

CONTINUING ACCREDITATION REPORT  
ON  
THE NEBRASKA CERTIFIED PUBLIC MANAGER® PROGRAM

Presented to:

The National Certified Public Manager Consortium

By the Review committee:

Hector Zelaya, Chair  
Tammy Brisco West, CPM Instructor  
Trisha James, CPM Graduate

August 2018

We, the members of the committee appointed to review the Nebraska Certified Public Manager® program for continuing accreditation are pleased to report we have completed our review and recommend that the Nebraska CPM program be accredited for the maximum period authorized by the bylaws. Our recommendation is based on the following findings:

#### Findings

1. Nebraska program administrators submitted all required program documentation to each of the review committee membership;
2. After review by committee members all supplemental documentation was provided on a timely basis;
3. In the matter of general program requirements the committee determined that:
  - A. Adequate linkages exist with institutions of higher education;
  - B. An advisory board is actively involved in dealing with appropriate program issues;
  - C. The program, while emphasizing service to state government, is actively and successfully marketing to local and federal customers;
  - D. Program requirements are clear and accessible to all applicants and candidates.
4. In the matter of program organization, we find:
  - A. Adequate financial support exists from a combination of *University support and enrollment* fees;
  - B. Program instruction is provided by a combination of well qualified state employees and contract instructors.
5. We find thorough documentation of administrative policies and procedures in a combination of administrative policy and formal regulations.

#### We further find:

- A. A formal manual tracking system is in place. *We're not aware of any steps being taken to replace it with an automated system;*

- B. Project requirements are clear and the use of projects in the curriculum is one of the strengths of the program;
  - C. Adequate security exists for student records;
  - D. Student evaluations are based on a series of formal assessments.
6. In the matter of course materials we find:
- A. Courses provided are balanced to adequately cover the required competencies;
  - B. Course syllabi that include learning objectives exist for each course;
  - C. The program, while responsive to the competencies, is well integrated;
  - D. Clear policies regarding substitutions are in place;
  - E. All requirements regarding hours of instruction are met.
7. We find *assessments* and projects to be one of the strong points of the Nebraska program. The project is divided into milestones/deliverables throughout the program and requires signed buy-in from each participant's organization.
8. In regard to program evaluation we find:
- A. Each course is adequately evaluated by students;
  - B. Each instructor is adequately evaluated by students;
  - C. There is strong feedback from agency managers, of high satisfaction based upon their continued use of the program and, most importantly, the utilization of CPM graduates for special assignments.
9. We examined a detailed list of candidates in the program.
10. We discussed the program's perceived strengths and weaknesses. We are impressed by the efforts to address areas needing improvement, especially:
- A. Recruitment – Although the program caps enrollment at 15 participants per year, only 73 participants have completed the program over a span of 10 years/cohorts. The current cohort has 9 students. The program lists the lack of support from state agencies and the lack of resources as contributing factors. Another contributing factor is the small number of program alumni, which limits the amount of word-of-mouth marketing.



If either accredit provisionally or not accredit, please specify reasons or reference the relevant paragraph in the report.

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Recommendation endorsed by consensus of the committee and respectfully submitted by:

[Name]: Tammy Brisco West

[Name]: Trisha James

And

  
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[Name], Chair, for the Committee

9/7/18  
\_\_\_\_\_  
Date