

## **Intro Page 3: Annual Report**

### **August 2023**

The Counseling Faculty reviewed the counseling program, changes within the profession, the CACREP 2016 Standards, and the data points as outlined below in a series of departmental meetings.

### **Professional and Programmatic Considerations**

At each of our department meetings, we systematically reviewed areas related to the ways in which we serve program stakeholders and discussed ways in which we could continue to improve our program. In addition to actions described below (Program Data Points), the following areas were addressed:

#### **1. Department Faculty and Staff Transitions:**

- a. Dr. Steve Greggo retired at the end of the spring 2024 semester.
- b. Dr. Luke Tillett resigned in April 2024.
- c. Julie Kulp accepted a position as the Counseling Department Clinical Coordinator effective July 1, 2024
- d. Kei-Lynn Wheaton began serving as the Counseling Department administrative assistant in August 2024.

#### **2. Involvement of, and service to, stakeholders:**

- a. On September 25, 2023, the Counseling Department hosted a gathering of faculty and students for a time of community building. This was a wonderful opportunity for new students to interact with faculty and returning students. Feedback from our students on this gathering was positive.
- b. In January 2024, a stakeholder advisor group was formed. The first item for discussion was the shift to increased virtual learning. Stakeholders offered feedback on ways in which the department might better train future counselors to serve clients well virtually.

#### **3. Accreditation and course delivery matters:**

- a. On November 7, 2023, a Report of Substantive Change for Digital Delivery was submitted to CACREP. This change in delivery options was sought in an effort to allow our program to serve students outside of the Deerfield area. On February 7, 2024, we were notified by CACREP that our request was approved.
- b. In December 2023, work began on our application for reaffirmation of CACREP accreditation under the 2024 Standards. This work was completed in July 2024. Our application for affirmation was submitted on July 1, 2024. The site visit will be scheduled by CACREP for a date TBD in 2025.

### **Program Data Point 1. Counseling Program Vital Statistics**

Vital Statistics are informative. No action taken.

### **Program Data Point 2. Counseling Program Admission and Enrollment**

In the fall of 2023, we were happy to welcome 11 new MA in MHC students. We are continuing to discuss ways in which we can attract and retain a high number of well-suited students, with a focus on continuing to increase diversity in our program. The Admissions Department reports that a significant percentage of initial inquiries indicate a desire for online courses. We are continuing to plan for the launch of a low residency pathway to completion of the MA in MHC degree program.

To increase retention of students, counseling faculty discussed the importance of ongoing formative evaluation. Efforts are being made to provide frequent feedback, with resources provided to those who are struggling to achieve successful outcomes.

To increase faculty awareness of student satisfaction, we implemented two new assessments to our schedule. In the fall, students were provided with an opportunity to evaluate academic advising services. In the spring, the evaluation topic was satisfaction with the field placement process.

### **Program Data Point 3. Annual Student Professional Development Plans**

Faculty propose and track as Student Progress and Remediation Plan (SPRP) for any student for whom a concern is expressed. There are currently no SPRPs in effect.

### **Program Data Point 4. Key Performance Indicators**

Review of the data collected reflects consistency with other forms of course assessment (i.e., course grades; CPCE scores). The use of standardized rubrics has facilitated the assessment process and has contributed to the students' understanding of expectations.

### **Program Data Point 5. Evaluation of Practicum and Internship**

The forms used for the evaluation of practicum students and interns underwent revision during recent years. The forms are now consistent with one another, allowing for easier review of data. Evaluation of our students by their site supervisors continues to be strong, especially in personal and professional dispositions.

During the next academic year, we anticipate that all Counseling Department documentation will be converted to . This will facilitate the electronic storage of records. This method of gathering data will also allow for a richer analysis of results.

### **Program Data Point 6. Counseling Program Comprehensive Exam (CPCE)**

CPCE Numbers for the 2023-24 academic year were good.

### **Program Data Point 7. National Exams**

Pass rates on National Exams for students who took the exam during the spring 2024 cycle was 100%.

### **Program Data Point 8. Alumni Survey**

During the spring 2023 semester, a survey was sent to alumni who graduated within the past 3 years. The response rate was good. Data supplied by these stakeholders reflected an overall high level of satisfaction with the education/training that they received. Lower levels of satisfaction were reflected in the area of career and employment-related services. This area has been noted by faculty and will be the focus of ongoing efforts for improvement. As an initial step towards improvement, a Google Drive file was created and shared with students in internship providing information about mental health counseling job openings in the area. The next survey will be during the spring semester of 2026.

### **Program Data Point 9. Student Clinical Site Evaluation**

Students' evaluation of their clinical sites remains good. Stability of sites over the years has created several good training sites in which our students can receive valuable experience and supervision. Supervisors continue to work with students to provide consistent training, guidance, and support.

### **Program Data Point 10. Evaluation of Supervisor**

Results of this evaluation continue to reveal low scores in supervisor direct observation of supervisee during counseling interactions. A rating form was developed and implemented in the fall 2017 to be used by supervisors in direct observation of student-client interaction. This form provides a structure through which supervisors can observe, and assess, student progress through observation.

### **Program Data Point 11. Employer and Site Supervisor Survey**

During the spring 2023 semester, a survey was sent to employers of program graduates and regular site supervisors of students. Data supplied by these stakeholders was encouraging, with several comments affirming preparedness, work ethic, and dispositional strengths of our students. Recommendations were made to increase training in diagnosis and treatment planning, including training in a broader range of theoretical orientations. The next survey will be the spring of 2026.

**Program Data Point 12. Faculty to Student Ratios**

Faculty to Student Ratios have remained within guidelines for most semesters but have also periodically moved outside of them by a small amount. In the CACREP response to our mid-cycle report, the Board encouraged us to closely monitor the FTE ratio given the anticipated increase in enrollment. Occasional fluctuations do not create significant concern. However, these ratios and the recommendation provided by CACREP do highlight the importance of adding to our faculty in the years to come.