March 12, 2018

Rita Hartung Cheng, PhD
President
Northern Arizona University, Yuma
Office of the President
1900 S Knoles Dr., Rm #200
Flagstaff, AZ 86011-4092

Dear President Cheng:

At its February 2018 meeting, the Commission on Accreditation (COA) reviewed the social work program’s application for Initial Accreditation. The COA decided to grant Initial Accreditation to the baccalaureate social work program through February 2022, with a Progress Report to be reviewed by the COA.

In taking this action, the Commission identified the following areas of concern:

**Accreditation Standard B3.4.5(c):** The program describes the procedures for determining the field director's assigned time to provide educational and administrative leadership for field education. To carry out the administrative functions of the field at least 25% assigned time is required for baccalaureate programs. The program demonstrates this time is sufficient.

The program provided information regarding the assigned time for the field director; detailing the field director's assigned time as it related to courses taught, administrative duties, and university service. However, given the field director’s 4:4 faculty assignment, it is unclear how the field director’s assigned 25% release time for administrative leadership for field education is calculated.

The program is asked to describe the procedures for determining the field director's assigned time to provide educational and administrative leadership for field education, clarifying that the field director has at least 25% assigned time.

**Accreditation Standard 4.0.3:** The program describes the procedures it employs to evaluate the outcomes and their implications for program renewal. It discusses specific changes it has made in the program based on specific assessment outcomes.

The program described the procedures it employs to evaluate the outcomes and their implications for program renewal. The program indicated that it changed the benchmark scores for the assignments used to evaluate the competencies based upon review of the program’s assessment outcomes. However, the program does not identify programmatic changes it has made based on specific assessment outcomes.

The program is asked to discuss specific changes it has made in the program based on specific assessment outcomes.
Submit three (3) hard copies and one (1) e-copy of the Progress Report no later than December 1, 2018, for review during the February 2019 COA meeting. The Progress Report should be submitted to Dr. Dana K. Harmon in the Department of Social Work Accreditation, who will now be the assigned accreditation specialist for the social work program.

Please be in touch with Dr. Harmon (dharmo@CSWE.org; 703.519.2046), if there are any questions about this letter or the procedures and actions of the Commission on Accreditation.

Sincerely,

Andrew W. Safyer, PhD, MSW
Chair, Commission on Accreditation

AWS/mf

Cc: William Pederson, MSW, BASW
BSW Program Coordinator, Department of Social Work

Dana K. Harmon, PhD, MSW, LICSW
Accreditation Specialist, Department of Social Work Accreditation