

03/27/2013 Counseling Faculty Meeting Minutes

PCOB 127 12:00 p.m.

Attending: Tami Arthaud, Leslie Anderson, Paul Blisard, Robin Farris, Joe Hulgus, Kristi Perryman. Jef Cornelius-White on sabbatical. Ann Loethen visitor. Minutes by Tamara Flores

| Subject Area | | Topic | Matter | Action | Due Date |
|----------------------------|-------------|---|---|--|----------|
| Administrative Information | | Review of Last Minutes | Minutes Approved? | Motion is made and seconded to approve January minutes. Unanimous vote to approve with change.(Correction of time meetings are to start should be 12:00) | |
| | | Program Coordinator | | Nominee has accepted COU Program Coordination responsibilities, effective August 2013. | |
| | Recruitment | Brochures | Accessing Grad College funds for brochures | Discussion re monies available to Master's & Ed.S programs separately. Recommendation is to make a generic brochure that will cover everything. Program Coordinator will put an out dated brochure in drop box and joint faculty will make changes updates. | 10-Apr |
| | | New School Cou Standards & Eval Follow Up | <ul style="list-style-type: none"> •School specialized faculty will work together to reference the new adaptation in the student handbook. •Will bring update at Feb meeting. | Noted DESE won't have this implemented until 2014. Will be discussed again after DESE meeting in August. | |
| | | West Plains Campus | Three students have been admitted from the WP area. Not enough for a fall cohort. Recruitment plans? | Discussion re future program interest and recruitment. A new Cohort is possible on the contingent of 10 West Plains area admits. Discussion regarding student advisement of cohort, Per Course involvement, mentoring West Plains Per Course, and that students are able to get same experience as Sgf students. Motion was made, Seconded & a unanimous vote occurred to offer a Cohort in Sp 2014 using the condition above. | |
| | | PLPC Prep Follow Up | Has letter for MMHCA been sent? | Letter is incomplete. Will be done next week regarding diagnosing. Discussion of additional language. The Coordinator will email faculty for review & needs responses emailed back. | 4/3/2013 |

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| Administrative Information (cont.) | | Program Change | Approve Portfolio completion as a requirement to graduate | Attached cover letter is reviewed and student/advisor responsibilities are discussed. This data point will be used by the program coordinator in annual reports. CACREP faculty guidelines will be created. A motion is made, seconded and a unanimous faculty vote occurs to accept the document; will be presented at departmental meeting for acceptance. Collection of the form will be implemented as soon as introduced but no later than fall. | Add to Aug agenda to revisit |
| | | | Approve Program change of Mental Health to 60 hours | Hand out of the document is offered for review and discussed. A motion is made, seconded and a unanimous faculty vote occurs to accept the program change. It will now be moved forward for departmental approval. | |
| | PEU | | Discuss Comps application as checkpoint for PEU | Discussion of the three points students do self assessments: 702/703, practicum & Comp Exam. Faculty will do group faculty assessments each March for spring comp exam & in Nov for summer and fall comp exams. | |
| Master's Program information | | Admissions | Review of Applicants | 22 applicants have been admitted, 1 declined, 8 are unanswered. The academic assistant will send a formal letter stating applications will be inactivated if there's no response by April 15 from applicants who haven't made their intent known yet. The assistant will Email the letter for review to faculty for revisions no later than tomorrow. | 3/28/2013 |
| | | Comprehensive Exam (On April 13) | Faculty disposition review of students applying for comps (PEU) | Info only - Web/New Media was able to link this as non-course link. | |
| | Reports | 54-hr. MS Electives Follow Up | Fac will send course suggestions to Program Coordinator. She will compile the results and email options for advisor/student conversations. | Report will be withheld until optional electives are sent to program coordinator by faculty so department head can go to other department heads to ask for our students' permissions. | Apr 3 to Prog. Coord. from faculty |
| | Practicum | Summer practicum dates & times | Discussion item | Not discussed | |
| | | Review of Summer Applicants | Discussion item | Concerns and strengths of applicants discussed. A motion was made, seconded and a unanimous vote to approve all but one listed occurred. Fall applicants will be discussed in the May meeting. | |
| | Internship COU 707 | | | Discussion of upcoming Meetings for supervisor orientations | |
| | | | Not discussed | | |

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| Master's Prog. (Cont.) | Background Checks | Mntl Hlth Stdt Fingerprinting change | Report | Fingerprinting collection is being held due to confidentiality issues. If a "hit" occurs, the Department Head will be notified and she will meet with the student. | |
| | | Dean's Program | Counselors to Campus | Discussion of Dean's program. Recommendation to host for lunch, clinic tour and program information. | |
| CACREP Info | | Update Report | | Expect full report completed in April and sent to external consultant. Thanks and praise given to program coordinator for work and diligence. | |
| PTI Info | | | | Upcoming workshops discussed. | |
| Clinic Report | | Clinic Update | | Discussion of clients, attendance and new source of referrals to the clinic. | |
| Ed.S. Info | Admissions | | Review of New Admits | Discussion of applicant who was denied admission. What can be discussed regarding possible conversation. | |
| Other | Discussion of meeting with outgoing and incoming Program Coordinator for continuity | | | | |
| | Discussion of clinic hours and students being able to get times in & indirect hours. Will be discussed in April faculty meeting | | | | |
| | Practicum application will lose last page and direct students to a link in the Teacher Certification Office. | | | | |

Meeting adjourned 1:56