



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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11/14/2016

William I. Day, Ph.D. LMHC, BC,-HSP
Program Manager Counseling and Human Services Program
Hillsborough Community College
Dale Marby Campus
Tampa, FL 33614-7810

Attention: Mr. Craig Johnson, VP Academic Affairs
Leif M. Penrose, M.H. SC. Dean of Health Science

Dear Dr. Day:

As you are aware, the Council for Standards in Human Service Education met in October, 2016 to review applications including Hillsborough Community College. At that meeting the Board recommended approval of accreditation with no conditions for the period of May, 2016-May 2021 (this reflects the program being tabled at the May meeting). No site visit will be required in 2021. There are no requirements for the next accreditation.

The readers identified two areas of missing information that were produced and satisfied during the site visit.

IDENTIFIED SPECIFICATION AND OUTCOMES:

Standard 9a-Budget: Although the narrative was descriptive there was no documentation showing an actual budget. A hard copy (spreadsheet) budget was produced during the site visit, reviewed and discussed. The Council has no concerns regarding their budget. **Specification adequately addressed.**

Standard 4c: Before the arrival of the Site Visitors the newest program evaluation (November, 2015) was placed on the program's website and sent to the Lead Reader (via URL link). During the site visit the lead reader and program manager emailed President Green with new URL to place on the Council webpage (SAI). **Specification adequately addressed.**

PROGRAM STRENGTHS

- * Longevity of accreditation (1980).
- * November 2015 Program Evaluation Data from Survey: thorough and informative.

- * Graduates rated a high level of satisfaction with program (97%).
- * Inclusion of CSHSE standard on each syllabi.
- * 600 hours of practicum experience.
- * Program coordinator position made full time.
- * Narrative well written.
- * Program offers many diverse field practice opportunities.
- * Faculty clinical experience and weekly practicum visits.
- * Recommend the individual project: Cultural Competence for the Novice Human Service Workers as an article in The Bulletin.
- * Strong evidence of community connection with Practicum sites.

CONCERNS/QUESTIONS

Standard 4(b): A description of how and in what way the evaluation resulted in any change could be more clearly explored. Although the summary did indicate very positive results, expound on how the results manifested change in anyway.

Standard 11(a): Historical roots of Human Services: In the narrative links for supporting documentation were mentioned but they did not work adequately. Checking all the links to ensure they work or take the reader to the proper site would be very helpful. Information supporting the specification was adequate but linking needs attention.

Standard 20: Fieldwork-Practicum Handbook requires update. CSHSE address incorrect—update. NOHS Ethical Standards—update information No mention of the HS-BCP Exam Option for students—consider adding this information.

ADDITIONAL READER RECOMMENDATIONS NOT REQUIRED BY OR RELATED TO THE STANDARDS:

1. Although covered in curriculum narrative, increase instruction on advocacy (including more local and state) including hands on application in their community.
2. Continue to develop Advising material for the Advising Center including Transfer Information (articulation with HUS program and other colleges). Suggest putting Transfer tab on the program website with all articulations for easy access for students and advisors alike.
3. Students were not aware of a Human Service website and promo video: Recommend that faculty include during the HUS Orientation event and/or HUS 1001—Introduction to Human Services course.
4. Human Services Club—not active and during the Student Meeting there was an expressed interest.
5. NOHS—students were not aware of and did not have information about their National Organization or Southern Organization for Human Services. Recommend including information for students in handbook or orientation.
6. Honor Society (TAU Epsilon)—no awareness of human services specific honor's society.
7. Although there is appreciation for the programs' philosophy regarding human service curriculum online (currently no HUS courses are online), students who have taken online courses (General Studies), as well as those who have not, expressed an interest in the program offering supplement course material on line (Canvas).

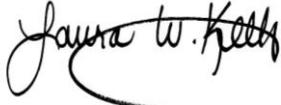
OVERALL QUALITY OF THE SELF STUDY

The overall quality of the self-study was **VERY GOOD**. The following suggestions are offered for future reporting.

1. Enhance curriculum standards narrative by including more artifacts and ensure all links are functioning. EX: Using syllabi (which are very thorough) as artifact is helpful, however having a PDF of the embedded assignment that are in the syllabi would be helpful to the reading in finding information more readily.
2. Ensure all links work. There were several links that did not work and required the reader to search.

Congratulations on your successful submission and thank you for your interest in program accreditation.

Sincerely yours,

A handwritten signature in black ink that reads "Laura W. Kelley". The signature is written in a cursive style with a large, sweeping loop under the name.

Laura W. Kelley, PhD.

Vice President Program Accreditation

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