



August 8, 2018

Dr. Allan Hoffman
Interim President and Dean
Institute for Clinical Social Work
180 North Michigan Avenue
Suite 2405
Chicago, IL 60601

Dear President Hoffman:

This letter serves as formal notification and official record of action taken concerning Institute for Clinical Social Work by the Institutional Actions Council of the Higher Learning Commission at its meeting on July 30, 2018. The date of this action constitutes the effective date of the institution's new status with HLC.

Action with Interim Monitoring. IAC continued the accreditation of Institute for Clinical Social Work with the next Reaffirmation of Accreditation in or before 2027-28. In conjunction with this action, IAC required the following interim monitoring.

Interim Report. An Interim Report due 4/30/2019: A report to include development of a faculty qualifications policy, faculty hiring and evaluation process, and faculty development plan (3C); a formal system to conduct program reviews including monitoring from the Federal Compliance report concerning student outcomes data (4A); documentation of how data collection is used for decision making in planning for the maintenance and quality of the Institute as well as documentation of formal processes for recruiting, hiring, and training of staff (5A); and update regarding progress in developing and managing the strategic plan as well as progress towards its implementation (5C). The report should also include response to the credit hour policy issues as found in the Team Worksheet for Evaluation of Institution's Assignment of Credit Hours and Clock Hours.

Interim Report. An Interim Report due 10/31/19: A report to include progress of data collection strategies and practices intended to advance informed decision-making including a detailed summary of data identified to document student evaluation of teacher performance, the continued quality of the new three-year pre-candidacy program, and graduate outcomes, including information about instruments identified to do so (4B); progress towards identifying, collecting and analyzing data to inform decisions about retention/persistence/completion that includes benchmarks and comparison data (4C); and documentation of Board of Trustees use of the scorecard or other systematic data analysis to monitor and improve performance as well as document opportunities that occurred for informed decision-making at all levels of the institution (5D).

Embedded Monitoring. An Interim Report to be embedded in the next comprehensive evaluation (2021-2022) providing evidence of continued improvement regarding outstanding issues identified in the earlier monitoring report with regard to assessment of student learning; retention, persistence, and completion goals and data analysis; faculty qualifications policy; program review process; faculty selection, hiring, evaluation and development; credit hour policy.

In two weeks, this action will be added to the *Institutional Status and Requirements (ISR) Report*, a resource for Accreditation Liaison Officers to review and manage information regarding the institution's accreditation relationship. Accreditation Liaison Officers may request the ISR Report on HLC's website at <http://www.hlcommission.org/Accreditation/institutional-status-and-requirements-report.html>.

Within the next 30 days, HLC will also publish information about this action on its website at <http://www.hlcommission.org/Student-Resources/recent-actions.html>.

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If you have any questions about these documents after viewing them, please contact the institution's staff liaison Linnea Stenson. Your cooperation in this matter is appreciated.

Sincerely,

A handwritten signature in cursive script that reads "Barbara Gellman-Danley". The signature is written in black ink and is positioned to the left of the typed name.

Barbara Gellman-Danley
President

CC: ALO