

# CCE Academy of Site Team Visitors

**'CALL FOR APPLICANTS' ANNOUNCEMENT**

**MARCH 23, 2020**

If you would like to contribute to the enhancement of chiropractic education, you are encouraged to apply to the Council on Chiropractic Education (CCE) Academy of Site Team Visitors (*Academy*).

Accreditation sustains and enhances the quality of higher education for the profession it serves. It is the primary means to examine the quality and integrity of education by determining whether an individual educational program meets the thresholds for quality criteria and verifies to the public its compliance with minimum standards. The role of accreditation is to assure higher education quality and integrity to stakeholders including national governments, state licensing authorities, trade organizations, other academic institutions, other accrediting agencies, students, and the public. Accreditation employs processes in order to assure education outcomes and competency so students are receiving what the profession and public believe is necessary for entry into practice. Academy of Site Team Visitors are trained to identify a program's strengths, areas for improvement, and to validate that a program complies with existing accreditation standards. The service of the members of the Academy ensure the provision of fair and objective program assessment.

***The Council is looking to reinforce the Academy in all areas of expertise to include: Program representatives; Private Practitioners/Field DCs (not associated or affiliated with Doctor of Chiropractic Degree Programs); and, Public Members with higher education/accreditation experience.***

*NOTE: Academy requirements may limit the number of applications selected.*

## **Qualifications for the CCE Academy**

To be eligible for appointment to the Academy of Site Team Visitors, individuals must:

- Have expertise and knowledge in higher education practices, educational accreditation, professional licensure and/or clinical chiropractic practice;
- Demonstrate writing and computer skills sufficient to effectively communicate site team findings, summarize conclusions, and clearly articulate concerns and recommendations directly related to the requirements of the Standards;
- Demonstrate integrity, objectivity, fairness and ethics;
- Demonstrate professional responsibility and sound judgment;
- Demonstrate an ability to work efficiently and autonomously with assigned duties and as a team member in contributing to the overall work of the team;
- Demonstrate an ability to meet deadlines;
- Attend a minimum of one training session/workshop within a term of appointment;
- Be available to serve on at least one (1) site team visit annually, if requested;
- Maintain confidentiality as specified by CCE policies and procedures; and,
- Act, at all times, with a professional demeanor.

## Academy and Site Team Composition

The CCE establishes and maintains a roster of active members of the Academy of Site Team Visitors who are trained before participating on a site visit. The Academy is comprised of individuals qualified to review programs of higher education in one or more areas of expertise covered under the Standards:

- Mission, Planning & Program Effectiveness
- Ethics and Integrity
- Governance and Administration
- Resources (Financial, Learning, Physical & Human)
- Faculty
- Student Support Services; Student Admissions
- Curriculum, Competencies and Outcomes Assessment
- Research and Scholarship
- Service
- Distance/Correspondence Education
- Residency programs

To apply for membership on the Academy, please visit the announcements section on the homepage of our website at [www.cce-usa.org](http://www.cce-usa.org). Then, complete and provide the below listed items to the address/email no later than **April 30, 2020**:

1. Academy of Site Team Visitors Application
2. Current resume/CV (Brief resume is preferred)
3. Two (2) Letters of Reference
4. Letter of Intent (one page); describing,
  - a) your area(s) of expertise in relation to the CCE Standards, and,
  - b) why you wish to serve on the Academy of Site Team Visitors.

*Note: If the nominee is employed at a CCE accredited program, a letter from the appropriate individual agreeing to provide release time for service on a site team must be included in the application package.*

Council on Chiropractic Education (CCE)  
Attn: Toshia Wenning-Phelan, MBA  
Director of Operations  
8049 North 85<sup>th</sup> Way  
Scottsdale, AZ 85258  
Email: [wenning@cce-usa.org](mailto:wenning@cce-usa.org)

The Council Site Team Academy Committee will review the applications at their next regularly scheduled meeting (June 2020) and notify the selected candidates following the meeting. In the next phase of the application process, all candidates selected will be required to participate in an initial training session prior to selection to the Academy; tentatively scheduled in the fall of 2020 in Scottsdale, Arizona.

**ALL applications and supporting documentation must be received in the CCE Administrative Office no later than April 30, 2020.**

**Note: Due to the COVID-19 situation, the deadline has been extended.**