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10/6/2005  
Agenda Item 4.02B.2

Dr. Conrad D. Festa  
Executive Director

October 6, 2005

**MEMORANDUM**

**TO:** Dr. Layton R. McCurdy, Chairman, and Members, Commission on Higher Education

**FROM:** Dr. Vermelle J. Johnson, Chairman, and Members, Committee on Academic Affairs and Licensing *VJ Johnson*

**Consideration of Request to Amend License  
to add new location (Columbia)**

**A.A.S. degrees in (1) Computer and Information Science with concentrations in Information Technology/Business Systems Administration, Information Technology/Networking & Security Management, and Medical Administration; (2) Computer Electronics Engineering Technology and (3) Health Science with a concentration in Medical Assisting  
ECPI College of Technology, Virginia Beach, Virginia (Home Campus)**

**Summary**

ECPI College of Technology [www.ecpi.edu](http://www.ecpi.edu) requests approval of an amendment to its license to offer its programs in Columbia.

ECPI College of Technology is a private proprietary institution; it was founded in the Commonwealth of Virginia in February 1966. The acronym ECPI stands for electronics, communications, programming, and information systems. In addition to its main campus in Virginia Beach, it operates in Greenville and Charleston, South Carolina; Newport News and Manassas, Virginia; and in Greensboro, Raleigh, and Charlotte, North Carolina. The Southern Association of Colleges and Schools has accredited ECPI College of Technology since January 1998.

The Commission on Higher Education licenses ECPI to offer in Greenville and Charleston, South Carolina, programs leading to A.A.S. degrees in (1) Computer and

Information Science with concentrations in Accounting Administration, Information Technology/Business Systems Administration, Information Technology/Computer Programming, Information Technology/ Networking & Security Management, Information Technology/Web Design, and Medical Administration; (2) Computer Electronics Engineering Technology with concentrations in Computer Network Engineering Technology and in Wireless Communications; and (3) Health Science with a concentration in Medical Assisting. The institution also offers diploma and certificate programs in various business, IT, and medically-related fields. The programs are terminal occupational/technical degrees; credits from these programs are not designed for transfer to other degree programs.

For admission to ECPI, candidates must score 950 or greater on the SAT, 20 on the ACT, or pass the ACT Computer Adaptive Placement Assessment and Support System (COMPASS) placement test. Applicants scoring within defined ranges are required to take one or more prerequisite courses (Introduction to Mathematics, Introduction to Writing). These prerequisite courses are graded on a Pass/Fail basis and are in addition to the credit hours required in each program. Medical assisting program students must also provide documentation of a physical examination and proof of immunization prior to skills labs/clinical/externship studies. Applicants may be required to provide medical documentation regarding any disability or physical limitation prior to beginning class and may be asked to sign an awareness statement.

ECPI is negotiating to lease space in the Synergy Business Park, 250 Berryhill Road, off I-20 at Bush River Road. The space will include approximately 16,360 square feet to house administrative offices, medical and electronics labs, lecture classrooms, a library, and a student lounge with vending.

Officials of the institution project that they will enroll in each month in the first year of operation in Columbia 10 to 20 new students into day classes and 10 new students into evening classes.

Tuition (including textbooks) for the program is \$8,950 for the first academic year, \$9,500 for the second academic year, and \$1,500 for the third academic year.

Recently the staff conducted a study of the institution at the Greenville campus and made a variety of recommendations pertaining to disclosures, faculty, records, and transcripts. Compliance with the recommendations will enhance the operation of the institution. Officials of the institution understand that the recommendation below is contingent upon ECPI's implementation of the recommendations in Greenville, Charleston, and the new campus in Columbia.

### **Recommendation**

The Committee on Academic Affairs and Licensing recommends that the Commission approve an amendment to the license of ECPI College of Technology to offer in Columbia programs leading to A.A.S. degrees in (1) Computer and Information Science with concentrations in Information Technology/Business Systems Administration, Information Technology/Networking & Security Management, and Medical Administration; (2) Computer Electronics Engineering Technology and (3) Health Science with a concentration in Medical Assisting; the Committee further recommends the Commission delegate to the staff authority to license the site in Columbia when the facility is developed.