BACKGROUND AND REQUEST

Tiffin University

Post-Bachelor's Addiction Studies Certificate
Post-Master's Addiction Counseling Certificate

RECOMMENDATION

Tiffin University's proposed certificate programs meet the Chancellor's standards, and the review team recommends provisional authorization of the certificate programs. Provisional authorization will continue through December 31, 2012, contingent upon continuing accreditation from the Higher Learning Commission and contingent upon the Chancellor's written approval of progress reports that demonstrate satisfactory progress toward compliance with all standards. The Chancellor shall withdraw provisional authorization if, in the Chancellor's judgment, the progress reports do not demonstrate satisfactory progress in any area. Progress reports are to be submitted by December 31, 2009, 2010, and 2011. A follow-up review will be performed prior to December 31, 2012 to determine continued authorization of the program.

Profile: Tiffin University is a coeducational, private, non-profit institution offering undergraduate and graduate degree programs. The university began operations in 1888 as the business program at Heidelberg College and became a stand-alone institution in 1919. Currently, the university offers degrees in Business Administration, Criminal Justice, Humanities, and the Arts and Sciences to approximately 1500 undergraduate and 500 graduate students.

Accreditation/Authorization: The Higher Learning Commission of the North Central Association of Colleges and Schools accredits Tiffin University. The Chancellor of the Ohio Board of Regents has continuously authorized the university since 1970.

Program Information: The university is requesting authorization to begin two certificate programs—a post-bachelor's addictions studies certificate program and a post-master's addiction counseling certificate program. The post-bachelor's certificate program consists of 18 semester hours and is designed to meet the requirements needed to become a Licensed Chemical Dependency Counselor II (LCDC II) or a Licensed Chemical Dependency Counselor III (LCDC III) in Ohio. The post-master's program consists of 18 semester hours of advanced graduate credit and is designed to meet the Ohio requirements to become a Licensed Independent Chemical Dependency Counselor (LICDC)—these requirements include a master's degree and relevant course content areas. The certificate programs are not designed to prepare students to function as independent or licensed counselors.

Review Results: The review team noted several strengths during the review, including: collaborative efforts with community agencies for student placement and for employment of graduates; a program director with demonstrated scholarship in the area; the alignment of program objectives with desired licensure; faculty awareness of best practices in the field of chemical dependency; and the university's commitment to serving a workforce need for chemical dependency counselors.

The review team also noted areas of non compliance with the Chancellor's standards and recommended that the institution: more fully develop its graduate governance, policies and procedures; develop a plan to enhance the resources and the services of the library to reflect the university's emphasis on graduate programming and increased undergraduate enrollment; provide a faculty staffing plan for the next five years; and create communication materials that clearly state that the 18 hour certificate programs do not prepare students to function as independent or licensed counselors.

Tiffin University responded appropriately to the recommendations of the review team's report by demonstrating how the recommendations were accepted and integrated into the proposed programs, or, in the case of recommendations that could only be complied with over time, by presenting a clear plan for the implementation of the recommendations and a timeline for such.

Recommendation to the Chancellor: Tiffin University's proposed certificate programs meet the Chancellor's standards, and the review team recommends provisional authorization of the programs. Provisional authorization will continue through December 31, 2012, contingent upon continuing accreditation from the Higher Learning Commission and contingent upon the Chancellor's written approval of progress reports that demonstrate satisfactory progress toward compliance with all standards. The Chancellor shall withdraw provisional authorization if, in the Chancellor's judgment, the progress reports do not demonstrate satisfactory progress in any area. Progress reports are to be submitted by December 31, 2009, 2010, and 2011. A follow-up review will be performed prior to December 31, 2012 to determine continued authorization of the certificate program.

End of Comment Period: May 18, 2009
No Comments Received, Recommend Approval

Approved:

6/26/09

Eric D. Fingerhut, Chancellor **Date**

mlc