

**USU PROFESSIONAL SCHOOL COUNSELOR EDUCATION PROGRAM**  
**FACULTY MEETING MINUTES**  
**Wednesday, March 21, 2018, 5:00 -6:15 PM**

**Attending:** Scott Bates, Tom Wiltbank, Megan Stone, Beverly Pickup, Camille Odell, Marilyn Hammond, Vonda Jump, Kathy Bitner, Amy Kleiner, Chris Chapman, Marietta Veeder  
**Excused:** Justin Barker, Sandra Ameel

1. **Introductions**

Faculty and Department Head Introductions

Introduction of Scott Bates

1. Scott Bates has been at USU since 2002. He is currently splitting time in the Psych department and Research Graduate Studies
2. Faculty Introductions

2. **Announcements**

Michelle Lizotte has accepted our offer for the position as combined School Counseling/Rehabilitation Counseling, tenure track, faculty member. She will be teaching PSY 6460 - Legal, Ethical, and Transitional Issues starting this fall 2018 semester. She will have other School Counseling program responsibilities as she becomes settled.

Grant writing will change to an elective starting with the 2017 cohort. The last time it will be offered as a required course is summer 2018. Thanks to Marilyn and Vonda for continuing to teach this highly effective course. Issues with the new status of the course discussed:

1. Scott: Will there be an issue with credit pressure?
2. Amy: should we find an incentive to take the course?
3. Camille: in addition to our pre-service students, we will offer the course to practicing school counselors across the state for professional development via USU's continuing education option. Camille will find out if policy allows courses for university credit and continuing education credit to be offered in the same course instance.

2. **Accreditation:** The College of Education and Human Services CTE Committee approved moving our accrediting body from the Council for the Accreditation of Educator Preparation (CAEP) to the Association for Advancing Quality in Educator Preparation (AAQEP)

a. The state of Utah has ended association with CAEP. The vote was taken at the state level a couple of months ago. The USU College of Education CTE committee voted on Monday, March 19 that USU would go with AAQEP. The head of AAQEP, Mark LeCelle-Peterson will be here on May 2 to meet with the accreditation writing teams. We are excited about the direction AAQEP is heading.

b. We need updated CVs right away in order to update our website. Please email to them to Beverly at [beverly.pickup@usu.edu](mailto:beverly.pickup@usu.edu)

3. **Curriculum Review/New Practicum and Internship Evaluation Forms**

A. New practicum and internship evaluation forms now reflect the new CACREP Standards, the Praxis Crosswalk, and the new Utah Model.

B. Jenni Allred, a recent graduate of the program, reviewed which courses taught/touched on each indicator in the evaluation. Her review was attached to the email sent prior to faculty meeting. It is attached again with these minutes. Please review this and contact Camille if there are any changes or if you see something you are teaching not identified.

C. We will be piloting the new evaluations with our practicum facilitators and internship supervisors this semester. We have been working on the evaluations forms for a year and half to bring our evaluations in line with new CACREP standards, the new Utah Model for Systemic School Counseling, and the Praxis Crosswalk. In addition, the new forms utilize a Behaviorally Anchored Rating Scale (BARS) format. The evaluations and updated class learning objectives are the product of our review. We will pilot the new evaluations this spring.

D. Camille is sending out updated objectives based on the new CACREP Standards and new Utah Model for Systemic School Counseling for all the courses next week. Thanks to everyone for the review, analysis and input.

4. **Enrollment Considerations**

NOTE: This is a very important topic for discussion today. U of Phoenix is no longer offering a School Counselor Education program housed in the state of Utah. Once they graduate the current cohorts, they will offer the degree online, but that format has not been approved by USBE licensing. Applications for our program for fall 2018 are up considerably. We need to discuss how many students we can teach effectively.

- a. Camille – Camille is going to a meeting in early April to see if the state of Utah is going to give a license to students who graduate from programs utilizing completely online instruction.
- b. We are seeing an increase in the number of applications. As of today, March 21, we have 56 applications and 8 students who deferred to this year that were accepted last May.
- c. Camille checked with Gayle Mahler at the USU Kaysville site. We can fit 51 students in the classroom. How many students can we effectively teach?
- d. Tom – 51 students is a big group to teach in the face-to-face setting. The practicum course will be difficult. Forty students could comfortably fit in the classroom now. There is a sister room next door that could open up. They do have a class in that room that starts at 7:15. Tom will check out this sister room during practicum this week.
  - a. Is it a possibility to do 2 cohorts a year?
- e. Camille – if we could get the space – will 50 students work for you to effectively teach?
- f. Tom – if you get much over 40, it's hard to make connections with the students.
- g. Kathy – I feel that's why students make the drive from Utah County to Kaysville to make the connections with the instructors. It's worth it to them to be in a smaller group of students.

Camille – Tom, please email your idea about the 2 cohorts. If anyone else has thoughts, please contact me. Keep thinking about this topic and we will make a final decision at the April faculty meeting.

As an important note – Students in the 2014 cohort have all been hired to do what they wanted to do.

5. **2018 Graduate and Employer survey results**

- a. We have the results of our annual Graduate and Employer surveys. You have the results of the employer survey in a PowerPoint format. This year we had a 29 percent response rate on our Graduate Survey and a 9 percent response rate. We will be working with the USU Alumni Center to find correct email addresses in an effort to increase response rates. This year we 20 – 25 student survey emails came back as undeliverable.
- b. We have positive results from the employers that filled out the survey. Ratings on all satisfaction items were above 4.5 on a 5-point Likert scale. Average rating = 4.79. A copy of the PowerPoint is attached, along with a PDF of the Employer Survey.
- c. THANKS to everyone for your efforts in preparing our students to earn the high ratings. You are responsible for our success. As always, we will look to having the ratings improve. Please carefully study the PowerPoint and see if any of the topics you are over show that review and update may be indicated.

6. **ASCA – July 14-17, 2018, Los Angeles**

Student Travel Awards

- a. Scott Bates has approved a \$600 travel award. We will look to award 12 – 14 students. The \$600 can be put towards registration and travel. Last year the conference was in Denver. This year, the conference is in LA. We have been fortunate to have it so close for two years.
- b. If any of the faculty would like to attend, please contact Camille. We will need faculty to attend to help students navigate the conference.
- c. We will be asking for your help in refining the prompt used last year for the essays. The award is based on student GPA and essay. Camille will email about this early next week.

7. **Need based scholarships**

- a. Scott Bates has approved our Need based scholarship. We will wait until July to send out the application so that the newly admitted students can apply.

**REMINDER:**

Please send copies of your CV to Beverly Pickup by March 31. We need them for our website.