

SOUTHEASTERN OKLAHOMA STATE UNIVERSITY
Self-Study Report for Continuing Accreditation 2014

Federal Compliance Materials

1. CREDITS, PROGRAM LENGTH, AND TUITION

Credits and Program Length

Southeastern defines its degree program requirements in terms of semester credit hours and its assignment of credit hour values generally follows the traditional federal credit hour unit definitions and the academic policy of the coordinating board for public institution of higher education in Oklahoma (Oklahoma State Regents for Higher Education--OSRHE). A credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that reasonably approximates not less than: (1) one hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks for one semester, or the equivalent amount of work over a different amount of time; or (2) at least an equivalent amount of work as required in paragraph (1) of this definition for other activities as established by Southeastern including laboratory work, internships, practica, studio work, and other academic work leading toward to the award of credit hours. Thus, one weekly hour of study in a classroom context, or two-three weekly hours in a laboratory context, equates to one semester credit hour.

Southeastern operates on a traditional semester system including a 16-week fall term, a 16-week spring term, and an 8-week summer term. During the fall and spring semesters, most classes are scheduled for the entire 16 weeks; however, alternative formats also include 12-week, 8-week, 4-week, 2-week, and 1-week sessions. Most classes in summer last the entire 8 weeks; alternative scheduling for summer includes 6-week, 4-week, 2-week, and 1-week sessions. Regardless of the length of session, all courses must meet the same number of hours as the traditional 16-week courses and fulfill the 15 contact hours, or demonstrated equivalent, for each credit hour to comply with OSRHE policy.

Southeastern's academic regulations/requirements require that a baccalaureate degree program include a plan of study of at least 124 credit hours (degree requirements are posted in the online and print version of the University Catalog as well as on departmental websites). This is a traditional standard for baccalaureate programs throughout higher education. The longest baccalaureate programs are in music and require up to 130 hours. It is important to note that all baccalaureate programs offered by the Department of Music are accredited by the National Association of Schools of Music.

Southeastern also follows customary practice in establishing degree requirements at the master's degree level and most programs require 32-36 graduate credits. Graduate programs in counseling have a higher level of credit hour requirements (M.A. in Clinical Mental Health Counseling requires 60 hours; M.Ed. in School Counseling requires 42 hours). Credit hour requirements in these two programs are related to professional accreditation standards and preparation for licensure testing.

Southeastern is aware of the HLC standards for substantive change in the credit hour requirements for degree programs. No such change is planned or anticipated.

Tuition and Fees

Tuition at Southeastern is charged by the credit hour. The course description, credit hours, and pre-requisites for each course are listed in both the online and print version of the University Catalog. The online Class Schedule is posted by semester and it lists each course section and other pertinent information for the class (e.g., meeting times, location, credit hours, mode of delivery, instructor, and course fees). Each year, tuition and fees are recommended by Southeastern to the Board of Regents for the Regional University System of Oklahoma (RUSO) and approved by OSRHE. Tuition rates depend on several factors including residency status, undergraduate or graduate status, location, and guaranteed tuition lock status. Tuition and fees are posted on Southeastern's website.

Southeastern's published fee schedules include special rates for some categories of courses (available on Southeastern's website, in the online and print versions of the University Catalog, and the online Class Schedule). Some academic courses include academic service fees for the use of equipment, facilities, supplies or other program cost and services. An academic service fee is assessed each student as a condition of enrollment in a specific course and cannot exceed the actual cost of the equipment, facilities, supplies, or other program cost and services provided. The description of the fee usually clarifies the purpose for the fee. Listed below are the academic service fees for FY2012-2013. Southeastern's published fee schedules also include special rates for some categories of courses. Distance education course fees include a special fee related to services provided to these students

ACADEMIC SERVICE FEES—FY 2012-13					
Unit	Description	Type of Fee	Per SCH	Per Course	Other
Arts & Sciences	Art, Communication, & Theater Enrichment Fee	Other Special Fees	\$9.00		
	Music Enrichment Fee	Other Special Fees	\$15.00		
	Biology, Chemistry, and Safety, Lab Fees	Classroom/Lab Supply & Material Fee		\$5, \$10, \$15, \$20, \$25, \$30, \$35, \$40	
John Massey School of	Business Enrichment Fee-Undergraduate	Other Special Fees	\$10.00		

Business	Business Enrichment Fee-Graduate	Other Special Fees	\$15.00		
Education & Behavioral Studies	Psychology & Counseling Testing/Services Fees	Testing/Clinical Services Fee		\$40, \$50	
VP Business Affairs	Undergraduate Extension Course Fee	Special Instruction Fee	\$38.50		
	Graduate Extension Course Fee	Special Instruction Fee	\$50.50		
	Undergraduate Off Campus/Electronic Media Fee	Special Instruction Fee	\$75.00		
	Graduate Off Campus/Electronic Media Fee	Special Instruction Fee	\$85.00		
	Undergraduate Hybrid Course Fee	Special Instruction Fee	\$5.00		
	Graduate Hybrid Course Fee	Special Instruction Fee	\$10.00		
	Off Campus Facility/Equipment Utilization Fee	Facility/Equipment Utilization Fees	\$20.00		
VP Student Affairs	Graduation Fee	Other Special Fee			\$25.00
Enrollment Management	Testing, Advance Standing Fee	Testing/Clinical Services Fee	\$7.50		
	Remedial Supplementary Fee	Special Instruction Fee	\$30.00		
	Freshman Fee	Other Special Fee			\$100.00
	Application Fee	Other Special Fee			\$20.00
Information Technology	Computer Supplies & Materials Fee	Classroom/Laboratory Supply and Material Fee			
	Electronic Academic Services Fee	Facility/Equipment Utilization Fee		\$6.00	

- *Enrichment Fee: Provides funding for faculty salaries/program cost to maintain accreditation.*
- *Lab Fee: Provides funding for the purchase of disposable items and to replace equipment.*
- *Testing & Service Fee: Provides funding for professional services and testing.*
- *Extension, Off Campus/Electronic Media, Hybrid Course Fee: Provides funding for the purchase of new equipment, maintaining existing equipment and operational cost of course delivery.*
- *Off Campus Facility/Equipment Utilization Fee: Provides funding for the cost of facility/equipment not owned by the university that is needed in the delivery of courses at off campus sites.*

2. STUDENT COMPLAINTS

The majority of students at Southeastern typically complete their educational experience without feeling the need to pursue a complaint against another student, staff member, faculty member, or the University. However, if a student has a complaint, he/she has a right to be heard and the University has an obligation to listen and resolve the matter. Southeastern has established policies and processes to respond to student complaints in a fair and equitable manner. Please note the Southeastern adheres to the principle that most verbal complaints are considered informal. In general, students are encouraged resolve these issues directly with the individual involved; if that is not possible, the

student may pursue the issue/concern through the pertinent administrative channel. For example, academic complaints flow through the progression of department chair, Dean of Instruction, and Vice President for Academic Affairs. In contrast, the progression for non-academic complaint for a student living in the may be Resident Assistant, Resident Hall Director, Director of Residence Life, Dean of Students, and Vice President for Student Affairs. If the matter is resolved at any level, it does not proceed to the next higher administrative level. If an action makes a student feel threatened, students are to immediately contact Campus Police.

In contrast to informal complaints, formal complaints must be submitted in writing. The complaint must provide a clear and detailed statement that contains the following elements: issue/concern; action of respondent(s) that caused the issue/concern; and specific remedial action or relief sought. In general, formal complaints typically fall within three administrative units: Academic Affairs; Student Affairs; and Equal Opportunity.

Academic Affairs

Students are encouraged to meet with their instructors to attempt to resolve any issues or concerns resulting from academic matters; if they are uncomfortable meeting with the instructor, the department chair would be the appropriate first step. If the issue cannot be directly resolved by the student and faculty member, the student may pursue the complaint process by submitting a formal (written) complaint to the appropriate administrative entity: these academic grievances are investigated successively by the department chair, Dean of Instruction, and Vice President for Academic Affairs until the issue/concern is resolved.

A **Grade Change Request** from a student is considered a formal student complaint. Following procedures described in the University Catalog, the student submits in writing the basis for the grade change request to the Office of Academic Affairs. For undergraduate students, requests are then sent to the Academic Appeals Committee for review, whereas grade change requests by graduate students are forwarded to the Graduate Council; both entities are comprised of faculty and undergraduate or graduate students, respectively. The student is invited to present information at a hearing before the Committee or Council. The Office of Academic Affairs maintains a record of the disposition of all grade change requests.

Student Affairs

The Dean of Students implemented the use of Maxient© Conduct Software to enhance the equitability and efficiency of student conduct processes in Fall, 2011 (publicdocs.maxient.com/incidentreport.php?SoutheasternOKStateUniv); it was initially used by the Dean of Students and Office of Residential Life. In subsequent years, Maxient© has been used by Campus Police, the Behavioral

Intervention Team, staff, and faculty to record student conduct issues; it currently is the primary record of non-academic student complaints. This software is 100% web-based and accessible to staff from anywhere they have access to the internet. Maxient© has the ability to receive incident reports through the web, track and manage reports and communication, and produce detailed case and summative reports. The Vice-President of Student Affairs also maintains a log of formal student grievances submitted directly to the Office of Student Affairs and the disposition of each case.

Equal Opportunity

Southeastern has a detailed set of policies and processes for submitting, investigating, and resolving student complaints about all forms of unlawful discrimination. Students may submit complaints alleging discrimination to the Office of Student Affairs, Dean of Students, Human Resources (if they are a student worker), Office of Equity, Compliance and Diversity, or other administrative supervisor. Please note if an informal or formal complaint implicates, at least in part, possible violations that may pertain to, but are not limited to, discrimination, equal opportunity, affirmative action, Title IX, ADA, retaliation, or harassment, the University, the complaint is forwarded to the appropriate campus entity for investigation (e.g., Office of Equity, Compliance, and Diversity; Human Resources; or Student Affairs). One entity typically takes the lead to investigate a specific case but collaborates with the other entities as needed to help ensure that all applicable policies/processes are considered. For example, an individual may be both a student and an employee of Southeastern; therefore, the processes and policies applied for the investigation and resolution would need to take both into consideration. Records of each complaint are maintained by the lead entity during the investigation.

Other Complaint Processes

In November, 2011, RUSO established EthicsPoint as an anonymous “tip line” reporting system for students, employees, visitors, and vendors to report known or suspected policy violations pertaining to the following categories: athletics, financial, human resources, information technology, medical, research, risk and safety matters, student affairs, and other. Reports are filed through EthicsPoint using the internet or by telephoning a toll-free number; the EthicsPoint icon is located on Southeastern’s homepage (www.se.edu).

In addition to processes for responding to student complaints, processes are in place for responding to student appeals of other administrative decisions such as residency classification, tuition/fee refunds, and financial aid awards. Student-athletes also can contact the Faculty Athletics Representative for help with or concerns related to their participation in intercollegiate athletics.

3. TRANSFER POLICIES

Policies and procedures regarding admission as a transfer student and the transfer of credit to Southeastern are defined in the current academic catalog and are in accordance with the OSRHE Academic Policy for Undergraduate Transfer and Articulation (3.10); the website of the registrar provides direct link to transfer policies (<http://www.se.edu/dept/registrar/>). A student is considered a transfer student if they are an undergraduate student with greater than six attempted credit hours, excluding remedial (zero-level courses) work and credits accumulated by concurrent or dual enrollment while in high school.

Admission

Students who have previously attended other post-secondary institutions will apply for admission to the University in the same manner as those who have not attended another college or university with the exception being the submission of transcripts reflecting all credit attempted. Admission decisions are based upon the student's academic records from all institutions attended.

Transfer applicants are considered for admission in one of three categories:

- Transfer from In-State Institutions
- Transfer from Out-Of-State Institutions
- Transfer Probation

The primary requirement of all applicants is that they are immediately eligible to return to the institution last attended. If not eligible to return, the student must appeal for admission via the Academic Appeals Committee.

For all others who are eligible to return to their previous institution, their admission packet is reviewed for the following:

- The completion of all curricular requirements as outlined for new freshman admission before a student transfers to Southeastern. If satisfactory completion is not shown based on prior coursework or ACT/SAT scores, the student will be subject to COMPASS placement testing in the missing areas (English, math, reading, or science) and will be required to complete any deficiencies once admitted.
- Current academic standing is determined based upon all prior coursework in accordance with OSRHE Academic Policy on Retention Standards (3.9.8). If the student's retention/graduation grade point average is below the required standards, they will enter on academic probation and be subject to the current retention policy.
- The accreditation status of all colleges or universities and if they are accredited by The Higher Learning Commission: A Commission of the North Central Association or other regional associations.

Acceptance of Transfer Credit

Southeastern records all courses attempted at institutions that are accredited by regional accrediting associations such as the Higher Learning Commission excluding continuing education and clock hour courses. Students are required to submit official transcripts from all institutions attended regardless of credit earned and/or applicability to their degree plan. All transfer credit is included in the student's retention/graduation and cumulative GPAs. Transfer credits are accepted and applied to degree programs generally in accordance with the recommendations in the Transfer Credit Practices Guide published by AACRAO (American Association of Collegiate Registrars and Admissions Officers).

Limitations

All efforts are made to maximize the applicability of transfer credit toward a degree at Southeastern; however, there are some limitations on the use of transfer credit including:

- A maximum of 64 hours from a 2 year/community college will count toward the 124 minimum hours to graduate with a baccalaureate degree. Any hours over the 64 may still be used to meet other graduation, specific course, certification and/or prerequisite requirements. A minimum of 60 hours must be earned at a senior institution.
- Lower-level courses transferred from other institutions that have been equated to Southeastern upper-level courses will still be counted as lower level credit. A minimum of 40 hours must be taken at the 3000/4000 level.
- At least 30 hours must be completed in residence at Southeastern to be eligible for a baccalaureate degree from Southeastern. More residence requirements are found in the current academic catalog.
- Credits from some technical colleges and professional schools may not be applicable toward specific degree requirements at Southeastern due to the highly technical or specialized nature of the credits earned. They will apply as elective hours toward graduation up to the appropriate limits.

Course Equivalency

Course equivalencies and acceptance in a degree plan are determined by the appropriate academic department. Most general education-type courses and courses from various other disciplines have been evaluated by Oklahoma colleges and universities to determine statewide equivalency as part of the OSRHE Course Equivalency Project (www.okhighered.org/transfer-students/course-transfer.shtml).

For courses not found on the equivalency chart or not taken from an Oklahoma college/university, course descriptions and/or syllabi may be reviewed by the academic department. If the academic department approves the course as equivalent, notification will be provided to the Registrar's Office.

Articulation Policy

In accordance with the OSRHE, Southeastern fully participates in the articulation policy for the transfer of students among Oklahoma public institutions. A student transferring to Southeastern with an Associate of Arts or an Associate of Science degree from any State System institution will be considered to have completed the general education requirements of the baccalaureate degree. There may be some exceptions to this policy, where some students may have to take additional courses in general education to meet minimum professional certification requirements as defined by the State.

Articulation Agreements

Southeastern has articulation agreements with four colleges in North Texas: Collin College, Grayson College, Paris Junior College, and North Central Texas College (www.se.edu/2plus2/); this website also provides articulation agreements with the nine in-state community colleges. A student, who is transferring from one of these colleges with an associate degree, as listed below, will be considered to have completed their general education requirements:

- Collin County Community College - Associate of Arts or Associate of Science
- Paris Junior College - Associate of Arts or Associate of Science
- Grayson County College - Associate of Science
- North Central Texas College - Associate of Arts or Associate of Science (*plus two semesters of lab science and one semester of college-level mathematics.*)

Any special provisions to these agreements are provided in the current academic catalog. These articulation agreements may be modified or terminated by any institution involved at any time.

4. VERIFICATION OF STUDENT IDENTITY

Southeastern offers distance education programming via Interactive Educational Television (IETV) and online courses. Online education is managed by the instructor using the online learning management system (Blackboard Learn 9.1). All students admitted to Southeastern are issued computer logons that consist of a unique user name and password. All students are required to provide identifying information during the application and admission process. Students must login using their username and password for university-provided technology and services (e.g., email, Campus Connect [advising records, transcripts, financial aid, billing], Blackboard, and library resources). Southeastern uses automated scripts to upload the unique username and password of each student into Blackboard from the main Student Information System (POISE); Campus Connect is the internet portal that provides students access to student

information on POISE. The system of logins and passwords are used to authenticate student identity in registration, course activities, and examinations. Some courses use proctored examinations, for which participants must show proof of student identity. The university does monitor emerging technology through best practices, professional development and the practices of other institutions in its efforts to improve its verification processes.

5. TITLE IV PROGRAM AND RELATED RESPONSIBILITIES

General Program Responsibilities

Southeastern complies with all Title IV program requirements. The Department of Education conducted a Program Review in June 2013, the first in over 18 years. On December 5, 2013, the Final Program Review Determination Letter was received from the Department of Education; it indicated that Southeastern satisfied the definition of an eligible institution and can participate in all programs listed in the Eligibility and Certification Approval Report. All documents provided for program review are available in the Resource Room. During Fall, 2013, the President named a Title IV Compliance Taskforce to oversee all areas of Title IV Compliance and Student Consumer Information. The charge is located in the Resource Room.

Financial Responsibility Requirements

The Board of Regents for the Regional University System of Oklahoma requires an annual review of the University's financial statements by an external auditor. In the 2012-2013 the external audit resulted in three findings that are not considered to be material weaknesses in internal control were found and corrected. A copy of the audit is available at: <http://www.se.edu/dept/office-of-finance/files/2013/12/SOSU-6-30-13.pdf>.

Student Loan Default Rates

Defaults on students loans will have negative impacts on the both the students and Southeastern for years to come. The University is taking an active role in promoting loan education early on in our student's academic careers. We are currently stressing the importance of loan payback and information at all high school visits, as well as speaking to all freshman orientation class. In addition the University requires all students to annually accept the amount the student wishes to borrow, plus the students must request the loans to be calculated into their award package.

Southeastern's is official three-year cohort default rate is over 10%; therefore, all first time borrowers must wait the required thirty day delay for the first disbursement of their loans. We also require all Entrance Counseling and Master Promissory Notes be completed before the loan is originated with the Federal Government per Federal Regulations.

Two-Year Cohort Default Rate						
Year	Borrowers in Default	Borrowers in Cohort	SE Percentage	National Average	Public Four-Year Schools	Oklahoma School Default Rates
2011	135*	912*	14.8*	10.0**	6.8***	12.1+
2010	108*	802*	13.4*	9.1**	6.0***	13+
2009	89*	759*	11.7*	8.8**	5.2***	10.7+

* National Student Loan Database (www.nsldsfp.ed.gov)

** DOE (<http://www2.ed.gov/offices/OSFAP/defaultmanagement/defaultrates.html>)

*** National Default Rate Briefings, (IFAP, September 28, 2012)

+ DOE ([2009](#), [2010](#), [2011](#))

In addition, Southeastern is delaying disbursements of Federal funds for classes that have not started. For example, a student taking a class during the second eight-week session will not be disbursed for that class until attendance can be verified. This policy is to help reduce the amount of student debt to the school as well as student loans.

Three-Year Cohort Default Rate						
Year	Borrowers in Default	Borrowers in Cohort	SE Percentage	National Average	Public Four-Year Schools	OK Regional School Avg. Default Rate
2010	161*	802*	20*	14.7**	9.3**	20.34+
2009	130*	757*	17.1*	13.4**	7.9**	

* National Student Loan Database (www.nsldsfp.ed.gov)

*** National Default Rate Briefings, (IFAP, September 28, 2012)

+ [Federal Student Aid Database](#)

Default Management Plan

The Oklahoma College Assistance Program (OCAP) under the OSRHE has entered into an annual contract with Student Outreach Solutions Inc. to provide specialized education loan counseling services targeting Oklahoma student in an effort to promote student loan repayment success and ultimately reduce delinquencies and reduce cohort default rates.

Campus Crime Information, Athletic Participation and Financial Aid, and Related Disclosures

The Higher Education Opportunity Act of 2008 (HEOA) requires institutions participating in Title IV student aid program to disclose Student Consumer Information to students. To comply with the requirements, the Dean of Students created a notification system using the student portal (Campus Connect) that requires each enrolled student to check that they have seen the disclosures. The disclosures are linked to detailed information throughout the University website. The websites also indicate where students can go to request hard copies of information.

Each year, Southeastern publishes information on Campus Security including crime statistics and policies in compliance with the Higher Education Act of 1965 as amended by the Higher Education Opportunity Act of 2008. The information is published annually on the University website <http://homepages.se.edu/public-safety/> and provides statistics for the past three years in these categories: Criminal Offenses in Campus Buildings, Criminal Offenses in Residence Halls, Criminal Offenses on Campus Property, Criminal Offenses on Public Property and Student Housing Fire Statistics.

Athletic participation data for Southeastern are available to the public at <http://www.gosoutheastern.com/sports/2012/8/28/compliance.aspx?id=2>.

Student Right to Know

The Higher Education Opportunity Act of 2008 (HEOA) requires institutions participating in Title IV student aid program to disclose Student Consumer Information to students. To comply with the requirements, the Dean of Students created a notification system using the student portal (Campus Connect) that requires each enrolled student to check that they have seen the disclosures, prior to October 1. The disclosures are linked to detailed information throughout the University website. The websites also indicate where students can go to request hard copies or information. Specific items mentioned in the general requirements for this component are provided in the following areas of the University website:

- Graduation/Completion Rates
- Withdrawal Policy
- Cost of Attendance
- Net Price Calculator
- Refund and Return to Title IV Aid
- Academic Programs
- Faculty
- Accreditation
- Disabled Student Facilities and Services
- Study Abroad

Satisfactory Academic Progress and Attendance Policies

Southeastern's Satisfactory Academic Progress policy is available on-line (<http://www.se.edu/dept/financial-aid/files/2013/10/sap.pdf>).

Contractual Relationships

The University has contracted with Higher One to manage student Financial Aid reimbursements; it is in compliance with this contractual relationship.

Consortium Relationships

Southeastern has entered into consortium agreements with other Oklahoma colleges in regards to the awarding of Financial Aid for students who may be taking classes at multiple Oklahoma universities.

6. REQUIRED INFORMATION FOR STUDENTS AND THE PUBLIC

Southeastern's current and past University Catalogs for the evaluation period are available at: <http://academics.se.edu/academics/catalogs/>.

Southeastern provides required student information through its current student website at: <http://www.se.edu/current-students/>.

7. ADVERTISING AND RECRUITMENT MATERIALS AND OTHER PUBLIC INFORMATION

Southeastern produces documents and websites that refer to the university's accreditation status. These documents and websites are updated on an annual basis and available to the general public including but not limited to, prospective students, current students, faculty, staff and community members. Prospective and current students (and others) may view information about programs, locations, and policies on the following websites: www.se.edu/academics/, (www.se.edu/future-students/), and (www.se.edu/current-students/).

University Catalog

The University Catalog (online and print) contain the following statement: "Southeastern Oklahoma State University is a member of the Oklahoma System of Higher Education and is accredited by the Higher Learning Commission: A Commission of the North Central Association of Colleges and Schools, American Association of Colleges and Teacher Education, American Council on Education, National Commission on Accrediting and the National Council for Accreditation of Teacher Education. Southeastern is also accredited by the Oklahoma State Board of Education with respect to the program of preparation for all elementary and secondary teachers' certificates which it offers, and the standard certificate for principals and superintendents. Through its accreditation efforts with The Higher Learning Commission and approved by the Oklahoma Regents for Higher Education, Southeastern is an institution of higher education granting the bachelor's and master's degrees."

Southeastern also holds specialized accreditation for numerous programs (see Item 9 below). These accreditations are identified for each program in the University Catalog in the Courses and Curricula section. Specialized accreditations also are listed on the departmental website for each program.

The mark of affiliation of the Higher Learning Commission is displayed prominently on Southeastern's home page (www.se.edu); it provides direct access to the Statement of Affiliation Status of Southeastern on the Commission's website.

Southeastern does not currently use the Higher Learning Commission's web address or mark of affiliation in its advertising and recruitment materials.

8. REVIEW OF STUDENT OUTCOME DATA

Southeastern collects and reviews information about student outcomes to continuously improve the quality of academic programming. The following are examples of some of the types of data that are reviewed.

Successful Completion

Each student's academic progress is tracked each semester with the posting of grades. This provides the student with his/her status regarding Southeastern's Satisfactory Academic Progress Policy (<http://www.se.edu/dept/financial-aid/files/2013/10/sap.pdf>). Each student can view his/her Grade Point Average and Completion Rate (credit hours attempted and credit hours earned). These data primarily are used to determine the academic standing and financial aid eligibility of each student; however, this information also has been used to improve various other university functions such as academic advisement, identification of bottleneck courses, and student support services.

Degrees Conferred

Southeastern submits data to OSRHE regarding the number of degrees conferred. This information is used by OSRHE to identify Low Productivity Degree Programs at each institution. For each program identified, the institution must either request continuation of the program or recommend its deletion/suspension. The institution must justify the continuation of the program, by developing action plans to increase productivity and/or request one of the exceptions listed in OSRHE policy.

The Office of Academic Affairs also provides degree completion data (along with other measures of productivity such as credit hour production and number of majors) to academic departments. These data are then used by departments to support budget requests (including faculty positions) and in program review reports.

Program Outcomes Assessment

In addition to course grades, Southeastern collects information about student performance/outcomes at three primary points in the student academic

experience including: (1) entry-level assessment; (2) mid-level assessment; and (3) program outcomes assessment. These assessments are used in program review and discussed in detail in the narrative of Criterion 3 (entry-level assessment) and Criterion 4 (mid-level and program outcomes assessment).

Licensure/Certification

Southeastern tracks student pass rates on licensure/certification exams in various academic programs such as teacher education, counseling, aviation, accounting, and occupational safety and health. These data are used in both program outcomes assessment and program review reports. Please refer to the narrative for Criterion 4 for additional details.

9. STANDING WITH STATE AND OTHER ACCREDITING AGENCIES

Southeastern maintains specialized accreditation for the programs listed below. All specialized accreditations are in good standing with all accrediting entities. These are discussed in more detail in the narrative for Criterion 4 in the Self-Study Report.

Accreditation	Degree Programs
Association to Advance Collegiate Schools of Business, International (AACSB)	Master of Business Administration
	B.B.A. in Accounting
	B.B.A. in Finance
	B.B. A. in General Business
	B.B.A. in Management
	B.B.A. in Marketing
Aviation Accreditation Board International (AABI)	B.S. in Aviation: Professional Pilot
	B.S. in Aviation Management—Business
National Association of Schools of Music	B.A. in Music
	Bachelor of Music Education
	Bachelor of Music Performance
Council for Accreditation of Educator Preparation (CAEP); previously the National Council for Accreditation of Teacher Education (NCATE)	B.S. in Art Education
	B.S. in Elementary Education
	B.A. in English Education
	B.S. in Health and Physical Education
	B.S. in Mathematics Education
	B.S. in Science Education
	B.A. in Spanish Education
	B.S. in Special Education
	B.A. in Social Studies Education (deleted)
	M.Ed.— Elementary Education Reading Specialist Special Education
	M.Ed.—Mathematics Specialist
M.Ed.—School Administration	
M.Ed.—School Counseling	
Council for the Accreditation of Counseling and Related Educational Programs (CACREP)	M.A. in Clinical Mental Health Counseling

10. THIRD PARTY COMMENT

Southeastern's Third Party Comment Advertisement was published in the following venues in December 2013:

- *The Durant Democrat*
- *The Herald Democrat*
- *The McCurtain County Gazette*
- *The Ardmoreite*
- *Southeastern's homepage under Southeastern News*
- *Southeastern Update (January 2014)*

Southeastern Oklahoma State University is seeking comments from the public about the University in preparation for its periodic evaluation by its regional accrediting agency. Southeastern will host a visit February 24-26, 2014, with a team representing the Higher Learning Commission of the North Central Association. Southeastern Oklahoma State University has been accredited by the Commission since 1949. The team will review the institution's ongoing ability to meet the Commission's Criteria for Accreditation.

The public is invited to submit comments regarding the institution to:

Third Party Comment on Southeastern Oklahoma State University
The Higher Learning Commission
230 South LaSalle Street, Suite 7-500
Chicago, IL 60604-1411

The public may also submit comments on the Commission's Web site at:

www.ncahlc.org.

Comments must address substantive matters related to the quality of the institution or its academic programs. Comments must be in writing.

All comments must be received by January 24, 2014