Preparing a Self-Study for COSMA Accreditation: Focus on Content and Format

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Professional preparation

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60-minute symposium, roundtable, or workshop

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2:00 PM (West)

COSMA’s mission is to promote and recognize excellence in sport management education through specialized accreditation. The COSMA accreditation process is set up to provide sport management programs with an opportunity to prepare for the development of a Self-Study and host a site visit. But, how do you collect all of the required information together to write the Self-Study? Who is involved in this process? What does it take to write a well-organized, easy to follow, accurate representation of your unique sport management program? This workshop will review the basic format of the Self-Study:

1. how to organize the information effectively,
2. what to include in the appendices,
3. what to include and what to leave out, and
4. where to find mentors to help.

In addition, a panel representing the COSMA membership will discuss their experiences in writing different parts of the Self-Study, who they collaborated with, and what they wish they had known before they started writing it. This is a timely topic because member programs are moving quickly through the accreditation process and want to know more about the Self-Study and many prospective members are curious about this step in the process and how to best prepare for it from the beginning.

Dr. Eric Schwarz from Saint Leo University (one of the first two programs to be accredited by COSMA) will discuss who is involved in writing the self study, including collaborations across departments, across campus, within the sport management department, with alumni, with employers/internship sites, and others.

Dr. Christina Martin from Troy University (accredited in June 2011) will discuss reporting the outcomes assessment process to include the development of student learning outcomes, appropriate measures, benchmarks, and tying it all together in a clear cycle of assessment.

Dr. Clay Stoldt from Wichita State University (Candidate for Accreditation) will discuss the challenges he faced in writing his Self-Study, collecting all the required information, and keeping up with the demands of his teaching and research.

Dr. Robertha Abney from Slippery Rock University (one of the first two programs to be accredited by COSMA) will discuss which of the eight Principles of accreditation she found to be most challenging to document in the Self-Study.

Dr. Vicky Martin from Liberty University (accredited in June 2011) will discuss how she organized her program’s Self-Study and how she decided what to include and what to leave out from her institution’s outcomes assessment data.

All presenters will include suggestions for making the COSMA Self-Study writing process more efficient, transparent, and complete. Audience members will be encouraged to ask questions and provide insight into their experiences with the Self-Study writing process. Attendees will benefit from the peer-to-peer style discussion.