

From: CAATE [mailto:caateinfo@caate.net]

Sent: Tuesday, March 1, 2016 7:46 AM

To: Kirk Armstrong <Kirk.Armstrong@indstate.edu>

Cc: Dan Bradley <Dan.Bradley@indstate.edu>; Mike Licari <Mike.Licari@indstate.edu>; Jack Turman <Jack.Turman@indstate.edu>; John Pommier <John.Pommier@indstate.edu>

Subject: CAATE : Grant Probation status and request Progress Report

Dear Program Administrators,

RE: Notice of Negative Accreditation Status Requiring Immediate Action

The Commission on Accreditation of Athletic Training Education (CAATE) has reviewed the 2014-2015 Annual Report Rejoinder submitted by your professional program in Athletic Training. As a result of the review, the CAATE has determined that **your program remains in non-compliance** with the *Standards for Accreditation of Professional Athletic Training Programs (Standards)* as described below. At its most recent meeting, the Commission voted to change the accreditation status of your program to **Probation**. This letter constitutes notice by the Commission of Probation in accordance with Article VII of the 2015 CAATE Policies and Procedures.

The decision of **Probation** is based upon the program's three-year aggregate first-time BOC exam pass rate, which is below the minimum 70%. As was announced three years ago and again on February 4, 2016, all programs with a -three-year aggregate first time pass rate below 70% are non-compliant with Standard 11 and will be placed on Probation. Programs placed on Probation for non-compliance with Standard 11 will be required to complete both an analytic progress report and an action plan. The analytic progress report and the action plan must both be submitted on or before **June 1, 2016**. The non-compliance is detailed below, along with the requisite materials to be submitted. All materials will need to be submitted within the eAccreditation Annual Report Progress Report. More information about future actions relevant to Standard 11 can be found at: <http://caate.net/wp-content/uploads/2016/02/CAATE-Professional-Standard-11.pdf>. Questions about this process can be directed to the CAATE Office at 512-733-9700 or support@caate.net.

Non-Compliance(s):

Standard 11: Data Analysis: Programs must meet or exceed a three year aggregate of 70 percent first-time pass rate on the BOC exam.

Rationale for non-compliance: The three-year aggregate first-time pass rate for your Athletic Training Program is below 70%.

The program must submit the following materials:

Analytic Progress Report:

1. *A review and analysis of the program's previously submitted action plans. This should include:*
 - a. *Any assessment data used to evaluate the previous action plan.*

- b. *A discussion of which strategies have worked and which ones have not.*
- c. *Any revisions that have been made to the previous action plan based on subsequent assessment data.*
2. *Analysis of the program's current pass rate (2013-15 data) and progress toward compliance, including the:*
 - a. *Number of students enrolled in the program in each of the past 3 years;*
 - b. *Number of students who have attempted the exam in each of the past 3 years;*
 - c. *Cohort by cohort first-time pass rate for each of the past 3 exam cohorts;*
 - d. *Three- year aggregate first-time pass rate for each of the past 3 years;*
2. *Projection for the program's anticipated exam outcomes for next year (2016 data). This is an analysis of how well the program believes its new action plan (see below) will improve exam performance for the next exam cohort and how they expect this to affect their three-year aggregate first time pass rate next year. The analysis must include:*
 - a. *An analysis of the number of students expected to take the exam in the next year based on current enrollment.*
 - b. *A conservative estimated annual first-time pass rate for the upcoming year given steps outlined in the action plan (see below) and current student potential.*
 - c. *A conservative estimated three-year aggregate first time pass rate for the upcoming year based on the projection provided in 3.b above.*
 - d. *A narrative discussing the likelihood that the program will come into compliance with Standard 11 in the next year given the data provided in 3.a-c above.*

Action Plan, developed as part of the analytic progress report, must include all of the elements identified in Standard 12. These include:

1. *Developing targeted goals and action plans for achieve the desired outcomes.*
2. *Stating the timelines for reaching the outcomes.*
3. *Identifying the person(s) responsible for each element of the action plan.*
4. *Updating the elements of the action plan as they are met or circumstances change.*

A copy of this communication has been sent to the President of the institution via Priority Mail. As a result of this action, the institution has several options, outlined below, to consider at this time. Regardless of the option selected, a response, signed by the President/CEO of the institution is required.

The program may request **reconsideration** of this decision, **accept Probation**, or **voluntarily withdraw** its accreditation following Article VII of the CAATE Policy and Procedures and generally outlined below. Any action taken by the program requires official notification uploaded to eAccreditation as follows:

1. The program requesting **reconsideration** of the Commission's recommendation must submit official notification to the CAATE Office that includes a letter of reconsideration authorized and signed by the President/CEO, and all supporting documentation to **demonstrate that the program is compliant with the Standard(s) cited in this letter** at the time of reconsideration. The request for reconsideration and all documentation must uploaded to eAccreditation and electronically signed by institution officials **within fifteen (15) days of receipt of this letter [March 22, 2016]**. Programs seeking this option should contact support@caate.net for instructions for submission.

Reconsideration is based on conditions existing both when the Commission arrived at its decision and on subsequent document evidence of corrected deficiencies provided by the program. If reconsideration is denied, the program may accept Probation, or voluntarily withdraw as outlined below.

2. The program **accepting Probation** should submit official notification to the CAATE Office that includes a letter of acceptance authorized and signed by the President/CEO, and uploaded to eAccreditation **within fifteen (15) days [March 22, 2016]** of receipt of this letter.

Programs that accept Probation must use the following language whenever reference is made to its accreditation status in publicly accessible documents: “(Name of Program) is accredited by the Commission on Accreditation of Athletic Training Education (CAATE). The program has been placed on Probation as of February 19, 2016 by the CAATE, 6850 Austin Center Blvd., Suite 100, Austin, TX 78731-3101.” **Please note that the Athletic Training Program must announce this change in accreditation status in all of its publicly accessible documents and announcements that reference CAATE accreditation until such time that the status is changed. The program must additionally notify all currently enrolled students of this change in accreditation status.**

If the program accepts probation, a **Progress Report is due on or before June 1, 2016** providing documentation to demonstrate the actions that the program is taking to become compliant with the cited Standard(s) in this letter. **Within the narrative response and supporting materials in the Progress Report, the program should additionally include details, and any associated documentation, to identify the process by which currently enrolled students have been notified of the change in accreditation status.** The Progress Report is completed through e-Accreditation within the Annual Report tab.

3. The institution may **voluntarily withdraw** accreditation and therefore must submit a letter of withdrawal authorized and signed by the President/CEO, and received in the CAATE office **within fifteen (15) days [March 22, 2016] of receipt of this letter.** The voluntary withdrawal option is available through the Substantive Change tab within eAccreditation, and instructions on this process can be found at <http://caate.net/wp-content/uploads/2015/06/Voluntary-Withdrawal-of-Accreditation-Professional-Programs1.pdf>.

A program seeking this option is thereby notifying the CAATE of its desire to voluntarily withdraw from accreditation. The educational program will remain on probation until the last class of students has graduated.

If the program voluntarily withdraws accreditation, a **Progress Report is due on or before June 1, 2016** providing documentation to demonstrate the actions that the program is taking to become compliant with the cited Standard(s) in this letter. **Within the narrative response and supporting materials in the Progress Report, the program should additionally include details, and any associated documentation, to identify the process by which currently enrolled students have been notified of the change in accreditation status.** The program must also submit documentation on how the currently enrolled students will be protected, either through appropriate teach-out plan, transfer or change of major. The Progress Report is completed through e-Accreditation within the Annual Report tab.

While this type of outcome is never welcomed, we look forward to working with you and your faculty through the processes needed to rectify these non-compliances that will allow your Athletic Training

Program to come into full compliance with all Standards. Please contact the CAATE office at 512-733-9700 if you have any questions.

Sincerely,

Mark Merrick, PhD, ATC, AT, FNATA

President, CAATE