FINAL STATEMENT

UNIVERSITY OF COLORADO AT COLORADO SPRINGS

degree to which each student outcome was attained. The program made several improvements to the program based on results from this evaluation process.

• The weakness is resolved.





Council for Accreditation of Counseling and Related Educational Programs

1001 North Fairfax Street, Suite 510 • Alexandria, VA 22314 • (703) 535-5990 • fax (703) 739-6209 • www.cacrep.org

July 15, 2016

Dr. Pamela S. Shockley-Zalabak Office of the Chancellor University of Colorado, Colorado Springs 1420 Austin Buffs Parkway Colorado Springs, Colorado 80918

Dear Dr. Shockley-Zalabak:

The Board of Directors of the Council for Accreditation of Counseling and Related Educational Programs (CACREP) met July 7-9, 2016, for the purpose of making accreditation decisions. Two programs housed in the College of Education at University of Colorado, Colorado Springs, were reviewed under the 2009 CACREP Standards. The Board made the following decisions:

Clinical Mental Health Counseling (M.A. degree)

Accredited: Two-Year Period through October 31, 2018

School Counseling (M.A. degree)

Accredited: Two-Year Period through October 31, 2018

The Board based the above listed accreditation decisions on an extensive review of the self-study documents, the visiting team's report, and the institution's response to the visiting team's report. Please note that when the CACREP Board grants accreditation for a two-year period, the Board believes the "program substantially meets the requirements for accredited status," but there are one or more minor standards-related deficiencies that the Board wishes to see addressed more thoroughly by the programs.

Although these programs have standards cited, as outlined on page 3 of this letter, the faculty deserve to be congratulated for the time, energy, and commitment that they have given throughout this accreditation process. CACREP recognizes that this has been a cooperative endeavor and believes that the requirements can be met within the prescribed two-year period.

Prior to the expiration of the two-year period, the programs must submit an Interim Report to the Board. This report should provide documentation that the standards-related requirements have

been addressed. Four (4) electronic copies of the report, in read-only format on labeled CDs/USB drives, should be submitted to the CACREP office no later than April 1, 2018. This deadline allows for the Board's review of the Interim Report at its July 2018 meeting. Upon a favorable review by the Board at that time, these programs would then be accredited for the remainder of the eight-year accreditation cycle ending October 31, 2024.

A certificate of accreditation is enclosed with Dr. Conley's copy of this letter. On behalf of the CACREP Board, I would like to extend my thanks to you and your administration for the support provided to the counseling program throughout the accreditation process. Once again, congratulations are extended to all of those involved in making this a successful accreditation review process.

Sincerely,

Carol L. Bobby President and CEO

Enclosure

cc: Dr. Valerie Conley, Dean, College of Education

Dr. Joe Wehrman, Chair, Department of Counseling and Human Services

Dr. Julaine Field, CACREP Liaison

Standards to be Addressed in the Interim Report

The Board expressed its appreciation to Dean Conley for the letter indicating the College of Education's commitment to maintaining high quality programming and instruction for counseling students, and addressing immediate and long term planning pertaining to standards-related issues noted by the CACREP Site Team. While appreciative of the steps indicated, the Board indicated that the program will need to document in the Interim Report how the following two resource standards are addressed.

Section I. The Learning Environment: Structure and Evaluation

Standard T

While the counseling program is able to provide some opportunities for graduate assistantships, these opportunities are not commensurate with those available in other clinical training programs in the institution. Provide evidence that opportunities for graduate assistantships for program students are commensurate with the graduate assistantship opportunities in other clinical training programs within the institution.

Standard Z

Provide evidence that clerical assistance, commensurate with that provided for similar graduate programs in the institution, is available to support faculty/program activities.





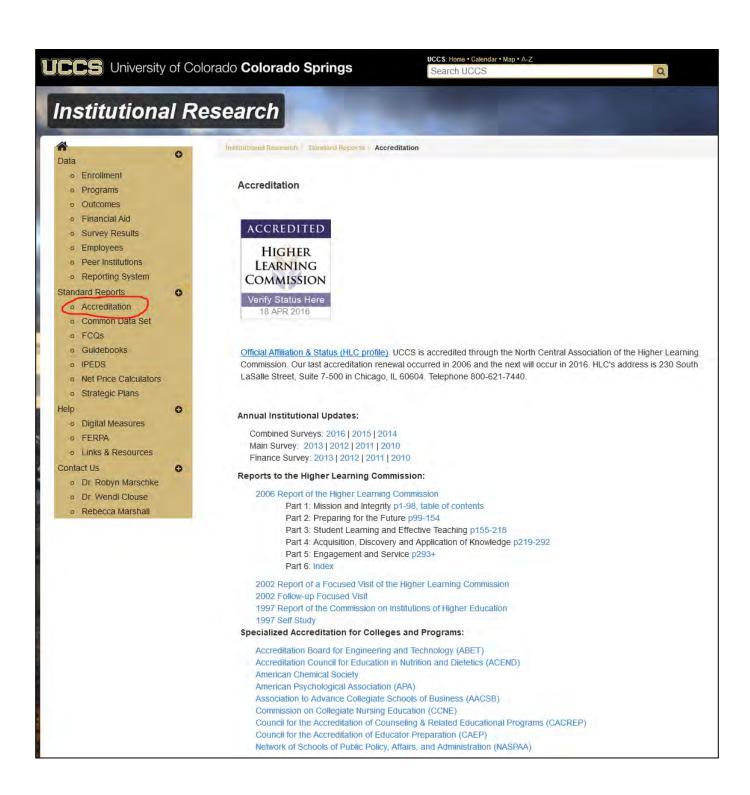
Appendix X: Standing with State Agencies & Accrediting Bodies

The mark of affiliation with links to HLC documentation and a list of specialized accrediting bodies are posted online at http://www.uccs.edu/ir/standard-reports/accreditation.html. The Colorado Department of Higher Education also posts a number of reports and analyses at http://highered.colorado.gov/Data/Tools.html and a list of approved degree programs at http://highered.colorado.gov/Data/Degrees.aspx.



Audience: Institutions Contact: 800.621.7440

Published: 2016 © Higher Learning Commission



Audience: Institutions Contact: 800.621.7440
Published: 2016 © Higher Learning Commission





Appendix Y: Third-Party Comment Notice

The University of Colorado Colorado Springs is seeking comments from the public about the University in preparation for its periodic evaluation by its regional accrediting agency. UCCS will host a team of reviewers from the Higher Learning Commission (HLC) starting on November 14, 2016. This comment process allows UCCS constituencies an opportunity to provide the HLC evaluation team with perspectives on the institution.

The public is invited to send comments to the HLC either online at www.hlcommission.org/comment or by mail to the following address:

Public Comment on University of Colorado Colorado Springs Higher Learning Commission 230 South LaSalle Street, Suite 7-500 Chicago, IL 60604-1411

Comments must be received by October 14, 2016, and should address substantive matters related to the quality of the institution or its academic programs.

Audience: Institutions
Published: 2016 © Higher Learning Commission

From: <u>HLC Accreditation</u>

To: Pam Shockley Zalabak; Office of the Chancellor
Cc: David Moon; Linnea Stenson; Terry Schwartz

Subject: Re: Action Required: Participation in the Student Opinion Survey

Date: Wednesday, August 24, 2016 8:28:34 AM

Attachments: <u>image001.png</u>

Thank you, Chancellor Shockley-Zalabak.

Best, Vince

From: Pam Shockley Zalabak pshockle@uccs.edu>

Date: Tuesday, August 23, 2016 at 3:05 PM

To: accreditation accreditation@hlcommission.org, Pam Shockley-Zalabak

<exec1@uccs.edu>

Cc: David Moon < cmoon@uccs.edu >, Istenson < lstenson@hlcommission.org >, Terry Schwartz

<tschwart@uccs.edu>

Subject: RE: Action Required: Participation in the Student Opinion Survey

Higher Learning Commission,

Thank you for notifying us of the HLC student opinion survey. UCCS intends to send an email with a link to the survey to all undergraduate and graduate students on September 12. We will also include a prompt for students to look for the survey email when they access Mountain Lion Connect, our club and organization management system for students.

Thank you,

Pam Shockley-Zalabak

Chancellor
University of Colorado Colorado Springs
1420 Austin Bluffs Parkway
Colorado Springs, CO 80918
(w) 719-255-3436
pshockle@uccs.edu



From: HLC Accreditation [mailto:accreditation@hlcommission.org]

Sent: Wednesday, August 17, 2016 2:57 PM **To:** Office of the Chancellor <<u>exec1@uccs.edu</u>>

Cc: David Moon < cmoon@uccs.edu>; Linnea Stenson < lstenson@hlcommission.org>

Subject: Action Required: Participation in the Student Opinion Survey

Dear President Shockley-Zalabak:

The Higher Learning Commission's Board of Trustees adopted a policy allowing HLC to conduct a survey of student opinion to be used by site-visiting teams at comprehensive evaluations and comprehensive quality reviews.

Policy: Routine Monitoring and Data Collection - Surveying of Students INST.F.10.010 -Adopted February 2014

The Commission may survey students of an institution to gather information about their experience at the institution prior to a site visit at the institution scheduled by the Commission. The Commission will provide aggregate data resulting from the survey to the institution under review and the evaluation team prior to the visit. The institution will have an opportunity to provide additional information or other data in response to the student survey data to the evaluation team and the Commission prior to the visit.

For more information, please review the <u>Student Opinion Survey Overview and Sample Report</u> (https://downloadna11.springcm.com/content/DownloadDocuments.ashx? aid=5968&Selection=Document%2C7ab65cc1-5db0-e311-9b94-d89d67143430%3B).

Participation in the Student Opinion Survey is mandatory.

Below is a draft of the communication to send to your student body, including the link to your unique student survey. Please add your Institutional Representative Information where indicated. **The link below will be active September 12 through September 21, 2016.** We ask that you send it to your students on September 12.

You need to respond via email to accreditation@hlcommission.org by August 26, 2016 to notify HLC how the survey will be administered. HLC requests 250 words or less describing the method of distribution and the audiences for the communication. (For example: ABC University intends to send an email with a link to the survey to all undergraduate and graduate students.)

Dear Student:

The Higher Learning Commission is the institutional accrediting association that comprehensively evaluates our school. [Institution Name Here] is going through the process this year. Your comments about your experiences are very important. A summary of your input will be provided to the team of representatives from the Higher Learning Commission who will be visiting our school. The answers you give on this survey are anonymous. Your participation is completely voluntary. The Higher Learning Commission and [Institution Name Here] will not have access to your identity.

Thank you for taking five minutes to complete this short survey. The survey will be open through September 21.

Click on the link to begin the survey: https://hlcommission.co1.qualtrics.com/SE/?
SID=SV_dg99HpJMMcKBbgN

Sincerely, [Institutional Representative Name, etc. here]

HLC will send the report from the survey to the institution and the peer review team members at least one month prior to the visit.

If you have any questions, please contact <u>studentsurvey@hlcommission.org</u>. Thank you.

Sincerely,

Higher Learning Commission

The information contained in this communication is confidential and intended only for the use of the recipient named above, and may be legally privileged and exempt from disclosure under applicable law. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please resend it to the sender and delete the original message and copy of it from your computer system. Opinions, conclusions and other information in this message that do not relate to our official business should be understood as neither given nor endorsed by the organization.

From: Office of the Chancellor

To: <u>student-l</u>

Subject: Accreditation - Student Opinion Survey
Date: Monday, September 12, 2016 9:16:00 AM

Attachments: <u>image001.png</u>

Dear Student:

The Higher Learning Commission is the institutional accrediting association that comprehensively evaluates our school. UCCS is going through the process this year. Your comments about your experiences are very important. A summary of your input will be provided to the team of representatives from the Higher Learning Commission who will be visiting our school. The answers you give on this survey are anonymous. Your participation is completely voluntary. The Higher Learning Commission and UCCS will not have access to your identity.

Thank you for taking five minutes to complete this short survey. The survey will be open through September 21.

Click on the link to begin the survey: https://hlcommission.co1.qualtrics.com/SE/?
SID=SV_dg99HpJMMcKBbgN

Sincerely,

Pam Shockley-Zalabak

Chancellor
University of Colorado Colorado Springs
1420 Austin Bluffs Parkway
Colorado Springs, CO 80918
(w) 719-255-3436
pshockle@uccs.edu



From: Office of the Chancellor

To: <u>student-l</u>

Subject: Reminder: Accreditation - Student Opinion Survey
Date: Monday, September 19, 2016 1:19:00 PM

Attachments: <u>image001.png</u>

Dear Student:

The Higher Learning Commission is the institutional accrediting association that comprehensively evaluates our school. UCCS is going through the process this year. Your comments about your experiences are very important. A summary of your input will be provided to the team of representatives from the Higher Learning Commission who will be visiting our school. The answers you give on this survey are anonymous. Your participation is completely voluntary. The Higher Learning Commission and UCCS will not have access to your identity.

Thank you for taking five minutes to complete this short survey. The survey will be open through September 21.

If you have not already completed, click on the link to begin the survey: https://hlcommission.co1.qualtrics.com/SE/?SID=SV_dg99HpJMMcKBbgN

Sincerely,

Pam Shockley-Zalabak

Chancellor
University of Colorado Colorado Springs
1420 Austin Bluffs Parkway
Colorado Springs, CO 80918
(w) 719-255-3436
pshockle@uccs.edu





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Chancellor Memo: UCCS preps for reaccreditation

☐ December 1, 2015 ☐ University Communications and Media Relations

Dear Colleagues:

As we prepare for the end of the fall academic semester and calendar year, it is important that we also look forward to 2016 and vital upcoming activities. In November, 2016, the Higher Learning Commission (HLC) will make a once in ten-year visit to the campus to consider our ongoing accreditation. Preparation for this important visit is underway and will accelerate in spring, 2016.

On Jan. 26, there will be campus-wide meetings to conduct a mid-year update of the UCCS 2012-2020 Strategic Plan. Several sessions will be held throughout the day to allow faculty and staff to provide input as we reach the mid-point of the plan's designed planning period. In general, we will provide updates as outlined in the plan and seek opinions about new goals or changes in tactics to ensure UCCS remains on target.

In preparation for those meetings, I ask that you save the date on your calendars, review the current plan and also the Program Prioritization developed in 2014.

Following our campus meeting, we will seek input from alumni and

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community leaders before presenting an updated strategic plan to the CU Board of Regents in mid-February. A separate report on Program Prioritization and UCCS Metrics is due to the regents at their summer retreat.. However, I believe it important that we view our strategic plan and the regents-directed program prioritization and metrics process holistically. We intend for our updated Strategic Plan to incorporate Program Prioritization work and the UCCS Metrics by which the Regents will evaluate us.

Additionally in the spring semester, we will begin the five-year review process for Peter Braza, dean, College of Letters, Arts and Sciences, and Kelli Klebe, Dean, Graduate School. For those unfamiliar with the dean review process, it involves multiple steps including the opportunity for broad campus input about their job performances. Normally, these two Deans would have been reviewed in fall, 2016. We have been advised by those working with HLC accreditation that we should have as much complete when the reviewers come as possible. Deans Braza and Klebe deserve our complete attention and focus during this important phase of their careers. A survey will be distributed campus wide and several members of the faculty will be asked to serve on formal evaluation committees. When you receive the survey, I ask for your honest, thoughtful opinions. If you are asked to serve on a committee, I ask that you do so and that you devote yourself fully to it.

While updating the Strategic Plan, reviewing Program Prioritization, updating UCCS Metrics, and evaluating deans may seem disparate, they are connected to an overall goal of a successful visit by the Higher Learning Commission. Scheduled for Nov. 2016, this once-a-decade visit by our accrediting body is of vital importance to the future of our university. Accreditation is both a distinguishing factor and as an opportunity for us to ensure we are meeting – or surpassing – the high standards expected of ourselves and others. It is vital that we present ourselves honestly, accurately and with plans for adapting to a changing educational environment. Having an updated strategic plan, a review of programs and completed evaluations of two important positions will move us toward that goal.

Together, I am confident that we will be successful in completing these tasks and sharing with the CU Board of Regents and the Higher Learning Commission that UCCS is well positioned as a leading

ABOUT

Communique is the online newsletter for UCCS faculty & staff. Summaries are distributed by email on Friday to faculty and staff lists, weekly during the fall and spring semesters, and monthly during the summer semester.

Suggestions and comments are welcome. Send ideas to ucomm@uccs.edu or call Tom Hutton, (719) 255-3439, or use the suggestion form.

PHOTO FEATURES



VAPA students turn their artistic vision into sculpture

☐ September 8 2016



Donor shares personal story during statue rededication

□ August 25, 2016



Photo and video feature: Student move in, Mountain Lion Rally, GPS

☐ August 23, 2016

VIDEO



VAPA students turn their artistic vision into sculpture

September 8, 2016



Photo and video feature: Student move in, Mountain Lion Rally, GPS

August 23, 2016



UCCS, PPCC and El Paso County partner to land \$668,000 scholarship grant

May 5, 2016

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University of Colorado Colorado Springs

COMMUNIQUE The official news publication for faculty and staff at the University of Colorado Colorado Springs



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50TH ANNIVERSARY

ABOUT

Campus leaders to conduct budget, accreditation and Program Prioritization discussions

■ November 4, 2015

■ Tom Hutton

A series of visits with academic departments by top UCCS leaders will begin Nov. 9 and continue through

Dec. 9 at

locations throughout campus.



Susan Szpyrka



Terry Schwartz



Pam Shockley-Zalabak

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Pam Shockley-Zalabak, chancellor, Terry Schwartz, acting provost, Academic Affairs, and Susan Szpyrka, vice chancellor, Administration and Finance, will host five separate meetings to discuss strategic planning, a planned November 2016 campus visit by the Higher Learning Commission, budgeting strategies,

Program Prioritization and metrics. Other topics are possible.

The meetings are:

■ Nov. 9, 12:15 p.m. – 1:45 p.m., Academic Office Building Room 301

- Nov. 10, 1:40 p.m. 2:50 p.m., Dwire Hall Room 121
- Nov. 18, 8:30 a.m. 10 a.m., University Hall Room 133
- Dec. 3, 10 a.m. 11 a.m., Osborne Science & Engineering Room A321 Daniels K-12 Room
- Dec. 9, 8:15 a.m. 9:30 a.m., Columbine 115

The meetings are open to all faculty and staff. Those interested in attending can pick times and locations that are most convenient. All meetings will follow a similar agenda and format and will include an opportunity for questions.

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☐ September 8, 2010



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☐ August 23, 2016



UCCS, PPCC and El Paso County partner to land \$668,000 scholarship grant

May 5, 2016

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From: <u>staff-l</u> on behalf of <u>UCCS Announcements Do Not Reply</u>

To: <u>staff-l</u>

Subject: [staff-I] HLC Assurance Argument

Date: Thursday, August 25, 2016 11:41:10 AM

Attachments: Assurance 8.25.16.pdf

Message from: Terry Schwartz tschwart@uccs.edu

Dear Campus Community,

The latest version of our HLC assurance argument is attached for your review and comment. Please be aware that where you see bolded words or phrases, that indicates a link to a document in the evidence file, which is a separate file from the assurance argument. Secondly, we have contracted with Dr. Harriet Napierkowski to edit the document, so we invite you to focus specifically on the substance of the argument rather than to focus on proofreading.

Please send your feedback to me at tschwart@uccs.edu by September 7.

Many thanks,

Terry

Terry Schwartz Interim Provost From: <u>faculty-l</u> on behalf of <u>UCCS Announcements Do Not Reply</u>

To: <u>faculty-l</u>

Subject: [faculty-I] HLC Assurance Argument

Date: Thursday, August 25, 2016 11:40:46 AM

Attachments: Assurance 8.25.16.pdf

Message from: Terry Schwartz tschwart@uccs.edu

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Please send your feedback to me at tschwart@uccs.edu by September 7.

Many thanks,

Terry

Terry Schwartz Interim Provost



Accrediting agency seeks public comment on UCCS

☐ September 27, 2016 ☐ Press Releases

Tom Hutton, (719) 255-3439, thutton@uccs.edu Joanna Bean, (719) 255-3732, jbean2@uccs.edu

University of Colorado Colorado Springs

COLORADO SPRINGS — In preparation for a November visit from the Higher Learning Commission, a regional higher education accrediting agency, the University of Colorado Colorado Springs seeks comments from the public about the university.

The Higher Learning Commission is an independent corporation that was founded in 1895 as one of six regional institutional accreditors in the United States. HLC accredits degree-granting post-secondary educational institutions in the North Central region, which includes 19 states including Colorado. The HLC routinely visits colleges and universities every decade. An accrediting team is compiling information now and will personally visit UCCS beginning Nov. 14.

"Accreditation is both a distinguishing factor and is an opportunity for us to ensure we are meeting – or surpassing – the standards expected of high quality institutions," UCCS Chancellor Pam Shockley-Zalabak said. "It is vital that we present ourselves honestly, accurately and with plans for adapting to a changing educational environment "

The following criteria will be used by HLC when evaluating UCCS

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Tom Hutton

719-255-3439

thutton@uccs.edu

Joanna Bean

719-255-3732

jbean2@uccs.edu

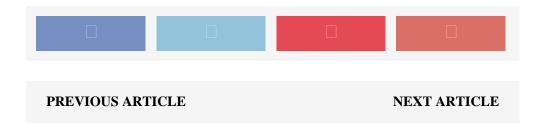
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Comments must be received by Oct. 14 and should address substantive matters related to the quality of the institution or its academic programs. For more information about the Higher Learning Commission, visit https://hlcommission.org/

The University of Colorado Colorado Springs, located on Austin Bluffs Parkway in Colorado Springs, is one of the fastest-growing universities in Colorado. The university offers 45 bachelor's, 22 master's and five doctoral degree programs. UCCS enrolls about 12,000 students on campus annually and another 3,300 in online programs. For more information, visit www.uccs.edu.



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Susana Diaz 70.4K Tweets

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UCCS University of Colorado Colorado Springs



UCCS Accreditation: Third-Party Comment Notice

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HLC Public Comment

Tom Hutton

University of Colorado at Boulder

Summary

Distribution Name HLC Public Comment

Method Sent E-Mail

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Media Contact Lists Used Colorado Springs Print; CS TV Contacts

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Pueblo West View

Woodmen Edition

E-mail Sample

FOR IMMEDIATE RELEASE

Sept. 27, 2016

Contacts: Tom Hutton, (719) 255-3439, thutton@uccs.edu

Joanna Bean, (719) 255-3732, jbean2@uccs.edu

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Teaching and Learning: Quality, Resources and Support
Teaching and Learning: Evaluation and Improvement
Resources, Planning and Institutional Effectiveness

The public is invited to send comments to the HLC online at www.hlcommission.org/comment or by mail to the following address:

Public Comment on University of Colorado Colorado Springs Higher Learning Commission 230 South LaSalle Street, Suite 7-500 Chicago, IL 60604-1411

Comments must be received by Oct. 14 and should address substantive matters related to the quality of the institution or its academic programs. For more information about the Higher Learning Commission, visit https://hlcommission.org/

The University of Colorado Colorado Springs, located on Austin Bluffs Parkway in Colorado Springs, is one of the fastest-growing universities in Colorado. The university offers 45 bachelor's, 22 master's and five doctoral degree programs. UCCS enrolls about 12,000 students on campus annually and another 3,300 in online programs. For more information, visit www.uccs.edu.

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