

ABFSE Town Hall 'Let's Talk Curriculum'

October 24, 2023



Agenda

Town Hall Announcements
USDE and CHEA expectations
ABFSE curriculum
B-6 Curriculum Distribution
Q & A
Wrap-up

Town Hall Announcements

Student Tracker

- Ready now.
Update data anytime.

Faculty Database

- Ready for input
November 1.

Annual Report

- Instruction sessions.
- December/January
- Watch for details.

Please use the Chat feature or raise your hand to ask your questions

November 15, 2023

- **Tips for Teaching Vital Statistics**
- 2 PM Eastern
- Presenter: John Hough
National Center for Health Statistics
- Approved for APFSP CE credit
- https://www.cdc.gov/nc/hs/data/misc/hb_fun.pdf

ABFSE curriculum

Why do we have it?

USDE and CHEA expectations

Professional expectations

Consistency between schools/programs

Baseline for licensing examinations

Other?





US DE & CHEA

And Curriculum

USDE and CHEA requirements/expectations

USDE recognition criteria

§ 602.16 Accreditation and ... standards.

(a) The agency must demonstrate that it has standards for accreditation ... that are sufficiently rigorous to ensure that the agency is a reliable authority regarding the quality of the education or training provided by the institutions or programs it accredits.

The agency meets this requirement if the following conditions are met:

(1) The agency's accreditation standards must set forth clear expectations for the institutions or programs it accredits in the following areas:

(ii) Curricula.

CHEA Recognition Standard 1

ACADEMIC QUALITY AND STUDENT ACHIEVEMENT

1. advance academic quality using quantitative and/or qualitative measures;

For programmatic accrediting organizations the characteristics/attributes should include the knowledge, skills, practices, and habits of mind it expects of graduates.

Poll #1

How many curriculum outlines does ABFSE maintain?

- 19
- See slide #12 and Standard 5

How to get access to the Curriculum?

Via ABFSE website
For Educator page

Password protected

Password shared with PD only

Use Guidelines

ABFSE intellectual property; copyright



How to use the ABFSE curriculum?

Teaching outlines

Like branches of a tree or frame of a house.

- Faculty must build and paint the walls, add the furniture and fixtures, etc. to turn the framework into a house

Or

- Faculty become the artist painting the leaves on the tree branches

Courses

It is NOT required to have a course for each curriculum outline.

For the Self Study

Demonstrate how the curriculum is used in your accredited program for the SS.

Where do you cover the content of each outline?

Curriculum Use Guidelines

In ABFSE Manual

Chapter X. Section Q, page 10-8

<https://www.abfse.org/docs/manual-accreditation.pdf>

On For Educator page

<https://www.abfse.org/html/curriculum.html>

Outlines are not to be distributed; faculty use only.

Outlines are not to be posted to public media.

Glossaries may be distributed to Students.

ABFSE has significant investment to maintain and update outlines.

Poll #2

How often is ABFSE Curriculum Reviewed?

- The goal is to review each outline at least once every 5 years.
- ABFSE curriculum review occurs every summer with financial support from the Hilgenfeld Foundation and ICFSEB. 3-4 outlines undergo review.

ABFSE Curriculum Outlines (in no particular order)

- Anatomy
- Microbiology
- Pathology
- Embalming
- Restorative Art
- Chemistry
- History of FS
- Psychology and Counseling
- Sociology
- Ethics
- Funeral Directing
- Cremation
- Funeral Merchandising
- Funeral Home Management
- Small Business Mgmt (w/ Accounting)
- Business Law
- Funeral Service Law
- FTC
- Professional or Business Communications

What is the B-6 Curriculum Distribution?

Standard 5.4
Appendix B

Poll #3

General education.

How much Gen Ed is required ?

- 25% of the accredited degree program must be general education.
- Gen Ed =

Curriculum Distribution - Standard 5

5.4 The manner of inclusion of ABFSE stipulated content is left to the individual program to decide, provided the minimum content is included:

- 5.4.1 Public Health and Technical (PHT) - minimum of 14 semester (21 quarter) credits.
- 5.4.2 Business Management and Professional (BM) - minimum of 16 semester (24 quarter) credits.
- 5.4.3 Social Sciences/Humanities (SS) - minimum of 6 semester (9 quarter) credits.
- 5.4.4 Legal, Ethical, Regulatory (LRE) - minimum of 3 semester (4 quarter) credits.
- 5.4.5 General Education 25% of the total credits must be in general education, non-technical, courses.
 - associate a minimum of 60 (90 quarter) credits (15/22.5)
 - bachelor degree a minimum of 120 (180 quarter) credits (30/45)

B-6 Curriculum Distribution

- Requires minimum content in 5 areas
- B-6 is part of every Self Study
- Changing or adjusting your curriculum?

Review the B-6

See sample B-6



The background of the slide is a collage of numerous colorful sticky notes in shades of blue, green, pink, and yellow. Each sticky note has a large, bold black question mark printed on it. The notes are scattered and overlapping, creating a dense, textured effect. In the center of the slide, there is a large, semi-transparent white circle that contains the main text.

The BIG questions

Where to put Comprehensive
Review in the B-6?

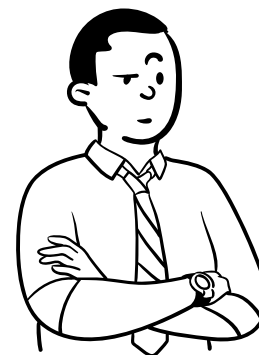
What qualifies as Gen Ed?
(or not)

What's on your mind?

If your question was not answered today or you didn't have an opportunity to ask, please follow-up with an email (or phone call) after the session.

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Mike Landon mlandon@abfse.org



COA action – effective October 19, 2023

revision to disclosure statement for unaccredited programs

3.3.1 Publications describing the unaccreditable program must contain the following information:

Original language:

“This academic program is designed to meet specific state or professional needs. It is not accredited by the American Board of Funeral Service Education. Students graduating from this program are not eligible to take ~~the National Board Examination or any state board~~ examination for which graduation from an ABFSE accredited program is required.”

After revision:

“This academic program is designed to meet specific state or professional needs. It is not accredited by the American Board of Funeral Service Education. Students graduating from this program are not eligible to take any examination for which graduation from an ABFSE accredited program is required.”



Thank you

Closing polls – Scholarships
Vital Statistics

45 unique participants
Representing 36 schools & 2
associations (NFDA & NFDMA)

Scholarship info

ABFSE provides student scholarships and scholarship support for faculty pursuing a graduate degree.



[Scholarships for Students](#)

Post-Graduate Scholarship Program

The Scholarship Program of the American Board of Funeral Service Education also provides financial awards to active faculty of funeral service or mortuary science programs to assist them in furthering their professional education, pending available funds.

Scholarship amounts vary and are paid directly to the recipient. Award recipients are determined by the Scholarship Committee of the American Board of Funeral Service Education. Application deadline is September 1st.

CURRICULUM DISTRIBUTION by ABFSE CONTENT AREA

(as per pages 9-7 - 9-9 [items 5.3 – 5.4.8h] of the Accreditation and Policy Manual;
revised October 2019 with changes to be implemented no later than January 1, 2020)

	Course #	Course Title	Credits	Totals	
Public Health & Technical (Min: 14 sem/21 qtr)					
	1	FSR201	4		
	2	FSR221	4		
	3	FSR206	3		
	4	FSR207	3		
	5				
	6				
	7				
		SUBTOTAL in Public Health		14 sem/21 qtr	
Business Management and Professional (Min: 16 sem/24 qtr)					
	1	FSR101	3		
	2	FSR131	3		
	3	FSR122	3		
	4	FSR125	2		
	5	FSR133	3		
	6	FSR245	2		
	7				
		SUBTOTAL in Business Management		16 sem/24 qtr	
Social Sci/Humanities (Min: 6 sem/9 qtr)					
	1	FSR121	3		
	2	FSR123	3		
	3				
	4				
		SUBTOTAL in Social Science		6 sem/9 qtr	
Legal, Ethical, Regulatory (Min: 3 sem/4 qtr)					
	1	FSR136	3		
	2				
		SUBTOTAL in Legal		3 sem/4 qtr	
General Education (25% of Total in Line 52 [including Gen Ed])					
	1	ENG101	3		
	2	Math101	3		
	3	SCII05	4		
	4	SOC101	3		
	5	TECH101	3		
	6				
	7	<i>general education = non-technical, career oriented courses</i>			
	8				
		TOTAL in General Education		25% Minimum 15 sem/22.5 qtr	
<i>Line 52</i>		TOTAL CREDITS REQUIRED IN PROGRAM		60 sem/90 qtr	

ABFSE curriculum distribution:

- 5.4 The manner of inclusion of ABFSE stipulated content is left to the individual program to decide, provided the minimum content as stipulated in the following is included. Some of the current ABFSE content areas may be counted toward the general education component, as long as they are not counted toward any other portion of the ABFSE requirements. The minimum requirements for the Funeral Service Education degree program must include:
- 5.4.1 Public Health and Technical 14 minimum semester (21 quarter) credits. The curriculum must involve a distribution of study in the following content areas:
- 5.4.1.a Chemistry
 - 5.4.1.b Microbiology
 - 5.4.1.c Human Anatomy
 - 5.4.1.d Pathology
 - 5.4.1.e Restorative Art
 - 5.4.1.f Embalming
- 5.4.2 Business Management and Professional 16 minimum semester (24 quarter) credits. The curriculum must involve a distribution of study in the following content areas:
- 5.4.2.a Funeral Service Management
 - 5.4.2.b Funeral Merchandising
 - 5.4.2.c Cremation
 - 5.4.2.d Funeral Directing
 - 5.4.2.e Small Business Management with Accounting
 - 5.4.2.f Professional or Business Communications
 - 5.4.2.g Federal Trade Commission
- 5.4.3 Social Sciences/Humanities 6 minimum semester (9 quarter) credits. The curriculum must involve distribution of study in the following content areas:
- 5.4.3.a Sociology
 - 5.4.3.b History of Funeral Service and Embalming
 - 5.4.3.c Funeral Service Psychology and Counseling
- 5.4.4 Legal, Ethical, Regulatory 3 minimum semester (4 quarter) credits. The curriculum must involve a distribution of study in the following content areas:
- 5.4.4.a Funeral Service Law
 - 5.4.4.b Business Law
 - 5.4.4.c Ethics
- 5.4.5 General Education Each associate degree student must earn a minimum of 60 (90 quarter) credits; each bachelor degree student must earn a minimum of 120 (180 quarter) credits of which at least 25% of the total credits required by the program for earning a degree must be in general education, non-technical, courses. In addition, each student must complete sufficient general education credits to meet graduation requirements for the Associate Degree (or its equivalent) or Baccalaureate Degree as described by each state or province/territory and institution if the student is enrolled in a degree program.