



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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March 1, 2015

Mr. David Carillo
Human Services
Elgin Community College
1700 Spartan Drive
Elgin, IL 60123

Dear Mr. Carillo:

The Council for Standards in Human Service Education met on February 26, 2015 to discuss the removal of the "conditional" status of the accreditation for the Human Services Program at Elgin Community College.

It is my privilege to inform you that your program is now reaccredited with no conditions. You are to be commended for your thorough and timely response to our concerns.

PROGRAM STRENGTHS:

Following is a list of strengths identified by the self-study readers:

- College responded to accreditation recommendations and provided private office space for faculty.
- Using the conduct and disposition Indicators form as a component of faculty mentoring new students in the program. Impressed with the 'conduct and disposition indicators' discussion with new students
- Outcomes data is linked to the main landing page of their program webpage on the college's website.
- Impressive funding for part time faculty development
- Collaboration with private school 4 year programs

- and access to senior institution on Elgin campus.
- Impressive comprehensive faculty evaluation plan.
 - Impressed with amount of credit hours awarded field experience faculty (a credit hr for every 4 students)
 - Creation of an advisory board subgroup to focus solely on the human services programs
 - Program faculty's education, presentations, and professional leadership
 - Cultural competence journal used in HUS 110
 - Good collaboration process with several private school 4 yr programs
 - Standard 1- Unique marketing brochure for each individual program
 - Standard 18 - cultural competence journal in HUS 125- elective course
 - Standard 19- Faculty mentoring of students
 - Standard 20- Conduct indicator form used for criteria for fieldwork eligibility
 - Field experience manual including the Conduct and Disposition Indicators
 - Funding sources for faculty development (including part timers) appears adequate.
 - Program evaluation system appears to be strengthened and enables the program administrator to gather program specific information.
 - All requirements for reaccreditation appear to have been addressed since the last review.
 - Some syllabi includes campus resources for students with special accommodation needs and other campus services make it easier for students who may need services or assistance but are afraid or embarrassed to ask.
 - Impressive comprehensive faculty evaluation plan. [Standard 8]
 - Outcomes data is linked to the main landing page of their program, on the school's website. [Standard 4]

Your next re-accreditation will be October, 2019. A site visit will be required at that time. Please include a copy of this letter with your next self-study. In addition, the following will need to be remediated in the next self-study.

REQUIREMENTS FOR NEXT RE-ACCREDITATION

Standards 11-20: The five core course outlines and syllabi must:

- A. demonstrate compliance with the standards by creating course descriptions that clearly document the content of the standards
- B. demonstrate alignment of behavioral student learning objective with the knowledge and skills of the standards,

- C. demonstrate assessments that are appropriate to the student learning objectives and
- D. reflect the behavioral critical thinking or skill level of the standards.

SUGGESTIONS FOR NEXT SELF-STUDY

Although not related to compliance with the standards, it is suggested that a more reader friendly document be submitted that provides transparency of the information needed to verify the standard. Although this may create redundancy in the writing process and documentation/evidence process, it will be helpful to readers to not have to look through large documents (appendices, college catalog, and website) for verification. Consider imbedding links to specific materials in the document.

We are pleased to include the Human Services Program at Elgin Community College as one of our exemplary accredited programs! A formal Certificate of Accreditation will be forthcoming.

Sincerely,

Dr. Elaine Green
President

Cc: Dr. Ruixian Mao, Dean of Communications and Behavioral Health, ECC
Ms. Rose DiGerlando, Vice President of Teaching and Learning, ECC
Ms. Winona Schappell, Lead Reader, CSHSE
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