December 1, 2015

Dr. J. Randall O’Brien, President
1646 Russell Avenue
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Jefferson City, TN 37760

Dr. Paul M. Percy, Provost
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Dr. Kitty R. Coffey, Chair
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Dear Dr. O’Brien, Dr. Percy, and Dr. Coffey:

In its November 20, 2015 meeting, the Council for Accreditation of the American Association of Family and Consumer Sciences voted to grant accreditation to the Department of Family and Consumer Sciences at Carson Newman University. This action followed careful review and consideration of the Self-Study Report, the report of the site visit team, and the institution’s response to the site visit report.

The Council for Accreditation commends the Department of Family and Consumer Sciences and faculty members for providing high quality Family and Consumer Sciences programs. The following strengths are particularly noteworthy:

1. The Unit has mission and goals statements which are consistent with both the mission and philosophy of the profession and the University.

2. The Unit administrator is to be commended for being a highly skilled and effective leader who has the respect of University administrators, Unit faculty members, students, alumni, Advisory Board members, and employers of graduates.

3. The Unit has a dynamic, resourceful, supportive, collaborative, professional, well-functioning, and loyal Advisory Board that is used as a model by the University administration for advisory boards in other departments.

4. The Unit is to be commended for using the Unit mission statement to inform decision making related to program development, resource allocation and management, personnel, and other decisions.

5. The Unit administrator, faculty members, and members of the Advisory Board are to be commended for securing significant funds and in-kind gifts toward the construction and furnishing of a new building housing the entire Family and Consumer Sciences Unit.
6. The Unit administrator and faculty members are praised for their forward thinking on the sustainability and fund-raising for repurposing Duncan Hall, the former home management house.

7. The Unit faculty members are to be praised for their professional knowledge, passion for their field, professionalism, strong work ethic, and willingness to go the extra mile to help current and former students.

8. In support of the institution and Unit mission statements, courses 210-Basic Nutrition and 214-Science of Nutrition require service learning for all students.

9. The Unit faculty members are commended for their professionalism and willingness to collaborate with students in research, scholarly, and outreach activities.

10. The Family and Consumer Sciences students are commended for their professionalism, work ethic, and preparation for their internships and later work experiences.

11. Unit faculty members are to be commended for high retention and graduation rates.

12. Unit faculty members are commended for preparing students who are very satisfied with their degrees, who succeed in getting jobs they desire, and who are in demand by employers.

13. The Unit administrator and faculty members are commended for participation in campus governance.

The Council for Accreditation makes the following recommendations to strengthen compliance with accreditation standards and to assist in further enhancement of the programs in the Department of Family and Consumer Sciences:

1. Define priorities of the Unit in measureable long- and short-range goals. [Criterion 1.2(2)]

2. Maintain consistency in format and presentation of the long- and short-range goals, objectives, and outcome statements. [Criterion 1.2(3)]

3. Establish a systematic, broad-based, integrated evaluation of priorities and activities to determine effectiveness in achieving the Unit’s stated mission and long- and short-range goals. [Criterion 1.2(4)]

4. Ensure that results of the assessment process are used on a periodic basis to formulate goals for the next year and improve the system of evaluation. [Criterion 1.2(6)]

5. Ensure that the financial resources of the Unit are adequate to support programs, technology, instructional equipment, and other activities including development of online courses and increased support for supervision of culminating experiences. [Criterion 1.5(2)]
6. Identify clearly in the syllabi the core concepts, integrative elements, and cross-cutting themes of the Family and Consumer Sciences Body of Knowledge in the core courses in which they are addressed. [Criteria 2.1(1); 2.1(2); 2.1(3)]

7. Develop an assessment system that outlines the logical progression of activities for assessing whether curriculum goals and learning outcomes have been met:
   a. Identify specific outcome measures to determine the achievement of the Unit’s curriculum goals. [Criterion 2.2(1)]
   b. Demonstrate linkages among curriculum goals, student learning outcomes, and the Unit’s mission to measure students’ knowledge of core concepts, integrative elements, and cross-cutting themes of the Body of Knowledge. [Criterion 2.2(2)]
   c. Evaluate assessment instruments and data to make informed decisions regarding the improvement of the teaching and learning processes. [Criterion 2.2(3)]
   d. Develop and use assessment tools to determine what graduates know and can do. [Criterion 2.2(3)]

8. Continue to implement the approved plan in which reliable information on Family and Consumer Sciences Program aggregated student achievement/performance data and other measures are updated at least annually and provided to the public on a timely basis utilizing the homepage of the Unit website. [Criteria 2.3(3); 4.2(2)]

9. Develop outcome measures by which the Unit assesses the success of its research, scholarly, creative, and outreach activities. [Criteria 3.1(2); 4.1(9)]

10. Encourage faculty members to convert scholarship and creative work into publications. [Criterion 3.1(3)]

11. Continue to work with University administrators to fill faculty positions with qualified and diverse individuals. [Criteria 4.1(1); 4.3(1a)]

Actions taken in response to these recommendations are to be described in the Unit’s first interim report which shall be submitted in year three (2018) of accreditation. You will receive notification of the specific date the report will be due to arrive in the Office of Accreditation for consideration during the Council for Accreditation’s subsequent meeting.

Accreditation is granted by the Council for Accreditation for a period of ten years. Any extension and/or provisional accreditation periods are counted as part of the ten-year period. Therefore, this accreditation expires Fall 2025. The next Self-Study Report will be due September 1, 2024.

When accreditation is granted, the Unit is eligible to use the AAFCS Seal of Accreditation. This seal indicates that the Unit has been found to meet or exceed stated criteria and can be used in all communications, both print and electronic. You will be sent an electronic file containing the seal graphic with protocol-for-use.
Members of the Council for Accreditation join us in congratulating you and the faculty on the quality of programs offered by the Department of Family and Consumer Sciences. This comes with our good wishes for continued success of the programs.

With best wishes,

Ethel G. Jones, Ph.D., CFCS
Chair, Council for Accreditation

Gay Nell McGinnis, CFCS, Director
Credentialing, Professional Development, and Research