



Council *on* Education *for* Public Health

1010 Wayne Avenue, Suite 220 • Silver Spring, MD 20910  
Phone: (202) 789-1050 • Fax: (202) 789-1895 • [www.ceph.org](http://www.ceph.org)

October 13, 2016

Grace Lartey, PhD  
Program Director  
Western Kentucky University  
Department of Public Health  
1906 College Heights Blvd #11082  
Bowling Green, KY 42101

Dear Dr. Lartey:

On behalf of the Council on Education for Public Health, I am pleased to advise you that the CEPH Board of Councilors acted at its October 6-7, 2016 meeting to accredit the Public Health Program at Western Kentucky University for a seven-year term, extending to December 31, 2023 with an interim report to be submitted in fall 2017. The interim report must address the criteria for which there was a “partially met” assessment.

Specifically, the interim report due in fall 2017 should provide evidence that the program has:

- a) Implemented a systematic approach to using evaluation data to improve the programs within the unit of accreditation based on data collected. The report must present evidence that the program follows its established processes (eg, meeting minutes, description of proposed and/or implemented changes based on data collection). (Criterion 1.2)
- b) Articulated and implemented procedures to regularly evaluate the program’s measurable objectives and to adjust targets as appropriate. (Criterion 1.2)
- c) Implemented an evaluation plan for the BSPH program to consistently evaluate program targets, outcomes and the program’s effectiveness and to adjust strategies or targets as appropriate. The evaluation plan must include surveys or other data collection of community stakeholders, as well as program students and alumni. The report must include preliminary data from all instruments. (Criterion 1.2)
- d) Implemented a functional governance structure that allows for the program’s committees and faculty to be engaged in the governance processes. The report must present evidence (eg, committee meeting minutes) that program faculty are involved in governance processes. (Criterion 1.5)
- e) Articulated and begun to implement program-specific practices for achieving diversity, including systematic processes for recruitment of diverse faculty, staff and students. (Criterion 1.8)
- f) Developed, disseminated and implemented guidelines for the practical experience that addresses the generalist concentration. (Criterion 2.4)
- g) Implemented procedures to regularly review MPH core and concentration competencies and to revise competencies as appropriate. (Criterion 2.6)
- h) Implemented procedures to ensure that all generalist MPH students identify competencies and complete coursework that relates to the stated competencies. The report should provide

samples of individual students' competency sets and the coursework selected to address those competencies. (Criterion 2.6)

- i) Collected and assessed data from employers on graduates' readiness for practice. The report should present data and analysis. (Criterion 2.7)
- j) Implemented practices to plan and manage workforce development activities based on identified community needs. (Criterion 3.3)

The Council also noted compliance concerns for Criterion 2.6 (Competencies) that relate to competencies associated with the bachelor's degrees. Because the Council has adopted revised criteria that change the requirements for bachelor's students (focusing on learning outcomes, rather than core and concentration competencies), the Council will not require reporting on these issues. The Council will provide all accredited institutions with notice about requirements for documenting compliance with the revised criteria in the coming weeks.

The report will be due on August 22, 2017. Please be aware that failure to come into compliance with all accreditation criteria must trigger specific actions on CEPH's part. These actions, mandated in federal regulations governing accrediting agencies that are recognized by the US Department of Education, include initiating adverse action or, if good cause is demonstrated, extending by one year the period during which the program or school may come into compliance with the remaining criteria, after which CEPH must take adverse action. CEPH is required to deny or revoke accreditation when a school or program fails to demonstrate that it has come into compliance. Thus, interim reports have serious consequences. Additional information about preparing interim reports is available on the [CEPH website](#).

We are enclosing a copy of the Council's final accreditation report. The report is also being transmitted to the chief executive officer of your university as the Council's official report. This differs from the team's report that you received prior to our meeting in several areas.

- The Council changed the finding for Criterion 2.1 (Degree Offerings) from met to met with commentary and adjusted language in this section. This change reflects the Council's review of information in the team's report and the program's response to the team's report.
- The Council changed the finding for Criterion 2.2 (Degree Length) from partially met to met based on its review of the team's report.
- The Council changed the finding for Criterion 2.5 (Culminating Experience) from partially met to met and adjusted language in this section. This change reflects the Council's review of information in the program's response to the team's report.
- The Council adjusted language in Criterion 2.6 (Competencies) to reflect the Council's review of information in the team's report and the program's response to the team's report.
- The Council changed the finding for Criterion 2.8 (Bachelor's Degrees) from partially met to met and adjusted language in this section. This change reflects the Council's review of information in the program's response to the team's report.
- The Council changed the finding for Criterion 2.12 (Distance Education) from not met to met and adjusted language in this section. This change reflects the Council's review of information in the program's response to the team's report.

I would call your attention to the disclosure provisions in our adopted procedures. The program is expected to make its official accreditation report available to the public on request 60 days following the accreditation decision. ***The program may make the report and final self-study available in full on its website, or it must clearly indicate on the website how to request a copy of either document.*** See p. 29 of the [Accreditation Procedures, amended September 2014](#) for additional information.

Grace Lartey, PhD  
October 13, 2016  
Page 3

You may append a written response whenever you distribute the report. The official report also will be available on request from CEPH after 60 days, but it is our intent to refer all initial requests to you. If you provide this office with a copy of a written response by December 2, 2016, we will be pleased to append it whenever we respond to a request for the report. Please note that this response is optional.

We would also like to remind you that whenever an accredited school or program undergoes a substantive change, it is obligated to provide written notification to CEPH of the intended change. Substantive changes are defined in the procedures manual, but generally include offering a new degree, adding or discontinuing an area of specialization, offering a degree program in a different format or at a distant site and making major revisions to the curricular requirements. Additional information about substantive changes is available on our [website](#).

Finally, since the program added the bachelor's degree to the unit of accreditation during this review process, we have officially updated our records to indicate that the program is accredited with master's and bachelor's level programs. Along with this message, CEPH staff will provide an updated accreditation seal, and, per CEPH's [fee schedule](#), you should anticipate paying annual support fees in your new category from 2017 forward.

We appreciated the many courtesies and helpfulness extended to the site visit team.

Sincerely,

A handwritten signature in black ink, appearing to read 'Donna J. Petersen', with a long horizontal flourish extending to the right.

Donna J. Petersen, MHS, ScD, CPH  
President

Enclosure

cc: CEPH Councilors