



## Alaska Commission on Postsecondary Education

P.O. Box 110505  
Juneau, Alaska 99811-0505

Customer Service Center  
Toll Free: (800) 441-2962  
In Juneau: (907) 465-2962  
TDD: (907) 465-3143  
Fax: (907) 465-5316  
[acpe.alaska.gov](http://acpe.alaska.gov)

### MEMORANDUM

**TO:** Members, Alaska Commission on Postsecondary Education  
**THROUGH:** Diane Barrans, Executive Director  
**FROM:** Kierke A Kussart, Joann Rieselbach, Institutional Authorization  
**DATE:** July 11, 2014  
**RE:** Compliance Activities Report

#### INSTITUTIONAL AUTHORIZATION (IA)

##### Administrative Approval

Charter College (Anchorage and Wasilla) – Review and approval of: a new Leave of Absence Policy and associated forms; a new Military Discount; Industrial Maintenance Technician certificate program modifications; and a new Alaska Native and American Indian Discount. Review and approval of enrollment contracts and catalog revisions associated with each of these changes.

Amundsen Educational Center (Soldotna) – Review and approval for discontinuation of programs and courses, due to lack of enrollment.

Alaska Career College (Anchorage) – Review and approval of minor modifications to the Medical Assistant Specialist certificate and associated catalog revisions.

##### Authorization Extension

Alaska Bible College (Palmer)

##### Exempt Schools

Currently there are a total of 623 exempt institutions or providers offering postsecondary education or training in Alaska; 483 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 101 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

#### Authorization:

Ongoing projects include developing and updating forms and procedures and continued communication with Central Texas College and Wayland Baptist University relative to authorization. Central Texas College is expected to submit an application for consideration at the October meeting. It is anticipated Wayland Baptist University will follow suit, although their application may not be submitted until October for consideration at the January meeting.

Additionally, staff has been providing technical support to the Program Director of the Alaska campus of the Seattle University School of Law relative to authorization to operate in Alaska. The School of Law will be opening a satellite campus in Anchorage, with a scheduled start date of summer 2015. The school intends to submit an application for consideration at the October meeting.

Relative to Alaska institutions offering yoga instructor training, staff has recently determined that, while yoga classes are statutorily exempted as avocational or recreational, yoga instructor programs are vocational and therefore require an authorized status with ACPE. Staff has been contacting businesses advertising the availability of yoga instructor training to notify them, explain the associated application process, and offer technical support and guidance.

#### Complaints:

Staff investigated a formal complaint against Charter College relative to a discontinued program. Charter College complied with staff's recommendation of refunding the complainant's program expenses, and the investigation was closed.

#### Miscellaneous items:

Staff is monitoring the activities surrounding the impending closure or sale of Corinthian Colleges' campuses and online programs. The company does not have any campuses in Alaska.

On May 13, 2014, ACPE was informed that the WICHE State Authorization Reciprocity Agreement (W-SARA) Steering Committee approved Alaska's request for membership in W-SARA, joining four other member states in the WICHE region. Staff is developing the applications and associated procedures and processes for the acceptance and review of institution participation requests. An informational webinar is scheduled for late July, to be delivered to institutions expressing interest in W-SARA participation.



## Alaska Commission on Postsecondary Education

P.O. Box 110505  
Juneau, Alaska 99811-0505

Customer Service Center  
Toll Free: (800) 441-2962  
In Juneau: (907) 465-2962  
TDD: (907) 465-3143  
Fax: (907) 465-5316  
[acpe.alaska.gov](http://acpe.alaska.gov)

# INSTITUTIONAL AUTHORIZATION

**July 22, 2014**

## ACTION AGENDA

- A. Extension of Authorization
  - 1. Alaska Bible College (Palmer)  
Recommend extension of current authorization through April 30, 2015



**Alaska Bible College  
Request for Special Action to Extend Authorization**

Summary

Alaska Bible College (ABC) is a small college that has been nationally accredited through the Association for Biblical Higher Education (ABHE) since 1982. The college offers four programs: two certificates, an Associate of Arts degree, and a Bachelor of Arts degree.

ABC has a main campus in Palmer and an extension campus in Anchorage. The Anchorage extension is located in a church and currently offers two classes per semester.

Chief Administrator	Nick Ringger, President		
Address	248 E Elmwood Ave Palmer AK 99645	Surety Amount / Type	\$50,000 / Bond
Year Founded	1966	Fee Paid	\$2500
Authorized Since	1977	FY13 Complaints	None

Accreditation Not Reaffirmed

ABC’s current authorization to operate a postsecondary institution in Alaska expires on July 31, 2014. As part of ongoing authorization activities, Commission staff evaluates ABC’s compliance with statutes and regulations relative to institutional financial soundness, administrative capacity, and education consumer protection. However, as provided in statute, the staff also considers ABC’s status with its accreditor, ABHE.

In February 2013, ABHE responded to ABC’s application for reaffirmation of accreditation by continuing the existing accreditation and placing the institution on warning, based upon concerns that the institution only marginally complied with the following ABHE standards:

- Assessment of Student Learning and Planning (the need to document outcomes that validate student achievement)
- Assessment of Institutional Effectiveness and Planning (the need for evidence of institutional effectiveness, and the obligation to provide reliable information regarding institutional performance to the public)
- Financial Resources (the need to demonstrate a consistent record of financial stability; the adequacy of resources to ensure the achievement of education goals; the establishment of adequate internal controls as confirmed by an external audit opinion; and that planning informs the budgeting process)

- Academic Patterns and Procedures (the need to document that the award of academic credit is commensurate with normative ABHE definitions of a credit hour).

ABHE requested a progress report from ABC, due November 1, 2013, addressing these issues.

In February 2014, ABHE removed the institution from warning but again continued (rather than reaffirmed) the accreditation due to ongoing concern with the first three standards, above. ABC must provide another progress report November 1, 2014, and the reaffirmation of ABC's accreditation will be considered at the February 2015 ABHE Commission meeting.

#### Financial Soundness

Staff review of the audited financial statements identified that the College does not document institutional financial soundness as required by 20 AAC 17.060(i). However, the financial statements were issued on Sept. 25, 2013, for the year ending May 31, 2013, and thus are over a year old. During the past year, a substantial change took place at ABC when their main campus was relocated from Glennallen to Palmer. ABC administrators projected that the new location would result in significant operational savings (particularly energy and food service expenses), and would generate new revenue through increased enrollment due to its closer proximity to population centers. ACPE staff asked for and received an unaudited, internally-prepared statement of financial position that does indicate an improved cash flow.

#### Staff Request

Since the Commission relies in significant part on the accreditor to determine institutional soundness, staff is unable to recommend renewal of authorization until such time as the accreditor concerns are positively resolved. Additionally, staff would like to evaluate the audited financial statements for the fiscal year ending May 31, 2014, prior to making a recommendation on renewal of authorization. Therefore, staff recommends continuing ABC's current authorization through April 30, 2015, at which time an informed recommendation can be made.

#### Recommendation for Action

Recommend extension of the current authorization through April 30, 2015, contingent upon receiving yearly financial statements.