



February 18, 2014

Mr. Ladelle Harmon, Jr.  
Director, Institutional Effectiveness  
McDowell Technical Community College  
54 College Drive  
Marion, NC 28752

Dear Mr. Harmon:

Thank you for your letter dated December 12, 2013, provided in response to the Commission on Colleges' letter of October 30, 2012, which requested additional faculty qualification documentation related to McDowell Technical Community College's prospectus and request for approval to offer greater than 50% of the following program credits via online delivery, effective fall 2011:

- A.A.S. in Business Administration
- A.A.S. in Operations Management
- A.A.S. in Computer Information Technology
- A.A.S. in Early Childhood Education
- A.A.S. in Health Information Technology
- A.A.S. in Office Administration
- A.A. (College Transfer)
- A.G.E. (Associate in General Education)

Specifically requested was the following faculty qualification information; institutional response to each request is incorporated with respective faculty information. **While the following faculty members may be qualified to teach the courses assigned to them, those qualifications are not clear, and the institution should provide additional explanatory information concerning their qualifications:**

- **Patricia Beck holds the M.A. in Leadership and Higher Education; teaches Principles of Management**
  - **Response:**
    - Ms. Beck's transcript evaluations document that she holds the M.A. degree with a concentration in Leadership and Higher Education
    - Ms. Beck's B.S. degree indicates a concentration in Business Management
    - Experience includes:
      - 15 years as a Human Resources Manager
      - 2 years as a Quality Control Manager



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- 10 years as an Office Manager
- **Eugene Cross holds the M.S. in Industrial Management; teaches Business Law**
  - **Response:**
    - Mr. Cross's transcripts document 18 graduate semester hours in Economics
    - Experience includes:
      - 30 years in industry
        - Served as Director of Leadership Development for Western Carolina Industries (WCI) working with over 100 companies
          - While employed with WCI, a government contractor, Mr. Cross taught Affirmative Action Employment Law
      - 15 years as partner in a real estate investment company
      - Certified as a Senior Professional in Human Resources (Employment Law)
      - Quality Control Manager at Coat's American; responsibilities included certifying that the company was meeting legal requirements of the customer
        - The Business Law course in question, **ECON 301 Business Law**, is content-related to the above experiences and positional responsibilities, and the completed 18 graduate hours in Economics
- **Joy Przewor holds the M.B.A.; teaches Principles of Management and Integrated Software**
  - **Response:**
    - Ms. Przewor's transcript evaluation documents the M.B.A. degree. Courses completed as requirements for the M.B.A. include:
      - BU 624 Management
      - BU 676 Operations Management
      - BU 644 Marketing Management
      - BU 605 Financial Management
      - BU 629 Labor Management Relationships



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- 18 years of experience in related managerial and administrative positions:
  - 3+ years as Cost Accountant and Systems Analyst
  - 1 year as Chief Financial Officer
  - 1.5 years as Department Manager
  - 3 years as Assistant Plan Accountant, Customer Service/Logistics Manager
  - 10 months as Assistant Vice President/Data Processing Manager
  - 3.5 years as Billing and Control Division Manager
  - 3 years as Project Coordinator, National Endowment for Humanities Project at Schlesinger Library, Radcliffe College
- The course in question, **CTS 135 Integrated Software**, is a non-transferable course which prepares students for introductory level skills in database, spreadsheet, personal information manager, word processing, and presentation applications to utilize data sharing – all skills incorporated with, and required for, documented experience
- That said, Ms. Przeworski retired at the end of spring 2012
- **John Dillard holds the M.A. in Social Science/Education; Community College/ Sociology with “18 graduate semester hours in History and Sociology”; teaches World Civilizations; American History, Southern Culture, and Introduction to Sociology. How many graduate semester hours in History and how many graduate semester hours in Sociology has he earned?**
  - **Response:**
    - Mr. Dillard’s transcripts (included with the letter of December 12, 2013) clearly document the completion of both 18 graduate hours in History and 18 graduate hours in Sociology
    - The institution regrets the misunderstanding/misrepresentation of specific graduate hours differentiation in the original prospectus correspondence
- **Kenneth Nelson holds the Master of Criminal Justice and the M.A. in Education; teaches World Civilizations, American Government, and State and Local Government**



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- **Response:**
  - Review of Mr. Nelson's transcripts document that he holds the Master of Arts in History, vs. the originally reported M.A. in Education
    - The institution regrets this factual misrepresentation of appropriate degree
  - Transcripts evidence the completion of 37 equivalent graduate semester hours in History; 24 graduate equivalent semester hours in Political Science (transcripts included with the letter of December 12, 2013)
- **Rachel Pearson holds the M.A. in Educational Media; teaches Intro to Computers**
  - **Response:**
    - Ms. Pearson's transcripts document that the M.A. in Educational Media contains a concentration in Instructional Technology Specialist/Computers
    - Ms. Pearson is a certified Business Education Teacher
    - Holds 00077 Instructional Technology Specialist Computer – Master's Level Certification
    - Holds 18079 Computer Education Endorsement – Master's Level Certification

In summary, McDowell Technical Community College's response satisfactorily addressed the Commission on Colleges' request for additional faculty qualification information.

**The Board of Trustees of the Southern Association of Colleges and Schools Commission on Colleges reviewed the materials regarding McDowell Technical Community College's request for approval to offer the aforementioned degree programs at greater than 50% via online delivery. It was the decision of the Board to approve these programs for online delivery and include them in the scope of the institution's current accreditation.**

With the approval of these programs for online delivery, McDowell Technical Community College is approved for on-line delivery of programs. The Commission on Colleges will change the institution's records to indicate this approval.

The institution is reminded of the following from the *Distance and Correspondence Education Policy*: At the time of review by the Commission, the institution must demonstrate that the student who registers in a distance or correspondence education course or program is the same student who participates in and completes the course or program and receives the credit by verifying the identity of a student who participates in class or coursework by using, at the option



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of the institution, methods such as (1) a secure login and pass code, (2) proctored examinations, and (3) new or other technologies and practices that are effective in verifying student identification.

Please note that effective January 1, 2013, once an institution is approved to offer electronically 50% or more of the credits in a program, no notification is necessary when any percentage of additional approved programs is offered online.

The institution is also reminded that offering 50% or more of a program for the first time requires submission of a prospectus six (6) months prior to implementation.

Best regards,

A handwritten signature in cursive script that reads "Belle S. Wheelan".

Belle S. Wheelan, Ph.D.  
President

BSW/TG:iyw

cc: Dr. Bryan W. Wilson, President  
Dr. Cheryl D. Cardell