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COMMUNICATIONSAPPLICATION
HEADQUARTERS**(<https://redbarncommunications.com/>)****COAPRT 2022 Annual Report**[Invite Collaborators](#)

SB MC

Ends on March 1, 2022 (in 14 hours)

Thank you for your ongoing support of the accreditation process. As part of your program's continuing accreditation you are required to submit an annual report and pay your annual maintenance fees. This annual report is a representation of what you are doing, not a determination of validity. Your annual report is to be submitted via this online form no later than **March 1, 2022.**

Maintenance of Accreditation

Once a program/specialization has been accredited, maintenance of accreditation is contingent upon fulfilling the following requirements:

1. Compliance with the eligibility criteria and standards set by the Council for the duration of the seven-year period between reviews.
 2. Submitting an Annual Progress Report providing statistics for the previous academic year, specifying improvements made, reporting any significant changes and reporting on status of the 1.0 series standards and standards 2.05.05, 3.06, 3.07, and the 7.0 series. Institutions with multiple accredited programs will be required to report on the 7.0 series for each individually accredited program. An answer of "no" to questions involving the 1.0 series, 2.05.05, 3.06, and 3.07 standards would constitute non-compliance. For the 7.0 series, failure to report the use of three assessment measures (two of which must be direct) would constitute non-compliance. If non-compliance is noted, Council will impose Conditions and the program will have until August 1 prior to the Council's Fall Meeting to bring the identified standard(s) into compliance. Part of the reporting requirement is to provide the program's graduation rate. COAPRT recognizes the definition from the National Center for Education Statistics: <http://nces.ed.gov/ipeds/glossary/index.asp?id=812> (<https://surveys.nces.ed.gov/ipeds/public/glossary>). The expectation is that the graduation rate reported on will be at the program level; however, if the program does not have access to that information, it is recommended that they consult with the institution's research office. If the institution does not have a research office and still requires guidance on their graduation rate, they should contact the Council. Annual Progress Reports are required for all programs regardless of their review cycle.
 - a. Student Learning Outcomes (SLO) performance: The COAPRT Annual Progress Report requires programs to report SLOs from the 7.0 Series. COAPRT expects all programs to demonstrate that student learning outcomes associated with its 7.0 Series Learning Outcomes are met at a 70% level. Therefore, student achievement will be judged as appropriate when 70% or more of the students being assessed demonstrate that they have accomplished the learning outcome.
 - b. Program Performance Outcomes (PPO) performance: COAPRT expects all programs to demonstrate that PPOs are met at a 70% level. The COAPRT Annual Progress Report requires programs to report the following PPO metrics:
 - 1) Percentage of students who complete program after entering;
 - 2) Graduate school acceptance rate;
 - 3) Post-graduation employment rate.
- Performance Review Committee (PRC) procedure for Annual Progress Report review: i. All annual reports will be divided among Council members and to enhance consistency Council members will, over

the tenure of their appointment to the Council, track the same schools. ii. The PRC will collect all performance data from the annual reports after it has been reviewed by Council members and review the data in relation to its measurement validity and the 70% criteria. iii. Council, having collected the annual reports, will send copies of annual reports to respective programs, which are required to post their respective report on their website for public access. iv. After the PRC has reviewed all annual report data it will validate that institutions have posted the data publicly. Links to individual Programs will also be updated on the COAPRT website. v. The PRC will annually report to the Council at its fall meeting the aggregate data for all schools. These data will be posted on the COAPRT website. vi. In the case of Programs that have not met COAPRT performance standards during the annual reporting process, COAPRT will send a letter to respective programs requiring that indicated standards must be addressed and met by either the submission of the reaccreditation self-study or next annual report, whichever comes first. vii. In the case of Programs that have not met COAPRT performance standards for two out of three years, the PRC will initiate the process to require schools to submit a Three-Year Corrective Action Plan (CAP) designed to ensure that Programs undertake necessary changes to ensure appropriate performance. The CAP will be due prior to the full COAPRT Fall meeting where the PRC will present it and recommend approval or rejection of the adoption. If rejected the PRC will communicate to the Program the reason(s) and a member of the Council will be assigned to the school to assist it in creating an approved CAP. viii. The PRC will review the CAP in conjunction with the annual report. ix. Annual reporting processes including data requested and format for submission will be overseen by the PRC and report to the Executive Committee on-going efforts necessary for timely submission. d. Annual report and review schedule: March 1: All schools share as part of the mandatory annual report the following data: Percentage of students who complete the program after entering, graduate school acceptance rate, post-graduation employment rate. April 1: Council members individually review data from institutions as assigned. To promote consistency, Council members track the same schools over the tenure of their appointment to the Council. May 1: PRC reviews for consistency and aggregates all data and reports results to the Council. June 1: Council meets to review aggregated data, discuss PRC report, and determine appropriate action based upon PRC recommendation(s). COAPRT sends Action Letters to programs as appropriate. July 1: All aggregate data reflecting the performance of accredited programs is posted to COAPRT website.

3. Paying an annual maintenance [fee \(https://accreditationcouncil.org/Accreditation-Resources/Accreditation-Fee-List\)](https://accreditationcouncil.org/Accreditation-Resources/Accreditation-Fee-List), as designated by the Council. This fee is paid for the current calendar year (January 1 – December 31). No maintenance fee is assessed during the calendar year in which the Program undergoes an accreditation review hearing. Thus, during the course of a standard continuing accreditation cycle, a Program will submit annual progress reports, pay the maintenance fee six times, and pay one review [fee \(https://accreditationcouncil.org/Accreditation-Resources/Accreditation-Fee-List\)](https://accreditationcouncil.org/Accreditation-Resources/Accreditation-Fee-List).
 - a. Annual progress reports and [fees \(https://accreditationcouncil.org/Accreditation-Resources/Accreditation-Fee-List\)](https://accreditationcouncil.org/Accreditation-Resources/Accreditation-Fee-List) are due by March 1 of each submittal year. If a program fails to submit a report and/or the fee by March 1, the Council will charge the program a late fee. The Council also will send a warning that failure to submit the delinquent report and fee, including the late fee, will lead to withdrawal of accreditation. If administrative factors beyond the control of the Program preclude timely payment, an explanation and evidence must be submitted by the deadline. b. In addition, if Requirements 1 and 2 are not met, the Program will receive a warning with a specified time limit for compliance. Failure to respond satisfactorily to the warning by the stated deadline will lead to withdrawal of accreditation. c. Failure to respond to the conditions/warnings identified by Council in a post hearing report (initial or re-accreditation) by the timeline identified by the Council will result in a late fee.
4. Being reviewed and approved by the Council on a continuing basis every seven years or as often as required by the Council.
5. A currently accredited Program may voluntarily withdraw from its accredited status by notifying the Council of its intent in writing on official letterhead. The letter must indicate that copies have been sent to the Department Chair/Head, Dean, Provost/Vice President for Academic Affairs, and the college or university's President/Chancellor.

Quick Start Guide

- To access this platform you will need to create a free Submittable account, or sign in with Google or Facebook credentials in order to submit to these forms.
- [You can save a draft \(https://submittable.help/en/articles/904868-how-do-i-return-to-a-saved-draft\)](https://submittable.help/en/articles/904868-how-do-i-return-to-a-saved-draft) of your work if you would like to finish filling out the report at a later date. The application saves automatically every few seconds so that your work is protected from data loss.
- To allow colleagues to work on the annual report, find the option to [invite collaborators \(https://submittable.help/en/articles/3654810-how-can-i-invite-people-to-collaborate-with-me-on-a-submission\)](https://submittable.help/en/articles/3654810-how-can-i-invite-people-to-collaborate-with-me-on-a-submission) to the right of the title.

- This platform works best on the following browsers: Google Chrome, Firefox, and Safari. Internet Explorer is not supported. Please make sure you are using a supported browser.
- You can download Firefox by following the instructions linked here. (<https://www.mozilla.org/en-US/firefox/new/>)
- You can download Chrome by following the instructions linked here. (<https://www.google.com/chrome/>)
- After you have submitted the report, if you need to make changes/updates, please request to [edit the submission](https://submittable.help/en/articles/904890-how-can-i-request-an-edit-on-my-submission) (<https://submittable.help/en/articles/904890-how-can-i-request-an-edit-on-my-submission>). This will allow you to make edits and re-submit your information.

Follow-up confirmations and communications about your submission will be done by email. Please be sure to [safelist](https://submittable.help/en/articles/3221476-how-can-i-whitelist-notification-emails-from-submittable) (<https://submittable.help/en/articles/3221476-how-can-i-whitelist-notification-emails-from-submittable>) notification emails from Submittable (add to your approved sender list) and check the email you used to sign up for your Submittable Account regularly.

Check out the [Submitter Resource Center](https://submittable.help/en/collections/185534-submitters) (<https://submittable.help/en/collections/185534-submitters>) or reach out to Submittable's Customer Support team with any technical questions [here](https://www.submittable.com/help/submitter/) (<https://www.submittable.com/help/submitter/>).

Section 1: Contact Information

Name of institution *

Eastern Washington University



Name of Accredited Program *

Therapeutic Recreation Program

Total number of COAPRT Accredited Programs at this institution

2



Please note: Each program requires a separate Annual Report Submission.

Name and contact information of the Primary Contact for your COAPRT Accredited Program(s). All communications will be sent to this person. *

First Name

Matthew

Last Name

Chase

Please include prefix, suffix and certifications, if applicable.

Position Title

Professor and Program Director

30 / 100 characters

Address *

Country

United States



Address

1106 Washington Street, 200 PEB Eastern Washington University

Address Line 2 (optional)

Department of Wellness and Movement Sciences

City

Cheney

State, Province, or Region

Washington

Zip or Postal Code

99004-2423

Email *

mchase@ewu.edu

Phone *



+1 509 710 9065

Department Name *

Wellness and Movement Sciences

Website *

<https://www.ewu.edu/chsph/wellness-movementsciences/>

Formal Name of your Institution's President *

Dr. David May, Interim President

Please include formal name including middle initial, prefix, suffix and certifications, if applicable. (example: Dr. Jane A. Smith, CPRP)

Section 2: Intent to Pursue Accreditation

Does the academic unit intend to pursue accreditation or re-accreditation as originally scheduled? *

- Yes
 No

Regional Accreditation: Is the institution currently accredited by the appropriate regional accrediting association approved by the Council for Higher Education Accreditation (CHEA) or by the current national accrediting body (Standard 1.02)? *

- Yes
 No

Section 3: Statistics Summary Report - Faculty

Are there a minimum of two full-time faculty members and a minimum of one additional full-time equivalent faculty position (FTE) assigned to and instruct in the program? (Standard 1.03) *

- Yes
 No

The intent of this standard is not that every COAPRT accredited program in the academic unit meets this standard but, collectively, the accredited programs within the unit have two full-time faculty members and a minimum of one additional full-time equivalent faculty position (FTE), which may be comprised of multiple individuals, who are assigned to and instruct in the program.

Do a minimum of two full-time faculty members hold a degree of masters or higher, and a degree of bachelors or above in parks, recreation, tourism or related field? (Standard 1.04) *

- Yes
 No

Do all individuals instructing in the program have the competence and credentials in the subject matter for which they are responsible? (Standard 1.05) *

- Yes
 No

Section 4: Statistics Report - Students

Note: Council adopted the Graduation Rate definition used by the National Center for Education Statistics, <https://nces.ed.gov/ipeds/use-the-data/survey-components/9/graduation-rates> (<https://nces.ed.gov/ipeds/use-the-data/survey-components/9/graduation-rates>).

As required by the Council on Higher Education Accreditation (CHEA), COAPRT is mandated to engage in "regular, critical, self-evaluation of its performance, standards, policies and impact" (CHEA Standard 12.M.1). This process includes "the review of aggregate information regarding the extent to which the accredited institutions or programs are achieving their expectations for student learning" (CHEA Standard 12.M.1).

To meet this CHEA standards we are collecting the following program level data: Graduate school acceptance rate, post-graduation employment rate, and six-year graduation rate. This data will be collected and reported for *each* COAPRT accredited program within your department and not aggregated across multiple COAPRT accredited programs.

Suggested sources of evidence for this program-level data could include alumni or senior exit surveys completed within x months of graduation, centrally collected data if it can be dis-aggregated for each of your programs, self-report in a department data-base, etc.

Six-year graduation rate *

96%

For the students graduating from the accredited programs in 2021, what percentage did so within six years of entering the institution? **(Example: 60%)**

This may be an aggregated number. Aggregate if reporting on multiple programs. This data will be published on the COAPRT Program List webpage. Enter numbers only between 0-100.

Graduate school acceptance rate

Report the number of last year's graduates from the accredited program who indicated they have been accepted to graduate school, the percent of the graduating class this number represents, the method of data collection, and the response rate or percent of graduating students for whom you have data. See examples below:

Example A (have data)

Number accepted to graduate school: 7

Percent of graduating students: 11%

Method of measurement: Survey collected three months post-graduation

Response rate: 83% of graduating students responded to survey

Notes: We will monitor and assure we continue to achieve a response rate of greater than 80%

Example B (have data)

Number accepted to graduate school: 3

Percent of graduating students: 18%

Method of measurement: Self-report on department database

Response rate: 53% of graduating students

Notes: We haven't worked to increase our response rate but will now use a student-employee to help us secure a response rate of 85%

Graduate School Acceptance Rate *

0

Method of measurement *

Self-reported feedback from an online exit interview form. No students from this cohort indicated plans of attending graduate school.

Response rate *

We received 100% feedback on the exit interview form.

Notes

We lost our program director toward the end of the year June 2021 (she left the university). I took over program director responsibilities in fall of 2021. I was not aware of this new annual report requirement. Thankfully we had an exit interview form in place that helped with this response. We will devise a mechanism to more formally track this data moving forward.

Post-graduate employment rate

Report the number of last year's graduates from the accredited program who indicate they are currently employed (your program needs to determine if it will count part-time, employment outside the PRT profession, if it will subtract out those students from the total count who are not seeking employment for whatever reason, etc.), the percent of the graduating class this number represents, the method of data collection, and the response rate or percent of graduating students for whom you have data. See examples below:

Example A (have data)

Number of employed students: 56

Percent of graduating students: 78%

Method of measurement: Self-report on department database up to three-months post-graduation. Academic advisor reminds students to submit their employment data during the three-month window.

Response Rate: 89%

Notes: Not applicable

Example B (have data)

Number of employed students: 36

Percent of graduating students: 64%

Method of measurement: Self-report on department database

Response Rate: 44% of graduated students

Notes: We haven't ever followed up with students to increase our response rate, we will have our part-time club advisor do that in the future to bring up our response rate to at least 80%

Post-graduate employment rate *

I cannot give an accurate percentage here. I do know that a good number of our students have secured employment within the industry.

Method of measurement *

Online exit interview form (self reported information), but nothing that tracks students over time.

Response rate *

100% to the exit interview form. Many students responded they were in the process of securing employment, but no firm numbers.

Notes

We had 5 students graduate in the TR cohort last year. I am aware of several students who secured employment right away, but this was through personal communications only. We currently do not have a mechanism in place to track this information. Our alumni office does track this information, however; they do not like to share the data with departments. Their fear is that departments will complicate their foundation efforts. Again, I was unaware of this new data requirement. We will have to devise a system moving forward.

Section 5: Narrative Report - Learning Outcomes Assessment

For the next section, please report learning outcomes - one for each of the 7.01, 7.02, and 7.03 (for a total of three measures) of student learning and the related outcomes for each program. These outcomes should be a part of your program's annual assessment plan as indicated in COAPRT standard 2.05.05 and will also be published on the COAPRT Program List webpage.

You will complete this for each of your COAPRT accredited programs. For instance, if you have two accredited programs such as a Recreation Program and a Therapeutic Recreation Program, you will submit two sets of learning outcomes - one set for each program.

It is strongly suggested that you have your outcomes with you as you complete this questionnaire.

TWO of the three outcomes must use direct measures. Some examples of DIRECT measures include the following:

- Capstone Assignment Quality
- Comprehensive Examination
- Internship Evaluation
- Performance of Relevant Skill
- Portfolio Evaluation
- Pre/Post Test Result
- Presentation Quality Project
- Quality Standardized Test Result
- Thesis/Project Quality
- Video/Audiotape Production Quality
- Written Assignment Evaluation
- Writing Exam Result

Some examples of INDIRECT measures include the following:

- Advisory Board Evaluation
- Alumni Survey
- Curriculum Review Result
- Employer Survey Result
- Exit/Student Interview Result
- Focus Group Result
- Graduate School Acceptance Rate
- Honors/Awards Received by the Program

Section 5-1: Narrative Report - Learning Outcomes Assessment

Please provide the following information

COAPRT expects all programs to demonstrate that student learning outcomes associated with its 7.0 Series Learning Outcomes are met at a 70% level. Therefore, student achievement will be judged as appropriate when 70% or more of the students being assessed demonstrate that they have accomplished the learning outcome.

PROGRAM (include name of program and description): Please provide a short description of this COAPRT program, it will be published on the COAPRT Program online directory. *

Therapeutic Recreation Program. This program prepares students to sit for the NCTRC exam after completion of their 16 week internship. The TR program at EWU offers a face to face instructional experience. There are no online offerings. This program is housed within the Recreation and Leisure Services Degree Program.

Provide the program-specific learning outcome consistent with COAPRT Standard 7.01: Students graduating from the program shall demonstrate the following entry-level knowledge: a) the nature and scope of the relevant park, recreation, tourism or related professions and their associated industries; b) techniques and processes used by professionals and workers in these industries; and c) the foundation of the profession in history, science and philosophy. *

Students shall demonstrate entry level knowledge of the nature and scope of the Therapeutic Recreation profession and its associated service delivery systems.
Students shall demonstrate entry level knowledge of the foundations of the Therapeutic Recreation profession in history, theory, science, and philosophy.

Describe the method by which the learning outcome for Standard 7.01 was assessed: *

For the academic year 2020-2021, TR Standard 7.01 was measured via 8 different assignments across 5 different classes creating 65 separate student artifacts. These assignments included program plans, activity analyses, treatment and program protocols, professional panel discussions, wheelchair techniques, and ICF write-ups.

Indicate whether this outcome measure is Direct or Indirect. *

- Direct
 Indirect

State your program's standard for demonstrating that your Student Learning Outcome for 7.01 was successfully achieved.

Students must earn an overall score of 75% on all assignments. Students must also earn 75% or higher in all RCLS and TR coursework.

70% of students will score 75% or higher on the outcome measure.

Please use this format as an example when reporting standards: 70% of students will score 80% or higher on the outcome measure.

Result of the assessment of the learning outcome for Standard 7.01: *

65 of the 65 artifacts indicate that TR Standard 7.01 was met. This is a 100% rate at meeting the TR Standard 7.01

Please provide the program-specific learning outcome consistent with COAPRT Standard 7.02. Students graduating from the program shall be able to demonstrate the ability to design, implement, and evaluate services that facilitate targeted human experiences and that embrace personal and cultural dimensions of diversity. *

Students will demonstrate the ability to assess, plan, implement, document, and evaluate the Therapeutic Recreation services that facilitate targeted outcomes.

Describe the method by which the learning outcome for Standard 7.02 was assessed: *

For academic year 2020-2021, TR Standard 7.02 was measured via 8 different assignments, across 4 different classes for a total of 64 separate student artifacts. These assignments included program plans, protocols, activity analyses, ICF write-ups, wheelchair techniques, and professional panels.

Please indicate whether this outcome measure is Direct or Indirect. *

- Direct
 Indirect

State your program's standard for demonstrating that your Student Learning Outcome for 7.02 was successfully achieved.

Students must earn an overall score of 75% on all assignments. Students must also earn 75% or higher in all RCLS and TR coursework.

70% of students will score 75% or higher on the outcome measure.

Please use this format as an example when reporting standards: 70% of students will score 80% or higher on the outcome measure.

Result of the assessment of the learning outcome for Standard 7.02: *

64 of the 64 artifacts indicate that TR Standard 7.02 was met. This is a 100% success rate for meeting TR Standard 7.02.

Please provide the program-specific learning outcome consistent with COAPRT Standard 7.03. Students graduating from the program shall be able to demonstrate entry-level knowledge about operations and strategic management/administration in parks, recreation, tourism and/or related professions. *

Students shall demonstrate entry-level knowledge about management/administration of Therapeutic Recreation Services.

Describe the method by which the learning outcome for Standard 7.03 was assessed: *

For academic year 2020-2021, TR Standard 7.03 was measured via 4 different assignments, across 2 different classes, creating 24 separate student artifacts. These assignments included an elevator speech, facilitation of a professional panel, and the development of a comprehensive TR program.

Please indicate whether this outcome measure is Direct or Indirect. *

- Direct
 Indirect

State your program's standard for demonstrating that your Student Learning Outcome for 7.03 was successfully achieved.

Students must earn an overall score of 75% on all assignments. Students must also earn 75% or higher in all RCLS and TR coursework.

70% of students will score 75% or higher on the outcome measure.

Please use this format as an example when reporting standards: 70% of students will score 80% or higher on the outcome measure.

Result of the assessment of the learning outcome for Standard 7.03: *

24 of the 24 artifacts indicate that TR Standard 7.03 was met. This is a 100% success rate at meeting the TR Standard 7.03.

Section 6: Narrative Report - Accountability and Informing the Public

An important aspect of accreditation is accountability. It is expected that the program annually posts 7.0 series aggregated data and additional evidence reflecting program academic quality and student achievement on their program and/or departmental website. Such information shall be consistent with The Family Educational Rights and Privacy Act (FERPA) requirements (Standard 2.05.05).

Please provide a link to the program's website that demonstrates compliance with Standard 2.05.05. *

<https://inside.ewu.edu/recreationleisureservices/>

It is expected that a program has a practice of informing the public about the harm of degree mills and accreditation mills (Standard 3.06).

Please provide a link to the program's website demonstrating compliance with Standard 3.06. *

<https://inside.ewu.edu/recreationleisureservices/>

It is expected that the program has a practice of informing the public about their COAPRT accredited programs (Standard 3.07).

Please provide a link to the program's website demonstrating compliance with Standard 3.07. *

<https://inside.ewu.edu/recreationleisureservices/>

Section 7: Program Changes

Clearly describe any major changes for the reporting year in the program's strategic plan, curriculum, resources, administration, or other areas of the program directly related to accreditation standards. Please include the Standard number. If there are no major changes in any of these areas, please just indicate "none". *

The 2020-2021 academic year was a difficult one for the RCLS program at EWU. In the midst of the Covid crisis we were placed on a university-wide list for possible program elimination. We went through an extensive and very public program review process. We came through the review process intact, however, with the expectation the program will be modified significantly by the start of the 2023-2024 academic year. We are in the process of planning for these modifications now. In addition, we lost two tenure track personnel. We lost our associate professor of Therapeutic Recreation, who was also our program director. In her place we were able to hire a lecturer, who is currently on a year to year contract. We also lost an assistant professor of Recreation and Tourism Management. This position was lost permanently. Currently our make-up is as follows: (1) professor of RTM who is also now the program director, (1) associate professor of Outdoor Recreation Leadership, and (2) full-time lecturers. We have one lecturer assigned to the TR program. The other lecturer helps with the instruction of our core classes and he also manages our challenge course facility.

Independent of the RCLS program, we have been working with an interim dean, an interim provost, and an interim president for the past two years. A new president will take the lead on July 1, 2022.

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