




Appendix 32: Program Comprehensive Assessment Analysis Form


Year: 2017-2018

Academic Semester: Summer 2018

Members of the Program Comprehensive Assessment Program: Drs. Davis-Gage, Chen, Swazo, and Prof. Self.

I. Modifications to Academic Logistics:

<u>Yes/No: Comments</u>	<u>Academic Logistics</u>
No	Alter Admission Criteria and Procedures
Yes; Update with Grad.	Level I Evaluation Procedures
Yes; Update handbook	Level II Evaluation Procedures
Yes; Secretary Faculty Line	Suggest Staff Changes (i.e., full-time faculty, secretary, adjunct faculty)
Yes; Supervision Method Additional office	Suggest Graduate Assistant Changes
Yes; Professional Development Department of Education	Suggest Training Improvement for Faculty and Staff
No	Incorporate Technological Changes
Yes; Summer & Fall	Changes to the Website
Yes	Allocation of Students Records
Yes; Updated and revised the student handbook	Exit Requirements and Form <ul style="list-style-type: none"> ● Personal Counseling ● Advocacy Activity ● Group Counseling ● Professional Conference ● Diversity Plan ● Program Orientation ● Abuse Report Seminar ● Research Paper and Poster Presentation
	

	
No	Other Changes
No	No Changes

Explanation of suggested changes: The counseling program was able to secure a secretary line to assist in the collection of data and program management. Also additional space for graduate assistants was obtained and graduate assistant handbook was reviewed. We also updated the student handbook & website.

II. Modifications to Program Comprehensive Assessment Plan

Yes/No: Comments	Modifications to Program Comprehensive Assessment Plan
Yes, added evaluations of subscores	Alter Student Learning Outcomes
Yes; Completed Student Outcome Assessment using a new template created by the university.	Analyze Data Access and Collection Methodology
No	Need to Collect Additional Data
No	Need to Add New Rubric/Measurement Forms
No	Other Changes
No	No Changes

Explanation of suggested changes:

Student outcome data revealed we are meeting goals 98-100%

III. Curriculum Alterations

Yes/No: Comments	Curriculum Alterations
Yes	Alter Course Rotations
No	Revision of Prerequisites
No	Analysis of Course content- CACREP Standards Course Assessment/Course Grid (evaluative rubric)

No	School Counseling—Standard related Assessment of Student Learning Outcomes through Assignment Evaluation and Syllabi Analysis <ul style="list-style-type: none"> ● Calculations of passing rates ● Item analysis ● Content analysis ● Rubrics and passing rates
No	Clinical Mental Health Counseling—Standard related Assessment of Student Learning Outcomes through Assignment Evaluation and Syllabi Analysis <ul style="list-style-type: none"> ● Calculations of passing rates ● Item analysis ● Content analysis ● Rubrics for assignments, projects, presentations, and passing rates
Yes	Eliminate Course
Yes	Add Course
Yes	Add Endorsement leading to Certificate
Yes; Content areas, Alignment with CACREP standards, Course Objectives.	Revision of course syllabi-Structural and Sequential Analysis <ul style="list-style-type: none"> ● Format ● Content areas ● Methods of instruction ● Required and optional texts ● Alignment with CACREP standards ● Student Performance Evaluation Criteria and Procedures ● Course Objectives
No	Revision of Program Comprehensive Mission Statement
No	Other Changes
No	No Changes

Explanation of suggested changes: Faculty complete a comprehensive curriculum restructuring. Due to changes in the Council for Accreditation of Counseling and Related Educational Programs (CACREP) standards, we increased the school counseling emphasis area to 60 hours. We also added a crisis counseling and intervention course and wellness, self-care, and brain based intervention to prepare counselors for the change in our files?

IV. Modifications to Formative Assessments

Yes/No: Comments	Modifications to Formative Assessments
No	Screening Evaluation of Applicants
No	Progress Review Evaluation
No	Professional Counseling Performance Evaluation (Counseling Skills Course)
No	Class Research Papers
Yes	Individual/Group Presentations
Yes	Class Tests
No	Analysis of ethical dilemmas
Yes, Assessment & Family	Service Learning Activities
No	Article analysis
No	Role Plays
Yes; Assessment Review	Videotape Activities
Multicultural comm. board meeting	Analysis of case studies
No	Other Changes
No	No Changes

Explanation of suggested changes: We continue to refine our review of students formative portfolio. Multiple faculty engage students in service learning to increase cultural competency.

V. Modifications to Summative Assessments

Yes/No: Comments	Modifications to Summative Assessments
No	Research Paper Evaluation Rubric
Yes	UNI Counselor Education Scholars Symposium/Poster Presentation (evaluative rubric)
Yes	Professional Counseling Performance Evaluation (Practicum/Internship Courses)
No	Counselor Preparation Comprehensive Examination (CPCE)
No	National Counselor Exam (NCE)
No	Other Changes
No	No Changes

Explanation of suggested changes: We update rubrics and assessments for both the school symposium

VI. Modification to Program’s Evaluative Assessments

Yes; Explore ways to do it?	Employer’s Satisfaction Survey
Yes; To Mary	Alumni Satisfaction Survey
No	Student’s Evaluation of Faculty/Onsite Supervisor
No	School/Clinical Mental Health Counseling Graduate Survey
No	Counselor Preparation Comprehensive Examination (CPCE)
Yes	National Counselor Exam (NCE)
Yes	Course Evaluations by students (Overall Calculation of Professor’s Effectiveness)
No	Student’s Program Satisfaction Form (survey)
Yes	Advisory Board
No	Other Changes
No	No Changes

General comments: Faculty strive to continue on the path of improvement with our curriculum and program. The changes this year benefited student learning and feedback.