

# ACPE International Services Program

**Threshold Rubric for Authorizing a Comprehensive On-Site Evaluation Visit to Clarify and Verify as well as Gather Additional Information on an Applicant Program's Preparedness to be Granted Certification**

Name of School/Program: \_\_\_\_\_

Date of Review: \_\_\_\_\_

Reviewer's Name: \_\_\_\_\_

Quality Criterion	Meets Threshold to Authorize	Below Threshold to Authorize	Insufficient Information	Comments
<b>1. School has a defined mission statement</b>	School's mission is developed and updated with broad input from stakeholders and reflects a commitment to social accountability and continuous quality improvement; and is compatible with the University's mission.  <b>Meets Threshold</b> <input type="checkbox"/>	<b>Below Threshold</b> <input type="checkbox"/>	<b>Insufficient Information</b> <input type="checkbox"/>	
<b>2. School promotes professional, ethical and harmonious environment</b>	The school supports effective communication and productive relationships which leads to an overall harmonious environment for administrators, academic and other staff, preceptors, and students.  <b>Meets Threshold</b> <input type="checkbox"/>	<b>Below Threshold</b> <input type="checkbox"/>	<b>Insufficient Information</b> <input type="checkbox"/>	

Quality Criterion	Meets Threshold to Authorize	Below Threshold to Authorize	Insufficient Information	Comments
<b>3a. School has a strategic plan</b>	<p>The school has a strategic plan (or equivalent) that includes goals and objectives to develop the school and its program(s), or is developing one that would be available at the time of the on-site visit.</p> <p><b>Meets Threshold</b> <input type="checkbox"/></p>	<p><b>Below Threshold</b> <input type="checkbox"/></p>	<p><b>Insufficient Information</b> <input type="checkbox"/></p>	
<b>3b. School is committed to continuous quality improvement</b>	<p>The school uses assessment data for quality improvement of the school and its program(s) and is committed to continuous quality improvement.</p> <p><b>Meets Threshold</b> <input type="checkbox"/></p>	<p><b>Below Threshold</b> <input type="checkbox"/></p>	<p><b>Insufficient Information</b> <input type="checkbox"/></p>	
<b>4. School has an assessment plan</b>	<p>The school uses a variety of assessment measures and methods to evaluate the program and student achievement.</p> <p><b>Meets Threshold</b> <input type="checkbox"/></p>	<p><b>Below Threshold</b> <input type="checkbox"/></p>	<p><b>Insufficient Information</b> <input type="checkbox"/></p>	
<b>5. University and school leaders collaborate well</b>	<p>The school and university leaders have clearly defined responsibilities and respective authority.</p> <p><b>Meets Threshold</b> <input type="checkbox"/></p>	<p><b>Below Threshold</b> <input type="checkbox"/></p>	<p><b>Insufficient Information</b> <input type="checkbox"/></p>	

Quality Criterion	Meets Threshold to Authorize	Below Threshold to Authorize	Insufficient Information	Comments
<b>6. The school has established collaborative relationships with outside parties</b>	<p>The school has established productive collaborative relationships with parties outside the university in areas such as education, research, practice, and community service.</p> <p><b>Meets Threshold</b> <input type="checkbox"/></p>	<p><b>Below Threshold</b> <input type="checkbox"/></p>	<p><b>Insufficient Information</b> <input type="checkbox"/></p>	
<b>7a. Administrative leaders are qualified and function in an organizational structure</b>	<p>The Dean and other school leaders have academic and managerial experience and functional authority to support the mission of the school and its ongoing development.</p> <p><b>Meets Threshold</b> <input type="checkbox"/></p>	<p><b>Below Threshold</b> <input type="checkbox"/></p>	<p><b>Insufficient Information</b> <input type="checkbox"/></p>	
<b>7b. School has appropriate policies and procedures</b>	<p>The school has governance documents (such as bylaws, policies and policies) that describe the organizational structure, the decision making process, and other functions.</p> <p><b>Meets Threshold</b> <input type="checkbox"/></p>	<p><b>Below Threshold</b> <input type="checkbox"/></p>	<p><b>Insufficient Information</b> <input type="checkbox"/></p>	
<b>7c. School has a defined organizational structure</b>	<p>The school's organizational structure is clearly defined.</p> <p><b>Meets Threshold</b> <input type="checkbox"/></p>	<p><b>Below Threshold</b> <input type="checkbox"/></p>	<p><b>Insufficient Information</b> <input type="checkbox"/></p>	
<b>8. Competencies of graduates are clearly stated</b>	<p>The competencies to be achieved by graduates have been identified.</p> <p><b>Meets Threshold</b> <input type="checkbox"/></p>	<p><b>Below Threshold</b> <input type="checkbox"/></p>	<p><b>Insufficient Information</b> <input type="checkbox"/></p>	

Quality Criterion	Meets Threshold to Authorize	Below Threshold to Authorize	Insufficient Information	Comments
<b>9. Development and delivery of the curriculum</b>	<p>The competencies to be achieved by graduates are used to develop, implement and update the curriculum.</p> <p><b>Meets Threshold</b> <input type="checkbox"/></p>	<p><b>Below Threshold</b> <input type="checkbox"/></p>	<p><b>Insufficient Information</b> <input type="checkbox"/></p>	
<b>10. Teaching and learning methods enhance student learning</b>	<p>A variety of teaching and learning methods are used in the curriculum to support students' development of the necessary knowledge, skills, attitudes, and values.</p> <p><b>Meets Threshold</b> <input type="checkbox"/></p>	<p><b>Below Threshold</b> <input type="checkbox"/></p>	<p><b>Insufficient Information</b> <input type="checkbox"/></p>	
<b>11. Curriculum is based on a strong science foundation</b>	<p>The curricular content provides students with the necessary foundation in the biomedical, pharmaceutical, clinical, and social/behavioral/administrative sciences.</p> <p><b>Meets Threshold</b> <input type="checkbox"/></p>	<p><b>Below Threshold</b> <input type="checkbox"/></p>	<p><b>Insufficient Information</b> <input type="checkbox"/></p>	
<b>12. The curriculum provides adequate and appropriate practice experiences and simulated practice experiences</b>	<p>The curriculum provides educational experiences in actual pharmacy practice settings and simulated settings to support the development of the desired competencies.</p> <p><b>Meets Threshold</b> <input type="checkbox"/></p>	<p><b>Below Threshold</b> <input type="checkbox"/></p>	<p><b>Insufficient Information</b> <input type="checkbox"/></p>	

Quality Criterion	Meets Threshold to Authorize	Below Threshold to Authorize	Insufficient Information	Comments
<b>13. Assessment methods for student learning are appropriate to curricular outcomes</b>	<p>The school uses a variety of defined objective and subjective assessment measures, which are appropriate to the educational outcome, to evaluate and improve individual and collective student learning or is developing measures that would be available at the time of the on-site visit.</p> <p><b>Meets Threshold</b> <input type="checkbox"/></p>	<p><b>Below Threshold</b> <input type="checkbox"/></p>	<p><b>Insufficient Information</b> <input type="checkbox"/></p>	
<b>14. Student Services are sufficient and appropriate</b>	<p>A comprehensive range of student services are provided by the school and/or university to meet the needs of current and prospective students.</p> <p><b>Meets Threshold</b> <input type="checkbox"/></p>	<p><b>Below Threshold</b> <input type="checkbox"/></p>	<p><b>Insufficient Information</b> <input type="checkbox"/></p>	
<b>15. School regularly provides information regarding the degree program(s).</b>	<p>The school systematically publishes catalogs, brochures and other materials to inform students and prospective students on the degree program, academic requirements and student services.</p> <p><b>Meets Threshold</b> <input type="checkbox"/></p>	<p><b>Below Threshold</b> <input type="checkbox"/></p>	<p><b>Insufficient Information</b> <input type="checkbox"/></p>	

Quality Criterion	Meets Threshold to Authorize	Below Threshold to Authorize	Insufficient Information	Comments
<b>16. School articulates its academic policies and procedures clearly</b>	The school provides students and prospective students with information regarding the policies, procedures and criteria related to admission to the program, academic progression and other academic processes, and rights to due process.  <b>Meets Threshold</b> <input type="checkbox"/>	<b>Below Threshold</b> <input type="checkbox"/>	<b>Insufficient Information</b> <input type="checkbox"/>	
<b>17. School manages enrollment in coordination with available resources</b>	The school manages enrollment in alignment with the school's available resources, and the needs and policies of the country.  <b>Meets Threshold</b> <input type="checkbox"/>	<b>Below Threshold</b> <input type="checkbox"/>	<b>Insufficient Information</b> <input type="checkbox"/>	
<b>18a. Students concerns and perspectives are considered</b>	The school has clearly defined mechanisms that provide a forum for student dialogue and facilitate student representation and input to the school's administrative leaders.  <b>Meets Threshold</b> <input type="checkbox"/>	<b>Below Threshold</b> <input type="checkbox"/>	<b>Insufficient Information</b> <input type="checkbox"/>	
<b>18b. The school considers and acts on student input</b>	The school and/or university (as appropriate) consider and act on student grievances and suggestions.  <b>Meets Threshold</b> <input type="checkbox"/>	<b>Below Threshold</b> <input type="checkbox"/>	<b>Insufficient Information</b> <input type="checkbox"/>	

Quality Criterion	Meets Threshold to Authorize	Below Threshold to Authorize	Insufficient Information	Comments
<b>19. The school is adequately staffed</b>	<p>The school has a sufficient number of qualified full-time academic staff, administrative and technical staff, and preceptors to effectively deliver, evaluate, support, and improve the degree program.</p> <p><b>Meets Threshold</b> <input type="checkbox"/></p>	<p><b>Below Threshold</b> <input type="checkbox"/></p>	<p><b>Insufficient Information</b> <input type="checkbox"/></p>	
<b>20. The school's staff has a broad specrum of knowledge and expertise</b>	<p>The school ensures a balanced composition of the staff in order to coordinate the demands of the curriculum and meet the needs of the education, research and the school's mission service needs.</p> <p><b>Meets Threshold</b> <input type="checkbox"/></p>	<p><b>Below Threshold</b> <input type="checkbox"/></p>	<p><b>Insufficient Information</b> <input type="checkbox"/></p>	
<b>21. The school promotes staff development</b>	<p>The school and university support the training and ongoing development of its academic and other staff.</p> <p><b>Meets Threshold</b> <input type="checkbox"/></p>	<p><b>Below Threshold</b> <input type="checkbox"/></p>	<p><b>Insufficient Information</b> <input type="checkbox"/></p>	
<b>22. The school evaluates performance of staff</b>	<p>The school evaluates the staff's effectiveness on a regular basis and clearly communicates in an ongoing bases the criteria necessary to achieve further advancements and promotions.</p> <p><b>Meets Threshold</b> <input type="checkbox"/></p>	<p><b>Below Threshold</b> <input type="checkbox"/></p>	<p><b>Below Threshold</b> <input type="checkbox"/></p>	

Quality Criterion	Meets Threshold to Authorize	Below Threshold to Authorize	Insufficient Information	Comments
<b>23. Physical facilities are adequate and appropriate</b>	Current and/or planned physical facilities are adequate for the school to achieve its mission and provide a safe and effective learning environment.  <b>Meets Threshold</b> <input type="checkbox"/>	<b>Below Threshold</b> <input type="checkbox"/>	<b>Insufficient Information</b> <input type="checkbox"/>	
<b>24. Library and learning resources are appropriate</b>	The academic staff and students have access to library, learning and educational resources that are sufficient to support the degree program, research and other scholarly activities in accordance with the school's mission and goals.  <b>Meets Threshold</b> <input type="checkbox"/>	<b>Below Threshold</b> <input type="checkbox"/>	<b>Insufficient Information</b> <input type="checkbox"/>	
<b>25. School has adequate practice sites</b>	The school has an adequate number and mix of practice sites and preceptors in community, hospital, and other settings.  <b>Meets Threshold</b> <input type="checkbox"/>	<b>Below Threshold</b> <input type="checkbox"/>	<b>Insufficient Information</b> <input type="checkbox"/>	
<b>26. School has the appropriate level of financial resources</b>	The school has the financial resources necessary to provide the human, physical, technological, and educational resources needed to deliver the program and accomplish its mission.  <b>Meets Threshold</b> <input type="checkbox"/>	<b>Below Threshold</b> <input type="checkbox"/>	<b>Insufficient Information</b> <input type="checkbox"/>	