

ACCOUNTABILITY REPORT FOR 2023 CALENDAR YEAR

PLO 1 - Professional Orientation and Ethical Practice (CACREP 2.F.1)

Students will be able to articulate the elements related to professional identity including the history and philosophy of the counseling profession, the value of professional organizations, the need for legal and ethical practice, and advocating for the profession and clients that are served.

Measure 1: Counseling Philosophy Paper

Throughout the 2023 calendar year, 11 degree-seeking students were enrolled in PCOU 5320 Professional Orientation in the Fall 2023 semester that participated in this assignment. The assignment was not implemented by the instructor during the Spring 2023 semester. Students explored the elements of professional identity and personal philosophy by completing a Counseling Philosophy Paper.

Utilizing the Counseling Philosophy Paper rubric designed by faculty, students strive to achieve at least an acceptable score in the six rubric areas: History of the Profession, Philosophy of the Profession, Ethics, Professional Identity, Counseling Relationships, and Writing. The rubric employs a three-point scale, including ratings of target, acceptable, and unacceptable.

Rubric Results for Counseling Philosophy Paper (N = 11)

	Target	Acceptable	Unacceptable
Description of Counseling	6	5	0
Relationships in Counseling	6	5	0
Role and Function of Counselor in Counseling	5	6	0
Role and Function of Client in Counseling	8	3	0
Goals of Counseling	9	2	0
Change in Counseling	8	3	0
Techniques in Counseling	6	5	0
Diagnosis in Counseling	6	5	0
Diversity in Counseling	6	5	0
Graduate Level Writing & APA Style	4	5	2

Discussion of Results: This assignment has been reassigned to PCOU 5320 Professional Orientation to better align with the course's content. Previously, it was part of PCOU 5331 Theories of Counseling. The majority of students achieved either target or acceptable levels across all aspects of the assignment, with all students meeting or exceeding expectations in all content areas. The two students who scored lower in graduate-level writing and APA Style, along with all other students, will have multiple

opportunities to learn and practice writing at the graduate level and in APA Style in future assignments and courses.

PLO 1 - Professional Orientation and Ethical Practice (CACREP 2.F.1)
Students will be able to articulate the elements related to professional identity including the history and philosophy of the counseling profession, the value of professional organizations, the need for legal and ethical practice, and advocating for the profession and clients that are served.

Measure 2: Advocacy Letter

Students identify a legislative issue that is relevant to the counseling profession and write a letter to a legislator articulating his or her position on the issue.

Utilizing the Advocacy Letter rubric designed by faculty, students strive to achieve at least an acceptable score in the four rubric areas: Topic Selection, Audience, Presentation of the Argument, and Writing Quality. The rubric employs a three-point scale, including ratings of target, acceptable, and unacceptable.

Rubric Results for Advocacy Letter (N = 21)

	Target	Acceptable	Unacceptable
Topic	16	5	0
Audience	16	5	0
Presentation	16	5	0
Writing	16	5	0

Discussion of Results: During the 2023 calendar year, there were 21 degree-seeking students enrolled in PCOU 5320 Professional Orientation, with 10 students enrolled in the Spring 2023 semester and another 11 in the Fall 2023 semester. All students met the expectations for this assignment. Students will have additional opportunities to learn about advocacy and engage in advocacy efforts in PCOU 5335 Multicultural Counseling.

The advocacy letter is a rather challenging assignment for students in their first semester of the program. Most students can identify an area of advocacy for the letter but struggle to articulate their position on the issue. Compounding this challenge is the required textbook for the course contains minimal content about advocacy in professional counseling. The instructor added additional information on advocacy within the course during the fall semester and had the students engage in different advocacy activities.

PLO 2 – Social and Cultural Diversity (CACREP 2.F.2)
Students will demonstrate multicultural awareness, knowledge, and skills necessary for competency in working with a diverse population.

Measure 1: Guided Journal

Students will participate in guided journal activities for the purpose of reflection and personal exploration of emotions and biases related to multicultural counseling.

Utilizing the Guided Journal rubric, designed by faculty, students will achieve an acceptable score in the three areas of the rubric including: insight and self-awareness, understanding other viewpoints, and ability and willingness to address biases. The three-point scale on the rubric includes target, acceptable, and unacceptable ratings.

Rubric Results for Guided Journal (N=12)

	Target	Acceptable	Unacceptable
Insight and Self-Awareness	7	5	0
Understanding Other Viewpoints	7	5	0
Ability and willingness to Address Biases	8	4	0

Discussion of Results: There were 12 students in the professional counseling program enrolled in PCOU 5335 Multicultural Counseling during the 2023 calendar year. Six were enrolled for Spring 2023 and 6 for Fall 2023. Students demonstrated an ability to gain insights and self-awareness through the activities in this course. They also demonstrated that they have understood various viewpoints and are willing to address their own biases, values and beliefs as they consider how those might impact the counseling process.

There are currently no modifications to the assignment. Diversity and multicultural issues are infused into many courses in the program including crisis counseling, ethics, research, and assessment. Students will have additional opportunities to continue to gain self-awareness and consider various diverse viewpoints through class and online discussions and through personal reflection assignments.

PLO 2 – Social and Cultural Diversity (CACREP 2.F.2)
 Students will demonstrate multicultural awareness, knowledge, and skills necessary for competency in working with a diverse population.

Measure 2: Challenge Experience Project

Students will participate in an activity designed to increase personal exposure to diversity. Following the project, students will write a reflection paper identifying learning and professional development related to the experience.

Utilizing the Challenge Experience Project rubric, designed by faculty, students will achieve an acceptable score in the three areas of the rubric including: background information/observation, reflection, and writing. The three-point scale on the rubric includes target, acceptable, and unacceptable ratings.

Rubric Results for Challenge Experience Project (N = 16)

	Target	Acceptable	Unacceptable
Background Information/Observation	8	4	0
Reflection	6	6	0
Writing	4	6	2

Discussion of Results: There were 12 professional counseling students enrolled in PCOU 5335 Multicultural Counseling during the 2023 calendar year. Six students were enrolled in the Spring semester and 6 in the Fall semester. Students completed their challenge project and demonstrated an understanding of different cultures and populations. They provided solid self-reflections on their experiences. With regards to writing, two students need to improve in that area but will have additional opportunities in the program to improve their writing skills.

There are no modifications to this assignment. Students will continue to learn about diverse groups through the program, especially in fieldwork.

PLO 3 - Human Growth and Development (CACREP 2.F.3)
 Students are able to demonstrate an understanding of development across the lifespan and the impact on normal and abnormal functioning.

Measure 1: Introspective Journals

Students will analyze and apply a theoretical framework to their own development through the writing of introspective journals for each developmental stage.

Utilizing the Introspective Journal rubric that was designed by faculty, students will achieve an acceptable score in the three areas of the rubric including: stage, analysis, and application. The three-point scale on the rubric includes target, acceptable, and unacceptable ratings.

Rubric Results for Introspective Journals (N = 17)

	Target	Acceptable	Unacceptable
Stage	6	11	0
Analysis	2	15	0
Application	2	15	0

Discussion of Results: There were 17 degree seeking students enrolled in PCOU 5385 Lifespan Development during 2023 calendar year. There were 8 enrolled in the Spring of 2023 and there were 9 in Fall 2022.

This measure includes five separate journal entries, each covering a specific stage of development. Students are given feedback on each journal prior to proceeding to the next journal. While some students may have initially struggled with the application of knowledge and theory, all utilized the feedback from the professor and demonstrate improvement by the final journal. This measure indicates that students have appropriate knowledge regarding lifespan development and can apply it through the analysis of their own development.

PLO 3 - Human Growth and Development (CACREP 2.F.3)

Students demonstrate an understanding of development across the lifespan and the impact on normal and abnormal functioning.

Measure 2: Developmental Interview

Students will complete a comprehensive analysis of the development of an individual over the age of 65.

Students will achieve an acceptable rating in all areas of the Developmental Interview rubric, designed by faculty, including the selection of a subject, question design, factors affecting human behavior, self-esteem and self-concept, normal development, and a crisis impacting development. The three-point scale on the rubric includes target, acceptable, and unacceptable ratings.

Rubric Results for Developmental Interview (N =17)

	Target	Acceptable	Unacceptable
Subject	13	4	0
Questions	10	7	0
Human Behavior	8	9	0
Theories	6	11	0
Transition and Resilience	8	9	0
Crises, Disasters, and Trauma impacting Development	7	10	0
Exceptionalities	7	10	0
Wellness	8	9	0

Discussion of Results: There were 17 professional counseling program degree seeking students enrolled in PCOU 5385 during the 2023 calendar year. There were 8 enrolled in the Spring of 2023 and there were 9 in the Fall of 2022.

Overall, this data indicates that counseling students are successfully acquiring the knowledge and skills necessary to analyze developmental factors relevant to working with potential clients. This assessment measure is the culminating assessment for the course. The area in which students could use improvement is on understanding and applying theories. They will have additional opportunities to apply developmental theories in other courses such as PCOU 5310, PCOU53

The introspective journal assignments seem successful in developing the knowledge and skills needed for the final course assessment.

PLO 4 – Career Development (CACREP 2.F.4)

Students can utilize career development theory in the development of individualized and developmentally appropriate career development activities and interventions.

Measure 1: Career Theory Application Project

Students will conduct an interview with an individual or complete an autobiographical paper for the purpose of obtaining information related to career development and career history. The student will write a case study in which a particular career theory is applied, and career decision making is analyzed.

Students will achieve an acceptable rating in all areas of the Career Theory Application Project rubric, designed by faculty, including identifying career development, being involved in vocational planning and career exploration, identifying career development theories, and helping individuals in vocational planning. The three-point scale on the rubric includes target, acceptable, and unacceptable ratings.

Rubric Results for Career Theory Application Project (N = 19)

	Target	Acceptable	Unacceptable
Identify Career Development	14	5	0
Facilitate Involvement in Vocational planning and career exploration	15	4	1
Identify career development theories as they relate to an individual with a disability	14	5	0
Utilize Career/Occupational Materials to assist the individual in vocational planning	14	5	0

Discussion of Results: There were 9 degree seeking students enrolled in PCOU 5325 during the Fall 2023. There were 10 degree seeking students enrolled in during the Spring 2023.

Career theory is required knowledge for counseling students. Additional information was provided in class to help further understanding of the assignment requirements. The instructor added chapter practice quizzes. In the Spring semester, the instructor added online check-up quizzes at the end of each weekly lecture to identify any major concepts the students may not have fully understood. Students will have additional opportunities to consider how career development may impact clients in other courses such as PCOU 5359 Assessment in Counseling and PCOU 5394 Practicum.

PLO 4 – Career Development (CACREP 2.F.4)

Students can utilize career development theory in the development of individualized and developmentally appropriate career development activities and interventions.

Measure 2: Parent Training Project / (School Specialization) Career Planning Resource File

This assignment was not used as a measure during the Spring of 2022 and Fall of 2022 semester. A different assignment was used to replace this measure that all students were required to do.

Measure 2: (Clinical Mental Health, Clinical Rehabilitation and School Counseling Specializations) Skit. Students will create a skit to focus on Career Theory and how it implemented when addressing vocational information. Students will form groups and record skit to present in class.

Students will achieve an acceptable rating in all areas of the Career Theory Skit rubric, designed by faculty, including knowledge of theory, presentation of script, use of props and other materials, creativity, use of lay language incorporated into skit, and information e-mailed to all classmates. The three-point scale on the rubric includes target, acceptable, and unacceptable ratings.

Rubric Results for Career Theory Skit (N =19)

	Target	Acceptable	Unacceptable
Group members were knowledgeable of theory.	14	5	0
Well-presented skit script	16	3	0
Group used props and other materials to enhance skit	13	6	0
Skit demonstrated creativity	15	4	0
Vocational theorist’s major concepts incorporated into skit in lay language	19	0	0
Review of theorist’s major points e-mailed to all class members	19	0	0

Discussion of Results: There were a total of 19 degree seeking students enrolled in PCOU 5325 during 2023 calendar year. There were 9 students enrolled during Fall 2022. There were ten students enrolled during Spring 2023. All students met the requirements for the assignment. Skit examples were shown in class to demonstrate how theorists’ major concepts can be creatively incorporated into the skit. There were no modifications made to this assignment.

Modifications are being made in the skit assignment for Fall, 2024. The students will team up and administer to one another the Strong Interest Inventory. Each student will then interpret their team member’s Strong results to them.

PLO 5 - Helping Relationships (CACREP 2.F.5)

Students are able to demonstrate the skills necessary to engage in an effective and therapeutic helping relationship.

Measure 1: Skills Video

Students will demonstrate basic counseling skills through videotaped sessions with a classmate.

Students will achieve an acceptable rating in all areas of the rubric including attending, listening, empathy, probing/challenging, summarizing, and goals and action talk. The three-point scale on the rubric includes target, acceptable, and unacceptable ratings.

Rubric Results for Skills Video (N = 10)

	Target	Acceptable	Unacceptable
Attending	8	2	0
Listening	8	2	0
Empathy	8	2	0
Probing/Challenging	7	3	0
Summarizing	8	2	0
Goals and Action Talk	7	3	0

Discussion of Results: There were ten degree-seeking students enrolled in PCOU 5333 Skills and Techniques during the 2023 calendar year. There were 4 students enrolled in the fall semester and 6 enrolled in the spring semester. Class assignments include five recorded counseling sessions with a classmate and the professor evaluates the video using the faculty-designed grading rubric. These recorded sessions were used to measure the skills for this assessment throughout the semester.

All students scored at the target or acceptable level. Students will have additional opportunities in classes to practice basic counseling skills. For 2024, the rubric will be adjusted to better align with student skill development across clinical courses by evaluating: establishing therapeutic relationships, use of interventions and techniques, case conceptualization, and ethical and professional conduct.

PLO 5 - Helping Relationships (CACREP 2.F.5)

Students are able to demonstrate the skills necessary to engage in an effective and therapeutic helping relationship.

Measure 2: Practicum Video

Students will demonstrate basic counseling and case conceptualization skills through videotaped sessions with clients.

Students will achieve a minimum of acceptable score on all elements of the Counseling Session Rubric, designed by faculty, including relationship with client, treatment and techniques, case conceptualization, relationship with supervisor, ethics and

professionalism, and case management. The three-point scale on the rubric includes target, acceptable, and unacceptable ratings.

Rubric Results for Practicum Video (N =14)

Skill Demonstrated	Target	Acceptable	Unacceptable
Relationship with client	2	12	0
Treatment and Techniques Provided	3	11	0
Case Conceptualization	2	12	0
Basic Skills	2	12	0
Ethics and professionalism	0	14	0
Relationship with Supervisor	4	10	0

Discussion of Results: There were 14 degree seeking students enrolled in PCOU 5394 Practicum during the 2023 calendar year. There were 5 students enrolled in the Spring 2023 semester, and 5 students enrolled in the Summer 2023 semester, and 4 students enrolled in the fall semester. Students were required to achieve a minimum score of 2 or higher on all elements of the Counseling Session Rubric. Most of the class scored acceptable or higher on this activity. This is evidence that students are developing the necessary counseling skills to work with clients.

All students have made progress on clinical skills and working with clients to become ready for internship. This was measured based on multiple videos demonstrated and was evaluated based on the midterm and final evaluation with site supervisor. They did not receive direct grades based on these evaluations.

PLO 6 – Group Counseling and Group Work (CACREP 2.F.6)
 Students demonstrate competency in preparing for and facilitation of group counseling.

Measure 1-Group Proposal/Plan

Students will develop a plan for conducting a group to address a specific counseling issue.

The instructor of PCOU 5328 will utilize the rubric, designed by faculty, with a 3-point scale to assess the students’ work in the areas of developing group objectives, group rationale, and the group plan.

Rubric Results for Group Proposal/Plan (N = 11)

	Target	Acceptable	Unacceptable
Group Goals/Objectives	9	2	
Rationale for Group	8	3	

Group Format	8	3	
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Discussion of Results:

For the 2023 calendar year, 11 professional counseling students were enrolled in PCOU 5328, Group Counseling. In the Spring of 2023, there were 5 students enrolled and, in the Fall of 2023, there were 6 students enrolled. All students scored in the target or acceptable range for this assignment.

The rubric for this assignment is detailed and specific and follows an example of a group proposal in one of the assigned texts for the course. For Spring 2024, modifications for this assessment were made to reflect group design, facilitation skills, and ethical and cultural relevant strategies.

<i>PLO 6 – Group Counseling and Group Work (CACREP 2.F.6)</i> Students demonstrate competency in preparing for and facilitation of group counseling.
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Measure 2-Group Facilitation Plan

Students will lead one, 30-minute simulated group counseling session during the class time frame. Students will create a plan, rationale, and goals for the simulated counseling session appropriate for the time frame.

The instructor of PCOU 5328 will utilize a rubric, designed by faculty with a 3-point scale to assess the students’ work in the areas of developing group goals, rationale for the type of group, and plan for the time frame of the simulated group counseling session.

Rubric Results for Group Facilitation Plan (N = 11)

	Target	Acceptable	Unacceptable
Group Goals	10	1	0
Rationale for Type of Group	10	1	0
Group Facilitation Plan	10	1	0

Discussion of Results: For the 2023 calendar year, there were a total of 11 professional counseling students enrolled in PCOU 5328 Group Counseling. In the Spring of 2023, there were 5 students enrolled and, in the Fall of 2023, there were 6 students enrolled. All students were in the target or acceptable areas of the rubric. Students demonstrated the basic knowledge, skills, and dispositions to effectively lead a group. This assignment is intended to help prepare students for practicum. For Spring 2024, modifications for this assessment were made to reflect group design, facilitation skills, and ethical & cultural relevant strategies.

PLO 7 Assessment and Treatment Planning (CACREP 2.F.7)
Students demonstrate the ability to identify effective assessment strategies in order to facilitate treatment planning.

Measure 1: Test Critique

Students will be able to identify the strengths and weaknesses of assessment instruments. This was achieved in in PCOU 5359.

Students will achieve a minimum rating of acceptable in all areas of the grading rubric including appropriate selection of instruments, required information, basic assessment concepts, reliability and validity, and ethical and cultural concerns. The three-point scale on the rubric includes target, acceptable, and unacceptable ratings.

Rubric Results for Test Critique (N = 25)

	Target	Acceptable	Unacceptable
Appropriate selection of instruments	20	3	2
Required information	18	3	2
Basic assessment concepts	18	5	2
Reliability and Validity	16	7	2
Ethical and cultural	16	7	2

Discussion of Results: There were 25 professional counseling program degree-seeking students enrolled in PCOU 5359 in Spring 2023. Two students struggled with the assignment and understanding basic assessment concepts and scored at unacceptable levels on this assignment. These students received additional instruction from the instructor and will have additional opportunities in other courses to demonstrate a solid knowledge of assessment concepts.

Students will have continued opportunities to evaluate assessment tools in additional courses, such as PCOU 5341 Research and PCOU 5325 Career. Additionally, reliability and validity are covered extensively in PCOU 5341 Seminar in Research. Cultural and ethical considerations regarding assessments are covered in PCOU 5323 Ethical and Legal Issues in Counseling and PCOU 5335 Multicultural Counseling. Thus, students will have the chance to reinforce these concepts.

PLO 7 Assessment and Treatment Planning (CACREP 2.F.7)
Students demonstrate the ability to identify effective assessment strategies in order to facilitate treatment planning.

Measure 2: Treatment Plan

Students will be able to utilize assessment data in order to develop a treatment plan.

Students will achieve a minimum of acceptable score on all elements of the Treatment Plan rubric, designed by faculty, including case conceptualization, diagnosis, goals, and interventions. The three-point scale on the rubric includes target, acceptable, and unacceptable ratings.

Rubric Results for Treatment Plan (N = 21)

	Target	Acceptable	Unacceptable
Case Conceptualization	12	8	1
Diagnosis	12	7	2
Goals	12	9	0
Interventions	12	9	0

Discussion of Results: There were 21 degree seeking students enrolled in PCOU 5391 during the 2023 calendar year (12 in the fall semester and 9 in the Spring semester). Most students scored at target or acceptable on most areas of the rubric. One student scored at the unacceptable level on case conceptualization, and two students scored at the unacceptable level of diagnosis. The data from this assignment demonstrates that students are learning how to effectively conceptualize cases, make accurate diagnoses as well as determine appropriate goals and interventions.

The students who struggled with case conceptualization and making an accurate diagnosis will have additional opportunities during practicum to make a diagnosis with in-depth supervision prior to internship. Opportunities to practice conceptualization skills, goal setting and diagnostic skills will also occur in other courses such as PCOU 5330 Crisis Intervention.

PLO 8 Research and Program Evaluation (CACREP 2.F.8)
 Students will demonstrate an understanding of research methods to inform evidence-based practice.

Measure 1: Research Proposal

Students will complete a research proposal focused on a topic related to counseling practice.

Students will achieve a minimum of acceptable score on all elements of the Research Proposal rubric, designed by faculty, including basic study information, literature review, methods section, readability and writing style, and APA Style. The three-point scale on the rubric includes target, acceptable, and unacceptable ratings.

Rubric Results for Research Proposal Assignment (N = 17)

	Target	Acceptable	Unacceptable
Basic Study Information	7	10	0
Literature Review	6	11	0
Methods Section	6	9	2
Readability and Writing Style	6	19	3
APA Style	6	9	3

Discussion of Results: There were 20 professional counseling degree seeking students enrolled in PCOU 5341 during 2023 calendar year (eleven in the Spring and 9 in the Fall semesters). Most students demonstrated the ability to understand previous studies,

conduct a literature review, and develop a solid methods section. Additionally, most students wrote at the graduate level and used APA Style.

The students who struggled with understanding previous studies and conducting a literature review will have the opportunity to improve those skills in other classes throughout the program. Students who grappled with writing skills and APA Style will improve their writing skills throughout the program. Typically, students take this course during their first or second semester in the program. Regarding the methods section, two students struggled with understanding how to develop one. During the program, they will have additional opportunities to consider research methodology while working on assignments to increase their knowledge and skills. Students will also have opportunities to review counseling literature in other courses.

PLO 8 Research and Program Evaluation (CACREP 2.F.8)
 Students will demonstrate an understanding of research methods to inform evidence-based practice.

Measure 2 (Clinical Mental Health Specialization, Clinical Rehabilitation Specialization, School Counseling Specialization) Harm Reduction Paper.

Students will write a research-based paper regarding the arguments for and against drug harm reduction policies.

Students will achieve a minimum of acceptable on the Harm Reduction Paper rubric including the introduction, literature review, ability to make an argument for and against harm reduction, conclusion, writing style and APA Style.

Students will achieve an acceptable rating in all areas of the Harm Reduction Research rubric, designed by faculty, including introduction, body of the research paper, content, writing style, and APA formatting. The three-point scale on the rubric includes target, acceptable, and unacceptable ratings.

Rubric Results for Harm Reduction Paper (N=11)

	Target	Acceptable	Unacceptable
Introduction	7	4	0
Literature Review	7	4	0
Pros and Cons of Harm Reduction	7	4	0
Conclusion	8	3	0
Writing Style	6	5	0
APA Style	5	6	0

Discussion of Results:

There were 11 professional counseling program degree seeking students enrolled in PCOU 5321 the 2023 calendar year (4 students in the Spring and 7 students in Fall semesters). All 11 students met criteria either at the target or acceptable level. These

students demonstrated the ability to conduct a brief literature review, consider the benefits and disadvantages of a treatment and write a graduate level paper using APA Style.