ACCREDITATION ACTION REPORT
Substantive Change Application Review

The Council on Academic Accreditation in Audiology and Speech-Language Pathology has reviewed the program’s application for substantive change and took the accreditation action indicated below.

Name of Program: Minot State University

File #: 51

Professional Area:
- Audiology
- Speech-Language Pathology

Modality:
- Residential
- Distance Education
- Satellite Campus
- Contractual Arrangement

Degree Designator(s): M.S.

Current Accreditation Cycle: 3/1/2020 – 2/29/2028

Action Taken: Approve substantive change application for distance education

Effective Date: September 25, 2021

Next Review: Annual Report due February 1, 2022

Notices: The program is advised to adhere to the following notices that are appended to this report.

- PROGRAM COMPLIANCE EXPECTATIONS
- PUBLIC DISCLOSURE OF DECISION AND ACCREDITATION STATUS
In the context of the institutional and program mission statements and in consideration of the credentials for which the program is preparing students, the CAA conducted its comprehensive review and found the program to be in compliance with the Standards for Accreditation of Graduate Education Programs in Audiology and Speech-Language Pathology, except as noted below.

**AREAS OF NON-COMPLIANCE**

The CAA found the program to be not in compliance with the following Standards for Accreditation. Non-compliance means that the program does not have in place the essential elements necessary to meet the standard. The program must demonstrate its compliance with these standards when responding to prior concerns in the next annual report or reaccreditation application or by the time line specified below. The CAA will indicate in its review of that report whether the program has addressed these areas sufficiently to achieve compliance. **Failure to demonstrate compliance with the standards may jeopardize the program’s accreditation status or require the CAA to place the program on probation.** A program will be placed on probation or accreditation withdrawn after the review of a second consecutive report reveals that issues continue for the same standard(s) and the program remains not in full compliance with all standards (effective January 1, 2021- see CAA Accreditation Handbook, Chapter XVII).

**Standard: 4.5** Students are informed about the program’s policies and procedures, expectations regarding academic integrity and honesty, ethical practice, degree requirements, and requirements for professional credentialing.

**Requirement for Review:**
- Students must be made aware of the process and mechanism, including contact information for the CAA, to file a complaint related to the program’s compliance with standards for accreditation.

**Evidence of Non-Compliance:**
The program states that there is a policy and mechanism for students in the distance education program to file a complaint against the program within the sponsoring institution, which is the same process as that available to students in their residential program. The program reports that this includes maintenance of complaint records. However, the program’s process and mechanism do not include mention of how students can file a complaint related to the program’s compliance with the standards for accreditation, including contact information for the CAA.

**Steps to be taken:**
At the time of the next annual report, please provide an update as to how the students are informed about the process and mechanism to contact CAA and how they can file a complaint related to the program’s compliance with standards of accreditation.
AREAS FOR FOLLOW-UP (clarification/verification)

The CAA did not find the program to be out of compliance with the following Standards for Accreditation at this time. However, the program must provide additional information or an update in the program’s next annual report or reaccreditation application for clarification or verification of these issues, in order to monitor the program’s continued compliance in the stated areas.

**Standard: 2.1** The number and composition of the program faculty (academic doctoral, clinical doctoral, other) are sufficient to deliver a program of study that:

- 2.1.1 allows students to acquire the knowledge and skills required in Standard 3,
- 2.1.2 allows students to acquire the scientific and research fundamentals of the discipline,
- 2.1.3 allows students to meet the program’s established goals and objectives,
- 2.1.4 meets the expectations set forth in the program’s mission and goals,
- 2.1.5 is offered on a regular basis so that it will allow the students to complete the program within the published time frame.

**Requirement for Review:**
- The program must document:
  - how the faculty composition is sufficient to allow students to acquire the knowledge and skills required in Standard 3
  - how the faculty composition is sufficient to allow students to acquire the scientific and research fundamentals of the profession
  - how the faculty composition is sufficient to allow students to meet the program’s established learning goals and objectives
  - how the faculty composition is sufficient to allow students to meet the expectations set forth in the program’s mission and goals
  - how the faculty composition ensures that the elements (classes and clinical practica) of the program are offered on a regular basis so that students can complete the program within the published time frame

**Evidence of Concern:**
The program reports that they hired one faculty member in May 2021 and began a search for one additional faculty member in June 2021 with an anticipated start date of Fall 2021. They also reported that the administration agreed to hire two additional faculty members based on the CAA’s approval of the distance education modality, enrollment of the first cohort, and faculty load reports.

The program reports that the searches for the two faculty members will start in Fall 2022 and Fall 2023 respectively. The program reports that they will attempt to hire PhD level faculty who are willing to teach on campus and for the distance education track. If the program is unable to successfully complete the searches, the program will hire a master’s level clinical educator to relieve some of the clinical supervision load from those that are already teaching graduate level courses. If unable to find acceptable applicants, the program will hire adjunct PhD faculty to teach.
Steps to be taken:
At the time of the next annual report the program must report on the status of their faculty searches to teach academic coursework as well as to supervise in the clinic.

PERFORMANCE WITH RESPECT TO STUDENT ACHIEVEMENT

The CAA has evaluated this program regarding its performance with respect to student achievement and provides the following report, required as an accrediting agency recognized by the U.S. Secretary of Education [34 CFR 602.17(f)].

Comments/Observations:

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<th>Details regarding any of these areas found to be not in compliance are described earlier in this report in the context of the relevant standard.</th>
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<tr>
<td>Program Completion Rates</td>
<td>N/A</td>
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<td>Employment Rates</td>
<td>N/A</td>
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<td>Praxis Examination Rates</td>
<td>N/A</td>
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PROGRAM COMPLIANCE EXPECTATIONS

As an accrediting agency recognized by the U.S. Secretary of Education, the CAA must comply with Criterion §602.20 [34 CFR 602.20]. This criterion requires that if an accrediting agency’s review of a program indicates that the program is not in compliance with any standard, the CAA must provide a written timeline to the program to come into compliance that is reasonable, as determined by the CAA, based on the nature of the finding, the stated mission, and educational objectives of the program. The timeline may include intermediate checkpoints on the way to full compliance and must not exceed three years for programs, regardless of professional area. If the review of a second consecutive report reveals that issues continue for the same standard(s), regardless of which requirements for review were identified, and the program remains not in full compliance with all standards, the CAA may act to place the program on probation or withdraw its accreditation status in accordance with the policy and procedures outlined in the Accreditation Handbook. The CAA may place a program on probation or withdraw accreditation from a program prior to this time when there is clear evidence of circumstances that jeopardize the capability of the program to provide acceptable educational experiences for the students.

PUBLIC DISCLOSURE OF THIS DECISION AND ACCREDITATION STATUS

The CAA publishes a notice of final accreditation actions on its website after comprehensive reviews are completed in accordance with its published policies. In the event an adverse action is taken and becomes final (i.e., withdrawal or withholding of an accreditation status), the CAA is required to publish a brief statement summarizing the reasons for withholding or withdrawing the accreditation status of a program, together with the comments, if any, that the affected program may wish to make.
The Criteria for Recognition by the U.S. Secretary of Education requires all recognized accrediting agencies to provide for the public correction of incorrect or misleading information an accredited or preaccredited program releases about accreditation or preaccreditation status, contents of site visit reports, and accrediting or preaccrediting actions with respect to the program. [34 CFR 602.23(d) and 602.23(e)] The program must make accurate public disclosure of the accreditation or preaccreditation status awarded to the program, using the language provided in the Accreditation Handbook (see Chapter XII Informing the Public) on the academic accreditation website. If the program chooses to disclose any additional information within the scope of the ED rule, such disclosure also must be accurate. Any public disclosure of information within the scope of the rule must include the CAA’s name, address, and telephone number as described in the Accreditation Handbook. If an institution or program misrepresents or distorts any action by the CAA with respect to any aspect of the accreditation process, its accreditation status, the contents of the site visit report, or final CAA accreditation actions or decisions, the CAA will inform the chief executive officer of the institution and the program director that corrective action must be taken. If corrective action is not taken, the CAA will release a public statement that provides correct information and may invoke other sanctions as may be appropriate.