

MASTER'S IN COUNSELING
STUDENT AFFAIRS AND COLLEGE COUNSELING OPTION
SCHOOL COUNSELING/PPS OPTION

Counselor Education and Rehabilitation Department

ACTION PLAN

I. Vision for the Program

The Master of Science degree in Counseling has two specialized options: School Counseling (SC) and Student Affairs and College Counseling (SACC). These programs prepare students with counseling skills to work in K-12 or higher education settings.

The SC program is designed for individuals seeking advanced preparation for careers in educational settings (K-12). The School Counseling option is designed to complement the Pupil Personnel Services Credential (PPS) curriculum and is intended to enhance preparation of public and private school counselors.

The SACC program provides individuals with the academic preparation and training to effectively address the academic, career, and personal counseling needs of college students.

As a result of the M.S. in Counseling program review, several actions will be taken that center on assessment, field placement experiences, new faculty hires, and course development.

We believe that specific action steps in the above areas will support the training, professional identity development, and overall preparation of students moving into educational settings upon graduation.

II. Specific actions to be taken to achieve the vision

The following eight (8) recommendations were submitted by the University Graduate Committee. This section will document how each recommendation will be addressed.

1. By May 2021, submission of updated outcomes-based assessment data for 2017-2018 and 2018-2019, specifically identifying measures taken to "close the loop" for previous years.
 - a. The SC and SACC Program Coordinators will review outcomes-based assessment data for 2017-2018 and 2018-2019. Based on this review and consultation with the current and previous Department Chairs, information will be provided to the University Graduate Committee on how the programs "closed the

loop” for assessments completed during those years. The Program Coordinators will serve as Assessment Co-Coordinators moving forward to ensure that annual joint assessment reports are submitted and include narrative specifically around measures taken to “close the loop” for previous years.

- b. No cost
- c. n/a
- d. This action will be completed by May 2021.

2. By May 2021, submission of outcomes measurements for 2019-2020, as per the above.

- a. In consultation with the Department Chair, Chair of the University Graduate Committee, and Dean Marshall, it was determined that we will not need to submit outcomes measurements to address this recommendation based on the university’s decision to forgo assessments reports for the 2019-2020 academic year.
- b. No cost
- c. n/a
- d. This action will be completed by May 2021.

3. By August 2021, creation and filling of a funded Field Placement Coordinator position. The Field Placement Coordinator should not only oversee internship/practicum courses, but also be in charge of student placement and conduct site visits to confirm appropriateness of placement sites. Moreover, the Field Placement Coordinator should oversee assessment of SLOs related to field experience and report those to the graduate coordinator for inclusion in the annual assessment report. This position may be able to support all of the programs in the department.

- a. The SC and SACC Program Coordinators will work collaboratively with the Department Chair and Dean to create and fill a Field Placement Coordinator position for both programs. The Field Placement Coordinator will: 1) oversee internship classes, 2) support the placement of students, 3) conduct site visits, and 4) oversee assessment activities related to field placement.
- b. WTUs, salary, or stipend for one (1) staff or faculty member.
- c. University
- d. This action will be completed by August 2021.

4. By December 2021, submission of outcomes measurements for 2020-2021, as per the above.

- a. The Program Coordinators will review the identified SLOs to be measured for 2020-2021 and ensure that data are being collected from the appropriate courses for SC and SACC students. The Program Coordinators will analyze the collected data and prepare the joint annual assessment report.
- b. No cost

- c. n/a
 - d. This action will be completed by December 2021.
5. By August 2022, at least two full-time tenure-track faculty members should be in place for each option.
- a. Each program will hire one full-time tenure-track faculty member to begin the 2021-2022 academic year. Each program coordinator will also submit faculty justification for additional searches to be conducted during the 2021-2022 academic year. These additional searches will allow the programs to hire two additional faculty, one in each program, to begin the 2022-2023 academic year. That will ensure that each program has at least two full-time tenure-track faculty members in place.
 - b. Salary for two (2) full-time tenure-track faculty members and budget to conduct faculty search.
 - c. University (Dean/Provost)
 - d. This action will be completed by August 2022.
6. By August 2022, development and offering of a graduate-level theory class to improve student mastery in this area.
- a. A faculty member will be identified to conceptualize and develop a graduate-level theory class for SC and SACC students. In particular, this faculty member will ensure that the course objectives and content are aligned with national accreditation standards and counseling certification requirements. This course will specifically focus on relevant counseling theories and their applications in an educational setting, including K-12 and higher education. The course will be offered to students starting Fall 2022.
 - b. Summer stipend for one (1) faculty member.
 - c. University (Dean/Provost)
 - d. This action will be completed by August 2022.
7. Update the entire SOAP in preparation for national accreditation.
- a. One faculty from each program will be identified to lead efforts to revise program SOAP plans. In particular, these faculty will collaborate with program faculty, and school-level and university-level assessment coordinators to ensure that SOAP plans are updated and aligned with national accreditation standards.
 - b. WTUs for two faculty, one from each program.
 - c. School (Dean)
 - d. This action will be completed by August 2022.

8. Pursue national accreditation, including AAQEP and CACREP.

- a. A team will be assembled to work on meeting national accreditation standards, and submit the documents. We will partner with the other CACREP accredited programs in the department to align courses and collect data. Regarding AAQEP, we will continue to follow the school's timeline.
- b. Summer stipend for two to three (2-3) faculty members for two summers and WTUs during the academic year.
- c. University (Dean/Provost)
- d. For AAQEP, this action will be completed by Spring 2022 and will be prepared for the campus visit for AAQEP in April 2022. For CACREP, this action will be completed by December 2026.

III. Additional information the department may wish to include

1. Enter additional information: