

DATE: April 22, 2003
TO: Provost Sedlak
FROM: John Wesolek, Dean
College of Human Development
SUBJECT: *Response to PRC Consultant's Report – M.S. Guidance and Counseling Program*

Attached is the Program Director's response from Denise Zirkle, the one from the Department Chair, Amy Gillett, as well as my response to the Consultant's Report for the M.S. in Guidance and Counseling program. These responses were discussed with Judy Jax, and she concurs with the recommendations in the responses.

Thank you.

JSW/dml
Attachments

April 21st 2003
PRC Report

Program Director's Response to the Program Review Committee's Consultant Report for the
M.S. in Guidance and Counseling Program

There were two recommendations directed to the program director for School Counseling. These recommendations as well as the program director's responses were discussed with the department chair of ESCSP, Dr. Amy Gillett. The School Counseling faculty support and concur with the recommendations made by the PRC consultants.

Recommendations for Program Director:

1. The faculty in the School Counseling program has begun to identify areas in specific courses where duplication exists. I have requested an entire workday over the summer for program faculty to meet, collaborate and concur about necessary syllabi and course objective changes to eliminate duplication in courses. As a part of the changes in PI-34 (DPI pupil personnel services standards) we will be working to better incorporate topics of classroom management, curriculum development and diversity into the program curriculum. Additionally, we are currently discussing a plan to add a classroom management course as a core requirement for the M.S. Guidance and Counseling degree.
2. The program will closely review the one and three-year follow-up surveys for 2003-2004 to determine that concerns about course duplication have been eliminated. Recent informal student feedback indicates that academic rigor and unified standards have improved over the past academic (2002-2003) year. Again, we will continue to review follow-up studies and monitor progress in this area. The program director will compile data and submit a status report addressing concerns #1, 2, and 3 in Fall 2004.

DATE: Monday, April 21, 2003

TO: Program Review Committee

FROM: Dr. Amy L. Gillett, chair of the Department of Education; School Counseling;
School Psychology

SUBJECT: *M.S. in Guidance and Counseling PRC recommendations*

Recommendation #1: Advocate for filling the current School Counseling faculty vacancy.

Currently we have hired Dr. Kelly Lamon as a one-year emergency faculty member to cover our School Counseling vacancy. We are hoping to gain permission to do a national search starting in the Fall of 2003 in order to hire a full-time probationary faculty member. We need to do this in order to meet accreditation standards and for the continuity and continued strength of our program. I will continue to pursue filling this position through my term of office.

Recommendation #2: Appoint a lead instructor for each of the required School Counseling courses housed in the department to assure continuity when multiple or adjunct instructors teach those courses.

Working with the Program Director and teaching faculty, we have instigated this recommendation. Most of the courses have been assigned a lead teacher. A few of the courses still need to be assigned. We want to distribute this responsibility across instructors. The remaining courses will be designated as temporary lead instructors, assuming that we will hire a full-time probationary faculty to fill that responsibility a semester after being hired.

Recommendation #3: Review syllabi of required courses taught by adjunct instructors to assure that approved course content is being taught.

In conjunction with the Program Director and School Counseling faculty, syllabi will be systematically reviewed for course content.

March, 2003, PRC Report

Dean's Response to Program Review Committee's Consultant Report for the M.S. in Guidance and Counseling Program

The following response is provided by the Dean of the College of Human Development (CHD) in an effort to provide continuous improvement of this program.

There were two recommendations directed to the dean of CHD. These recommendations were discussed with Dr. Judith Jax, the named interim dean for the newly created School of Education that will commence in July, 2003. Since the primary responsibilities to carry out these recommendations will reside with the new dean, it was necessary to have agreement on these issues.

Recommendation 1, Appoint committee to seek CACREP accreditation:

Both deans are supportive of seeking accreditation through CACREP for this program. A committee will be formed to begin planning for this certification. Since the Mental Health Counseling program, supported in the Department of Rehabilitation and Counseling, is also in pursuit of this accreditation, it would seem more efficient to form an overall CACREP Committee to analyze resource and program change needs for both programs. There have already been several meetings on this issue. Students in the Mental Health Counseling program made a strong appeal, and a follow-up meeting with faculty from the program was held. It was recommended by the dean that someone from the School Counseling (Guidance and Counseling) program also be included in subsequent meetings so that this process could move forward together. There was overall agreement to this strategy. I would recommend that there be co-chairs for this committee, the program director for each program: Dr. Denise Zirkle and Dr. Gary Rockwood. It is also a concern that this committee, as it moved forward, realizes the significant resource this accreditation will demand during this time of unprecedented budget cut-backs.

Recommendation 2, Advocate to fill the current position opening:

An appeal was made to the Provost six weeks ago and approval to fill this position on a temporary basis was accepted. At the present time, a strong potential candidate has been located and would be on board for the beginning of the fall 2003 term.