



Alaska Commission on Postsecondary Education

P.O. Box 110505
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MEMORANDUM

TO: Members, Alaska Commission on Postsecondary Education
THROUGH: Diane Barrans, Executive Director
FROM: Kierke A. Kussart, Institutional Authorization
DATE: October 1, 2014
RE: Compliance Activities Report

INSTITUTIONAL AUTHORIZATION (IA)

Administrative Approval

Charter College (Anchorage and Wasilla)

- review and approval of conforming changes to the AAS Health Information Technology program. These changes convert the program to the 4.5 quarter credit hour model that was already approved for the majority of Charter's programs in August 2013.
- review and approval of a non-substantive change to the Certificate in Office Administration program.
- review and approval of revisions to the enrollment contract (four in total)

Initial Authorization

Seattle University School of Law (Anchorage)

Wayland Baptist University (Anchorage, Wasilla, Joint Base Elmendorf-Richardson, Fairbanks, Fort Wainwright, Eielson)

Program Amendment

Alaska Pacific University (Anchorage)

Amundsen Educational Center (Soldotna)

Charter College (Anchorage, Wasilla)

Exempt Schools

Currently there are a total of 646 exempt institutions or providers offering education or training in Alaska; 514 of those are exempted due to offering distance or online instruction without a physical presence in the state.

This quarter, staff approved or recertified to operate 55 institutions or providers that qualified for exemption. Again, the majority of the exemptions were for distance or online instruction delivered by accredited out-of-state institutions.

Staff Activities

In May, ACPE became a W-SARA member state. Staff developed the applications and associated procedures and processes for the acceptance and review of institution participation requests. An informational webinar was offered in late July for institutions that expressed interest in W-SARA participation. Thus far, three applications for participation have been received and are in the review process.

In September, staff participated in the delivery of an informational presentation in Anchorage and a webinar accessible statewide on the changes in statute after the passage of SB 195, and the proposed regulation revisions needed to implement the new law. While in Anchorage, staff took the opportunity to visit many of the authorized institutions in the area and introduce Joann Rieselbach, ACPE's new School Relations Manager.



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INSTITUTIONAL AUTHORIZATION

October 23, 2014

ACTION AGENDA

- A. Initial Authorization
 - 1. Seattle University School of Law (Anchorage)
Recommend initial authorization for two years, through October 31, 2016.
 - 2. Wayland Baptist University (Anchorage, Joint Base Elmendorf-Richardson, Wasilla, Fairbanks, Fort Wainwright, Eielson)
Recommend initial authorization for two years, through October 31, 2016.

- B. Program Amendment
 - 1. Alaska Pacific University (Anchorage)
Recommend approval of the Yoga Teacher Training certificate program through January 31, 2016.
 - 2. Amundsen Educational Center (Soldotna)
Recommend approval of Roger Holl, J.D., as Amundsen Educational Center's new CEO and Chair of the Board.
 - 3. Charter College (Anchorage, Wasilla)
Recommend approval of the Online Certificate in Medical Office Administrative Assistant, contingent upon the approval of ACICS, through January 31, 2015.



Seattle University School of Law Authorization Type: Initial

Summary

Seattle University (SU), founded in 1891, is a private Jesuit university that is regionally accredited by the Northwest Commission on Colleges and Universities (NWCCU). SU School of Law, founded in 1972, is accredited by the American Bar Association (ABA).

For the past several years, SU School of Law has offered a summer Study Law in Alaska program. The program – which accepts students attending ABA-approved law schools with an interest in exploring Alaska law and career opportunities – provides a course related to Alaska-specific bodies of law in addition to internship and externship opportunities. The program has placed interns with state, municipal and non-for-profit legal organizations as well as law firms. The opportunity to build professional connections at internships and externships is very valuable to students intending to pursue a career in law in Alaska, especially since Alaska is the only state without a law school.

SU School of Law seeks to build on the Alaska summer program by adding an Alaska satellite campus where students can complete their third and final year of law school. The stated goals are to offer a quality program that attracts students to SU School of Law who intend to complete their legal education at the Alaska campus and to provide those students with connections to the strong employment market in Alaska. Students from any ABA-approved law school can attend the Alaska program, while remaining enrolled in their home institution, after SU School of Law verifies that the institution will accept transfer credit from SU. SU School of Law has memorandums of understanding with Alaska Pacific University (APU), to provide the classroom and administrative space, and with the Alaska Court System, for use of their Law Library and courtroom space.

Planning for the Alaska satellite campus began in 2013, with a projected opening date in Fall 2015. SU School of Law has applied for acquiescence with the ABA who conducted a site visit in May and will make a final determination in December. They also have an application pending with NWCCU and expect a determination before the end of the year. The goal is to begin with an eight to ten student cohort and plan for steady growth over time as student interest and awareness, both in Alaska and nationwide, increases. In addition to a full-time faculty member from the SU School of Law main campus, who will travel to Anchorage, faculty will be adjuncts hired from the Anchorage legal community based on their expertise in Alaska-centric subject matter. Alaska adjuncts will be trained and evaluated in accordance with SU School of Law standards.

Provost	Isiaah Crawford, Ph.D.	Local Administrator	Stephanie M. Nichols, J.D.
Address	901 12 th Ave Seattle, WA 98122	Address:	4101 University Dr. Anchorage AK 99508
Year Founded	1891	Initial Fee Paid	\$2,500
Surety Amount/Type	\$100,000/ Bond	Financial Statements	Audited

Site Visit

Staff conducted a site visit on September 17, 2014, and found the site to be in compliance with all applicable requirements.

Programs

Program name	Program length	Cost
Study Law in Alaska (summer program)	4 to 7 credit hrs	\$5,308 to \$9,289
Juris Doctorate (year three)	30 credit hrs	\$39,810

Evaluation

Minimum Standards Component - AS 14.48.060	Staff Evaluation/Comments
1. Program and courses meet stated objectives	The Law School is accredited by the NWCCU and ABA, and is awaiting approval of the satellite campus
2. Adequacy of space, equipment, and resources	Noted during site visit and awaiting approval by accreditors
3. Appropriateness of staff/faculty credentials	Subject to approval by accreditors
4. Catalog/brochure compliance	Technical assistance provided and required changes made
5. Credential compliance	Diploma awarded
6. Adequacy of records	Advised of recordkeeping requirements
7. Compliance with applicable laws	Fire prevention inspection received; no observations of non-compliance with other applicable laws
8. Financial soundness	Audited financials documented compliance
9. Advertising and sales	Advertising noted as compliant
10. Administrators are of good reputation	Background check—no adverse findings
11. Student housing, if any	SU is not providing housing, but students can elect to stay in APU housing which is compliant
12. Refund policy compliance	Reviewed and documented*
13. Costs and charges compliance	Reviewed and documented

* SU has requested approval of an alternate refund policy under 20 AAC 17.115(m). As required, the policy is approved by the NWCCU and the US Dept. of Education. Staff have no concerns about the alternate policy.

Recommendation

Recommend a two-year initial authorization of Seattle University, School of Law (Alaska track), through October 31, 2016 and approval of alternate refund policy contingent upon the acquiescence of the ABA and approval of NWCCU.



Wayland Baptist University Authorization Type: Initial

Summary

Wayland Baptist University (WBU) is a private, non-profit university chartered in 1908, with a main campus in Plainview, TX, and thirteen external locations worldwide, including Anchorage and Fairbanks. In addition, WBU has five auxiliary locations in Alaska, with four located on military bases and the fifth in Wasilla. All campuses are regionally accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). The primary Anchorage location, which opened in 1985, was authorized from the mid-90s until 2000, when it qualified for exemption. Due to amended federal requirements for Title IV eligibility and the resulting changes to Alaska regulations, WBU is now required to be authorized.

The campuses offer students courses taught by an in-class instructor, as well as courses taught by an off-site instructor who broadcasts into the classroom in real time, with teacher/student interaction via video and teleconferencing. Students can also take completely online classes outside of the classroom setting. Classes are offered primarily in the evenings to accommodate working students.

President	Dr. Paul Armes	Local Administrator	Eric Ash, Ph.D.
Address	1900 W 7 th St. Plainview TX 79072	Anchorage Address	7801 E. 32 nd Ave Anchorage AK 99504
Year Founded	1908	Fairbanks Address	615 Bidwill Ave, Ste 302 Fairbanks AK 99701
Surety Amount/Type	\$100,000/ Bond	FY14 Tuition Revenues	\$4,078,243.52
Initial Fee Paid	\$2,500	FY14 Enrollment	2,560
Financial Statements	Audited		

Site Visit

Staff conducted site visits in Fairbanks, Anchorage and Wasilla September 16 – 18, 2014, and found the sites to be in compliance with all applicable requirements.

Programs

Program name	Program length	Cost
Associate of Applied Science	63 credit hrs	\$16,246
Bachelor of Arts	124 credit hrs	\$31,000
Bachelor of Business Administration	60 credit hrs	\$31,000
Bachelor of Christian Ministry	60 credit hrs	\$31,000
Bachelor of Applied Science	60 credit hrs	\$31,000

Master of Arts in History	37 credit hrs	\$14,912
Master of Arts in Management	39 credit hrs	\$12,000
Master of Arts in Business Administration	45 credit hrs	\$13,690
Master of Arts in Public Administration	37 credit hrs	\$14,912
Master of Education	36 credit hrs	\$12,844
Master of Arts in English	37 credit hrs	\$14,912
Master of Arts in Religion	36 credit hrs	\$11,152
Master of Arts in Christian Ministry	37 credit hrs	\$11,634
Master of Arts in Counseling	60 credit hrs	\$20,000
Master of Divinity	86 credit hrs	\$31,900

Evaluation

Minimum Standards Component - AS 14.48.060	Staff Evaluation/Comments
1. Program and courses meet stated objectives	Yes, institution is accredited by the SACSCOC
2. Adequacy of space, equipment, and resources	Noted during site visit and approved by accreditor
3. Appropriateness of staff/faculty credentials	Approved by accreditor
4. Catalog/brochure compliance	Technical assistance provided and required changes made
5. Credential compliance	Diploma awarded
6. Adequacy of records	Advised of recordkeeping requirements
7. Compliance with applicable laws	Fire inspections received; no observations of non-compliance with other applicable laws
8. Financial soundness	Audited financials documented compliance
9. Advertising and sales	Advertising noted as compliant
10. Administrators are of good reputation	Background check—no adverse findings
11. Student housing, if any	N/A
12. Refund policy compliance	Reviewed and documented*
13. Costs and charges compliance	Reviewed and documented

* Wayland Baptist has requested approval of an alternate refund policy under 20 AAC 17.115(m). As required, the policy is approved by the SACSCOC and the US Dept. of Education. Staff have no concerns about the alternate policy.

Recommendation

Recommend a two-year initial authorization of Wayland Baptist University, through October 31, 2016, and approval of alternate refund policy.



Alaska Pacific University

Notification of the elimination of the AA and BA Accounting degrees

Program Amendment to add Yoga Teacher Training Certificate

Summary

Alaska Pacific University (APU) is an Alaska private, not-for-profit university regionally accredited by the Northwest Commission on Colleges and Universities (NWCCU) since 1981. The university offers two-year, four-year, master's and doctorate level programs.

Chief Administrator	Don Bantz, President	Surety Amount/Type	\$100,000 / Bond
Address	4101 University Dr. Anchorage AK 99508		
Year Founded	1959	Fee Paid	\$100
Authorized Since	1978	FY14 Complaints	None

Cessation of Accounting Offerings

APU's faculty recommended the elimination of AA and BA in Accounting due to historic and current under-enrollment, and the Board of Trustees approved that recommendation during their May 2014 meeting. APU has ceased program enrollment and has notified the twenty-six currently enrolled students that, although the degrees are being phased-out, accounting classes will continue to be offered, allowing everyone to complete their programs.

New Program in Yoga Teacher Training

The Moseley Sports Center at APU holds a variety of fitness classes including yoga, Pilates and Zumba. The Assistant Director of Recreation Programs, Amanda Montavon, is a registered yoga teacher (RYT) through the Yoga Alliance, a non-profit association that credentials yoga teachers and schools. Yoga Alliance approved the Yoga Teacher Training curriculum, which allows APU to advertise the program as one offered by a registered yoga school (RYS). Program graduates can submit their certificate to Yoga Alliance and be credentialed as a RYT. The new program meets the mission of the Recreation Programs Department by providing recreational, fitness and wellness opportunities for the APU community, as well as the broader Anchorage community.

Program or degree name	Program length	Cost
Yoga Teacher Training	200 hrs	Student - \$900 Staff/Faculty/Alumni - \$1200 General Public - \$1700

Review

Application and supporting materials, including a program brochure and enrollment contract, were submitted timely and were thorough and well-organized.

Recommendation

Recommend approval of Yoga Teacher Training certificate through January 31, 2016, which is commensurate with the current period of authorization.



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Amundsen Educational Center Program Amendment for a Change in Senior Management

Amundsen recently underwent an administrative reorganization during which the position of Program Director was eliminated. Under the new model, CEO and Board Chair Roger Holl, J.D., has assumed responsibility for many of the Program Director duties.

Mr. Holl joined the Amundsen Education Board of Directors in 2013 and became CEO and Chair in June 2014. He has a background as a college administrator and faculty member (University of California, University of Alaska, Charter College); is a Brigadier General currently serving as the Commander of the Alaska State Defense Force; and holds a Doctorate in Jurisprudence from Golden Gate University School of Law.

Address	995 E. Roald Ave Soldotna, AK 99669
Year Founded	1996
Authorized Since	2001
Surety Amount/Type	\$40,000 / Bond
Fee Paid	Fee waived; 501(c)(3) with enrollment of less than 30 students
FY14 Complaints	None

Review

A background check found no adverse findings.

Recommendation

Recommend approval of Roger Holl, J.D., as Amundsen Educational Center's new CEO and chief administrator.



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Charter College

Program Amendment to add an Online Certificate in Medical Office Administrative Assistant

Summary

Charter College has been authorized since 1985 and currently offers certificate, associate, and baccalaureate programs, and a master's degree program. Programs are primarily online with a few on-ground offerings at its Anchorage and Wasilla locations. The institution is nationally accredited by the Accrediting Council for Independent Colleges and Schools (ACICS). For purposes of accreditation, the Anchorage campus is the main campus with seven additional locations; one in Alaska, six in Washington, and one in California. The college is owned and operated by Prospect Education, LLC, of Reno, Nevada.

Chief Administrator	Michael Dawson, CEO	Local Administrator	Larry Capps, President
Corporate Headquarters	750 Sandhill Rd Ste 100 Reno, NV 89521	Anchorage Address	2221 E Northern Lights Blvd Anchorage AK 99508
Surety Amount / Type	\$100,000 / Bond	Wasilla Address	721 W Parks Hwy Wasilla AK 99654
Year Founded	1985	Fee Paid	\$100
Authorized Since	1985	FY14 Complaints	1

New Program

The Certificate in Medical Office Administrative Assistant is designed to prepare students to seek entry-level employment in a medical front office, hospital office setting, or medical insurance company. The program has been offered for some time at Charter's locations in Washington and California, in an on-ground or blended format. The syllabi and instructional materials were updated in order to offer the program completely online.

Program or degree name	Program length or credit hours	Cost
Online Certificate in Medical Office Administrative Assistant	69 credit hrs	\$23,115

Review

Application and supporting materials were submitted timely. Additional information was requested, provided, and revisions made. After final review, the submission was found to be compliant.

Recommendation

Recommend approval of the Online Certificate in Medical Office Administrative Assistant, contingent upon the approval of ACICS, through January 31, 2015, which is commensurate with the current period of authorization.