

Network of Schools of Public Policy, Affairs, and Administration
(NASPAA)

Request for Proposal

Beijing Accreditation Institute

September 13, 2017

Overview

The Commission on Peer Review and Accreditation (COPRA) of the Network of Schools of Public Policy, Affairs, and Administration (NASPAA) seeks a consultant or team of consultants to present and/or design a one-day educational seminar in April 2018 for faculty and administrators from master's degree programs in the field of public service education seeking to learn about NASPAA Accreditation. This seminar will adapt existing Accreditation Institute materials for interested individuals from schools in the Asia-Pacific region and should supplement the seminar with site visitor training and brief one-on-one consulting sessions.

Background

A growing number of master's level public service education programs at Chinese universities are expressing interest in seeking NASPAA Accreditation. NASPAA seeks to strengthen the preparedness of Asian programs to articulate their regionally or nationally embedded context within the framework of the NASPAA Standards, especially throughout the eligibility and accreditation review processes. The Commission seeks consultant(s) to present a coherent and positive experience that will engage attendees through culturally competent instructional content.

The bulk of this experience will center on a one-day "institute" founded on a curriculum that has already been developed for use at past NASPAA Annual Conferences. The consultant(s) will also be encouraged to recycle pre-existing materials associated with this curriculum, however, it will be essential to adapt this curriculum in a way that makes it culturally specific for attendee schools based in the Asia-Pacific region. This experience will optimally span one day, but may require part of a second day for additional one-on-one consulting sessions or site visitor training sessions. The Commission also seeks the design of modular site visitor training and accreditation overview sessions that are adapted to accommodate the unique culture of Chinese higher education institutions.

The Accreditation Institute (hereafter referred to as "AI") will be administered as a core component of a two-day event in Beijing in collaboration with a local host university. Scheduled sessions outside of the Accreditation Institute are expected to be concentrated on the second day and will engage issues in learning innovation and the benefits of NASPAA Membership.

Project Goals & Target Audience

The overarching goal of the AI is to reinforce the confidence and competence with which Chinese programs navigate the eligibility and accreditation review processes. Furthermore, the AI should advocate for the value of outcomes-based assessment and mission-driven evaluation and maximize the readiness of Chinese programs to participate in accreditation.

The Commission anticipates faculty from 4-6 Chinese programs to attend the AI, with 2-4 individuals participating to represent each program. These programs will include some NASPAA members, but may also include schools that are potential NASPAA members. It will be important to note that these schools are likely to be distributed throughout disparate regions of China and will be approaching accreditation from a broad spectrum of differing regional contexts.

Scope of Services for Accreditation Institute Facilitators

The AI consultant(s) should design and facilitate a NASPAA Accreditation Institute tailored to the unique cultural and higher education context of the Asia-Pacific, with country-specific emphases that are adjusted to the list of participating schools. The consultant(s) will also deliver at least one site visitor training session. Finally, auxiliary consulting sessions may be offered separately either on the day of the AI or on the following day.

The consultant(s) will be encouraged to develop a training guide for the program they design. The consultant(s) will deliver the AI, site visitor training, and accompanying consulting over 1-2 days in April 2018.

For the delivery of the AI curriculum, the consultant(s) are encouraged to employ pre-existing AI instructional tools and adapt them as necessary, such as the various instructional videos, graphics, and case examples that are available on the NASPAA Accreditation website.

Experience:

The ideal consultant(s) will have experience with accreditation standards, quality assurance in education, program assessment or strategic planning, and curriculum design. In addition, the consultant(s) must have in-country experience in China, specifically related to the realm of higher education.

Please note that teams of consultants may fulfill the criteria above by merit of their combined experience.

Submissions and Timeline of Work

The consultants for the full-day Institute should answer this RFP with a 2-4 page detailed proposal **no later than 10/22/2017**. Proposals should include a biography of the consultant(s) or a curriculum vitae of their professional qualifications. Please submit all proposals or questions about the writing of the proposal to etzcorn@naspaa.org.

Compensation

All proposals will be expected to submit a budget. The budget must not exceed \$9,000 USD, including airfare.