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2024 COAPRT Annual Report

Ends on Sat, Mar 2, 2024 4:00 PM

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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, 2024.**

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, 3.07 and 7.04 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 re accreditation 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/>).

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Each accredited program requires its own separate annual report.

For example if your institution has two accredited programs e.g. Therapeutic Recreation and Recreation Management you will complete two separate annual reports.

Section 1: Contact Information

Name of institution *

Name of Accredited Program *

Total number of students enrolled in this program.

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

First Name

Last Name

Please include prefix, suffix and certifications, if applicable.

Position Title

Associate Professor

19 / 100 characters

Address *

Country

United States



Address

313 Garland Annex

Address Line 2 (optional)

P.O.Box 1848

City

University

State, Province, or Region

MS

Zip or Postal Code

38677

Email *

klee18@olemiss.edu

Phone *



+1 662 915 7573

Department Name *

Health, Exercise Science and Recreation Management

Website *

https://hesrm.olemiss.edu/

Formal Name of your Institution's President *

Dr. Glenn Boyce, Chancellor

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 *

68.5%

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 *

15 expressed their intention to pursue a Master degree program

Method of measurement *

Exit Survey

Response rate *

28/32 = 88%

Notes**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 *

27 students showed their intention to pursue in sport, park, recreation or related industries

Method of measurement *

Exit Survey

Response rate *

28/32 = 88%

Notes**Section 5: Narrative Report - Learning Outcomes Assessment**

For the next section, please report learning outcomes - one for each of the 7.01, 7.02, 7.03, and 7.04 (for a total of four 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. *

The Bachelor of Arts in Sport and Recreation Administration degree program has been accredited by the Council for Accreditation of Parks, Recreation, Tourism and Related Professions (COAPRT/NRPA) since 2000. The program combines classroom education with service-learning interdisciplinary approaches to provide a quality academic setting to learn and prepare for an exciting profession.

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 who enrolled in the core course, SRA200: Recreation program leadership, take the final exam that covers the domains: 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.

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

Exam questions covering 7.01 domains were administered.

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.

70% of exam students achieve at least a 70% test score.

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: *

70% of students who completed the exam achieved a 70% or above test score.

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 who enrolled in two core courses, SRA 301- Assessment & Evaluation & SRA 302- Programming, take final assessments covering the 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.

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

Exam questions related to the 7.02 standard were administered.

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.

70% of exam students achieve at least a 70% test score.

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: *

92.5% of exam students achieved 70% or above test scores on their final assessments.

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 who enrolled in two core courses, SRA 425- Facility Design and Maintenance & SRA 471- Administration, take exams covering the 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.

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

Exam questions related to the 7.03 standard were administered.

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.

70% of exam students achieve at least a 70% test score.

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: *

89% of exam students achieved 70% or above test scores on their final assessments.

Please provide the program-specific learning outcome consistent with COAPRT Standard 7.04. Students graduating from the program shall demonstrate, through a comprehensive internship of not less than 400 clock hour and no fewer than 10 weeks, the potential to succeed as professionals at supervisory or higher levels in park, recreation, tourism or related organizations. *

After completing internships, students take the post-internship/exit survey to ask about their internship experiences, internship tasks related to four core competencies, how well the SRA course works to prepare them for their internship experiences, and possible plans after graduation.

Describe the method by which the learning outcome for Standard 7.04 was assessed: *

Exit survey questions regarding students' perceived efficacy in performing tasks related to 4 core competencies (finance, human resources, operations, and programming).

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 7.04 was successfully achieved. *

Over 70% of students were confident performing tasks related to 4 core competencies (finance, human resources, operations, and programming).

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 7.04: *

On average, 88% of students were confident performing tasks related to finance (81%), human resources (88%), operations (93%), and programming (91%).

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://hesrm.olemiss.edu/recreation-administration/professional-accreditation/>

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://hesrm.olemiss.edu/recreation-administration/professional-accreditation/>

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://hesrm.olemiss.edu/recreation-administration/professional-accreditation/>

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". *

In 2023, we hired two more instructors, Mr. Andre Simond and Mr. Kevin Norwood. The program director, Dr. Brennan Berg worked and is continuously working on curriculum changes to meet students' learning needs and career aspirations.

The responses are self reported and the responsibility for the accuracy of the content is on behalf of the program. *

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