

USU Professional School Counselor Education Program

Faculty Meeting Minutes

Wednesday, November 15, 2017, 5:15 -6:15 PM

EDUC 330, GEC 547, USU Brigham

Camille Odell, Beverly Pickup, Justin Barker, Tom Wiltbank, Megan Stone, Sandra Ameal, Kathy Bitner, Amy Kleiner

1. Accreditation Update – New accreditor

Document updates – BARS format

a. The State of Utah is facing conflicts with CAEP. At this point, we will still submit annual reviews with CAEP. Mark LaCelle-Peterson is the founder of Association for Advancing Quality in Educator Preparation or AAQEP. The Dean and Associate Dean of the USU College of Education want to move in this direction for accreditation. Our program should also look at moving to AAQEP.

- Sandy: Is this organization a national accreditation body?
- Camille: Yes. We want to be nationally accredited. A site visit will be Spring 2019. Camille, Beverly and Marietta have been working on revising our Practicum and Internship documents. This had to be done either way because of the new Utah Model. Accreditors are now requiring a BARS (Behaviorally Anchored Rating System) approach on evaluations (being adopted nationally). We have to attach behaviors with the rating. Our goal is to have the Practicum documents ready to pilot with our on site supervisors in the spring. We would like to have them use the old evaluation form (linked to the old Utah Model) and have a few pilot the new documents. Possibly with Practicum Classroom facilitators.

2. Course Evaluations

a. Spring 2017 – On AAA website and instructors should be able to access student comments

b. Summer 2017 – On AAA website

- Here is the link where instructors can see comments:
http://www.usu.edu/aaa/idea_comments_instructor.cfm

c. Camille – every year they change the date how evaluations open. It has now gone back to department control. Huiwen Chen is now the person you need to email for course evaluations. Default is evaluations have to close on Dec 10. Camille has changed her evaluations to open on Dec. 6. Camille suggests that you have students complete it during class. Email Huiwen Chen Huiwen.Chen@usu.edu if you want to change the open date of your course evaluations.

- Sandy: Can we add that in the Grade Book in Canvas to give extra credit?
- Camille: The assignment needs to be added on by AIS (Academic Instructional Services.) It is probably best to have students complete it in class.

3. USU Education Centers

a. Kaysville Education Center – Kaysville cohort will meet at the KEC beginning spring, 2018

The Kaysville Education Center is complete. Our program will have a really nice, big classroom with great technology. The group of 35 students will switch to the Kaysville center this spring. The students know about it. The center is all prepared for us to come.

b. USU Salt Lake City – Under construction

2017 cohort, SLC students will meet at the new center

Broadcast classes (i.e., PSY 6390) will broadcast from Orem

USU 20 year contract ends in Dec. 2017. USU is moving out. There will be a USU Education Center built. Hope by summer, we will be able to originate broadcast. Our broadcast students can receive it at the center but just can't broadcast from there.

- Camille: Have 62 students in the 2017 broadcast cohort – great group of students.
- Justin: My class in particular had a lot of anxiety at the start. Rough start but doing great now.
- Camille: There are 12 sites right now in the 2017 cohort.

4. **New Course Schedule**

a. I want to get your approval. The 2017 cohort will be the first students to utilize this schedule
Spring 2018 – PSY 6240 Beverly will be teaching. PSY 6390 Megan will be teaching

- Beverly: Background on PSY 6240. Students will still be required to complete a Mock Review. This experience is very valuable. We have many interns who are assisting their site with the State Review.
- Megan: Beverly & I will communicate to help our courses flow. I am excited to move PSY 6390 to the first year students. I am going to incorporate Excel assignments to give students a better foundation regarding data. Trish Hatch's book will be required. I am changing Vivian Lee guest speaker and now going to take a different approach for guest speaker.

b. Camille: This is a great time to tweak your title of your course if you need to. I have had a chance to talk with all of you regarding the new course calendar.

PERTINENT NOTES FROM JULY 31 CURRICULUM REVIEW

What additional curriculum do we want to cover?

Transitions for special populations (Disabilities, ELL, refugees)

Classroom management skills

Presentation skills (e.g., presentation to school admin & faculty or boards of education)

Elementary-level school counseling

Suicide prevention

Additional?

504 & IEP – Addressed in Marietta's class

Family systems- Addressed in Amy's and Camille's classes

Title VI, Title IX

Proposed title of new course: Systemic leadership and special topics for school counselors

Credits: 3

When to offer:

Shall we increase Practicum to 4 credits?

a. Camille: Again part of this is - are you happy with your course title? I have talked with Kathy about course title for Career Development. Suggestion is to change it to Career Literacy and Development.

We have moved Legal and Ethical course to fall semester, 2nd year.

The plan was to teach the new course in the summer but Camille found out it needs to be offered in the fall or spring because it is an academic position. The new course needs to reflect Utah counseling

and special topics. It has been decided that Kathy will no longer teach Ethical and Legal Issues but teach the new course. The new hire will teach Legal and Ethical Issues.

- Kathy has suggested a new title for the course: Collaborative Classroom Instruction, Leadership, and Professional Topics. Kathy wants to focus the course on creating lesson plans, how to control classroom, keeping students engaged, and using classroom techniques.
- Camille: I will be presenting at the next meeting. I would like to take a packet down to the meeting with these changes.
- Kathy: I am going to work with Sandy to make my course parallel with practicum.
- Camille: Kathy and I talked about not feeling comfortable with students going in to practicum and not knowing Special Ed law. Students need that class before start practicum. The new hire will focus on Special Ed law fall of the 2nd year.

- Camille: When we add credits up, we end at 47. Do we want to go to 48? Sandy – do you want practicum to be 3 or 4 credits? Students spend time on site – could easily move to four credits.
- Sandy: I think we should leave it at 3. Kathy and I working together will take some heaviness off of practicum.
- Kathy: I have left things out of my Career Development class to make it reasonable for a 2 credit course. I would like to push resumes and require more in that course.
- Sandy: Shari Leader presents in my practicum course each year and she wants them to come with a completed resume. Shari has a booklet on resume writing and interviewing that we have purchased.
- Kathy – I would like to require resumes in my class to see how their career is developing and they can sharpen their resume in practicum with Sandy.
- Camille – I like these ideas. We will not increase the number of credits in Practicum but will increase Career Development from 2 credits to 3 credits.

5. **Status of Other Utah School Counselor Training Programs**

a. University of Phoenix – not offering program in Utah. They will only be offering the program online This will come up in meetings because they've never accepted licensure with online programs Argosy is 52 credits –

- Camille: Sandy, thank you for shifting your College & Career Course to an online format. That is a lot of work and it is appreciated to help this new course schedule work