



# Council for Standards in Human Service Education

*Assuring best practices in Human Service Education through  
evidence-based standards and a peer-review accreditation process*

<https://cshse.org>

3337 Duke Street, Alexandria, VA 22314-5219  
571-257-3959

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January 6, 2022

Sylvia Bane-Malta, MSW/QDDP  
Associate Professor and Chair Human Services  
St Charles Community College  
SSB 1104#B  
4061 Mid River Mall Drive  
Cottleville, MO 63376

RE: Accreditation cycle extension

Dear. Ms. Bane-Malta,

The Self-Study Readers completed the evaluation process during the designated 45 day reading period and are requesting more narrative information for the responses to the Program and Curriculum standards. Upon a review of the submitted self-study and the Readers' comments, and examining dated records of the initial accreditation, the CSHSE VPA is approving an extension in accordance to the CSHSE policy for program extensions due to extenuating circumstances. This will allow adequate time to submit the self-study with adequate narrative and time to correct accreditation cycle dates according to CSHSE documentation.

As per our virtual meeting discussion on January 6, 2022, the following timeline is offered as a means to provide adequate time to submit the Self-Study with the Readers' requested information for an October 2022 CSHSE Board review and abide by the CSHSE one year extension policy for an Interim Report and Review.

1. The Program will resubmit the self-study with narrative to summarize the supporting documentation to the CSHSE VPA via a shared drive by August 15, 2022. The Program will use its institutional process to allow access by the Readers.
2. The CSHSE VPA will notify the Readers about the extension and when the revised self-study is ready for submission. If previously assigned Readers are unavailable for the new timeline, new Readers will be assigned. Dr. Julia Bernard will continue as the Lead Reader.
3. The program's accreditation cycle will reflect an October 2016 initial accreditation date. The website will be changed to reflect this initial accreditation date, the next accreditation cycle will be listed as October 2021, and an extension letter reflecting the CSHSE VPA decision for an approved extension until October 2022 will be hyperlinked.



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The Human Services program at St. Charles Community College will maintain accreditation status in good standing during the extension period ending October 2022. The CSHSE Board will make a final accreditation decision at the October 2022 Board meeting.

Sincerely,

*Winona Schappell*

Winona Schappell, M.Ed.  
CSHSE Vice President of Accreditation  
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cc: Dr. Yvonne Chase, CSHSE President  
Dr. Julia Bernard, CSHSE Secretary and serving as Lead Reader