CONTINUING ACCREDITATION REPORT

ON

THE MICHIGAN CERTIFIED PUBLIC MANAGER PROGRAM

Presented to:

The National Certified Public Manager Consortium

By the Review committee:

Chair: Dennis Martino

CPM Instructor: David Key

Utah CPM Graduate: Craig D. Odekirk

August 2023

We, the members of the committee appointed to review the Michigan Certified Public Manger program for continuing accreditation are pleased to report we have completed our review and recommend, without qualifications, that the Michigan CPM program be accredited for the maximum period authorized by the bylaws. Our recommendation is based on the following findings:

Findings

1. Michigan program administrators submitted all required program documentation to each of the review committee members. In fact, their submission was extremely detailed.
2. The Program is sponsored and provided by Saginaw Valley State University.
3. It was clear from both the submission of samples of evaluations, and the dialogue between the site visitor and the current students that they embrace the program and become advocates in their workplaces and professions to send more people to the CPM program.
4. In the matter of general program requirements, the committee determined that:
   1. The Program is run by an institution of higher education. Adequate linkages exist with other institutions including school districts, municipalities, townships, and other public service providers.
   2. An advisory board is actively involved in dealing with appropriate program issues and the board includes graduates of the program.
   3. The program, while traditionally emphasizing service to local government, is actively marketing to State Government. This has become a target for the Michigan Program. This issue was articulated in the SWOT analysis provided by the Program Director and staff,
   4. Program requirements are clear and accessible to all applicants and candidates.
5. In the matter of program organization, we find:
   1. Adequate financial support exists from a combination of appropriate funds and fees.
   2. Program instruction is provided by a combination of well-qualified instructors, most of which are practitioners in the field.
6. We find thorough documentation of administrative policies and procedures in a combination of administrative policy and formal regulations.

We further find:

* 1. A formal tracking system is in place, and it is working well.
  2. Project requirements are clear and the use of projects in the curriculum is one of the strengths of the program. One highly qualified full-time staff member is the mentor and coach for all the capstone projects. The mentoring and coaching is very “hands on” and frequent.
  3. Adequate security exists for student records.
  4. Student evaluations are based on a variety of assessments and by listening in two-way conversations with the student. The practice of listening stands out as a great methodology.

1. In the matter of course materials we find:
   1. The courses provided are balanced to adequately cover the required competencies.
   2. Course syllabi that include learning objectives exist for each course.
   3. The program, while true to the CPM competencies, is well tailored to the needs of the constituent students.
   4. Adequate policies regarding substitutions are in place.
   5. All requirements regarding hours of instruction are met.
2. We find practical examinations and projects to be one of the strong points of the Michigan program.
3. In regard to program evaluation, we find:
   1. Each course is adequately evaluated by students. Student complete evaluations but also do verbal debriefs at the end of sessions.
   2. Each instructor is clearly evaluated by students.
   3. 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. The number of referrals to CPM is a clear sign the program is highly valued.
4. We discussed the program’s perceived strengths and weaknesses. We are impressed by the efforts to address areas needing improvement, especially:
   1. Gaining more access to State Employees
   2. Utilizing graduates as future instructors.
5. The committee recommends the program review and consider examining course content in these specific areas:
   1. Employment Law
   2. Personality Theory

The program has many strong points. We were especially impressed by:

1. The dedication of the staff.
2. The clear comradery of the students
3. The bond between instructors and students,

The findings and recommendations are based on a review of all documentation by the committee and confirmed by a site visit by the chair on August 18, 2023.

Committee Recommendation:

Accredit (X) Accredit Provisionally **□** Not Accredit **□**

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

David Key- Instructor Georgia CPM Program

Craig D. Odekirk- Utah CPM Alumni

And

Dennis T. Martino Ed.D

Chair, for the Committee Date 8/22/2023