



# Council for Standards in Human Service Education

ing the quality, consistency, and relevance of human service education programs.

<http://www.cshse.org>

3337 Duke Street, Alexandria, VA 22314-5219

571-257-3959; [info@cshse.org](mailto:info@cshse.org)

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Chestnut Hill College

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Vice President Accreditation  
Lehigh Carbon Community College  
(ret.)

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BCP  
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Member-at-Large  
Metropolitan State University of  
Denver

June 14, 2017

Nicole Jackson Walker, EdD. Human Services Program Director  
Brookdale Community College  
765 Newman Springs Road  
Lincroft, NJ 07738

Dear Dr. Jackson-Walker

It is my privilege to inform you that the Human Services Program at Brookdale Community College has been accredited by the Council for Standards in Human Service Education (CSHSE) for the period June 2017 through June 2022.

## **PROGRAM STRENGTHS**

The readers identified many program strengths of your well established program:

- Core general education requirements are very strong: communication, technical competency, and global awareness are good examples
- High program academic integrity standards (C or above required for HS courses)
- Detailed syllabi which include CSHSE standards; comprehensive curriculum
- Extensive technology and library support for both students and faculty
- College wide support of program: administration, library, technology, student services, physical space for offices, classes, and dedicated Human Services/Psychology lab
- Active student club that promotes pre-professional activities at local, regional, and national levels.
- Diverse, highly qualified faculty
- Transparency of faculty CVA for public review on program webpage
- Strong faculty and dean leadership as demonstrated in professional activity with NOHS and MACHS
- Dedicated, ambitious, and passionate faculty supportive of and advocates for students and for the program
- Responsive to advisory board and program assessments
- Noted that all courses have a "Course Lead" faculty member who ensures consistency among different sections offered of same course.
- Using Perkins grant funds to support faculty development
- Assessment strategies and data collected including the Labor Market Assessment Community Needs document
- Recommendations from internal 5 year review were extensive.
- The Program is responsive to program review recommendations-
- College currently collecting data on program enrollment, retention, student GPA, student transfer, and graduation.
- Emphasis on personal and professional traits

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- Use of informed consent forms which identify professional behaviors necessary for specific course skill training, individual course syllabi address expected professional behaviors.
- Incorporating research on workplace satisfaction, starting fieldwork experience in PSYC 111, record of achievement student portfolio included in program handbook, recommending that PSYC 111 students obtain student membership in NOHS, Strong focus on helping attitudes, behaviors and skills, and ethical reasoning
- Articulation agreements with Rutgers and Monmouth- as well as informal agreement with Metropolitan, NY
- Students, both current and graduates, responded positively and with high regard about their educational foundation for both transfer and employment.

## REQUIREMENTS FOR NEXT ACCREDITATION

The following requirements must be met for your next reaccreditation in May2022:

- **Standard 5 e:** Must have program specific “fitness for profession” policy, in addition to college policy.
- **Standard 12a:** Theories of human development. The program must identify how this standard will be met through the curriculum of the Addictions Study option rather than just an insertion in one faculty member’s class syllabus or LMS course enhanced shell.

## ADDITIONAL RECOMMENDATIONS

The following recommendations, although not required, are submitted for your consideration:

### Recommendations related to the standards

- **Standard 20i.** Suggest adding a sentence in the fieldwork/practicum learning agreement so that there is documented evidence that the policy exists.
- **Standard 3b:** Identify student and alumni of the program.
- **Standard #11-20:** It is recommended that the college provide faculty course syllabi, which provide evidence of textbook, assessment activities, student expectations, and student resources as better evidence of standard requirements.

### Recommendations not related to the standards

- **Self-Study:** Inserting page numbers for handbook and other multiple page documents would assist the readers in ease of location of referenced documented evidence.

As stated above, your next reaccreditation will be in June 2022. Please review information on our website, [www.cshse.org](http://www.cshse.org) for any new policies and standards. A copy of this letter needs to accompany your narrative in the next self-study.

Congratulations on becoming one of our accredited programs! A formal certificate, signed by our President Elaine Green, will be forthcoming.

Sincerely,

*Winona Schappell*

Winona Schappell, M.Ed., HS-BCP, VP of Accreditation  
CSHSE VP of Accreditation  
P.O. Box 924  
Fogelsville, PA 18051  
[winona.schappell@gmail.com](mailto:winona.schappell@gmail.com)

Cc: Dr. Patricia Gallo, EdD, Dean of the Business and Social Sciences Institute BCC  
Dr. Matthew Reed, Vice President for Learning BCC  
Dr. Elaine Green, President, CSHSE  
Dr. Adrienne Bey, Regional Director, CSHSE  
Winona Schappell, Lead Reader, CSHSE