murrah then commended the THEC staff for their work providing leadership and assistance with the Governor's committee on the new legislation. He pledged the commitment of THEC to fully implement the Complete College Tennessee Act.

Executive Director's Report-THEC/Tennessee Student Assistance Corporation

Dr. Rhoda was recognized to provide his report. He began his report by commenting on the new legislation. He stated many challenges will be faced and that staff will take the lead in the implementation of the Act and be supportive of the systems in their efforts. Dr. Rhoda then called on Mr. David Wright to give a brief update on the Making Opportunity Affordable initiative. He gave an overview of the MOA and updated the Commission on recent activity. Mr. Wright then noted Ms. Christine Luce has taken the position of MOA Implementation coordinator and Ms. Taya Owens has assumed the position of research and planning analyst.

Dr. Rhoda then discussed the status of Lambuth University; he noted that Lambuth has obtained a letter of credit, is current on payroll, and continues on SACS probationary status. Dr. Rhoda next commented on the Tennessee Institute of Public Health and its transfer to East Tennessee State University College of Public Health, noting that the current board will continue to serve. In closing, Dr. Rhoda briefed the Commission on a meeting with the US Department of Education regarding the direct lending program and the challenges states will face with its implementation. He advised that TSAC staff was working closely with campus financial aid offices concerning the transition.

Action Items

Temporary Authorization of New Institutions and Approval of New Programs Under the Postsecondary Authorization Act

Dr. Stephanie Bellard-Chase, Assistant Executive Director for Postsecondary School Authorization, presented the recommendations of staff and the Postsecondary Education Authorization Advisory Committee to grant temporary authorization to proposed new institutions and new programs. A listing of the institutions and programs is included as Attachment A to the official copy of the minutes. A motion was made by Mr. Charles Bone to adopt the recommendations as presented. The motion was seconded by Mr. David Lillard. There being no further discussion, Mr. Murrah called for a vote on the motion that was duly adopted.

Mr. Murrah led a brief discussion of efforts to more fully disclose outcomes of authorized institutions, such as student completion and placement.

October 31 Revised Budgets, 2009-10

Mr. Vaden reviewed the FY 2009-10 revised operating budgets for higher education, summarized on Attachment B to the official copy of the minutes. Ms. Winchester made a motion to approve the staff recommendation on the revised 2009-10 October 31 operating budgets, which were submitted by the University of Tennessee and Tennessee Board of Regents for consideration by the Commission, and that staff be authorized to transmit the Commission's action on the revised budgets, along with the appropriate commentary, to the Commissioner of Finance and Administration for review and approval. The motion included the provision that Dr. Rhoda be granted the authority to make technical and other necessary adjustments as appropriate. Mr. White seconded the motion. After discussion, Mr. Murrah called for a vote on the motion, which was duly adopted.

Tennessee Technological University Master Plan Update

Mr. Vaden noted that the plan update had been presented at the worksession earlier in the day. He stated that the plan provides a comprehensive guide for the future growth and development of the TTU campus with short, medium and long range visions focusing on development areas for student housing, the science complex, and athletics. Mr. Vaden stated that the TTU Campus Master Plan had been thoroughly reviewed and THEC staff recommends it for approval. Mr. Murrah then called for a motion to approve the TTU Master Plan. Mr. White made a motion to approve. Mr. Bone seconded the motion; the motion was duly adopted.

Information Items

Academic Degree Program Review

Dr. Linda Doran, Associate Executive Director for Academic Affairs, was recognized to present the academic degree program review report, shown as Attachment C to the official copy of the minutes. She stated that the low-producing program review has been an essential quality and cost assessment tool for decades, and noted that a recent change is the low-producing study will be conducted annually; in the past it has occurred at three- and five-year intervals. Dr. Doran stated that the annual review addresses the need to ensure efficiencies in resource allocation for degree programs, responsiveness to changing job markets, and elimination of unnecessary program duplication. The report included the four components of THEC academic program review: (1) new program approval; (2) monitoring of new programs; (3) monitoring of low-producing programs; and (4) on-site evaluation of programs through accreditation or consultant review.

2009 Lottery Scholarship Annual Reports

Mr. David Wright, Associate Executive Director of Policy, Planning, and Research, was recognized to present the 2009 Lottery Scholarship Annual Report. Mr. Wright gave an overview of the annual legislative report, detailing the postsecondary outcomes of scholarship recipients from the program's inception Fall 2004 through Fall 2009, by select student demographic and academic characteristics. He stated that this year's report includes information on two important measures of postsecondary success -- graduation rates and the numbers of scholarship recipients earning degrees, as well as program overview and recipient demographics. The report also included data on scholarship renewal and enrollment behavior of students who forfeited the scholarship; college retention and graduation; and student enrollment choices and institutional freshman class academic profiles since creation of the lottery scholarship.

Mr. Wright also discussed the lottery-funded Wilder-Naifeh Technical Skills Grant Program, which awards \$2,000 to any Tennessee resident enrolled in a certificate or diploma program at a Tennessee Technology Center (TTC). He briefed the Commission on recipient demographics and programs of study; program completion rates for recipients and non-recipients; and student transfer rates from TTCs into Tennessee colleges and universities.

GEAR UP TN Status Report

Ms. Katie Tone, Associate Executive Director for P-16 Initiatives, was recognized to present the status report on P-16 Initiatives and GEAR UP activities. Ms. Tone gave a brief overview of the GEAR UP program and its purpose and goals. She briefed the Commission on grant winter activities, provided an update of the KnowHow2Go grant from the Lumina Foundation, and discussed the progress of the college access awareness campaign. Ms. Tone then recognized Ms. Wendy Tabor to present an overview on media efforts for the GEAR UP TN program. Ms. Tabor reviewed commercials and other outreach efforts being provided to increase awareness of programs available to students and their families to assist with the process of attending college.

Legislative Report

Mr. Murrah recognized Mr. Will Burns, Associate Executive Director of Legal and Regulatory Affairs, to make a report on the status of legislative items. Mr. Burns noted that the regular session had begun and the majority of bills relating to higher education pertain directly to the Lottery Scholarship program.

Spring Quarterly Meeting

Dr. Rhoda advised the Commission that the next meeting of the Commission will be on Thursday, April 29, 2010, in the THEC office.

There being no further business, the meeting was adjourned at 2:40.

Approved:

Jack Murrah
Chairman

A C Wharton
Secretary

DATE: April 29, 2010

SUBJECT: Presentation of the East Tennessee State University Master Plan Update

ACTION RECOMMENDED: Approval

The 2010 East Tennessee State University (ETSU) Master Plan Update will be presented to the Commission by Tennessee Board of Regents (TBR) facilities staff. The master plan provides a comprehensive guide for future growth and development of the ETSU campus over the next 10 years.

The master plan addresses the long term needs of the ETSU campus with respect to housing, academic facilities, athletics, vehicular and pedestrian circulation, the College of Medicine, and Innovation Park. The THEC Space Planning Guidelines were utilized to identify and project needs for campus space. Lab and office space indicate projected space deficiencies. Existing classroom space is sufficient to meet the projected 25 percent enrollment increase over the next decade.

The master plan details scenarios for constructing and renovating academic space, moving parking to the campus perimeter to lessen traffic flow within the campus core, and expanding housing capacity. Additionally, plans for the College of Medicine include the relocation of the Johnson City Family Practice facility to the VA campus, the construction of the New Center for Experiential Learning, and an addition to the University Innovation Lab.

The master plan identifies 24 capital projects at a total estimated cost of \$353 million. Among the highest priorities are the Fine Arts Center, Math and Science Building, and Basketball Arena. The master plan also identifies property to acquire adjacent to the campus as it becomes available. Additionally, ETSU plans to lease land and buildings for research, office, and storage space at the 144 acre Eastman Farm. The property will be leased from the ETSU Foundation. The only costs associated with the lease are janitorial and utility expenses.

The ETSU Campus Master Plan Update has been thoroughly reviewed and THEC staff recommend it for approval.

DATE: April 29, 2010

SUBJECT: Institutional Reauthorization (July 1, 2010 - June 30, 2011)

ACTION RECOMMENDED: Approval

BACKGROUND INFORMATION: The Commission, under the Postsecondary Authorization Act (the Act), has the responsibility to act upon applications for reauthorization of postsecondary educational institutions. Currently, a total of 172 institutions with 346 locations are operating in the state. After the review of all reauthorization materials as submitted, staff and the Postsecondary Committee recommend the following institutions for reauthorization as outlined below.

Authorized Locations with Regular Authorization (275)

Name of Institutions

1. Advantage Training Center
2. All Saints Bible College
3. American Red Cross - 6921 Middlebrook Pk - Knoxville
4. Amridge University - AL
5. Amridge University - Nashville
6. Applied Scholastics Tennessee
7. Argosy University - Nashville
8. Argosy University - Online (Phoenix)
9. Art Institute of Tennessee - Nashville, The
10. Art Instruction Schools - Palmer Writers School
11. Ashford University
12. At-Home Professions
13. Bailey Computing Technologies, Inc.
14. Belhaven University
15. Bodyworks School of Massage, Inc.
16. BRIDGES USA, Inc.
17. Brown Mackie College
18. Cambridge College - MA
19. Cambridge College - Memphis
20. Career Academy
21. Career Training Institute - Memphis
22. Career Training Institute - Nashville
23. Central Michigan University - Chattanooga
24. Central Michigan University - Memphis (American Way)
25. Chattanooga College Medical, Dental and Technical Careers - Brainerd Rd
26. Chattanooga Massage Institute
27. Church of God School Ministry

28. Codes Unlimited Healthcare Academy
29. Commercial Carriers Services (CCS)
30. Commercial Driver Institute, Inc. (CDI)
31. Concord School of Grooming Knoxville
32. Concorde Career College
33. Covenant College Quest Program - Chattanooga
34. Crown College of the Bible - 1700 Beaver Creek Dr
35. Crown College of the Bible - 2307 W. Beaver Creek Drive
36. Cumberland Institute of Holistic Therapies, Inc.
37. Daymar Institute - 283 Plus Park Blvd - Nashville
38. Daymar Institute - 340 Plus Park Blvd - Nashville
39. Daymar Institute - Clarksville
40. Daymar Institute - Murfreesboro
41. DeVry University - Alpharetta, GA
42. DeVry University - Decatur, GA
43. DeVry University - IL - (On-Line)
44. DeVry University - Memphis
45. DeVry University - Nashville
46. East Tennessee School of Preaching and Missions
47. Embry-Riddle Aeronautical University - Memphis
48. Fairleigh Dickinson University
49. Faith is the Victory Life Christian Bible Institute
50. Federal Correctional Institution
51. Fountainhead College of Technology
52. Georgia Career Institute - McMinnville
53. Georgia Career Institute - Murfreesboro
54. Goodwill Industries of Middle Tennessee
55. Goodwill Industries-Knoxville Inc. - Kingston Pike
56. Harding University Graduate School
57. Health Careers Training Center
58. Health -Tech Institute of Memphis
59. Healthflex School of Reflexology
60. High Tech Institute - Memphis
61. High Tech Institute - Nashville
62. Hiwassee Chapter, American Red Cross
63. HRB Tax Group, Inc. - Alcoa
64. HRB Tax Group, Inc. - Bartlett
65. HRB Tax Group, Inc. - Bartlett
66. HRB Tax Group, Inc. - Bristol
67. HRB Tax Group, Inc. - Celina
68. HRB Tax Group, Inc. - Chattanooga
69. HRB Tax Group, Inc. - Chattanooga
70. HRB Tax Group, Inc. - Chattanooga
71. HRB Tax Group, Inc. - Chattanooga
72. HRB Tax Group, Inc. - Clarksville
73. HRB Tax Group, Inc. - Clarksville
74. HRB Tax Group, Inc. - Clarksville

75. HRB Tax Group, Inc. - Clarksville
76. HRB Tax Group, Inc. - Cleveland
77. HRB Tax Group, Inc. - Cleveland
78. HRB Tax Group, Inc. - Clinton
79. HRB Tax Group, Inc. - Columbia
80. HRB Tax Group, Inc. - Copperhill
81. HRB Tax Group, Inc. - Crossville
82. HRB Tax Group, Inc. - Farragut
83. HRB Tax Group, Inc. - Gainesboro
84. HRB Tax Group, Inc. - Greeneville
85. HRB Tax Group, Inc. - Harriman
86. HRB Tax Group, Inc. - Hendersonville
87. HRB Tax Group, Inc. - Hermitage
88. HRB Tax Group, Inc. - Jackson
89. HRB Tax Group, Inc. - Jackson
90. HRB Tax Group, Inc. - Jackson
91. HRB Tax Group, Inc. - Jackson
92. HRB Tax Group, Inc. - Johnson City
93. HRB Tax Group, Inc. - Kingsport
94. HRB Tax Group, Inc. - Knoxville
95. HRB Tax Group, Inc. - Knoxville
96. HRB Tax Group, Inc. - Knoxville
97. HRB Tax Group, Inc. - Knoxville
98. HRB Tax Group, Inc. - Knoxville
99. HRB Tax Group, Inc. - Knoxville
100. HRB Tax Group, Inc. - LaFollette
101. HRB Tax Group, Inc. - LaVergne
102. HRB Tax Group, Inc. - Lebanon
103. HRB Tax Group, Inc. - Lenoir City
104. HRB Tax Group, Inc. - Livingston
105. HRB Tax Group, Inc. - Madison
106. HRB Tax Group, Inc. - Madison
107. HRB Tax Group, Inc. - Madison
108. HRB Tax Group, Inc. - Main Location
109. HRB Tax Group, Inc. - Maryville
110. HRB Tax Group, Inc. - Maynardville
111. HRB Tax Group, Inc. - Memphis
112. HRB Tax Group, Inc. - Memphis
113. HRB Tax Group, Inc. - Memphis
114. HRB Tax Group, Inc. - Memphis
115. HRB Tax Group, Inc. - Memphis
116. HRB Tax Group, Inc. - Memphis
117. HRB Tax Group, Inc. - Memphis
118. HRB Tax Group, Inc. - Memphis
119. HRB Tax Group, Inc. - Memphis
120. HRB Tax Group, Inc. - Memphis
121. HRB Tax Group, Inc. - Memphis

122. HRB Tax Group, Inc. - Memphis
123. HRB Tax Group, Inc. - Memphis
124. HRB Tax Group, Inc. - Memphis
125. HRB Tax Group, Inc. - Memphis
126. HRB Tax Group, Inc. - Memphis
127. HRB Tax Group, Inc. - Memphis
128. HRB Tax Group, Inc. - Millington
129. HRB Tax Group, Inc. - Morristown
130. HRB Tax Group, Inc. - Morristown
131. HRB Tax Group, Inc. - Murfreesboro
132. HRB Tax Group, Inc. - Nashville
133. HRB Tax Group, Inc. - Nashville
134. HRB Tax Group, Inc. - Nashville
135. HRB Tax Group, Inc. - Nashville
136. HRB Tax Group, Inc. - Nashville
137. HRB Tax Group, Inc. - Nashville
138. HRB Tax Group, Inc. - Nashville
139. HRB Tax Group, Inc. - Nashville
140. HRB Tax Group, Inc. - Newport
141. HRB Tax Group, Inc. - Oak Ridge
142. HRB Tax Group, Inc. - Oliver Springs
143. HRB Tax Group, Inc. - Oneida
144. HRB Tax Group, Inc. - Paris
145. HRB Tax Group, Inc. - Pulaski
146. HRB Tax Group, Inc. - Rogersville
147. HRB Tax Group, Inc. - Sevierville
148. HRB Tax Group, Inc. - Shelbyville
149. HRB Tax Group, Inc. - Smyrna
150. HRB Tax Group, Inc. - Sparta
151. HRB Tax Group, Inc. - Spring Hill
152. HRB Tax Group, Inc. - Sweetwater
153. HRB Tax Group, Inc. - Tazewell
154. Institute for Global Outreach Developments International, The
155. Insurance System of TN, Kaplan Financial - Memphis
156. Insurance System of TN, Kaplan Financial - Nashville
157. Insurance System of TN, Kaplan Financial - Chattanooga
158. Insurance System of TN, Kaplan Financial - Knoxville
159. International Academy of Design & Technology (IADT) - Nashville
160. ITT Technical Institute - Chattanooga
161. ITT Technical Institute - Cordova
162. ITT Technical Institute - IN - (On-Line)
163. ITT Technical Institute - Knoxville
164. ITT Technical Institute - Nashville
165. John Casablancas Modeling & Career Center – Atlanta, GA
166. John Casablancas Modeling & Career Center - Nashville
167. Kaplan Career Institute
168. Knoxville Area Urban League

169. Knoxville College
170. Laine Professional Services
171. Lindsey Wilson College
172. Loyola University - Knoxville
173. Loyola University - Nashville
174. Massage Institute of Cleveland
175. Memphis Montessori Institute at Lamplighter School
176. Memphis Urban League
177. Meridian Institute of Surgical Assisting, Inc.
178. Metalcraft Tools Skill Center
179. Mid-South Christian College
180. Milan Express Driving Academy
181. Miller Motte Technical College - Goodlettsville
182. Miller-Motte Technical College - Chattanooga
183. Miller-Motte Technical College - Clarksville
184. Mind Body Institute, LLC
185. Montessori Educators International
186. NASCAR Technical Institute
187. Nashville Auction School, LLC
188. Nashville Auto Diesel College
189. Nashville College of Medical Careers
190. National College of Business & Technology - Bartlett
191. National College of Business & Technology - Bristol
192. National College of Business & Technology - Knoxville
193. National College of Business & Technology - Madison
194. National College of Business & Technology - Memphis
195. National College of Business & Technology - Nashville
196. NATS, Inc.
197. New Beginnings Employment & Training Center
198. New Horizons Computer Learning Center - Knoxville
199. New Horizons Computer Learning Center of Memphis
200. New Horizons Computer Learning Center of Nashville
201. NHLA Inspector Training School
202. North American Lineman Training Center, LLC
203. North Central Institute
204. Nossi College of Art
205. Oak Ridge Regional Training Corporation
206. O'More College of Design - 423 South Margin St.
207. Oxford Graduate School
208. Park University
209. Personal and Career Development Institute
210. Private First Class Driving Academy
211. Professional Bartending School - Knoxville
212. Professional Bartending School - Nashville
213. Reflections of Health School of Massage
214. Reformed Theological Seminary
215. Remington College - Memphis Campus

216. Remington College - Nashville Campus
217. Renaissance Center, The
218. Richmond Graduate University
219. Road Runner Driving Academy LLC - Sharon
220. Roadmaster Driver's School of West Memphis, Inc.
221. SAE Institute of Technology
222. School of Caring
223. Seminary Extension
224. Smokey Mountain Trucking Institute
225. South College - Hayfield Rd
226. South College - Lonas Drive
227. Southeast Lineman Training Center
228. Southern Baptist Theological Seminary - Jackson
229. Southern Baptist Theological Seminary - Lenoir City
230. Southern Baptist Theological Seminary - Louisville
231. Southern Baptist Theological Seminary - Nashville
232. Southern Illinois University
233. Spartan College of Aeronautics and Technology
234. Strayer University - VA (On-Line Campus)
235. Strayer University - Knoxville Campus
236. Strayer University - Memphis - Shelby Oaks Campus
237. Strayer University - Memphis - Thousand Oaks Campus
238. Strayer University - Nashville Campus
239. Sullivan University
240. Superior Drivers Institute
241. TechSkills - Nashville
242. Tennessee Bible College, Inc.
243. Tennessee School of Massage
244. Tennessee School of Therapeutic Massage, Inc.
245. Transport Training Group
246. Transportation Training Centers
247. Tri Cities School of Preaching & Christian Development
248. Tri County Driving Academy
249. Troy University
250. Troy University- e-Campus
251. Truck Driver Institute, Inc. (TDI) - Murfreesboro
252. Truck Driver Institute, Inc. (TDI) - Tupelo
253. United Cerebral Palsy (UCP) of the Mid-South /Memphis Works
254. Universal Technical Institute Motorcycle & Marine Mechanics Institute & Automotive Divisions
255. Universal Technical Institute of Texas, Inc. - Houston
256. University of Arkansas - Millington
257. University of Phoenix - AZ - (Online)
258. University of Phoenix - Chattanooga
259. University of Phoenix - Franklin
260. University of Phoenix - Memphis
261. University of Phoenix - Nashville

262. University of St. Francis - Chattanooga
263. University of St. Francis - Joliet, IL
264. University of St. Francis - Nashville
265. Urban League of Greater Chattanooga
266. Virginia College School of Business and Health
267. Visible School - Music and Worship Arts College
268. Walden University
269. Webster University
270. West Tennessee Business College
271. Williamson Christian College - Murfreesboro Road
272. Williamson Christian College - Seaboard Lane
273. Wyoming Technical Institute (WyoTech) - FL
274. Wyoming Technical Institute (WyoTech) - PA
275. Wyoming Technical Institute (WyoTech) - WY

Authorized Locations with Temporary Authorization (47)

Name of Institutions

1. Absolute Medical
2. Academy of Allied Health Careers
3. American Red Cross - 1610 E. Magnolia Avenue - Pellissippi
4. Appalachian Training Center for Healing Arts
5. Arbor Institute of Massage
6. Arkansas State University - Jonesboro
7. Capella University
8. Chattanooga College Medical, Dental, & Technical Careers - Eastgate
9. CNA Compassionate Care Program, LLC
10. Compassionate Clinical Services, LLC
11. Drive-Train
12. Embry-Riddle Aeronautical University - Millington
13. Grand Canyon University - Online
14. International Academy of Design & Technology - Online
15. ITT Technical Institute - Johnson City
16. ITT Technical Institute - Knoxville Annex
17. Jackson Hewitt Tax Service
18. John Casablancas Modeling & Career Center - Memphis
19. Kaplan University
20. L'Ecole Culinaire Memphis
21. Lab Four Career Training Institute
22. Lawrence County Tennessee American Red Cross
23. Massage Institute of Memphis, LLC
24. Memphis Academy of National Nursing Assistants
25. National American University
26. New College Franklin
27. New Horizons Computer Learning Center - Chattanooga
28. O'More College of Design - 230 Franklin Rd

29. Praxis Bible College
30. Premier Support Services Education and Training Center
31. Prepare to Care Training Center, Inc.
32. Road Runner Driving Academy LLC - Jackson
33. Shepherd Film Academy
34. Southeastern Institute
35. Tennessee School of Religion
36. Tulsa Welding School - FL
37. University of Northwestern Ohio
38. University of Phoenix - Murfreesboro
39. University of Phoenix - Clarksville Learning Center
40. University of the Rockies
41. Vatterott Career College - Appling Farms Parkway
42. Vatterott Career College - Dividend Drive
43. Welding 101 LLC
44. West Tennessee CDL Training, LLC
45. Wings of Eagles, LLC - Nashville
46. Wings of Eagles, LLC - Smyrna
47. YWCA of Greater Memphis

**Authorized Locations with Conditional Authorization (5)
Change of Ownership**

Name of Institutions

1. MedVance Institute – Cookeville
2. MedVance Institute – Nashville
3. Natural Health Institute
4. Tennessee Health Careers, LLC
5. United Truck Driving School

Authorized Locations with Conditional Authorization (9)

Name of Institutions

1. Alliance Tractor Trailer Training Center N.C.
2. Ambassador College for Leadership and Biblical Studies
3. American Home Inspectors Training Institute, LTD
4. Emmanuel Bible College
5. Heartland Truck Driving Institute, LLC
6. Huntington College of Health Sciences
7. Medical Institute of Technology
8. R.E. West, Inc.
9. Swift Driving Academy

DATE: April 29, 2010

SUBJECT: Temporary Authorization of New Institutions under the Postsecondary Authorization Act

ACTION RECOMMENDED: Temporary Authorization

BACKGROUND INFORMATION: The Commission, under the Postsecondary Authorization Act, has the “power and duty” to act upon applications for authorization to operate an educational institution in the state. For the institutions listed below, applications have been reviewed, site visits have been performed, and staff has determined that all necessary documentation and bonds have been secured. The Committee on Postsecondary Educational Institutions met on April 8, 2010 and endorsed staff recommendations for Temporary Authorization of these institutions.

A. CDL Academy Memphis, TN

CDL Academy is located at 1156 Channel Avenue in Memphis, Tennessee. The institution is a for-profit corporation.

The institution will offer one new program:

1. **The Certificate of Completion in CDL Driver Training Program** is a 4 week course with a combination of classroom and behind the wheel instruction. The students will learn DOT safety regulations, pre and post trip inspections, different types of backing maneuvers and on the road driving. The course involves one month of intensive training including 60 hours of classroom and 100 hours of skill training. The skill training hours are spent driving and maneuvering modern up-to-date equipment that is used by the trucking industry.

Program:	CDL Driver Training
Credential Awarded:	Certificate of Completion
Length of Program:	160 contact hours (4 weeks)

The institution does not participate in Title IV funding.

B. Crichton College Memphis, TN

Crichton College is located at 255 North Highland Street in Memphis, Tennessee. The institution is a for-profit corporation and is accredited by the Southern Association of Colleges and Schools.

The institution will offer twenty-three new programs:

Program: Interdisciplinary Studies
Credential Awarded: Bachelor of Arts
Length of Program: 120 semester credit hours (32 months)

Program: English
Credential Awarded: Bachelor of Arts
Length of Program: 120 semester credit hours (32 months)

Program: General Education Studies
Credential Awarded: Bachelor of Arts
Length of Program: 120 semester credit hours (32 months)

Program: History
Credential Awarded: Bachelor of Arts
Length of Program: 120 semester credit hours (32 months)

Program: Humanities
Credential Awarded: Bachelor of Arts
Length of Program: 120 semester credit hours (32 months)

Program: Pre-Law Studies
Credential Awarded: Bachelor of Arts
Length of Program: 120 semester credit hours (32 months)

Program: Allied Health Biology
Credential Awarded: Bachelor of Science
Length of Program: 121 semester credit hours (32 months)

Program: Biology
Credential Awarded: Bachelor of Science
Length of Program: 123 semester credit hours (32 months)

Program: Christian Ministry
Credential Awarded: Bachelor of Science
Length of Program: 120 semester credit hours (32 months)

Program: Business Administration/Management
Credential Awarded: Bachelor of Science
Length of Program: 120 semester credit hours (32 months)

Program: Business Administration/Marketing
Credential Awarded: Bachelor of Science
Length of Program: 120 semester credit hours (32 months)

Program: Business Administration/Finance
Credential Awarded: Bachelor of Science
Length of Program: 120 semester credit hours (32 months)

Program:	Organizational Management
Credential Awarded:	Bachelor of Science
Length of Program:	120 semester credit hours (32 months)
Program:	Psychology
Credential Awarded:	Bachelor of Science
Length of Program:	120 semester credit hours (32 months)
Program:	Interdisciplinary Studies (Elementary Education, Grades K-6)
Credential Awarded:	Bachelor of Science in Education
Length of Program:	123 semester credit hours (32 months)
Program:	Interdisciplinary Studies (Middle Grades Education, Grades 4-8)
Credential Awarded:	Bachelor of Science in Education
Length of Program:	125-128 semester credit hours (32-36 months)
Program:	Biology with Education Emphasis (Grades 7-12)
Credential Awarded:	Bachelor of Science in Education
Length of Program:	124 semester credit hours (32-36 months)
Program:	Business Administration with Education Emphasis
Credential Awarded:	Bachelor of Science in Education
Length of Program:	124 semester credit hours (32-36 months)
Program:	English with Education Emphasis (Grades 7-12)
Credential Awarded:	Bachelor of Science in Education
Length of Program:	124 semester credit hours (32-36 months)
Program:	History with Education Emphasis (Grades 7-12)
Credential Awarded:	Bachelor of Science in Education
Length of Program:	124 semester credit hours (32 months)
Program:	History and Psychology (Grades 7-12)
Credential Awarded:	Bachelor of Science in Education
Length of Program:	121 semester credit hours (32-36 months)
Program:	Christian Ministry
Credential Awarded:	Associate of Science
Length of Program:	60 semester credit hours (16 months)
Program:	Christian Ministry
Credential Awarded:	Certificate
Length of Program:	30 semester credit hours (8 months)

The institution participates in Title IV funding.

C. Dental Staff School

Franklin, TN

Dental Staff School is located at 4085 Mallory Lane, Suite 116, in Franklin, Tennessee. The institution is a for-profit corporation.

The institution will offer one new program:

- 1. The Certificate of Completion in Dental Assisting Program** is designed to prepare students with the skills necessary to become a Registered Dental Assistant. Students will learn the following: chair side dental assisting techniques, dental terminology, radiology techniques, instrument identification and sterilization, laboratory procedures, and office procedures. Additionally, students will learn: the Rules and Regulations of the Tennessee Dental Board; and be able to identify tooth numbering systems, landmarks of the face and oral cavity, oral anatomical features and groups of teeth.

Program: Dental Assisting
Credential Awarded: Certificate of Completion
Length of Program: 80 contact hours (10 weeks)

The institution does not participate in Title IV funding.

D. MedVance Institute – Cookeville

Cookeville, TN

Change of Ownership:

MedVance Institute – Cookeville is located at 1025 Highway 111, in Cookeville, Tennessee. The institution is a for-profit corporation that is accredited by the Council on Occupational Education (COE).

The institution was sold to Education Affiliates, Inc. on December 15, 2009.

The institution will offer seven programs that are already approved by THEC:

Program: Medical Laboratory Technology
Credential Awarded: Associate of Applied Science Degree
Length of Program: 99 quarter credit hours (18 months)

Program: Radiologic Technology
Credential Awarded: Associate of Applied Science Degree
Length of Program: 122 quarter credit hours (24 months)

Program: Medical Assistant
Credential Awarded: Diploma
Length of Program: 52 quarter credit hours (8.5 months)

Program: Medical Billing & Coding Specialist
Credential Awarded: Diploma
Length of Program: 69 quarter credit hours (11.5 months)

Program: Medical Office Administration
Credential Awarded: Diploma
Length of Program: 55 quarter credit hours (8.5 months)

Program: Pharmacy Technology
Credential Awarded: Diploma
Length of Program: 49 quarter credit hours (8.5 months)

Program: Surgical Technology
Credential Awarded: Diploma
Length of Program: 98 quarter credit hours (15 months)

The institution participates in Title IV funding.

E. MedVance Institute – Nashville

Nashville, TN

Change of Ownership:

MedVance Institute – Nashville is located at 3354 Perimeter Hill Drive, Suite #150, in Nashville, Tennessee. The institution is a for-profit corporation that is accredited by the Accrediting Bureau of Health Education Schools (ABGES).

The institution was sold to Education Affiliates, Inc. on December 15, 2009.

The institution will offer eight programs that are already approved by THEC:

Program: Information Technology & Biomedical Technician
Credential Awarded: Associate of Applied Science Degree
Length of Program: 120 quarter credit hours (21 months)

Program: Radiologic Technology
Credential Awarded: Associate of Applied Science Degree
Length of Program: 132 quarter credit hours (24 months)

Program: Medical Assistant
Credential Awarded: Diploma
Length of Program: 52 quarter credit hours (8.5 months)

Program: Medical Billing & Coding Specialist
Credential Awarded: Diploma
Length of Program: 69 quarter credit hours (11.5 months)

Program: Medical Office Administration
Credential Awarded: Diploma
Length of Program: 55 quarter credit hours (8.5 months)

Program: Personal Training
Credential Awarded: Diploma
Length of Program: 46 quarter credit hours (8.5 months)

Program: Sterile Processing Technician
Credential Awarded: Diploma
Length of Program: 49 quarter credit hours (8.5 months)

Program: Surgical Technology
Credential Awarded: Diploma
Length of Program: 98 quarter credit hours (15 months)

The institution participates in Title IV funding.

F. Natural Health Institute

Nashville, TN

Change of Ownership:

Natural Health Institute is located at 209 10th Avenue, Suite 212 in Nashville, Tennessee. The institution is a for-profit corporation.

The institution was sold to Genesis Career Group, Inc. on November 11, 2009.

The institution will offer one program that is already approved by THEC:

Program: Massage and Bodyworks Therapy
Credential Awarded: Diploma
Length of Program: 600 contact hours (5 months)

The institution does not participate in Title IV funding.

G. Tennessee Health Careers, LLC

Clarksville, TN

Change of Ownership:

Tennessee Health Careers, LLC is located at 116 N. 2nd Street, Suite B10 in Clarksville, Tennessee. The institution is a for-profit corporation.

The institution was sold to Cheryl Hooton on December 2, 2009.

The institution will offer one program that is already approved by THEC:

Program: Nurse Aide Training
Credential Awarded: Certificate of Completion
Length of Program: 110 contact hours, 4 weeks (Day), 7 weeks (Evening)

The institution does not participate in Title IV funding.

H. United Truck Driving School

Murfreesboro, TN

Change of Ownership:

United Truck Driving Institute is located at 819 Park Avenue in Murfreesboro, Tennessee. The institution is a for-profit corporation.

The institution was sold to D.S.D., Inc. on December 21, 2009.

The institution will offer one program that is already approved by THEC:

Program: Commercial Driver Training
Credential Awarded: Certificate of Completion
Length of Program: 150 contact hours (15 days)

The institution does not participate in Title IV funding.

I. University of Phoenix - Knoxville

Knoxville, TN

University of Phoenix – Knoxville is located at 10133 Sherrill Boulevard in Knoxville, Tennessee. The institution is a for-profit corporation and is accredited by the Higher Learning Commission of the North Central Association (NCA).

The institution will offer twelve new programs:

Program: Business Administration
Credential Awarded: Master of Business
Length of Program: 36 semester credit hours (18 months)

Program: Business/Management
Credential Awarded: Bachelor of Science
Length of Program: 120 semester credit hours (50 months)

Program: Criminal Justice Administration
Credential Awarded: Bachelor of Science
Length of Program: 120 semester credit hours (50 months)

Program: Information Technology/Business Systems Analysis
Credential Awarded: Bachelor of Science
Length of Program: 120 semester credit hours (50 months)

Program: Information Technology/Information Systems Security
Credential Awarded: Bachelor of Science
Length of Program: 120 semester credit hours (50 months)

Program: Information Technology/Information Technology Support
Credential Awarded: Bachelor of Science
Length of Program: 120 semester credit hours (50 months)

Program: Information Technology/Multimedia and Visual Communication
Credential Awarded: Bachelor of Science
Length of Program: 120 semester credit hours (50 months)

Program: Information Technology/Networking and Telecommunications
Credential Awarded: Bachelor of Science
Length of Program: 120 semester credit hours (50 months)

Program: Information Technology/Software Engineering
Credential Awarded: Bachelor of Science
Length of Program: 120 semester credit hours (50 months)

Program: Information Technology/Web Design
Credential Awarded: Bachelor of Science
Length of Program: 120 semester credit hours (50 months)

Program: Information Technology/Database Administration
Credential Awarded: Bachelor of Science
Length of Program: 120 semester credit hours (50 months)

Program: Psychology
Credential Awarded: Bachelor of Science
Length of Program: 120 semester credit hours (50 months)

The institution participates in Title IV funding.

University of Phoenix – Knoxville will be granted temporary authorization conditioned upon the completion of the institutional facility. The condition will be satisfied after a certificate of occupancy is provided and a site visit is conducted by the Division of Postsecondary School Authorization staff; at such time University of Phoenix – Knoxville may begin to advertise, recruit and/or enroll students for this location.

J. Western Governors University

Salt Lake City, UT

Western Governors University is located at 4001 South 700 East, Suite 700 in Salt Lake City, Utah. The institution is a for-profit corporation and is accredited by the Northwest Commission on Colleges and Universities.

The institution will offer fifty-five new programs:

Program: Educational Leadership
Credential Awarded: Master of Science
Length of Program: 43 semester credit hours (24 months)

Program: Special Education
Credential Awarded: Master of Science
Length of Program: 41 semester credit hours (30 months)

Program:	Information Security and Assurance
Credential Awarded:	Master of Science
Length of Program:	45 semester credit hours (30 months)
Program:	Teaching Endorsement Educational Leadership
Credential Awarded:	Certificate
Length of Program:	37 semester credit hours (18 months)
Program:	Teaching Endorsement English Language Learning K-12
Credential Awarded:	Certificate
Length of Program:	26 semester credit hours (18 months)
Program:	Post-Baccalaureate Social Science (5-12)
Credential Awarded:	Certificate
Length of Program:	46 semester credit hours (24 months)
Program:	Post-Baccalaureate Science Education (5-9)
Credential Awarded:	Certificate
Length of Program:	50 semester credit hours (30 months)
Program:	Post-Baccalaureate Science (5-12)
Credential Awarded:	Certificate
Length of Program:	50 semester credit hours (30 months)
Program:	Post-Baccalaureate Mathematics (5-9)
Credential Awarded:	Certificate
Length of Program:	29 semester credit hours (24 months)
Program:	Post-Baccalaureate Mathematics (5-12)
Credential Awarded:	Certificate
Length of Program:	49 semester credit hours (24 months)
Program:	Post-Baccalaureate Elementary (K-8)
Credential Awarded:	Certificate
Length of Program:	54 semester credit hours (30 months)
Program:	Learning and Technology
Credential Awarded:	Master of Education
Length of Program:	39 semester credit hours (30 months)
Program:	Measurement and Evaluation
Credential Awarded:	Master of Education
Length of Program:	39 semester credit hours (30 months)
Program:	Instructional Design
Credential Awarded:	Master of Education
Length of Program:	39 semester credit hours (30 months)
Program:	Business Administration
Credential Awarded:	Master of Business Administration
Length of Program:	40 semester credit hours (24 months)
Program:	IT Management

Credential Awarded:	Master of Business Administration
Length of Program:	46 semester credit hours (30 months)
Program:	Healthcare Management
Credential Awarded:	Master of Business Administration
Length of Program:	46 semester credit hours (30 months)
Program:	Elementary (K-8)
Credential Awarded:	Master of Arts in Teaching
Length of Program:	82 semester credit hours (48 months)
Program:	Mathematics (5-12)
Credential Awarded:	Master of Arts in Teaching
Length of Program:	74 semester credit hours (42 months)
Program:	Mathematics (5-9)
Credential Awarded:	Master of Arts in Teaching
Length of Program:	74 semester credit hours (42 months)
Program:	Science (5-12)
Credential Awarded:	Master of Arts in Teaching
Length of Program:	72 semester credit hours (42 months)
Program:	Science (5-9)
Credential Awarded:	Master of Arts in Teaching
Length of Program:	72 semester credit hours (30 months)
Program:	Social Science (5-12)
Credential Awarded:	Master of Arts in Teaching
Length of Program:	68 semester credit hours (42 months)
Program:	English Language Learning K-12
Credential Awarded:	Master of Arts
Length of Program:	48 semester credit hours (36 months)
Program:	Mathematics Education (5-12)
Credential Awarded:	Master of Arts
Length of Program:	60 semester credit hours (30 months)
Program:	Mathematics Education (5-9)
Credential Awarded:	Master of Arts
Length of Program:	53 semester credit hours (36 months)
Program:	Mathematics Education (K-6)
Credential Awarded:	Master of Arts
Length of Program:	41 semester credit hours (24 months)
Program:	Science (5-12, Bio)
Credential Awarded:	Master of Arts
Length of Program:	50 semester credit hours (30 months)
Program:	Science (5-12, Geo)
Credential Awarded:	Master of Arts

Length of Program: 51 semester credit hours (30 months)

Program: Science (5-12, Chem)
Credential Awarded: Master of Arts
Length of Program: 49 semester credit hours (30 months)

Program: Science (5-12, Physics)
Credential Awarded: Master of Arts
Length of Program: 48 semester credit hours (30 months)

Program: Science Education (5-9)
Credential Awarded: Master of Arts
Length of Program: 48 semester credit hours (30 months)

Program: Health Informatics
Credential Awarded: Bachelor of Science
Length of Program: 117 semester credit hours (54 months)

Program: IT-Software
Credential Awarded: Bachelor of Science
Length of Program: 132 semester credit hours (66 months)

Program: IT-Security
Credential Awarded: Bachelor of Science
Length of Program: 129 semester credit hours (66 months)

Program: Accounting
Credential Awarded: Bachelor of Science
Length of Program: 143 semester credit hours (60 months)

Program: Business-HR Management
Credential Awarded: Bachelor of Science
Length of Program: 128 semester credit hours (54 months)

Program: Business-IT Management
Credential Awarded: Bachelor of Science
Length of Program: 134 semester credit hours (54 months)

Program: Business Management
Credential Awarded: Bachelor of Science
Length of Program: 137 semester credit hours (54 months)

Program: Business-Marketing Management
Credential Awarded: Bachelor of Science
Length of Program: 137 semester credit hours (60 months)

Program: IT-Information Technology
Credential Awarded: Bachelor of Science
Length of Program: 123 semester credit hours (60 months)
Program: IT-Networks Design and Management
Credential Awarded: Bachelor of Science
Length of Program: 153 semester credit hours (78 months)

Program: IT-Networks Administration
Credential Awarded: Bachelor of Science
Length of Program: 141 semester credit hours (66 months)

Program: IT-Databases
Credential Awarded: Bachelor of Science
Length of Program: 135 semester credit hours (66 months)

Program: Interdisciplinary Studies K-8
Credential Awarded: Bachelor of Arts
Length of Program: 129 semester credit hours (60 months)

Program: Mathematics (5-12)
Credential Awarded: Bachelor of Arts
Length of Program: 155 semester credit hours (66 months)

Program: Mathematics (5-9)
Credential Awarded: Bachelor of Arts
Length of Program: 135 semester credit hours (60 months)

Program: Science (5-12, Bio)
Credential Awarded: Bachelor of Arts
Length of Program: 135 semester credit hours (60 months)

Program: Science (5-12, Geo)
Credential Awarded: Bachelor of Arts
Length of Program: 135 semester credit hours (54 months)

Program: Science (5-12, Chem)
Credential Awarded: Bachelor of Arts
Length of Program: 132 semester credit hours (60 months)

Program: Science (5-12, Physics)
Credential Awarded: Bachelor of Arts
Length of Program: 130 semester credit hours (54 months)

Program: Science (5-9)
Credential Awarded: Bachelor of Arts
Length of Program: 126 semester credit hours (54 months)

Program: Social Science (5-12)
Credential Awarded: Bachelor of Arts
Length of Program: 148 semester credit hours (66 months)

Program: Special Education (PK-12)
Credential Awarded: Bachelor of Arts
Length of Program: 144 semester credit hours (54 months)

Program: Early Childhood Education
Credential Awarded: Bachelor of Arts
Length of Program: 144 semester credit hours (54 months)

The institution participates in Title IV funding.

DATE: April 29, 2010

SUBJECT: Approval of New Programs under the Postsecondary Authorization Act

ACTION RECOMMENDED: Approval

BACKGROUND INFORMATION: The Commission, under the Postsecondary Authorization Act, has the “power and duty” to act upon applications for authorization of educational programs in the state. Applications have been reviewed and all necessary documentation for the institutions submitting new program applications is in accordance with the Act and postsecondary rules. The Committee on Postsecondary Educational Institutions, which is a review and advisory committee to the Commission, met on April 8, 2010 and affirmed staff recommendations for approval.

A. Argosy University Nashville, TN

Argosy University is seeking authorization for three Master of Public Administration degree programs in Emergency Preparedness and Response, Homeland Security and State and Local Government; one Master of Public Health degree program and one Bachelor of Arts degree program in Psychology/Organizational Psychology. These programs will be offered in a residential and blended (residential and on-line) format. Instruction will be provided by faculty from their authorized site in Nashville, Tennessee, as well as on-line.

The institution will offer ten new programs:

- | | |
|----------------------------|--|
| Program: | Emergency Preparedness and Response (Residential) |
| Credential Awarded: | Master of Public Administration |
| Length of Program: | 36 semester credit hours (48 months) |
| Program: | Emergency Preparedness and Response (Blended) |
| Credential Awarded: | Master of Public Administration |
| Length of Program: | 36 semester credit hours (48 months) |
| Program: | Homeland Security (Residential) |
| Credential Awarded: | Master of Public Administration |
| Length of Program: | 36 semester credit hours (48 months) |
| Program: | Homeland Security (Blended) |
| Credential Awarded: | Master of Public Administration |
| Length of Program: | 36 semester credit hours (48 months) |

Program:	State and Local Government (Residential)
Credential Awarded:	Master of Public Administration
Length of Program:	36 semester credit hours (48 months)
Program:	State and Local Government (Blended)
Credential Awarded:	Master of Public Administration
Length of Program:	36 semester credit hours (48 months)
Program:	Master of Public Health (Residential)
Credential Awarded:	Master of Public Health
Length of Program:	45 semester credit hours (48 months)
Program:	Master of Public Health (Blended)
Credential Awarded:	Master of Public Health
Length of Program:	45 semester credit hours (48 months)
Program:	Psychology/Organizational Psychology (Residential)
Credential Awarded:	Bachelor of Arts
Length of Program:	120 semester credit hours (48 months)
Program:	Psychology/Organizational Psychology (Blended)
Credential Awarded:	Bachelor of Arts
Length of Program:	120 semester credit hours (48 months)

The institution participates in Title IV funding.

B. Ashford University

Clinton, IA

Ashford University is seeking authorization to offer three new Master of Arts programs in: Education with a Specialization in Childhood Development, Education with a Specialization in Special Education, and Public Administration; and eight Bachelor of Arts programs in: Education and Public Policy, English Language Learner Studies, Entrepreneurship, Environmental Studies, Homeland Security and Emergency Management, Human Resources Management, International Business, and Operations Management and Analysis. All programs will be taught online by faculty from their authorized site in Clinton, Iowa.

The institution will offer eleven new programs:

Program:	Education with a Specialization in Childhood Development
Credential Awarded:	Master of Arts
Length of Program:	120 semester credit hours (18 months)
Program:	Education with a Specialization in Special Education
Credential Awarded:	Master of Arts
Length of Program:	120 semester credit hours (18 months)

Program: Public Administration
Credential Awarded: Master of Arts
Length of Program: 120 semester credit hours (18 months)

Program: Education and Public Policy
Credential Awarded: Bachelor of Arts
Length of Program: 120 semester credit hours (48 months)

Program: English Language Learner Studies
Credential Awarded: Bachelor of Arts
Length of Program: 120 semester credit hours (48 months)

Program: Entrepreneurship
Credential Awarded: Bachelor of Arts
Length of Program: 120 semester credit hours (48 months)

Program: Environmental Studies
Credential Awarded: Bachelor of Arts
Length of Program: 120 semester credit hours (48 months)

Program: Homeland Security and Emergency Management
Credential Awarded: Bachelor of Arts
Length of Program: 120 semester credit hours (48 months)

Program: Human Resources Management
Credential Awarded: Bachelor of Arts
Length of Program: 120 semester credit hours (48 months)

Program: International Business
Credential Awarded: Bachelor of Arts
Length of Program: 120 semester credit hours (48 months)

Program: Operations Management and Analysis
Credential Awarded: Bachelor of Arts
Length of Program: 120 semester credit hours (48 months)

The institution participates in Title IV funding.

C. Daymar Institute – Clarksville

Clarksville, TN

The Daymar Institute - Clarksville is seeking authorization to revise eleven previously approved programs, three Associate of Applied Science degree programs in Business Administration, Network Support Administration and Web Design; three Diploma programs in Business Administration, Medical Assisting – Administrative and Medical Assisting – Clinical; and five Certificate of Completion programs in: Billing and Coding Specialist, Bookkeeping, Business Administration, Medical Assisting – Administrative and Medical Assisting – Clinical. The programs will be taught by faculty from their authorized site in Clarksville, Tennessee.

The institution will revise the following eleven previously approved programs:

1. **The Associate of Applied Science Degree in Business Administration Program** is designed to provide students with the knowledge necessary for employment in administrative office positions. The program focuses on teaching students practical business theories to assimilate the diverse skills required to manage a business in an ever-changing, market-driven economy. The curriculum includes: Accounting, Ethical Decision Making, Public Speaking, Human Resource Management, Business Writing and Personal Interviewing. Additionally, students will gain specialized knowledge to manage interpersonal and social situations by preparing them for entry level positions in the business market place.

Program: Business Administration (Revised)
Credential Awarded: Associate of Applied Science
Length of Program: 96 quarter credit hours (24 months)

2. **The Associate of Applied Science in Network Support Administration Program** is designed to provide students with the skills and knowledge necessary to enter various technology fields. The program will offer students general education courses which should give them the knowledge that is needed to perform in the area of medium and/or small business office networks, computer applications and office support roles of the IT profession. Students will gain hands-on experience in the assembly and disassembly of computer hardware, install, configure and troubleshoot various programs, write various program languages and maintain networks. Additionally, students will learn all aspects of Microsoft Office Suite with a detailed knowledge of Microsoft Word, Excel, PowerPoint and Access.

Program: Network Support Administration (Revised)
Credential Awarded: Associate of Applied Science
Length of Program: 96 quarter credit hours (24 months)

3. **The Associate of Applied Science Degree in Website Design Program** prepares students for entry-level positions in the technology field. Students will gain the knowledge and skills necessary to excel in a career of designing and maintaining commercial websites. They should be able to understand all the facets of the internet. Students will learn image editing, web animations, web security, and web site administration. Students will be taught how to produce the necessary mark-up language utilized in website fabrication. Additionally, students will have the ability to create and design websites using server-side programming languages such as ASP, ColdFusion, PHP and HTML.

Program: Website Design (Revised)
Credential Awarded: Associate of Applied Science
Length of Program: 96 quarter credit hours (24 months)

4. **The Diploma in Business Administration Program** prepares students for entry-level positions in the business, state and local government, and corporate

setting. Students will learn practical business theories such as accounting, human resource management, business writing, finance and payroll accounting. Additionally, students will gain knowledge of and learn how to use Microsoft Office Word, Excel, PowerPoint and Access. The diploma program builds on the certificate program by offering courses dealing with organizational human resource issues and more specialized accounting courses.

Program: **Business Administration (Revised)**
Credential Awarded: **Diploma**
Length of Program: **72 quarter credit hours (18 months)**

5. **The Diploma in Medical Assisting - Administrative Program** assists students in developing the skills necessary to excel in the medical field. The Medical Assisting - Administrative program offers students the opportunity to develop techniques in office practices, medical dictation and Basic Cardiopulmonary Resuscitation (CPR). Additionally, students will learn how to transcribe recordings into medical reports, correspondence and other administrative functions including utilizing Microsoft Office applications.

Program: **Medical Assisting - Administrative (Revised)**
Credential Awarded: **Diploma**
Length of Program: **72 quarter credit hours (18 months)**

6. **The Diploma in Medical Assisting - Clinical Program** assists students in developing the skills necessary to excel in the medical field. Students are prepared to assist physicians and perform clinical duties in a doctor's office, hospital or home health agency. Students will learn how to record vital signs, explain treatment procedures to patients and perform basic laboratory tests.

Program: **Medical Assisting - Clinical (Revised)**
Credential Awarded: **Diploma**
Length of Program: **72 quarter credit hours (18 months)**

7. **The Certificate of Completion in Billing & Coding Specialist Program** prepares students to become proficient in ICD Coding, HCPCS Coding and claims preparation. Students will develop skills in coding and billing for physician services, and inpatient and outpatient services. Additionally, this program promotes ethics and integrity in coding, billing, handling medical and billing information and HIPAA requirements.

Program: **Billing & Coding Specialist (Revised)**
Credential Awarded: **Certificate**
Length of Program: **48 quarter credit hours (12 months)**

8. **The Certificate of Completion in Bookkeeping Program** prepares students to become proficient in practical business theories, ledger and bookkeeping, and software applications. Students will learn basic accounting and payroll, as well as tax and auditing preparation. Additionally, students will learn skills such as bookkeeping, accounts payable and receivable, accounting and auditing.

Students will be prepared for employment in administrative office positions with emphasis in general bookkeeping, accounts payable, accounts receivable and payroll.

Program: Bookkeeping (Revised)
Credential Awarded: Certificate
Length of Program: 48 quarter credit hours (12 months)

9. **The Certificate of Completion in Business Administration Program** prepares students to become proficient in office practices and corporate environments. Students will learn basic math, business and office functions, keyboarding and computer applications and business writing. Students will have the knowledge and skills necessary for employment in administrative office positions.

Program: Business Administration (Revised)
Credential Awarded: Certificate
Length of Program: 48 quarter credit hours (12 months)

10. **The Certificate of Completion in Medical Assisting - Administrative Program** assists students in developing the skills necessary to excel in the medical field. Students will have the ability to listen to dictated recordings made by physicians and other healthcare professionals and transcribe them into medical reports, correspondence and other administrative material. Additionally, students will learn how to properly perform office functions such as receiving patients, scheduling appointments, answering phones and assisting physicians.

Program: Medical Assisting - Administrative (Revised)
Credential Awarded: Certificate
Length of Program: 48 quarter credit hours (12 months)

11. **The Certificate of Completion in Medical Assisting - Clinical Program** assists students in developing the skills necessary to excel in the medical field. Students are prepared to assist physicians and perform clinical duties in a doctor's office, hospital or home health agency. Students will learn how to record vital signs, explain treatment procedures to patients and perform basic laboratory tests. All credits earned in this program are applicable to the Diploma and Associate Degree.

Program: Medical Assisting - Clinical (Revised)
Credential Awarded: Certificate
Length of Program: 48 quarter credit hours (12 months)

The institution participates in Title IV funding.

The Daymar Institute - Murfreesboro is seeking authorization to revise eleven previously approved programs, three Associate of Applied Science degree programs in: Business Administration, Network Support Administration and Web Design; three Diploma programs in: Business Administration, Medical Assisting – Administrative and Medical Assisting – Clinical; and five Certificate of Completion programs in: Billing and Coding Specialist, Bookkeeping, Business Administration, Medical Assisting – Administrative and Medical Assisting – Clinical. The programs will be taught by faculty from their authorized site in Murfreesboro, Tennessee.

The institution will revise the following eleven previously approved programs:

- 1. The Associate of Applied Science Degree in Business Administration Program** is designed to provide students with the knowledge necessary for employment in administrative office positions. The program focuses on teaching students practical business theories to assimilate the diverse skills required to manage a business in an ever-changing, market-driven economy. The curriculum includes: Accounting, Ethical Decision Making, Public Speaking, Human Resource Management, Business Writing and Personal Interviewing. Additionally, students will gain specialized knowledge to manage interpersonal and social situations by preparing them for entry level positions in the business market place.

Program: Business Administration (Revised)
Credential Awarded: Associate of Applied Science
Length of Program: 96 quarter credit hours (24 months)

- 2. The Associate of Applied Science in Network Support Administration Program** is designed to provide students with the skills and knowledge necessary to enter various technology fields. The program will offer students general education courses which should give them the knowledge that is needed to perform in the area of medium and/or small business office networks, computer applications and office support roles of the IT profession. Students will gain hands-on experience in the assembly and disassembly of computer hardware, install, configure and troubleshoot various programs, write various program languages and maintain networks. Additionally, students will learn all aspects of Microsoft Office Suite with a detailed knowledge of Microsoft Word, Excel, PowerPoint and Access.

Program: Network Support Administration (Revised)
Credential Awarded: Associate of Applied Science
Length of Program: 96 quarter credit hours (24 months)

- 3. The Associate of Applied Science Degree in Website Design Program** prepares students for entry-level positions in the technology field. Students will gain the knowledge and skills necessary to excel in a career of designing and maintaining commercial websites. They should be able to understand all the facets of the internet. Students will learn image editing, web animations, web security, and web site administration. Students will be taught how to produce the necessary mark-up language utilized in website fabrication. Additionally, students will have the

ability to create and design websites using server-side programming languages such as ASP, ColdFusion, PHP and HTML.

Program: Website Design (Revised)
Credential Awarded: Associate of Applied Science
Length of Program: 96 quarter credit hours (24 months)

4. **The Diploma in Business Administration Program** prepares students for entry-level positions in the business, state and local government, and corporate setting. Students will learn practical business theories such as accounting, human resource management, business writing, finance and payroll accounting. Additionally, students will gain knowledge of and learn how to use Microsoft Office Word, Excel, PowerPoint and Access. The diploma program builds on the certificate program by offering courses dealing with organizational human resource issues and more specialized accounting courses.

Program: Business Administration (Revised)
Credential Awarded: Diploma
Length of Program: 72 quarter credit hours (18 months)

5. **The Diploma in Medical Assisting - Administrative Program** assists students in developing the skills necessary to excel in the medical field. The Medical Assisting - Administrative program offers students the opportunity to develop techniques in office practices, medical dictation and Basic Cardiopulmonary Resuscitation (CPR). Additionally, students will learn how to transcribe recordings into medical reports, correspondence and other administrative functions including utilizing Microsoft Office applications.

Program: Medical Assisting - Administrative (Revised)
Credential Awarded: Diploma
Length of Program: 72 quarter credit hours (18 months)

6. **The Diploma in Medical Assisting - Clinical Program** assists students in developing the skills necessary to excel in the medical field. Students are prepared to assist physicians and perform clinical duties in a doctor's office, hospital or home health agency. Students will learn how to record vital signs, explain treatment procedures to patients and perform basic laboratory tests.

Program: Medical Assisting - Clinical (Revised)
Credential Awarded: Diploma
Length of Program: 72 quarter credit hours (18 months)

7. **The Certificate of Completion in Billing & Coding Specialist Program** prepares students to become proficient in ICD Coding, HCPCS Coding and claims preparation. Students will develop skills in coding and billing for physician services, and inpatient and outpatient services. Additionally, this program promotes ethics and integrity in coding, billing, handling medical and billing information and HIPAA requirements.

Program: Billing & Coding Specialist (Revised)
Credential Awarded: Certificate
Length of Program: 48 quarter credit hours (12 months)

8. **The Certificate of Completion in Bookkeeping Program** prepares students to become proficient in practical business theories, ledger and bookkeeping, and software applications. Students will learn basic accounting and payroll, as well as tax and auditing preparation. Additionally, students will learn skills such as bookkeeping, accounts payable and receivable, accounting and auditing. Students will be prepared for employment in administrative office positions with emphasis in general bookkeeping, accounts payable, accounts receivable and payroll.

Program: Bookkeeping (Revised)
Credential Awarded: Certificate
Length of Program: 48 quarter credit hours (12 months)

9. **The Certificate of Completion in Business Administration Program** prepares students to become proficient in office practices and corporate environments. Students will learn basic math, business and office functions, keyboarding and computer applications and business writing. Students will have the knowledge and skills necessary for employment in administrative office positions.

Program: Business Administration (Revised)
Credential Awarded: Certificate
Length of Program: 48 quarter credit hours (12 months)

10. **The Certificate of Completion in Medical Assisting - Administrative Program** assists students in developing the skills necessary to excel in the medical field. Students will have the ability to listen to dictated recordings made by physicians and other healthcare professionals and transcribe them into medical reports, correspondence and other administrative material. Additionally, students will learn how to properly perform office functions such as receiving patients, scheduling appointments, answering phones and assisting physicians.

Program: Medical Assisting - Administrative (Revised)
Credential Awarded: Certificate
Length of Program: 48 quarter credit hours (12 months)

11. **The Certificate of Completion in Medical Assisting - Clinical Program** assists students in developing the skills necessary to excel in the medical field. Students are prepared to assist physicians and perform clinical duties in a doctor's office, hospital or home health agency. Students will learn how to record vital signs, explain treatment procedures to patients and perform basic laboratory tests. All credits earned in this program are applicable to the Diploma and Associate Degree.

Program: Medical Assisting - Clinical (Revised)
Credential Awarded: Certificate
Length of Program: 48 quarter credit hours (12 months)

The institution participates in Title IV funding.

E. Daymar Institute – Nashville

Nashville, TN

The Daymar Institute - Nashville (340 Plus Park) is seeking authorization to revise eleven previously approved programs, three Associate of Applied Science degree programs in: Business Administration, Network Support Administration and Web Design; three Diploma programs in: Business Administration, Medical Assisting – Administrative and Medical Assisting – Clinical; and five Certificate of Completion programs in: Billing and Coding Specialist, Bookkeeping, Business Administration, Medical Assisting – Administrative and Medical Assisting – Clinical. The programs will be taught by faculty from their authorized site in Nashville, Tennessee.

The institution will revise the following eleven previously approved programs:

1. **The Associate of Applied Science Degree in Business Administration Program** is designed to provide students with the knowledge necessary for employment in administrative office positions. The program focuses on teaching students practical business theories to assimilate the diverse skills required to manage a business in an ever-changing, market-driven economy. The curriculum includes: Accounting, Ethical Decision Making, Public Speaking, Human Resource Management, Business Writing and Personal Interviewing. Additionally, students will gain specialized knowledge to manage interpersonal and social situations by preparing them for entry level positions in the business market place.

Program: Business Administration (Revised)
Credential Awarded: Associate of Applied Science
Length of Program: 96 quarter credit hours (24 months)

2. **The Associate of Applied Science in Network Support Administration Program** is designed to provide students with the skills and knowledge necessary to enter various technology fields. The program will offer students general education courses which should give them the knowledge that is needed to perform in the area of medium and/or small business office networks, computer applications and office support roles of the IT profession. Students will gain hands-on experience in the assembly and disassembly of computer hardware, install, configure and troubleshoot various programs, write various program languages and maintain networks. Additionally, students will learn all aspects of Microsoft Office Suite with a detailed knowledge of Microsoft Word, Excel, PowerPoint and Access.

Program: Network Support Administration (Revised)
Credential Awarded: Associate of Applied Science

Length of Program: 96 quarter credit hours (24 months)

3. **The Associate of Applied Science Degree in Website Design Program** prepares students for entry-level positions in the technology field. Students will gain the knowledge and skills necessary to excel in a career of designing and maintaining commercial websites. They should be able to understand all the facets of the internet. Students will learn image editing, web animations, web security, and web site administration. Students will be taught how to produce the necessary mark-up language utilized in website fabrication. Additionally, students will have the ability to create and design websites using server-side programming languages such as ASP, ColdFusion, PHP and HTML.

Program: Website Design (Revised)
Credential Awarded: Associate of Applied Science
Length of Program: 96 quarter credit hours (24 months)

4. **The Diploma in Business Administration Program** prepares students for entry-level positions in the business, state and local government, and corporate setting. Students will learn practical business theories such as accounting, human resource management, business writing, finance and payroll accounting. Additionally, students will gain knowledge of and learn how to use Microsoft Office Word, Excel, PowerPoint and Access. The diploma program builds on the certificate program by offering courses dealing with organizational human resource issues and more specialized accounting courses.

Program: Business Administration (Revised)
Credential Awarded: Diploma
Length of Program: 72 quarter credit hours (18 months)

5. **The Diploma in Medical Assisting - Administrative Program** assists students in developing the skills necessary to excel in the medical field. The Medical Assisting - Administrative program offers students the opportunity to develop techniques in office practices, medical dictation and Basic Cardiopulmonary Resuscitation (CPR). Additionally, students will learn how to transcribe recordings into medical reports, correspondence and other administrative functions including utilizing Microsoft Office applications.

Program: Medical Assisting - Administrative (Revised)
Credential Awarded: Diploma
Length of Program: 72 quarter credit hours (18 months)

6. **The Diploma in Medical Assisting - Clinical Program** assists students in developing the skills necessary to excel in the medical field. Students are prepared to assist physicians and perform clinical duties in a doctor's office, hospital or home health agency. Students will learn how to record vital signs, explain treatment procedures to patients and perform basic laboratory tests.

Program: Medical Assisting - Clinical (Revised)
Credential Awarded: Diploma
Length of Program: 72 quarter credit hours (18 months)

7. **The Certificate of Completion in Billing & Coding Specialist Program** prepares students to become proficient in ICD Coding, HCPCS Coding and claims preparation. Students will develop skills in coding and billing for physician services, and inpatient and outpatient services. Additionally, this program promotes ethics and integrity in coding, billing, handling medical and billing information and HIPAA requirements.

Program: Billing & Coding Specialist (Revised)
Credential Awarded: Certificate
Length of Program: 48 quarter credit hours (12 months)

8. **The Certificate of Completion in Bookkeeping Program** prepares students to become proficient in practical business theories, ledger and bookkeeping, and software applications. Students will learn basic accounting and payroll, as well as tax and auditing preparation. Additionally, students will learn skills such as bookkeeping, accounts payable and receivable, accounting and auditing. Students will be prepared for employment in administrative office positions with emphasis in general bookkeeping, accounts payable, accounts receivable and payroll.

Program: Bookkeeping (Revised)
Credential Awarded: Certificate
Length of Program: 48 quarter credit hours (12 months)

9. **The Certificate of Completion in Business Administration Program** prepares students to become proficient in office practices and corporate environments. Students will learn basic math, business and office functions, keyboarding and computer applications and business writing. Students will have the knowledge and skills necessary for employment in administrative office positions.

Program: Business Administration (Revised)
Credential Awarded: Certificate
Length of Program: 48 quarter credit hours (12 months)

10. **The Certificate of Completion in Medical Assisting - Administrative Program** assists students in developing the skills necessary to excel in the medical field. Students will have the ability to listen to dictated recordings made by physicians and other healthcare professionals and transcribe them into medical reports, correspondence and other administrative material. Additionally, students will learn how to properly perform office functions such as receiving patients, scheduling appointments, answering phones and assisting physicians.

Program: Medical Assisting - Administrative (Revised)
Credential Awarded: Certificate
Length of Program: 48 quarter credit hours (12 months)

11. **The Certificate of Completion in Medical Assisting - Clinical Program** assists students in developing the skills necessary to excel in the medical field.

Students are prepared to assist physicians and perform clinical duties in a doctor's office, hospital or home health agency. Students will learn how to record vital signs, explain treatment procedures to patients and perform basic laboratory tests. All credits earned in this program are applicable to the Diploma and Associate Degree.

Program: Medical Assisting - Clinical (Revised)
Credential Awarded: Certificate
Length of Program: 48 quarter credit hours (12 months)

The institution participates in Title IV funding.

F. Harding University Graduate School of Religion Memphis, TN

Harding University Graduate School of Religion is seeking authorization for three new programs: one Master of Arts in Teaching, one Master of Education in Advanced Studies in Teaching and Learning, and one Master of Education in Reading. All programs will be taught by faculty from their authorized site in Memphis, Tennessee.

The institution will offer three new programs:

- 1. The Master of Arts in Teaching Program** is designed for candidates that hold a teaching degree and want to advance their knowledge, skills, and dispositions in curriculum, instruction and 21st Century technology skills as a classroom practitioner. Students will learn best practices, ethics in education, trends in curriculum, curriculum models, instruction strategies and performance assessment. Additionally, students will be able to understand, develop, and instruct appropriate lessons, which utilize different instructional strategies to accommodate individual students.

Program: Teaching
Credential Awarded: Master of Arts
Length of Program: 35 semester credit hours (24 months)

- 2. The Master of Education in Advanced Studies in Teaching and Learning Program** offers advanced preparation for instructional leadership and develops teachers who practice reflection through action research, problem-based learning and self-inquiry. Students will learn the use of technology in education, how to analyze academic strengths and weaknesses for planning instruction and should be able to develop appropriate learning/behavioral strategies. Additionally, students will have the necessary skills to pursue National Board Certification.

Program: Advanced Studies in Teaching and Learning
Credential Awarded: Master of Education
Length of Program: 35 semester credit hours (24 months)

- 3. The Master of Education in Reading Program** is designed for candidates that either hold or are working on a teaching licensure and want to advance their knowledge, skills, and dispositions in literacy as a classroom practitioner or in a literary supervisory position. Students will learn reading methodologies, diagnosis and reading program development, vocabulary development and linguistic and cognitive bases of the reading process. Additionally, students will have extensive knowledge in word identification and phonics, vocabulary, comprehension strategies and using a wide array of curriculum materials for learners at different stages.

Program: Reading
Credential Awarded: Master of Education
Length of Program: 38 semester credit hours (24 months)

The institution participates in Title IV funding.

G. Kaplan University

Chicago, IL

Kaplan University is seeking authorization for nineteen Bachelor of Science degree programs in: Accounting, Accounting/Auditing/Forensic Accounting, Accounting/Governmental/Nonprofit Accountancy, Accounting/Managerial Accountancy, Accounting/Public Accountancy, Accounting/Tax Accountancy, Business Administration/Project Management, Criminal Justice Administration and Management, Fire and Emergency Management, Fire Science, Information Technology/Project Management, International and Comparative Criminal Justice, Health and Wellness, Health Information Management, Health Science, Nutrition Science, Legal Science, Paralegal Studies and Public Administration and Policy; and eight Associate of Applied Science degree programs in: Accounting, Fire Science, Health Information Technology, Medical Assisting, Medical Office Management, Medical Transportation, Paralegal Studies, Public Administration and Policy. The institution is recruitment only and all classes are available online.

The institution will offer twenty-seven new programs:

Program: Accounting
Credential Awarded: Bachelor of Science
Length of Program: 180 quarter credit hours (37.5 months)

Program: Accounting/Auditing/Forensic Accounting
Credential Awarded: Bachelor of Science
Length of Program: 180 quarter credit hours (37.5 months)

Program: Accounting/Governmental/Nonprofit Accountancy
Credential Awarded: Bachelor of Science
Length of Program: 180 quarter credit hours (37.5 months)

Program: Accounting/Managerial Accountancy
Credential Awarded: Bachelor of Science
Length of Program: 180 quarter credit hours (37.5 months)

Program:	Accounting/Public Accountancy
Credential Awarded:	Bachelor of Science
Length of Program:	180 quarter credit hours (37.5 months)
Program:	Accounting/Tax Accountancy
Credential Awarded:	Bachelor of Science
Length of Program:	180 quarter credit hours (37.5 months)
Program:	Business Administration/Project Management
Credential Awarded:	Bachelor of Science
Length of Program:	180 quarter credit hours (37.5 months)
Program:	Criminal Justice Administration and Management
Credential Awarded:	Bachelor of Science
Length of Program:	180 quarter credit hours (37.5 months)
Program:	Fire and Emergency Management
Credential Awarded:	Bachelor of Science
Length of Program:	180 quarter credit hours (37.5 months)
Program:	Fire Science
Credential Awarded:	Bachelor of Science
Length of Program:	180 quarter credit hours (37.5 months)
Program:	Information Technology/Project Management
Credential Awarded:	Bachelor of Science
Length of Program:	180 quarter credit hours (37.5 months)
Program:	International and Comparative Criminal Justice
Credential Awarded:	Bachelor of Science
Length of Program:	180 quarter credit hours (37.5 months)
Program:	Health and Wellness
Credential Awarded:	Bachelor of Science
Length of Program:	180 quarter credit hours (37.5 months)
Program:	Health Information Management
Credential Awarded:	Bachelor of Science
Length of Program:	180 quarter credit hours (37.5 months)
Program:	Health Science
Credential Awarded:	Bachelor of Science
Length of Program:	180 quarter credit hours (37.5 months)
Program:	Nutrition Science
Credential Awarded:	Bachelor of Science
Length of Program:	180 quarter credit hours (37.5 months)

Program: Legal Science
Credential Awarded: Bachelor of Science
Length of Program: 180 quarter credit hours (37.5 months)

Program: Paralegal Studies
Credential Awarded: Bachelor of Science
Length of Program: 180 quarter credit hours (37.5 months)

Program: Public Administration and Policy
Credential Awarded: Bachelor of Science
Length of Program: 180 quarter credit hours (37.5 months)

Program: Accounting
Credential Awarded: Associate of Applied Science
Length of Program: 90 quarter credit hours (20 months)

Program: Fire Science
Credential Awarded: Associate of Applied Science
Length of Program: 90 quarter credit hours (20 months)

Program: Health Information Technology
Credential Awarded: Associate of Applied Science
Length of Program: 90 quarter credit hours (20 months)

Program: Medical Assisting
Credential Awarded: Associate of Applied Science
Length of Program: 90 quarter credit hours (20 months)

Program: Medical Office Management
Credential Awarded: Associate of Applied Science
Length of Program: 90 quarter credit hours (20 months)

Program: Medical Transportation
Credential Awarded: Associate of Applied Science
Length of Program: 90 quarter credit hours (20 months)

Program: Paralegal Studies
Credential Awarded: Associate of Applied Science
Length of Program: 90 quarter credit hours (20 months)

Program: Public Administration and Policy
Credential Awarded: Associate of Applied Science
Length of Program: 90 quarter credit hours (20 months)

The institution participates in Title IV funding.

H. Miller-Motte Technical College – Chattanooga

Chattanooga, TN

Miller-Motte Technical College – Chattanooga is seeking authorization for an Associate of Applied Science Degree Program in Court Reporting (on-site) and a Diploma in Polysomnography Technology Program (on-line & on-site). The programs will be taught by faculty from their authorized site in Chattanooga, Tennessee.

The institution will offer two new programs:

- 1. The Associate of Applied Science Degree in Court Reporting Program** prepares students with the knowledge and skills needed to work in official court proceedings or start their own court reporting firm. Students will achieve multi-voice dictation at 225 words per minute or better and learn to transcribe medical, technical, and legal testimony. Additionally, students will learn and become familiar with the use of Computer Aided Transcription (CAT) systems, writing Realtime, and courtroom procedures.

Program:	Court Reporting
Credential Awarded:	Associate of Applied Science Degree
Length of Program:	128 quarter credit hours (27-33 months)

As a result of Tennessee Code Annotated section 20-9-603(a), effective July 1, 2010, prospective students of the Court Reporting Program are required to sign a disclosure statement that reads as follows: “to be licensed as a court reporter, an applicant shall have proof of passage of either the National Court Reporters Association Registered Professional Reporter Examination, the National Verbatim Reporters Association Certified Verbatim Reporter Examination, or the American Association of Electronic Reporters and Transcribers Certified Electronic Court Reporter Examination.”

The newly created Tennessee Board of Court Reporting may adopt rules that further address licensing requirements. In the event that any rules are adopted, the institution will provide students with a complete copy of the rules.

- 2. The Diploma in Polysomnography Technology Program (On-site and On-line)** is designed to provide students with the background needed to assist physicians with testing, monitoring, and treating sleep disorders. Additionally, students will acquire knowledge regarding respiratory diseases, cardiopulmonary disorders, and polysomnography procedures. Graduates are eligible to sit for the national certifying exam given by the Board of Registered Polysomnographic Technologist (BRPT) to become licensed as Registered Polysomnographic Technologist (RsPGT) in the State of Tennessee. On-line courses are optional and are only available for general education, electives, and classes suited for online delivery. Program specific course work that includes lab or practicum hours will not be available online.

Program:	Polysomnography
Credential Awarded:	Diploma
Length of Program:	70 quarter credit hours (18 months)

The institution participates in Title IV funding.

Miller - Motte Technical College - Chattanooga is in the process of completing programmatic accreditation through the Committee on Accreditation for Polysomnographic Technologist (CoAPSG) and the Commission on Accreditation of Allied Health Education Programs (CAAHEP) for the Diploma in Polysomnography Technology Program. As part of the process, a site visit must be conducted after the first cycle of students graduate from the program. This visit is expected in the July 2011 to November 2011 cycle. If for any reason Miller - Motte Technical College - Chattanooga does not receive programmatic accreditation, students who have already started the program will be given the opportunity to transfer to another program or receive a full tuition refund.

I. Miller-Motte Technical College – Madison

Madison, TN

Miller-Motte Technical College – Madison is seeking authorization for three Associate of Applied Science Degree programs in: Court Reporting, Massage Therapy, and Medical Assisting; and a Diploma program in Massage Therapy.

The institution will offer four new programs:

- 1. The Associate of Applied Science Degree in Court Reporting Program** prepares students with the knowledge and skills needed to work in official court proceedings or start their own court reporting firm. Students will achieve multi-voice dictation at 225 words per minute or better and learn to transcribe medical, technical, and legal testimony. Additionally, students will learn and become familiar with the use of Computer Aided Transcription (CAT) systems, writing Realtime, and courtroom procedures.

Program:	Court Reporting
Credential Awarded:	Associate of Applied Science Degree
Length of Program:	128 quarter credit hours (27-33 months)

As a result of Tennessee Code Annotated section 20-9-603(a), effective July 1, 2010, prospective students of the Court Reporting Program are required to sign a disclosure statement that reads as follows: “to be licensed as a court reporter, an applicant shall have proof of passage of either the National Court Reporters Association Registered Professional Reporter Examination, the National Verbatim Reporters Association Certified Verbatim Reporter Examination, or the American Association of Electronic Reporters and Transcribers Certified Electronic Court Reporter Examination.

The newly created Tennessee Board of Court Reporting may adopt rules that further address licensing requirements. In the event that any rules are adopted, the institution will provide students with a complete copy of the rules.”

- 2. The Associate of Applied Science Degree in Massage Therapy Program** will provide training for an entry level career as a Massage Therapist. The program curriculum includes the following courses: anatomy and physiology, kinesiology, massage techniques, aroma therapy, somatic psychology, and other

massage modalities (Swedish, sports, and spa therapies). Students will complete two quarters in the massage therapy clinic to practice massage techniques on clients. Students in the clinical practice are supervised and evaluated by their instructors. Additionally, students enrolled in the Associate of Applied Science Program will study basic computers, document processing, and general education courses to include English composition, and college mathematics. Graduates will possess the credentials needed to pursue management and self-employment business opportunities in the future.

Program: Massage Therapy
Credential Awarded: Associate of Applied Science Degree
Length of Program: 64 quarter credit hours (24 months)

3. **The Associate of Applied Science Degree in Medical Assistant Program** will provide training for an entry level career as a Medical Assistant. The program curriculum includes the following courses: anatomy and physiology, medical law, ethics, medical terminology, pharmacology, medical coding, and office procedures. Additionally, students will take courses in general education such as English composition, college mathematics, and general psychology. During the final quarter, students will complete a 180-hour externship and a career management course to assist them in their transition from college to a career.

Program: Medical Assistant
Credential Awarded: Associate of Applied Science Degree
Length of Program: 96 quarter credit hours (24 months)

4. **The Diploma in Massage Therapy Program** will provide training for an entry level career as a Massage Therapist. The program curriculum includes the following courses: anatomy and physiology, kinesiology, massage techniques, aroma therapy, somatic psychology, and other massage modalities (Swedish, sports, and spa therapies). Additionally, students will complete two quarters in the massage therapy clinic to practice massage techniques on clients. Students in the clinical practice are supervised and evaluated by their instructors.

Program: Massage Therapy
Credential Awarded: Diploma
Length of Program: 64 quarter credit hours (15 months)

The institution participates in Title IV funding.

J. National American University

Rapid City, SD

National American University Online is seeking authorization for eight new programs, four Bachelor of Science Degree Programs in: Business Administration with an emphasis in Accounting, Business Administration with an emphasis in Human Resources Management, Criminal Justice and Organizational Leadership; three Associate of Applied Science Degree Programs in Applied Information Technology, Criminal Justice and Health Information Technology; and one Diploma Program in

Healthcare Coding. The institution is a recruitment only institution and all classes will be taught online by faculty from their authorized site in Rapid City, South Dakota.

The institution will offer eight new programs:

- 1. The Bachelor of Science in Business Administration-Emphasis in Accounting Program** is designed to convey to students the knowledge base and strategic mind-set that is requisite for career success in the field of business. The accounting emphasis provides the student with a strong background in financial accounting and budgeting as well as preparing the student for a career in management. This program has an inverted curriculum in which the student is immediately immersed in the major core courses such as, Principles of Accounting, Macroeconomics, Microeconomics and Principles of Marketing.

Program: Business Administration-Emphasis in Accounting
Credential Awarded: Bachelor of Science
Length of Program: 186 quarter credit hours (44 months)

- 2. The Bachelor of Science in Business Administration-Emphasis in Human Resource Management Program** is designed to convey to students the knowledge base and strategic mind-set that is requisite for career success in the field of business. The Human Resource Management emphasis is designed for students who have an interest in the human resource management functions of business organizations. This program explores the broad human resource activities required to maintain and develop an effective workforce, including strategic planning, recruitment, and benefits administration. This program has an inverted curriculum in which the student is immediately immersed in the major core courses such as, Strategic Management, Compensation and Benefits, and Operations Management.

Program: Business Administration-Emphasis in Human Resource Management
Credential Awarded: Bachelor of Science
Length of Program: 186 quarter credit hours (44 months)

- 3. The Bachelor of Science in Criminal Justice Program** is designed to provide students with the knowledge, skills and abilities for the career fields of criminal justice. This program will provide students with a systems theory perspective of how the criminal justice system is intended to work and the reality of how the system actually works, creating the issue and dilemmas that criminal justice professional must manage and solve. This program has an inverted curriculum in which the student is immediately immersed in the major core courses such as, Criminological Theory, Criminal Law, Criminal Investigation and Homeland Security and Terrorism.

Program: Criminal Justice
Credential Awarded: Bachelor of Science
Length of Program: 187.5 quarter credit hours (44 months)

4. **The Bachelor of Science in Organizational Leadership Program** is designed to provide students with the knowledge needed to create innovative ideas to address organizational needs and strategic opportunities. The program will provide students with the ability to improve organizational efficiency initiates, implement organizational change and employ general business and management skills to meet organizational needs. This program has an inverted curriculum in which the student is immediately immersed in the major core courses such as, Management across Cultures, Principles of Organizational Leadership, Organizational Development and Change and Principles of Marketing.

Program: Organizational Leadership
Credential Awarded: Bachelor of Science
Length of Program: 184.5 quarter credit hours (44 months)

5. **The Associate of Applied Science in Applied Information Technology Program** is designed to provide students with the knowledge of current information technology, the foundation knowledge of business operations and practices and the analytical skills to support the information needs of a business. This degree prepares the graduate for advancement in management or technical areas associated with the field. This program has an inverted curriculum in which the student is immediately immersed in the major core courses such as, Website and Web Application Design, Project Management, Systems Analysis and Design, and Business Statistics.

Program: Applied Information Technology
Credential Awarded: Associate of Applied Science
Length of Program: 93 quarter credit hours (16.5 months)

6. **The Associate of Applied Science in Criminal Justice Program** is designed to provide students with the knowledge of the basic components of the criminal justice system, policing, courts, and corrections. This program will provide students with a systems theory perspective of how the criminal justice system is intended to work and the reality of how the system actually works, creating the issue and dilemmas that criminal justice professional must manage and solve. This program has an inverted curriculum in which the student is immediately immersed in the major core courses such as, Policing in U.S. Society, Professionalism and Ethics in Criminal Justice, Criminal Law and U.S. Corrections.

Program: Criminal Justice
Credential Awarded: Associate of Applied Science
Length of Program: 93 quarter credit hours (22 months)

7. **The Associate of Applied Science in Health Information Technology Program** is designed to provide students with a solid foundation in the analytical, technical and management skills associated with health information. Through practical approaches and professional domains, students will acquire the essential entry level competencies to support the principles and

management of health information and technologies. This program has an inverted curriculum in which the student is immediately immersed in the major core courses such as, Medical Law and Ethics, Health Information Systems, Strategies for Success, Introduction to Health Information Management.

Program: Health Information Technology
Credential Awarded: Associate of Applied Science
Length of Program: 99 quarter credit hours (22 months)

8. **The Diploma in Healthcare Coding Program** is designed to provide a comprehensive understanding of coding principles and standards for entry-level professionals. The program assists students in the interpretation of coding practices, for both inpatient and outpatient settings. The curriculum provides students with the necessary background in health record content, medical terminology, and disease process. This program has an inverted curriculum in which the student is immediately immersed in the major core courses such as, Introduction to Health Information Management, ICD & CPT Coding, Healthcare Reimbursement, Medical Terminology and Human Pharmacology.

Program: Healthcare Coding
Credential Awarded: Diploma
Length of Program: 54.5 quarter credit hours (11 months)

The institution participates in Title IV funding.

K. Nossi College of Art

Goodlettsville, TN

Nossi College of Art is seeking authorization to offer General Education Core classes in an on-line format for the Bachelor of Graphic Arts Degrees in Commercial Illustration, Digital Photography, and Graphic Design. These on-line courses will be taught by faculty from their authorized site in Goodlettsville, Tennessee.

The institution will offer one new program:

1. **The General Education Core Courses (On-line)** are designed to provide students an opportunity to work toward a Bachelor of Graphic Arts Degree in: Illustration, Graphic Design and Photography. Classes will be held using an on-line mode of delivery. The General Education Core Courses include: Psychology, Science, American Literature, Creative Writing, Art History, Western Civilization, Math, Philosophy and Small Business Management.

Program: General Education Courses (On-line)
(For Bachelors Degrees Only)
Length of Program: Varies on course selection

This institution participates in Title IV funding.

L. Personal and Career Development Institute

Memphis, TN

Personal and Career Development Institute is seeking authorization for one new program a Certificate of Completion in Nursing Aide Training. The program will be taught by faculty from their authorized site in Memphis, Tennessee.

The institution will offer one new program:

- 1. The Nursing Aide Training Certificate of Completion Program** is designed to prepare students with the skills necessary to pass the state examination to become a Certified Nursing Assistant. Students will learn to communicate with patients/residents using interpersonal skills. Students will also receive training in the following areas: infection control, safety/emergency procedures, recording vital signs, and communications and interpersonal relations. The program is designed to enable students to be able to provide basic care of residents of Long-Term Care Facilities, Assisted Living Facilities, and patients of Home Health Agencies.

Program: Nursing Aid Training
Credential Awarded: Certificate of Completion
Length of Program: 208 contact hours (8 weeks)

The Institution does not participate in Title IV funding.

M. Shepherd Film Academy Inc.

Memphis, TN

The Shepherd Film Academy Inc. is seeking authorization for one new program, a Certificate of Completion in Closed Captioning. This program will be taught at their authorized site in Memphis, Tennessee.

The institution will offer one new program:

- 1. The Certificate of Completion in Closed Captioning Program** is designed to provide students with the skills needed to perform a wide variety of tasks as a closed captioning professional. Students will have the ability to transcribe and produce transcripts through the use of a stenograph. Students will also learn how to transcribe text dialogue into VHS, BetaSP, Digital Video (DV), DVCam, DVCrop25, Web-videos, DVDs and HD video formats. The program is also designed to enable students to understand the terminology used for closed captioning. Students should have the ability to encode and finalize master file text into different line 21 closed captioning formats and to utilize offline transcribing methods of dialogue through typing, speech-to-text recognition and graphics-to-text optical character recognition.

Program: Closed Captioning

Credential Awarded: Certificate of Completion
Length of Program: 72 contact hours (12 Weeks)

The institution does not participate in Title IV funding.

N. Troy University – e-Campus

Troy, AL

Troy University – eCampus is seeking authorization for one new program, a Bachelor of Science in History. The institution is a recruitment only institution and all classes will be taught online by faculty from their authorized site in Troy, Alabama.

The institution will offer one new program:

- 1. The Bachelor of Science in History Program** is designed to provide students the opportunity to examine human experience across time and in a myriad of contexts. The curriculum is global in scope and students are required to take courses across time and social contexts while achieving depth of knowledge in selected areas. This program requires a total of 120 semester credit hours inclusive of 36 semester hours of History courses. Students will gain skills that include the abilities to: conduct research based on sound methodological principles, develop convincing arguments, analyze and interpret data, and write with precision and clarity. Coursework for a Bachelor of Science Degree in History includes: Research Methodology, Senior Seminar, History, Renaissance and Reformation and World History.

Program: History
Credential Awarded: Bachelor of Science
Length of Program: 120 semester credit hours (48 months)

The institution participates in Title IV funding.

O. University of Phoenix – Chattanooga

Chattanooga, TN

University of Phoenix – Chattanooga is seeking authorization for a Master of Public Administration degree program. This program will be taught by faculty from their authorized site in Chattanooga, Tennessee.

The institution will offer one new program:

- 1. The Master of Public Administration Program** is designed primarily for those preparing for careers in the public sector and non-profit organization management. Students will be able to distinguish between the political system and public administration and become familiar with intergovernmental relationships, and fiscal sources and uses. Additionally, students will gain exposure to the uniqueness of public sector communications, public involvement and internal and external communications. The curriculum includes courses in Public Administration-Institutions and Processes, Communication for Public Administrators, Human Capital Development of Public Organizations, Policy and Program Evaluation, Data Analysis for Public

Policy & Management, Leveraging Technology in Public Sector, Public Budgeting, Public Finance, Public Policy Planning and Implementation. Additionally, students will take a Capstone course entitled Public Administration Applied Project.

Program: Master of Public Administration
Credential Awarded: Master of Public Administration
Length of Program: 36 semester credit hours (18 months)

The institution participates in Title IV funding.

P. University of Phoenix – Clarksville

Clarksville, TN

University of Phoenix – Clarksville is seeking authorization for a Master of Public Administration degree program. This program will be taught by faculty from their authorized site in Clarksville, TN.

The institution will offer one new program:

- 1. The Master of Public Administration Program** is designed primarily for those preparing for careers in the public sector and non-profit organization management. Students will be able to distinguish between the political system and public administration and become familiar with intergovernmental relationships, and fiscal sources and uses. Additionally, students will gain exposure to the uniqueness of public sector communications, public involvement and internal and external communications. The curriculum includes courses in Public Administration-Institutions and Processes, Communication for Public Administrators, Human Capital Development of Public Organizations, Policy and Program Evaluation, Data Analysis for Public Policy & Management, Leveraging Technology in Public Sector, Public Budgeting, Public Finance, Public Policy Planning and Implementation. Additionally, students will take a Capstone course entitled Public Administration Applied Project.

Program: Master of Public Administration
Credential Awarded: Master of Public Administration
Length of Program: 36 semester credit hours (18 months)

The institution participates in Title IV funding.

Q. University of Phoenix – Franklin

Franklin, TN

University of Phoenix – Franklin is seeking authorization for a Master of Public Administration degree program. This program will be taught by faculty from their authorized site in Franklin, TN.

The institution will offer one new program:

- 1. The Master of Public Administration Program** is designed primarily for those preparing for careers in the public sector and non-profit organization management. Students will be able to distinguish between the political system and public administration and become familiar with intergovernmental relationships, and fiscal sources and uses. Additionally, students will gain exposure to the uniqueness of public sector communications, public involvement and internal and external communications. The curriculum includes courses in Public Administration-Institutions and Processes, Communication for Public Administrators, Human Capital Development of Public Organizations, Policy and Program Evaluation, Data Analysis for Public Policy & Management, Leveraging Technology in Public Sector, Public Budgeting, Public Finance, Public Policy Planning and Implementation. Additionally, students will take a Capstone course entitled Public Administration Applied Project.

Program: Master of Public Administration
Credential Awarded: Master of Public Administration
Length of Program: 36 semester credit hours (18 months)

The institution participates in Title IV funding.

R. University of Phoenix – Memphis

Memphis, TN

University of Phoenix – Memphis is seeking authorization for a Master of Public Administration degree program. This program will be taught by faculty from their authorized site in Memphis, TN.

The institution will offer one new program:

- 1. The Master of Public Administration Program** is designed primarily for those preparing for careers in the public sector and non-profit organization management. Students will be able to distinguish between the political system and public administration and become familiar with intergovernmental relationships, and fiscal sources and uses. Additionally, students will gain exposure to the uniqueness of public sector communications, public involvement and internal and external communications. The curriculum includes courses in Public Administration-Institutions and Processes, Communication for Public Administrators, Human Capital Development of Public Organizations, Policy and Program Evaluation, Data Analysis for Public Policy & Management, Leveraging Technology in Public Sector, Public Budgeting, Public Finance, Public Policy Planning and Implementation. Additionally, students will take a Capstone course entitled Public Administration Applied Project.

Program: Master of Public Administration
Credential Awarded: Master of Public Administration
Length of Program: 36 semester credit hours (18 months)

The institution participates in Title IV funding.

S. University of Phoenix – Murfreesboro

Murfreesboro, TN

University of Phoenix – Murfreesboro is seeking authorization for one Master of Public Administration degree program. This program will be taught by faculty from their authorized site in Murfreesboro, TN.

The institution will offer one new program:

- 1. The Master of Public Administration Program** is designed primarily for those preparing for careers in the public sector and non-profit organization management. Students will be able to distinguish between the political system and public administration and become familiar with intergovernmental relationships, and fiscal sources and uses. Additionally, students will gain exposure to the uniqueness of public sector communications, public involvement and internal and external communications. The curriculum includes courses in Public Administration-Institutions and Processes, Communication for Public Administrators, Human Capital Development of Public Organizations, Policy and Program Evaluation, Data Analysis for Public Policy & Management, Leveraging Technology in Public Sector, Public Budgeting, Public Finance, Public Policy Planning and Implementation. Additionally, students will take a Capstone course entitled Public Administration Applied Project.

Program: Master of Public Administration
Credential Awarded: Master of Public Administration
Length of Program: 36 semester credit hours (18 months)

The institution participates in Title IV funding.

T. University of Phoenix – Nashville

Nashville, TN

University of Phoenix – Nashville is seeking authorization for a Master of Public Administration degree program. This program will be taught by faculty from their authorized site in Nashville, TN.

The institution will offer one new program:

- 1. The Master of Public Administration Program** is designed primarily for those preparing for careers in the public sector and non-profit organization management. Students will be able to distinguish between the political system and public administration and become familiar with intergovernmental

relationships, and fiscal sources and uses. Additionally, students will gain exposure to the uniqueness of public sector communications, public involvement and internal and external communications. The curriculum includes courses in Public Administration-Institutions and Processes, Communication for Public Administrators, Human Capital Development of Public Organizations, Policy and Program Evaluation, Data Analysis for Public Policy & Management, Leveraging Technology in Public Sector, Public Budgeting, Public Finance, Public Policy Planning and Implementation. Additionally, students will take a Capstone course entitled Public Administration Applied Project.

Program: Master of Public Administration
Credential Awarded: Master of Public Administration
Length of Program: 36 semester credit hours (18 months)

The institution participates in Title IV funding.

U. University of Phoenix – Online

Phoenix, AZ

University of Phoenix – Online is seeking authorization for a Master of Public Administration degree program. The institution is recruitment only and all classes are available online.

The institution will offer one new program:

- 1. The Master of Public Administration Program** is designed primarily for those preparing for careers in the public sector and non-profit organization management. Students will be able to distinguish between the political system and public administration and become familiar with intergovernmental relationships, and fiscal sources and uses. Additionally, students will gain exposure to the uniqueness of public sector communications, public involvement and internal and external communications. The curriculum includes courses in Public Administration-Institutions and Processes, Communication for Public Administrators, Human Capital Development of Public Organizations, Policy and Program Evaluation, Data Analysis for Public Policy & Management, Leveraging Technology in Public Sector, Public Budgeting, Public Finance, Public Policy Planning and Implementation. Additionally, students will take a Capstone course entitled Public Administration Applied Project.

Program: Master of Public Administration
Credential Awarded: Master of Public Administration
Length of Program: 36 semester credit hours (18 months)

The institution participates in Title IV funding.

DATE: April 29, 2010

SUBJECT: Implementation of the Complete College Tennessee Act of 2010

ACTION RECOMMENDED: Information

BACKGROUND INFORMATION: The early 2010 special session of the General Assembly produced the Complete College Tennessee legislation which Governor Bredesen signed into law. This transformative legislation sets a clear direction to address the need for many more Tennesseans to be better educated at a time when the state’s fiscal capacity to support higher education has diminished drastically.

Complete College Tennessee Act of 2010

The Complete College Tennessee Act of 2010 is a significant public policy statement that also establishes expectations for higher education. The CCTA mandates change in state-level and institutional policies – academic, fiscal, and administrative. The Tennessee Higher Education Commission, University of Tennessee Board of Trustees, and the Tennessee Board of Regents are charged with specific responsibilities for implementing the legislation, with most provisions requiring implementation within the next two years.

State Master Plan for Higher Education

The 2010-2015 State Master Plan for Higher Education must promote the CCTA overarching goal of increasing the number of Tennesseans with a college degree and project strategies as means to this end. The Master Plan Steering Committee and its work committees – Formula, Performance Funding, Adult Participation, and Academic Affairs – have met routinely to frame a plan for the next five years. THEC staff will develop a draft Master Plan based on these discussions for the Steering Committee to review at its May 21 meeting. After revision from Steering Committee recommendations, THEC staff will distribute a second draft for wide review by campuses, systems, and other constituents. The objective is to present a Master Plan for the Commission’s consideration at the July 2010 meeting.

Outcomes-based Funding Formula and other contributing elements of the Master Plan

The development of an outcomes-based formula continues, with broad input and on-going refinement. The status of these deliberations will be reported to the Commission April 29, 2010. Likewise, the status of the other work committees will be presented to the Commission at the upcoming meeting. Committees addressing Performance Funding, Adult Participation Making Opportunity Affordable Initiative, and Academic Affairs-related provisions of the Complete College Tennessee Act of 2010 have made steady progress in

constructing features of the master plan than contribute to the overall unifying goal of increasing degree production.

Program Supply/Market Demand Analysis

Yet another support function for the goal of increased degree production and workforce development will be a supply/demand study commissioned by THEC through MOA funds. The UT Center for Business and Economic Development is undertaking a Program Supply/Market Demand analysis that will project emerging labor market fields to which institutions can respond in their degree and certificate program planning. The availability of such information should assist institutions in redirecting funds from under-producing degree programs to those that more directly anticipate employment of graduates. Dr. Bill Fox, Director of CBER, will brief the Commission on the status of this study.

DATE: April 29, 2010

SUBJECT: GEAR UP TN/CACG Status Report

ACTION RECOMMENDED: Information

BACKGROUND INFORMATION: The GEAR UP initiative is a federal discretionary grant program designed to increase the number of low-income students who are prepared to enter and succeed in postsecondary education. GEAR UP provides six-year grants to states to provide services at high-poverty middle and high schools. GEAR UP grantees serve an entire cohort of students beginning no later than the seventh grade and follow the cohort through high school. GEAR UP TN is designed to promote student achievement and enhance awareness of the need to expand access to post-secondary education statewide, especially in those areas of the state that are traditionally underserved. GEAR UP TN funds are also used to provide incentive awards to students graduating from the high schools served and scholarships to low-income students in the cohort.

The College Access Challenge Grant focuses on initiatives such as providing professional development opportunities for school counselors and postsecondary financial aid administrators and admissions officers, increasing the reach and frequency of media messages through the statewide college access campaign, and enhancing the services offered to low-income students through the expansion of current college access programs. The overall goal of Tennessee's CACG is to create a network among organizations working in college access with a unified message while also increasing the number of underserved students enrolling and succeeding in postsecondary education.

Staff will report highlights from the office's recently submitted GEAR UP annual performance review and will review plans for upcoming summer activities.

DATE: April 29, 2010

SUBJECT: Status of the Race to the Top Grant

ACTION RECOMMENDED: Information

BACKGROUND INFORMATION: Tennessee is one of two states selected to receive millions of dollars for education in the federal government's Race to the Top competition. Tennessee will receive approximately \$500 million to implement its comprehensive school reform plans over the next four years. Higher education institutions and the Tennessee Higher Education Commission will be an integral part in implementing these reforms. Attached is an overview of the projects outlined in Tennessee's Race to the Top application that directly relate to higher education. THEC will also assume responsibility for execution and management of these projects.

Higher Education's Involvement in Tennessee's Race to the Top

<http://www.tn.gov/education/recovery.shtml#RTTT>

With Tennessee's successful Race to the Top bid, higher education will have a significant role in achieving the overall goals of the federal school reform grant. Not only will higher education be involved in shaping the education reforms being enacted but will also be directly responsible as programmatic and fiscal manager for numerous programs. Individual institutions will have opportunities to apply for funding for projects that will address the provisions of the federal award. Tennessee's Race to the Top framework names THEC as directing and managing several projects with a total fiscal impact of over \$20 million. These projects aim to accomplish the following:

- **Strengthen the ability of K-12 teachers to use TVAAS data in improving student outcomes.** Through engagement of individual institutions, THEC will work with SAS and Battelle to develop a module for teacher pre-service curriculum. This module will prepare teachers to use TVAAS data to modify classroom content to ensure student success. (Integrating TVAAS into Pre-Service Training: \$1,350,000)
- **Improve the quality and quantity of teachers in K-12 education.** Through collaboration with the State Board of Education, TDOE, the UT Center for Business and Economic Research, and the 39 teacher preparation programs in the state, THEC will facilitate funding for projects that will improve the quality and quantity of teachers in the state. This will be accomplished through evaluating the capacity of the teacher workforce in the state and projecting the demand for teachers and principals. This will be done on a geographic basis as well as by subject area and grade level. (Integrating Common Core Standards into Pre-Service Teachers: \$1,350,000 and School Leaders Supply and Demand Study: \$172,800)
- **Provide accountability in teacher preparation focused on strengthening programs.** Responsibility for the Report Card on Teacher Preparation has been shifted from the State Board of Education to THEC, and this responsibility is addressed in the Race to the Top framework. The Report Card process provides accountability for the teacher preparation programs and their graduates and provides valuable feedback to the institutions to make programmatic changes. (Teacher Preparation Program Effectiveness Report Card: \$432,000)
- **Increase Tennessee's competitiveness in STEM.** The STEM network in Tennessee will continue to expand through Race to the Top through two new initiatives.
 - In addition to the two UTeach replication sites being currently funded by THEC and TDOE, the Race to the Top funding names the establishment of two additional UTeach replication sites at the University of Memphis and UT Chattanooga. THEC will facilitate these additions which will dramatically increase the number of secondary math and science teachers across the state. (UTeach Program Replication: \$4,104,000)

- THEC will also contract with the university STEM centers to provide high quality professional development to K-12 teachers in STEM disciplines. (STEM Professional Development: \$6,480,000)
- **Expand the College Access Network.** THEC will receive additional funding to expand the current College Access Network and to assist students in successful application and admission to colleges and universities. (College Access Network: \$3,240,336)

While THEC has primary responsibility for the projects listed above, there are numerous other initiatives in which THEC and higher education institutions play a role. The Race to the Top proposal team selected STEM as a competitive priority. Along with the STEM professional development managed by THEC, other STEM initiatives include: STEM Innovation Network Infrastructure, Regional STEM Hubs, and the Oak Ridge Associated Universities STEM Teacher Training Academy. Another area where higher education and THEC will have significant involvement is the state longitudinal data system. THEC and the institutions will provide data to build the P-20 data system being housed at UTK's CBER.

List of Projects from Race to the Top Managed by THEC: \$20,369,136

1. Integrating Common Core Standards into Pre-Service: \$1,350,000
 - a. THEC will contract with an external source to provide training for college faculty. Training will be provided for faculty at no cost to the institution.
2. Integrating TVAAS into Pre-Service: \$1,350,000
 - a. RFP issued for development of module (geared toward SAS or Battelle).
 - b. RFP issued for higher education institutions to receive funds to implement the module as well as contract with SAS for additional studies related to graduate performance as measured by TVAAS.
3. School Leaders Supply and Demand Study: \$172,800
 - a. This will be a direct contract with UTK's Center for Business and Economic Research.
4. UTeach Program Replication: \$4,104,000
 - a. These will be direct contracts with the University of Memphis and the University of Tennessee, Chattanooga to implement the UTeach programs proposed through the RFP issued in March 2009.
5. Teacher Preparation Program Effectiveness Report Card: \$432,000
 - a. THEC will be working with teacher preparation programs to design a more effective report card. This will include the state-wide report card as well as institutional feedback reports related to graduates.
6. College Access Network: \$3,240,336
7. STEM Professional Development: \$6,480,000
 - a. RFPs will be issued for STEM Centers to provide professional development to K-12 teachers in STEM disciplines.
8. Tennessee Consortium on Research, Evaluation, and Development (TNCRED) (This will flow through to UTK CBER.): \$3,240,000

Agenda Item: II.D.

DATE: April 29, 2010

SUBJECT: THEC/TSAC Audit Committee Report

ACTION RECOMMENDED: Information

BACKGROUND INFORMATION: The creation of an audit committee was required under Public Chapter 310, known as the “State of Tennessee Audit Committee Act of 2005.” The audit committee has authority to conduct or authorize investigations into any matter within its scope of responsibility. The Commission approved the merging of the THEC and TSAC audit committees on July 24, 2008.

TSAC Federal Family Education Loan Program – Accounting for FFLEP Funds - Overstatement of Cash in the Federal Fund

Internal audit was asked to assist in the review of the accounting for “averted” or “recalled” claims in the FFLEP program, an area of concern found by the fiscal manager and accounting manager. An internal audit report was submitted to Dr. Rhoda and the Audit Committee on the review of FY09. Reviews will continue for FY10 and the fiscal years ended 05-08.

Management has submitted a letter to the U.S. Department of Education requesting approval to transfer \$3,782,145.43 from the Federal Fund to the Operating Fund.

Status of External TSAC Audits

June 30, 2009 Division of State Audit Financial and Compliance Audit

The audit is not yet complete. Management has responded to two draft findings written by State Audit. These include:

1. The Tennessee Student Assistance Corporation did not comply with certain special tests and provisions regarding the collection of delinquent accounts and the recovery of indirect costs.
2. Incorrect accounting entries for the Federal Family Education Loan Program resulted in an overstated balance for the Federal Fund and a corresponding understated balance for the Operating Fund.

On April 19, 2010 TSAC received the approved Indirect Cost Rate Agreement from the U.S. Department of Education, resolving an issue cited in Finding 1. The Audit Committee will be informed if any other issues arise and when the audit is complete.

Federal Review of Guaranty Agency Compliance with the Establishment of the Federal and Operating Funds – Conducted by Ollie Green and Associates

The U.S. Department of Education contracted with Ollie Green & Associates to conduct a field audit of all guarantor agencies operating loan programs using Federal Family Education Loan Program (FFELP) funds. The audit period was October 1, 1997 through September 30, 1999. There were two findings identified by Ollie Green. THEC/TSAC submitted an appeal June 15, 2009. TSAC received a letter April 19, 2010 stating that the Department will not pursue the review findings and the program review is considered closed.

Internal Audit Plan

Progress continues on items on the FY10 Audit Plan. A status report will be submitted to the Audit Committee and State Audit in July along with the FY11 plan. The review of FY10 and the fiscal years ended 05-08 will take precedence over other items. As a result, the Lottery Scholarship Program review scheduled for FY10 will be moved to the FY11 plan.

Internal Audit will be evaluating potential areas for review and asking for input from management and the Audit Committee for the FY11 audit plan. The plan will be submitted to Dr. Rhoda and the Audit Committee for review and approval in June.

Annual Risk Assessment Required Under the Financial Integrity Act

The Financial Integrity Act (FIA) TCA 9-8-101, amended in 2008, requires an annual risk assessment to be submitted by December 31st of each year to the Department of Finance and Administration and the Comptroller of the Treasury. Management is responsible for properly and thoroughly completing the FIA assessment and addressing the risk of fraud. The 2009 assessment was submitted December 31, 2009. For the assessment due December 31, 2010, work will begin in early August and the assessment will be submitted to the Audit Committee for review and comment. A conference call will be held to discuss the process and the results.

**Tennessee Higher Education
Commission/Tennessee Student Assistance
Corporation
Audit Committee Meeting Minutes
July 23, 2009**

The THEC/TSAC Audit Committee meeting was convened as part of the THEC Commission work session with members Katie Winchester, Chair, Jack Murrah, Robert White, and Clay Petrey in attendance. Ms. Winchester declared a quorum. The agenda, Audit Committee Activities report, proposed revised charter, and revised pamphlet on reporting and preventing fraud, waste and abuse were provided to all members of the committee in advance of the meeting and included in the THEC Commission member notebooks.

Ms. Winchester introduced Ann Collett as the new internal auditor. Dr. Rhoda provided some background on Ms. Collett's prior employment with the State.

Revision of Audit Committee Charter

Ms. Winchester called on Ms. Collett to present the information on the proposed revision of the Audit Committee Charter. Ms. Collett first thanked Mr. Jim Vaden, Mr. O.W. Higley, Mr. Jason Cavender, and Ms. Winchester for their help in preparing for today's committee meeting. The revision: (1) adds the internal audit director in conjunction with fiscal affairs staff to provide support to the committee, deleting the Associate Executive Director, (2) the language is made consistent in the use of "internal audit director" and "internal audit department"; and (3) includes deleting the terms "THEC" and "TSAC" from the last paragraph regarding the conflict of interest and code of conduct policies. Ms. Winchester called for a motion to approve the charter as revised. Mr. Petrey made the motion. Mr. White seconded the motion. Ms. Winchester called for a vote and the motion was duly adopted.

Ms. Winchester asked Ms. Collett to provide a status of TSAC audits.

June 30, 2008 State Audit Weaknesses Outstanding

Ms. Collett reminded attendees that there were no findings in the 2008 report, a significant improvement over the 2007 audit which contained two findings disclosing numerous significant deficiencies. A separate list of 32 weaknesses was provided to management. Management reports that all of these have been addressed except for three. One weakness involves the need to create an indirect cost plan for TSAC. This is currently in development and a draft is forthcoming. Two weaknesses involve the establishment of accrued liabilities for the summer term for Tennessee Student Assistance Awards when classes cross over fiscal years. Management does not agree with these recommendations. A meeting was held at State Audit this week and those issues were discussed. The immateriality and difficulties involved in trying to obtain the needed information was outlined. The auditors will be reviewing those issues during the current audit, which is underway. State Audit has been asked to rescind these items from the weakness list.

June 30, 2009 Financial and Compliance Audit

State auditors have been interviewing personnel and fiscal staff have been completing internal control questionnaires. Work will continue on the Family Federal Education Loan Program (FFELP) testwork started earlier in the year. After the June 30 closing process, fiscal staff will be preparing financial statements which the auditors will then audit. The auditors anticipate completing the audit fieldwork in November. The audit committee will be kept apprised of their progress and of the date for the exit conference.

Federal Review of Guaranty Agency Compliance with the Establishment of the Federal and Operating Funds – Conducted by Ollie Green and Associates

Dr. Rhoda received the final program review determination letter which contained two findings. Staff did not concur with the findings and recommendations and prepared responses including the request for an appeal on the two findings in the report. One of the primary reasons for THEC requesting a meeting at State Audit this week was to update them on the status of this review. This review is retroactive past the time records are required to be retained by both the State of Tennessee and the U.S. Government. State Audit personnel said they should be able to discuss this through their Governmental Audit Forum. The National Council on Higher Education Loan Programs is also assisting guaranty agencies in this effort. Other guaranty agencies have been reviewed and have similar findings. Mr. Vaden added that the U.S. Department of Education has audited this previously and found no issues.

Federal Program Review – Conducted by Richard Criswell

This review evaluated TSAC's administration of the FFEL program including activities related to the contract with Nelnet Guarantor Solutions (NGS). The report contained one finding. The finding deals with NGS having contracted both the default aversion and collection activities. THEC/TSAC concurred and indicated that, in future contracts, TSAC will issue a separate RFP for collections.

Internal Audit Plan

Ms. Winchester asked Ms. Collett to report on the audit plan.

Ms. Collett reported that the plan was prepared after reviewing prior audit findings and weaknesses and discussions of priorities with management. Ms. Collett noted that Dr. Rhoda approved the plan and the plan was submitted to the audit committee for review and subsequently approved. She indicated the commission members had copies of the plan and she would be happy to elaborate on any items if needed. No questions were asked.

Ms. Winchester reported that the audit committee has reviewed the plan and approved the plan prior to submission to State Audit.

Annual Risk Assessment Required Under the Financial Integrity Act

Ms. Winchester asked Ms. Collett to report on the risk assessment.

Ms. Collett has gotten clarification on the risk assessments required for THEC and TSAC. In the past few years separate assessments were done for compliance with the Audit Committee Act of 2005 using an assessment created in-house. The Financial Integrity Act which was amended in 2008 requires an annual assessment to be completed by December 31 and has shifted more to an enterprise risk management model. Ms. Collett stated she had clarified with

personnel at both Finance and Administration and State Audit that only one formal assessment is required. The questionnaires developed by Finance and Administration include a section on fraud specifically designed to satisfy the requirement of the Audit Committee Act. The procedure for this year will include determining if any updates are required to be made to the questionnaires. Staff does not know if Finance and Administration will provide anything new related to Edison. The audit committee members will be involved in the review of management's assessment. She reminded those in attendance of information presented in materials back to 2005 when the Act came out, and also in the 2007 audit finding that neither the audit committee nor the internal auditor should conduct the documented risk assessment or design and implement mitigating internal controls. Management should seek the advice from the internal auditor while performing the risk assessment and implementing internal controls. Ms. Collett will help coordinate the effort and work with management as they implement the process. The audit committee must review the documentation and approve the assessment. The timeline will be developed and communicated to the audit committee.

Revision of "Reporting and Preventing Fraud, Waste and Abuse" Informational Pamphlet

Ms. Collett reported that previously there were separate documents for THEC and TSAC and the two have now been combined. Revisions include updates of website addresses and contact information, as well as including the internal auditor. The pamphlets will be made available for current employees as well as provided to new employees. The website also will be updated.

Adjournment

Ms. Winchester asked if there were any other issues or items that the audit committee would like to address. Being none, the meeting was adjourned.

Minutes prepared by Ann Collett

Minutes approved by:



Katie Winchester, THEC/TSAC Audit Committee Chair

Agenda Item: II.E.

DATE: April 29, 2010

SUBJECT: Legislative Report

ACTION RECOMMENDED: Information

BACKGROUND INFORMATION: Although fewer higher education bills seem to have been filed this session, perhaps due to the special session, several bills impacting higher education have been passed. Specifically, there are a couple of bills requiring the Commission to study certain issues, bills related to the lottery scholarship program, and others. Staff will brief the Commission on these and other legislative issues.

Agenda Item: II.F.

DATE: April 23, 2010

SUBJECT: Conflict of Interest Disclosure Policy for Commission Members

ACTION RECOMMENDED: Information

BACKGROUND INFORMATION: At the April 15, 2004 meeting of the Commission, Policy O5.01, Conflict of Interest Disclosure Policy for Commission Members, was amended to require the annual conflict of interest disclosure statement be signed and filed within 30 days of the Commission's regular Spring meeting.

A copy of the policy and disclosure form is part of this agenda item for your review and signature.

Section Title: Other Policies

Policy Title: Conflict of Interest Disclosure Policy for Commission Members

Policy Number: O5.1

Conflict of Interest Disclosure Policy for Commission Members

- 5.1.10
- (1) It shall be inappropriate for a Commission member to have a direct interest in any contract the Commission has entered into for goods or services as a result of a bid process or any other business transaction with the Commission.
 - (2) A Commission member shall disclose any of the following interests:
 - (a) Any indirect interest in any contract or other business transaction with the Commission;
 - (b) Any interest in any contract or other business transaction with any higher education institution which is coordinated by, contracted by, contracted with, or authorized by the Commission; and
 - (c) Any indirect interest created by a relative who has (to the extent the Commission member is aware) any contract or business transaction with the Commission or with any higher education institution which is coordinated by, contracted by, contracted with, or authorized by the Commission.
 - (3) “Direct interest” means any contract to provide goods or services to the Commission as a result of a bid process or any other business transaction with a:
 - (a) the Commission member;
 - (b) a relative of the Commission member; or
 - (c) a business in which the Commission member or the Commission member’s relative is:
 - (i) the sole proprietor;
 - (ii) a partner; or
 - (iii) the person having the controlling ownership or control of the largest numbers of outstanding shares owned by any single individual or corporation.
 - (4) “Indirect interest” means any contract in which the Commission member is interested but not directly so, but includes contracts where the Commission member is directly interested but is the sole supplier of goods or services.
 - (5) “Relative” includes spouse, parents, siblings, or children.
 - (6) In the event a member of the Commission has an indirect interest in a matter to be voted upon, a Commission member may abstain for cause by announcing such to the Chair of the Commission. Any Commission member who abstains from voting for cause on any issue coming to a

vote before the Commission shall not be counted for the purpose of determining a majority vote. This provision shall not be construed to prohibit any Commission member from voting on the higher education funding recommendation, or amendments thereto, unless the vote is on a specific amendment to the funding recommendation in which such person has a direct interest.

- (7) The basic underlying principle in conflict of interest is that Commission members should disclose any activity, investment, or interest that might reflect unfavorably upon the Commission, using the disclosure form. Because of the sensitive nature of the Commission's relationship with all of the postsecondary institutions, as well as the General Assembly, it is important that members resolve questions of conflict of interest by disclosure. Any activity which might constitute, or be perceived to constitute, a prohibited conflict should be fully reported. Full disclosure of any situation in doubt should be made.
- (8) The conflict of interest form must be filed within thirty (30) days after the Commission's regular Spring meeting, but in no case shall it be filed later than June 1. In the case of a member appointed to the Commission after the Spring meeting, the newly appointed member shall file a conflict of interest statement no later than thirty (30) days after the first Commission meeting following his/her appointment.
- (9) A Commission member shall amend his/her disclosure because of termination or acquisition of interests of which disclosure is required.

Approved: January 31, 1992

Revised: April 15, 2004

TENNESSEE HIGHER EDUCATION COMMISSION
1900 Parkway Towers, 404 James Robertson Parkway
Nashville, TN 37243-0830
(615) 741-3605

TENNESSEE HIGHER EDUCATION COMMISSION
DISCLOSURE STATEMENT FOR INDIRECT INTERESTS
OF COMMISSION MEMBERS

I, the undersigned member of the Tennessee Higher Education Commission, in order to assure that any appearance of conflict of interest is avoided, and in order to assure that any indirect interests are publicly acknowledged, hereby make the following statements and assurances:

1. I am related to the following employees of the Tennessee Higher Education Commission or any official of any corporation, partnership, sole proprietorship, association, institution of higher education or other entities which do business with, are licensed by, or are otherwise involved with the Tennessee Higher Education Commission:

2. I am employed or professionally affiliated with the following corporation, partnerships, sole proprietorships, associations, institutions of higher education or any other entities which are licensed by the Tennessee Higher Education Commission:

3. I have an ownership interest in or serve on the Board of the following corporations, partnerships, sole proprietorships, associations, institutions of higher education or other entities which, to my knowledge, do business with postsecondary institutions coordinated or licensed by the Tennessee Higher Education Commission:

4. In my household and among my dependents, to my knowledge, the following individuals have an ownership interest as stated in Number 3 above:

5. I am currently the recipient of the following grants administered by the Tennessee Higher Education Commission:

6. I hereby certify that if, during my tenure this year on the Tennessee Higher Education Commission, I become directly or indirectly interested as an owner, employee or affiliated as described in Number 1-5 above, or if there is any change in the information provided in this statement, I shall immediately disclose such information to the Tennessee Higher Education Commission. The accuracy of this statement will be reviewed within thirty (30) days after the Commission's regular Spring meeting, but no later than June 1.

By my signature below, I affirm that all of the above statements are true to the best of my knowledge and belief.

(Signature)

(Date)

Agenda Item: II.G.

DATE: April 29, 2010

SUBJECT: Summer Quarterly Meeting

ACTION RECOMMENDED: Information

BACKGROUND INFORMATION: The next scheduled quarterly Commission meeting is July 29, 2010. Location and Time of the meeting will be determined at a later date.