

# Appendix 17: Comprehensive Program Review Report 2019-2020

**Year: 2019 (spring)-2020 (summer) 1-full academic year**

**Academic Semester: Spring 2019 (Summer 2020-due to COVID)**

**Members of the Program Comprehensive Assessment Program Present:**

## **I. Modifications to Academic Logistics:**

<b>Yes/N Comments:</b>	<b>Acade Academic Logistics</b>
<b>Garp updates / hiring of Jason Cox / online interview options</b>	Alter Admission Criteria and Procedures
<b>Move to Tevera System</b>	Advancement Paperwork
<b>As a requirement all adjunct faculty must undergo BB training. At the moment most have completed BB 101.</b> <b>Hired Eran</b> <b>Update affiliate faculty description</b> <b>Adjunct budget cut/lost adjuncts</b>	Sugge Request Staff Changes (i.e., full-time faculty, secretary, adjunct faculty)
<b>New application for GA's / new criteria</b> <b>Gained office space</b>	Sugg Graduate Assistant Changes
<b>Ethics training</b> <b>Telehealth training-26</b> <b>Logotherapy -15 CEU</b>	Sugge Request Training Improvement for Faculty and Staff

<p><b>General: Telehealth training and distance education training</b></p> <p><b>Update license</b></p> <p><b>Tevera</b></p> <p><b>Assessment eLearning</b></p> <p><b>Zoom training</b></p> <p><b>Quality Matters</b></p> <p><b>CETL</b></p>	
<p><b>Incorporation of BB platform to run performance analysis of program's data.</b></p> <p><b>Incorporation of the Practicum/Internship Tevera platform for data collection.</b></p> <p><b>Simple practice</b></p> <p><b>KPI Integration with Jason Vetter</b></p>	<p>Incorp Technological Changes</p>
<p><b>Justin; Update 2016 Standard Curriculum and course listings</b></p>	<p>Chang Changes to the Website</p>
	<p>All</p>
<p><b>Writing workshop</b></p> <p><b>Took out diversity plan</b></p> <p><b>Profession Development</b></p> <p><b>Residency with Allen</b></p> <p><b>College</b></p> <p><b>MVP</b></p> <p><b>Uploaded to Tevera</b></p>	<p>Exit Requirements and Form</p> <ul style="list-style-type: none"> <li>● Personal Counseling</li> <li>● Advocacy Activity</li> <li>● Group Counseling</li> <li>● Professional Conference</li> <li>● Diversity Plan</li> <li>● Program Orientation</li> <li>● Abuse Report Seminar</li> <li>● Research Paper and Poster Presentation</li> </ul>

<p><b>Counseling and Parkersburg....changed format; using Zoom and technology for supervision using Simple Practice</b></p> <p><b>Compensate for COVID: Area Agency on Aging &amp; Alzheimers Association....facilitate psychoeducation and supports groups; developed website</b></p> <p><b>OUtreach to incoming students and Wellness/self care group for first year students</b></p> <p><b>New sites : Jamie; Waterloos School internships Site</b></p> <p><b>Update of MOU</b></p>	<p>Chang Changes to Clinical Mental Health Practicum/Internship Protocols (i.e., use of sites, etc.)</p>
<p><b>For Practicum, the program signed a MOU with the Waterloo Public Schools in order to build community relationships and maximize diversity experiences. This is conducted every spring semester.</b></p> <p><b>Practicum is in the Fall and Internship in the Spring</b></p> <p><b>Waterloo School practicum changed to Fall</b></p> <p><b>COVID: Students created lesson plans, websites, introducing resources for students &amp; social distancing restrictions and small group lessons</b></p>	<p>Chang Process of School Practicum/Internship Protocols (i.e., use of sites, etc.)</p>

	Other Additional Changes

**Explanation of suggested changes:** \_\_\_\_\_  
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**I. Modifications to Program Comprehensive Assessment Plan**

<b>Yes/No: Comments</b>	<b>Modifications to Program Comprehensive Assessment Plan</b>
<b>Review KPI</b>	Alter Student Learning Outcomes
<b>Incorporation of BB platform to run performance analysis of program's data.</b>  <b>Incorporation of the Practicum/Internship Tevera platform for data collection.</b>	Analyze Data Access and Collection Methodology
<b>Tevera</b>	Need to Collect Additional Data
<b>Development of the rubrics</b> <b>Rubrics will be incorporated into the classes</b>	Need to Add New Rubric/Measurement Forms
	Other Changes
	No Changes

**Explanation of suggested changes:**

**The new course rotation took place in the fall 2019**

**II. Curriculum Alterations**

<b>Yes/No: Comments</b>	<b>Curriculum Alterations</b>
<p><b>Yes. See copies of new rotation</b></p> <p><b>New cohort rotation</b></p>	<p>Alter Course Rotations</p>
<p><b>Revised prerequisites for new rotation</b></p>	<p>Revision of Prerequisites</p>
<p><b>Matrices revision</b></p>	<p>Analysis of Course content- CACREP Standards Course Assessment/Course Grid (evaluative rubric)</p>
<p><b>Rubrics created, aligned with content and assignments in the BB platform for performance analysis</b></p> <p><b>Last meeting discussion of point value of current rubric</b></p> <p><b>ADD more</b></p>	<p>School Counseling—Standard related Assessment of Student Learning Outcomes through Assignment Evaluation and Syllabi Analysis</p> <ul style="list-style-type: none"> <li>● Calculations of passing rates</li> <li>● Item analysis</li> <li>● Content analysis</li> <li>● Rubrics and passing rates</li> </ul>
<p><b>Rubrics created, aligned with content and assignments in the BB platform for performance analysis</b></p> <p><b>Last meeting discussion of point value of current rubric</b></p>	<p>Clinical Mental Health Counseling—Standard related Assessment of Student Learning Outcomes through Assignment Evaluation and Syllabi Analysis</p> <ul style="list-style-type: none"> <li>● Calculations of passing rates</li> <li>● Item analysis</li> <li>● Content analysis</li> </ul>

	<ul style="list-style-type: none"> <li>● Rubrics for assignments, projects, presentations, and passing rates</li> </ul>
<b>Instructional psychology</b> <b>Modification of Family Counseling; Ethics, Consultation, Supervision, and Crisis; Assessment split with cmh and sch</b>	Eliminate Course
<b>List them</b>	Add Course
<b>MVP;</b> <b>Development of possible certificates; NCCU, integrated behavioral health and expressive arts; logotherapy</b>	Add Endorsement leading to Certificate
<b>Yes</b>	Revision of course syllabi-Structural and Sequential Analysis <ul style="list-style-type: none"> <li>● Format</li> <li>● Content areas</li> <li>● Methods of instruction</li> <li>● Required and optional texts</li> <li>● Alignment with CACREP standards</li> <li>● Student Performance Evaluation Criteria and Procedures</li> <li>● Course Objectives</li> </ul>
<b>Process of review</b> <b>Interview rubrics and mission and professional disposition</b> <b>Counselors first, specialty second</b>	Revision of Program Comprehensive Mission Statement
<b>Group Counseling: leading groups for undergraduates</b>	Other Changes

### III. Modifications to Formative Assessments

Yes/No: Comments	Modifications to Formative Assessments
<b>Discussed rubrics alignment to mission and professional disposition</b>	Screening Evaluation of Applicants
<b>Strengthening the profession disposition</b>	Progress Review Evaluation
<b>Condensed items</b>	CITES
<b>Action research project in Ed measurement Research workshop (?)</b>	Class Research Papers
No Changes	Individual/Group Presentations
No Changes	Class Tests
No Changes	Analysis of ethical dilemmas
<b>Undergraduate Groups</b>	Service Learning Activities
	Article analysis
<b>Crisis Class role play</b>	Role Plays
No Changes	Videotape Activities
No Changes	Analysis of case studies
	Other Changes
	No Changes

Explanation of suggested changes: \_\_\_\_\_

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**IV. Modifications to Summative Assessments**

<b>Yes/No: Comments Darcie</b>	<b>Modifications to Summative Assessments</b>
	Research Paper Evaluation Rubric
<b>Discussion with Ed Psych and foundation</b>	UNI Counselor Education Scholars Symposium/Poster Presentation (evaluative rubric)
<b>Revised and Tevera</b>	CITES(Practicum/Internship Courses)
No Changes	Counselor Preparation Comprehensive Examination (CPCE)
No Changes	National Counselor Exam (NCE)
	Other Changes
	No Changes

Explanation of suggested changes: \_\_\_\_\_

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**V. Modification to Program's Evaluative Assessments**

<b>Modified</b>	Employer's Satisfaction Survey
<b>Uploaded to Tevera and in modification process</b>	Alumni Satisfaction Survey
<b>Uploaded to Tevera and in modification process</b>	Student's Evaluation of Faculty/Onsite Supervisor
<b>Uploaded to Tevera and in modification process</b>	School/Clinical Mental Health Counseling Graduate Survey



<b>Uploaded to Tevera and in modification process</b>	Counselor Preparation Comprehensive Examination (CPCE)
<b>Uploaded to Tevera and in modification process</b>	National Counselor Exam (NCE)
<b>Uploaded to Tevera and in modification process</b>	Course Evaluations by students (Overall Calculation of Professor's Effectiveness)
<b>Uploaded to Tevera and in modification process</b>	Student's Program Satisfaction Form (survey)
<b>Revised and meeting each semester</b>	Advisory Board
	Other Changes
	No Changes