



Council for Standards in Human Service Education

Assuring the quality, consistency, and relevance of human service education programs.

<http://www.cshse.org>

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November 18, 2016

Assistant Professor Sylvia Malta, Program Manager
St. Charles Community College
Department of Human Services
4601 Mid Rivers Mall Drive
Cottleville, MO 63376-2865

Re: CSHSE Accreditation Application: St. Charles Community
College AAS Program

Dear Professor Malta:

As you are aware, the Council for Standards in Human Service Education met in October, 2016 to review applications including St. Charles Community College. At that meeting the Board recommended tabling the Self-Study until the **February, 24th, 2017** meeting. The Board's decision was based upon insufficient information necessary to make a decision.

The following information needs to be submitted at least 30 days prior to the next board meeting for a decision on accreditation to be made at that meeting.

Standard 1B: The marketing information for this program is confusing and misleading. Currently the program offers an AAS in Human Services with multiple concentrations. Considering the size of the program and the few courses available for these concentrations, it is worth considering condensing the program and offering only the AAS in Human Services and directing students who desire a concentration towards an internship that meets that specific desire or need. Review the website of accuracy related to career preparation. Submit a plan for how changes will be made to include a timeframe.

Standard 4C 1 and 2: Look at the www.CSHSE.org website under "accredited programs". There you will find the Student Achievement Indicators (SAI) for each program. This will be helpful to you in preparing the information necessary for your Human Service Website. The present information is lacking in some areas.

Standard 9B: The institution must conduct a systematic evaluation of the time requirements for maintenance and supervision of the program and students to determine if additional resources are needed. The results of this evaluation are required by the Council to decide on accreditation on February 24, 2017.

Standard 16C: Provide the Council with a written plan for how you will add an additional skills course that builds upon theories prior to practicum courses. Case management, intake interviewing, and individual counseling are not practiced and refined until the practicum courses. Tell us how you can enhance the program so that students will practice these fundamental skills prior to practicum.

The St. Charles Human Service program is encouraged to focus upon providing the aforementioned requested information in time for the February Council meeting. After reviewing the requested information, the Council can then move forward and perhaps suggest additional recommendations/requirements.

ADDITIONAL READER RECOMMENDATIONS NOT REQUIRED OR RELATED TO THE STANDARDS:

1. Currently the program appears to be directing many students toward the social work area as they progress through the program. Human Services is its' own individual profession, and it would be beneficial to work to focus the students increasingly toward the general profession of Human Services as opposed to Social Work.
2. There seems to be a bit of a disconnect between the college advisors and the program. As HMS is a specific discipline in the helping professions, it would be beneficial for students and the program to ensure the college level advisors are clearly understanding the curriculum and benefits of a Human Service education, and the fact that students can either enter the workforce with the AAS Human Service degree as well as transfer to a four year college.

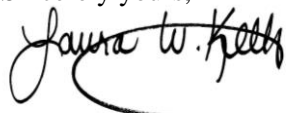
ADDITIONAL REQUIREMENTS FOR THE NEXT ACCREDITATION CYCLE:

Standard 1e: Include gender and ethnicity in the description of student population.

Standard 5e: Need program specific policy for evaluating a student's fitness for the profession.

Thank you for your interest in accreditation and I look forward to the St. Charles Community College submission for the February 24, 2017 Council Meeting.

Sincerely yours,



Laura W. Kelley, PhD.
Vice President Program Accreditation
Council for Standards in Human Service Education