



Opportunity afforded

**COUNSELING PROGRAM
ANNUAL IMPROVEMENT PLAN
2023-2024**

Annual Improvement Plan

Purpose: The Counseling (CNS) Program is dedicated to improve the Program curriculum, organization, and communication by frequent and routine evaluations. Various groups help in the evaluation process: CNS students during their last semester of the Program, graduates of the CNS Program within six months of graduating, employers of recent graduates, and practicum and internship site supervisors. Through an anonymous survey format, each of these groups provide feedback on the strengths and challenges of our Program curriculum and student educational experiences. The surveys are the Program Evaluation, the Graduate Survey, the Graduate Employer Survey, and the Site Supervisor Evaluation of Counseling Program. The first survey is completed every semester and the remaining are completed every three years. The CNS faculty compile, analyze, discuss and utilize the feedback to determine future foci and/or changes to the Program. In addition, at the end of each semester, CNS faculty review the progress of each student on all CACREP standards and utilize this information to enhance program curriculum and develop student remediation, if necessary. Lastly, we share the reports with our Advisory Board and discuss possible changes to the program.

Program Evaluation: The counseling faculty aim to conduct an assessment of the effectiveness of the counseling program. An important component of this review is to ascertain the quality and relevancy of the program and course content from the point of view of current students and graduates. Results are analyzed and used to help the program identify areas of strength and areas that are in need of enhancement. In AY 22-23, the counseling program graduated nine students. Each student was given the opportunity to provide feedback to the counseling program via an anonymous survey. The following are the results of three students who completed a program evaluation at the completion of their programs in AY 22-23.

Program strengths:

- 2 out of 3 respondents reported that the program completely met their expectations, and 1 out of 3 respondents reported that the program partially met their expectations.
- 2 out of 3 respondents reported the quality of faculty as excellent, and 1 of 3 indicated quality of faculty as good.
- 2 out of 3 respondents indicated that the content of the program completely met their expectations, while 1 out of 3 respondents indicated that the content of the program somewhat met their expectations.
- 2 out of 3 respondents rated program content as excellent, and 1 out of 3 respondents rated program content as very good.
- Themes regarding general strengths of program included:
 - Flexibility and competency of faculty
 - Appropriateness of courses
- With regards to skills acquired, the following themes were noted:
 - Development of foundational and advanced counseling skills
 - Developing cultural counseling competencies
 - Advocacy and professional leadership
- Courses that were identified as being most helpful included:
 - CNS 752, Trauma and Crisis Counseling

- CNS 794, Internship I

Potential Areas for Improvement

- Addressing course content for CNS 683
- More clear communication of program expectations
- Guest lectures from discipline specific professionals

Student Learning Outcomes (SLO's): In addition to the above surveys, the CNS faculty also reviewed student outcomes on Key Performance Indicators (KPI). Furthermore, each CACREP standard (in the eight core areas and in clinical mental health counseling) is assessed via an assignment, evaluation, or task in the program. Faculty review each standard for each student. Below is an overview of the results.

SLO 1 – Students will demonstrate the knowledge and dispositions of an ethical and professional counselor

KPI 1.1 – Counseling Dispositions: Students who complete the program will demonstrate inclusiveness, responsibility, enthusiasm, professionalism, and ethical standards.

Admission - During the 2022-2023 academic year, the CNS program admitted 20 students into the program (seven school counseling students and 13 clinical mental health counseling students). All met standards on the admissions rubric.

Conclusion of each semester – Dispositional Evaluations - During the 2021-2022 academic year, 245 dispositional evaluations were conducted, and 97% of the evaluations met programmatic standards.

At the conclusion of clinicals – Formal Disposition Review - In AY 22-23, 23 clinical students were reviewed; all 23 students met dispositional standards. This result suggests that students are able to demonstrate professional dispositions at the conclusion of their clinical experiences.

KPI 1.2 - Ethics: Students who complete the program will demonstrate an understanding of ethical and legal practice relating to professional counseling

CNS 625 – Legal and Ethical Dilemmas Assignment - 19 students completed the assignment in summer 2023. 18 students met expectations based on criteria outlined in the legal and ethical dilemmas rubric. These results indicate that students are able to demonstrate a knowledge regarding ACA Code of Ethics and KY Laws pertaining to professional counselors. The one student who did not meet expectations will address the KPI in another class.

CNS 790 – CESA - 12 students completed the CESA during the 2022-2023 academic year. All 12 students met standards on the criteria of the CESA that are specific to ethical and legal considerations.

Semester prior to final semester or final semester – CPCE - During the 2022-2023 academic year, the counseling program had 17 students register for the CPCE. All students scored within at least

one standard deviation of the Professional Orientation and Ethics domain of the CPCE on their first attempt. This result indicates that by the time students are nearing graduation, these students can demonstrate sound knowledge regarding professional ethics.

SLO 2 – Students will practice reflective, theoretically-grounded counseling

KPI 2.1 - Theory: Students who complete the program will demonstrate knowledge and understanding of counseling theory

CNS 624 – Theories Paper - 17 counseling students were enrolled in CNS 624, Theories of Counseling in fall 2022. All students met expectations on the Theory Paper assignment. This result indicates that students are developing a foundational understanding of their theoretical orientation soon after starting the counseling program.

CNS 790 – CESA - 12 students completed the CESA during the 2022-2023 academic year. All students met standards on the criteria of the CESA that is specific to counseling theory domain. However, it was observed that three students will need extra supervision in internship with regards to the development of their theoretical orientation.

CNS 794, 795, 797 – Oral Defense - During the 2022-2023 academic year, 12 students were enrolled in a clinical experience where they were required to take part in the Oral Defense. All 12 students met expectations on the criteria related to counseling theory. This result indicates that as these students approached graduation they had the ability to demonstrate and defend their clinical work within the scope of their theoretical framework.

KPI 2.2 - Skills: Students who complete the program will demonstrate essential interviewing and counseling skills

CNS 619 – Foundational Working Stage Counseling Skills - In 2022, 15 students were enrolled in CNS 619. All students met expectations for the Foundational Working Stage Skills. This result suggests that students are learning to apply foundational counseling skills appropriately by the end of the semester.

CNS 790 – Case Presentation - During the 2022-2023 academic year, 12 students were enrolled in the CNS 790, Practicum. All 12 students met expectations on the criteria of the Case Presentation rubric that focused on counseling skills. This result indicates that these students continued to develop and demonstrate sound foundational and working stage counseling skills.

CNS 794/795/797 – Oral Defense - During the 2021-2022 academic year, 12 students were enrolled in a clinical experience where they were required to take part in the Oral Defense. All 12 students met expectations on the criteria related to the counseling demonstration. This result indicates that as these students approached graduation they continued to demonstrate both foundational and working stage counseling skills.

KPI 2.3 – Group: Students who complete the program will design and facilitate group interventions

CNS 692 – Group Proposal - 19 counseling students were enrolled in CNS 692, Group Counseling. 17 students met expectations. This result indicates that the students in this course understood the various components required to effectively develop, market, and assess group work. For the two that did not meet standards, one withdrew from the program and the other student will need to retake the course.

Clinicals (CNS 790, 794, or 795) – Group Verification Form - During the 2022-2023, 8 students facilitated group work during their clinical experiences. These students were able to demonstrate foundational group work skills.

Semester prior to final semester or final semester – CPCE - The Counseling Program had 17 students take the CPCE in during the 2022-2023 academic year. All students passed the Group Counseling and Group Work domain of the CPCE. This result suggests that students have a solid understanding of group work knowledge. The student who did not pass must retake the exam prior to graduation.

SLO 3 – Students will demonstrate multicultural competency and be prepared to work with diverse clientele across the lifespan

KPI 3.1 - Diversity: Students who complete the program will demonstrate an ability to understand diverse cultural attitudes, beliefs, understandings, and acculturative experiences, including specific experiential learning activities

CNS 671 – MAKSS at start and conclusion of course - 17 counseling students were enrolled in the CNS 671, Multicultural Counseling, during the spring 2023 semester. Pretest-Posttest results indicated an increase in scores in each area, indicating that students are increasing their multicultural knowledge, awareness, and skills through the course of the semester.

CNS 671 – Cultural Exposure Assignment - 17 counseling students were enrolled in the CNS 671, Multicultural Counseling, during the spring 2022 semester. All 17 students met expectations on the Cultural Exposure assignment, indicating that students were able to reflect on and articulate self-awareness within the scope of diversity and systemic oppression.

End of CNS 790 - 12 counseling students completed practicum in the 2022-2023 academic year. All 12 students met standards on the Final Site Supervisor Evaluation indicating they had demonstrated foundational multicultural counseling competencies half way through the program.

Semester prior to final semester or final semester – CPCE - The Counseling Program had 17 students take the CPCE during the 2022-2023 academic year. 15 students passed the Social and Cultural Diversity domain of the CPCE on their first attempt. This result suggests that students have a comprehensive understanding of multicultural counseling. The two students who did not meet the standards will have to retake the exam.

KPI 3.2 - Lifespan: Students who complete the program will demonstrate an understanding of behaviors and issues across the lifespan

CNS 635 – Case Study - During the 2022-2023 academic year, 18 students were enrolled in CNS 635, Human Development. All 18 students met expectations on the Case Study Project, indicating that these students could theorize the potential effects of biopsychosocial issues on the developmental of a human across the lifespan.

During CNS- 790 Practicum - 13 students completed the CESA in the 2022-2023 academic year. All 13 students met standards on this assessment indicating basic knowledge and understanding of theories of human growth and development.

Semester prior to final semester or final semester – CPCE - The Counseling Program had 17 students take the CPCE in during the 2022-2023 academic year. 16 students passed the Human Growth and Development domain of the CPCE on their first attempt. This result suggests that the students possessed a comprehensive knowledge regarding biopsychosocial issues across the lifespan. The one student who did not meet standards will need to retake the exam.

SLO 4 – Students will demonstrate a readiness to work within the spectrum of mental health settings

KPI 4.1 - Assessment: Students who complete the program will demonstrate knowledge of the helping process, inclusive of assessment tools, psychometric constructs, and diagnosing and treatment planning

CNS 676 – Case Study Assignment - 20 counseling students were enrolled in CNS 676, Diagnosis and Treatment Planning. 18 students met expectations on the Case Study Project. These results indicate that at the conclusion of this course, these students were able to demonstrate appropriate diagnoses based on the DSM 5. With regards to the two students who did not meet standards, one withdrew from the program and the other student will need to retake the course.

CNS 676 – Diagnostic and Assessment Role Plays - 20 students were enrolled in CSN 676, Diagnosis and Treatment Planning. 18 students met expectations on the Diagnostic Assessment Role Plays. These results indicate that at the conclusion of this course, these students were able to demonstrate appropriate use of and interpretation of diagnostic assessments. With regards to the two students who did not meet standards, one withdrew from the program and the other student will need to retake the course.

CNS 683 – Midterm Exam - During the 2021-2022 academic year, 14 counseling students were enrolled in CNS 683, Test and Measurements. 10 students passed the midterm exam with a grade of C or better. These results indicated that these students were able to demonstrate foundational knowledge regarding psychometrics. Of the students that did not meet standards, three of them demonstrated foundational knowledge of psychometric properties on the final exam, while one of the students will need to complete a remediation plan to demonstrate this knowledge.

CNS 722 – Movie Paper - 15 counseling students were enrolled in CNS 722, Substance Use and Addictions Counseling during the fall 2022 semester. All 15 students met expectations on the Movie Paper, indicating that they were able to demonstrate knowledge regarding appropriate addictions assessments for these characters.

Semester prior to final semester or final semester – CPCE - The Counseling Program had 17 students take the CPCE during the 2022-2023 academic year. All students met standards on the Assessment and Testing domain of the CPCE on their first attempt. This result suggests that these students possessed a comprehensive knowledge regarding assessment and testing as they relate to the helping process.

KPI 4.2 - Career: Students who complete the program will demonstrate knowledge in career and vocational development of clients

CNS 686 - Savickas Interview - 18 students were enrolled in CNS 686, Career Counseling, during the 2022-2023 academic year. All 18 students met expectations on the Savickas Interview Project, indicating that these students possessed sound career counseling knowledge.

CNS 683 – Self-Directed Search Assignment- 14 students were enrolled in CNS 683, Test and Measurements, during the 2022-2023 academic year. 14 students met expectations on the SDS assignment, indicating that these students possessed sound career counseling knowledge. The one student who did not meet standards will need to retake the course.

Semester prior to final semester or final semester – CPCE - The Counseling Program had 17 students take the CPCE during the 2022-2023 academic year. 16 students passed the Career Development domain of the CPCE. This result suggests that these students possessed a comprehensive knowledge regarding career counseling. The one student who did not meet standards will need to complete a remediation plan to demonstrate this knowledge.

KPI 4.3 - Research: Students who complete the program will demonstrate the ability to comprehend professional research and literature, especially as it relates to program evaluation and evidence-based practices

ADM 630 - Literature Review Paper - 18 counseling students were enrolled in ADM 630, Research Methods, during the 2022-2023 academic year. All 18 met expectations on the Literature Review Project, indicating that these students could critically assess scholarly writings.

CNS 790 - Evaluation of Counseling Student - 12 counseling students were enrolled in CNS 790, Practicum, during the 2022-2023 academic year. All 12 students met expectations on the Site Supervisor Evaluation, indicating that these students could use research to inform best practice.

Semester prior to final semester or final semester – CPCE - The Counseling Program had 17 students take the CPCE in during the 2022-2023 academic year. All 17 students passed the Research and Program Evaluation domain of the CPCE on their first attempt. This result suggests that these students have comprehensive knowledge regarding research and program evaluation procedures.

CMHC SLO 1 – Students will demonstrate the foundational dispositions and skills of a professional clinical mental health counselor

CMHC KPI 1.1 - Counseling Identity: Students who complete the program will possess a professional counseling identity

CNS 619 – Reflection Assignment 2 - 17 students were enrolled in CNS 619, Foundational Counseling Techniques in fall 2022. All 17 students met standards. This result suggests that students have knowledge of professional counseling divisions by the end of the course.

CNS 625 – Reflection Assignment 3 – 18 counseling students were enrolled in CNS 625, Legal and Ethical Issues in Counseling, in summer 2022. All 18 students met expectations for the Reflection Assignment 3, demonstrating an understanding of the professional counseling credentialing.

CNS 795/797 – Oral Defense - During the 2022-2023 academic year, 9 students were enrolled in a clinical experience where they were required to take part in the Oral Defense. All 9 students met expectations on the criteria related to the written aspect of their counseling identity. This result indicates that as these students approached graduation they were able to articulate their understanding of self as a professional counselor.

Semester prior to final semester or final semester – CPCE - During the 2022-2023 academic year, the counseling program had 17 students register for the CPCE. All 17 students scored within at least one standard deviation of the Professional Orientation and Ethics domain of the CPCE. This result indicates that by the time students are nearing graduation, these students can demonstrate sound knowledge regarding professional ethics.

CMHC KPI 1.2 - Counseling Skills: Students who complete the program will demonstrate the ability to conduct formal interviews, properly diagnose, create treatment plans, document services appropriately, and provide varying techniques to promote wellness

CNS 676 – Role Plays and Documentation - During the 2022-2023 academic year, 20 counseling students were enrolled in CNS 676, Clinical Diagnosis and Treatment Planning. 18 students met expectations on the Role Play Project, indicating that these students were able to demonstrate sound ability to conduct various counseling, intake interventions. With regards to the two students who did not meet standards, one withdrew from the program and the other student will need to retake the course.

CNS 694 – Practice Sessions - 13 students completed CNS 694: Advanced Counseling and Supervision during the fall 2022 semester. All students met standard as measured by the faculty member on the session review form rubric. This result indicates the program is preparing students to appropriately deliver techniques that promote wellness and prevention.

CNS 795/797 – Site Supervisor Evaluation - During the 202-2023 academic year, nine students were enrolled in their final clinical experience. The site supervisors for all nine students reported that their supervisees met site expectations. This result indicates the program is preparing competent and clinically skilled professional counselors.

CNS 795 – Faculty Supervisor Evaluation - During the 2022-2023 academic year, nine students were enrolled in their final clinical experience. The faculty supervisor for all nine students reported that their supervisees met site expectations. This result indicates the program is preparing competent and clinically skilled professional counselors.

Plan for improvement: The CNS Program will continue to work on various areas to enhance the curriculum and the learning experiences for students. The counseling program will move forward hybridized curriculum where many core counseling courses will move to 8-week terms. Consideration for this adjustment comes after consultation with the advisory board and our stakeholders. Faculty will need to maintain ongoing assessment to identify strengths and challenges to hybridizing the courses.

Graduation & Postgraduate Placement

During the 2022-2023 academic year, 11 counseling students graduated from the program (MAEd SC = 2; and EdS CMHC = 9). All students who have sought employment as a counselor have obtained employment.

The counseling faculty is taking the proper steps to make positive changes to the structure, organization and flow of the counseling program. This will be an ongoing process, but it is necessary to meet our purpose of preparing our students for careers as professional counselors.