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# 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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October 29, 2015

Ms. Jean Kennedy  
Human Services  
Quinsigamond Community College  
670 West Boylston St.  
Worcester, MA. 01606

Dear Ms. Kennedy:

As you know, the Council for Standards in Human Service Education (CSHSE) met on October 19, 2015 to discuss program accreditations. I am very pleased to inform you that the Human Services AS degree at Quinsigamond Community College has been accredited for the period of October, 2015 through October, 2020.

## **PROGRAM STRENGTHS**

Following is a list of the many program strengths identified from the self-study and the site visit:

- The Program is student-centered; faculty focus on meeting individual students' needs.
- An Appreciation Luncheon for staff of community agencies occurs each year.
- The Program increased the number of practicum hours from 120 to 250.
- Three handbooks provide comprehensive information about program policies and procedures.
- A Welcome Packet is given to newly enrolled HUS students, and a mandatory New Student orientation is provided.
- The Advisory Committee is diverse, strongly advocates for the program, and contributes to program development, such as recommending that writing skills be emphasized.
- The Program evidences increased graduation rates.

- Faculty members demonstrate a breadth of education, work experience, and leadership, and they participate in community groups such as South County Connects.
- Every HUS/GRT course has identified Student Learning Outcomes that correspond to the Program's SLOs.
- Students are required to have three eight-hour observations in agencies before beginning field placements.
- Faculty members are in the process of reworking admissions requirements so that students entering the major are able to meet CORI and "fitness for the profession" requirements.
- There are currently several articulation agreements with four year institutions and several more future possibilities.
- Unique and relevant course activities are integrated into the curriculum; e.g., "Pearl of the Week" assignment, Quinsigamond House activity, wellness activity.
- The College responded to program enrollment growth and their 2012 Academic Program Review by adding a full time faculty member and by supporting the Program's efforts to become accredited.

## **REQUIREMENTS FOR RE-ACCREDITATION**

The following areas, related to the standards, will need to be remediated in your next self-study for reaccreditation:

**Standard 4.b.** Provide information about a formal evaluation, which includes the results of student surveys, agency surveys, and graduate follow-up surveys (to graduates and their employers), active participation of the advisory committee, involvement of agencies where students are in field placements, course and faculty evaluations, and evaluative data mandated or conducted by the institution.

**Standard 5.e.** Develop and implement program specific policies and procedures for managing students with legal or behavioral problems.

**Standard 9.e.** Provide for an individual office for the Program Coordinator/Practicum Coordinator.

**Standard 16.a.** Address prevention in the curriculum.

## **FURTHER RECOMMENDATIONS**

The following, related to standards but not required for reaccreditation, are submitted for your consideration:

**Standard 9.c.** As the program grows, adequate program administrative support should be available.

**Standard 10.d.** Consider developing and implementing guidelines to ensure that students who graduate from the Program have completed at least one supervised practicum experience while in the Program.

Readers report that the self-study was thorough and addressed each standard and specification. The identification and descriptions of the ways that courses comply with each specification were both helpful and impressive due to their comprehensiveness.

As stated, your next reaccreditation will be in October, 2020. Please refer to the CSHSE website for updated timelines and requirements for self-study submission at that time. You will need to include a copy of this letter with your next self-study.

Congratulations on becoming one of our exceptional accredited programs!

Sincerely,

Jacquelyn Kaufmann, MS, HS-BCP  
Vice-President of Accreditation

Cc: Dr. James Brown, Dean, Quinsigamond CC  
Ms. Patricia Tomey, Vice President of Academic Affairs, Quinsigamond CC  
Ms. B. Safford, Program Chair, Quinsigamond CC  
Dr. Elaine Green, President, CSHSE  
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