

Spring, 2020 Counseling Program Meeting
MAY 6, 2020

Meeting Minutes

- I. **Call Meeting to Order**

Dr. Hulgus called meeting to order at 2:30pm.
- II. **Approval of Minutes from Previous Counseling Program Faculty Meeting**
 - a. **Any Corrections**
 - Leslie and Robin spoke up and said that it would be helpful to have meeting minutes and agenda as separate documents. Leslie said this would be more in compliance with CACREP as well.
 - Kelly agreed to take minutes
 - b. **NEXT MEETING – Tuesday, July 14th at 12:00pm**
- III. **Search Update** -Joe Hulgus
 - No changes
- IV. **Reports/Updates**
 - a. Report of Counseling Program Coordinator – Jef Cornelius-White
 - b. Report of CACREP Liaison – Jef Cornelius-White
 - CACREP report. Student to instructor ratio was in program was discussed. 12:1 students to 1 or less is the target. Some recent calculations have shown between 10:1 and 14:1. 50% or more of our courses are to be taught by core faculty, which is not possible, despite voluntary overloads given that we have 3 core faculty positions open and posted online. Discussed strategies for how to accommodate the ratios. Informed consent for internship students is complete. Kelly sent form to Amy, who will send that out to all internship instructors for the Spring 2020 semester to send to all interns. Interns need to sign and return to internship instructors, who will return to Amy, and Amy. COVID19 Accommodations report drafting has begun. Other tasks discussed.
 - c. Report of Practicum/Internship Coordinator – Amy Chenoweth
 - No update. Releases for summer/fall practicum/internship began 5 days ago.
 - d. Report of Center City Counseling Clinic (CCCC) Director- Robin Farris
 - No update. Practicum orientations occurred the day before.
- V. **Curricular proposal updates –**
 - a. No updates
- VI. **Course offerings –**
 - a. No discussion
- VII. **Discussion Items**
 - a. This is the last week for our GAs and only Rebecca will be returning, as Corbin and Morgan are graduating. We decided to do record a few words to express our gratitude towards them. Joe will send to the GAs.
 - b. Jef stated that we have 15 counseling program applicants that are ready and can be reviewed and would like to go ahead and have a first round of interviews, with zoom break out rooms. With faculty being currently overloaded right now during finals week, the idea was brought up to push

interviews back to the week after finals week. Another round of interviews will be conducted likely in July. May 18th, 2020 10-12:30 Joe and Jef will review files. Leslie, Amy and Kelly will conduct interviews via zoom.

- c. Kelly talked about EPP Fall 2020 Field Experience task force and preparing for difference scenarios returning in the fall.
- d. Faculty discussed how more of our students are now participating from a distance utilizing zoom for many of their classes and what this and other variables have meant for geographically dispersed students, particularly in the West Plains region. Discussed what this might mean for the program going forward.

VIII. Student Related Concerns

- a. Student concerns were discussed. Kelly brought up a student concern and faculty discussed an action plan. Other students were discussed. Faculty discussed how the pandemic has affected our students.

IX. Unfinished Business

- a. talk about alt. graduation ceremony for our students graduating this semester and decided too ambitious running short staffed with little time.

X. New Business

- a. None

XI. Adjournment

Dr. Hulgus adjourned the meeting at 3:57pm.