

The Citadel » School of Education
MEd in Counselor Education

2019-2020 Assessment Cycle

Assessment Findings & Continuous Improvements

Finding per Measure

▼ **MEd in Counselor Education Outcome Set**

Outcome

Outcome: 1. Content in Profession

The student will demonstrate knowledge of the major content areas in the profession.

▼ **Measure: CPCE - Counselor Preparation Comprehensive Examination**
Program level Direct - Exam

Details/Description:	The CPCE is designed to assess counseling students' knowledge of counseling information viewed as important by counselor preparation programs.
Acceptable Target (short-term goal):	Mean score of 75 is passing
Ideal Target (long-term goal):	Mean score of 82
Implementation Plan (timeline):	Students take the CPCE during Internship I.
Key/Responsible Personnel:	Program Coordinator

Supporting Attachments:

📎 [CPCE Description and Study Guide](#) (Microsoft Word)

CPCE for Citadel Counselor Education Programs (Word Document (Open XML))

Findings for CPCE - Counselor Preparation Comprehensive Examination

Summary of Findings:	Fall 2019 - M = 79.5 (n = 3)
	No data available for Spring 2020 - students completed essays due to not being able to complete the CPCE from testing centers being closed for CoVid-19.
Results :	Acceptable Target Achievement (short-term goal): Exceeded; Ideal Target Achievement (long-term goal): Approaching
Continuous Improvements Made This Cycle:	Continue to review CPCE exam topics to help students focus and study. Students use the Encyclopedia of Counseling as a study tool.
Recommendations for Continuous Improvement Next Cycle:	Stress the value and importance of the exam beyond obtaining a passing score.

Measure: Final Evaluation of Counselor Trainee
Program level Direct - Other

Details/Description:	Content knowledge criteria from the Final Evaluation of Counselor Trainee form (SOE Form A) completed by field site supervisor
Acceptable Target (short-term goal):	Mean score of 3.75/5.00 on following criteria: 1. Used theoretical rationale as basis for counseling procedures 2. Demonstrates knowledge of and sensitivity to issues of multiculturalism and

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Workspace Requirement - Assessment Plan

diversity

3. Knowledge of and skill in the use of group procedures within a counseling context

4. Knowledge of interventions with special populations (e.g., exceptional & high-risk students)

(5-point scale: Excellent=5, Very good=4, Average=3, Fair=2, Poor=1)

Ideal Target (long-term goal):

Mean score of 4.25/5.00 on following criteria:

1. Used theoretical rationale as basis for counseling procedures

2. Demonstrates knowledge of and sensitivity to issues of multiculturalism and diversity

3. Knowledge of and skill in the use of group procedures within a counseling context

4. Knowledge of interventions with special populations (e.g., exceptional & high-risk students)

(5-point scale: Excellent=5, Very good=4, Average=3, Fair=2, Poor=1)

Implementation Plan (timeline):

Final evaluation completed at end of field experience

Key/Responsible Personnel: Field site supervisor

Supporting Attachments:

Ⓢ Final Evaluation of Counselor Trainee (Form A) by field site supervisor (Microsoft Word)

Findings for Final Evaluation of Counselor Trainee

Summary of Findings:

1. M - 4.62

2. M - 4.69

3. M - 4.10

4. M - 4.73

Results :

Acceptable Target Achievement (short-term goal): Exceeded; Ideal

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Target Achievement (long-term goal): Exceeded

Continuous Improvements Made This Cycle:

Students continue to be well-prepared for the field experiences. Faculty focused on ethical dilemmas with students as an area of improvement.

Recommendations for Continuous Improvement Next Cycle:

Continue to focus on ethical dilemmas and theory application with students.

▼ **Measure:** Portfolio

Program level Direct - Portfolio

Details/Description:

Section 1 of the overall Unit Portfolio Assessment Rubric measures Content Knowledge. The Portfolio is the capstone assessment for the MEd in Counselor Education.

Acceptable Target (short-term goal):

Mean score of 2.25/3.00

(3-point scale: Target=3, Acceptable=2, Needs Improvement=1)

Ideal Target (long-term goal):

Mean score of 2.75/3.00

(3-point scale: Target=3, Acceptable=2, Needs Improvement=1)

Implementation Plan (timeline):


Portfolios are completed and presented during the student's final internship

Key/Responsible Personnel:

School Counseling Field Experiences Coordinator, Counselor Education Division Coordinator

Supporting Attachments:

 [Counselor Education Writing Rubric](#) (Word Document (Open XML))

 [Unit Portfolio Assessment Rubric 2012-2013.doc](#) (Microsoft Word)

Findings for Portfolio

Summary of Findings:	Fall 2019 M = 3.0 Spring 2020 M = 3.0
Results :	Acceptable Target Achievement (short-term goal): Exceeded; Ideal Target Achievement (long-term goal): Exceeded
Continuous Improvements Made This Cycle:	Proofread portfolios before submission/presentation.
Recommendations for Continuous Improvement Next Cycle:	Continue to review student work and provide feedback.

▼ **Measure:** Praxis II - Professional School Counselor
Program level Direct - Exam

Details/Description:	The Professional School Counselor test (formally called Counseling and Guidance) measures whether entry-level school counselors have the standards -- relevant knowledge, skills, and abilities -- believed necessary for competent professional practice.
Acceptable Target (short-term goal):	Mean score of 156 (qualifying score)
Ideal Target (long-term	Mean score of 175 (qualifying score)

Workspace Requirement - Assessment Plan

goal):

Implementation Plan (timeline): Students must pass the Praxis II prior to enrolling in their practicum course.

Key/Responsible Personnel: Coordinator of School Counseling Field Experiences

Supporting Attachments:

Ⓞ Praxis II Exam for Professional School Counselors (Adobe Acrobat Document)

Findings for Praxis II - Professional School Counselor

Summary of Findings: All students obtain a passing of greater score on the Praxis II exam for School Counseling prior to beginning the field experiences.

Results : Acceptable Target Achievement (short-term goal): Exceeded; Ideal Target Achievement (long-term goal): Approaching

Continuous Improvements Made This Cycle: Continue to make sure students take all counseling (core) classes prior to taking the exam.

Recommendations for Continuous Improvement Next Cycle: Make sure students have complete Program Planning (ASCA Model class) prior to taking the exam.

▼ **Measure:** Project/Written Assignment
Program level Direct - Student Artifact

Details/Description: Projects/Written Assignments demonstrating content knowledge:
1.) Written assignment (Resource Notebook) in EDUC 514: Exceptional Child

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Workspace Requirement - Assessment Plan

- 2.) Paper in EDUC 551: Counseling Theories
- 3.) Paper in EDUC 552: Group counseling

Acceptable Target (short-term goal):

- 1.) Mean score of 29.00/35.00
- 2.) Mean score of 80/100%
- 3.) Mean score of 80/100%

Ideal Target (long-term goal):

- 1.) Mean score of 31.00/35.00
- 2.) Mean score of 86/100%
- 3.) Mean score of 86/100%

Implementation Plan (timeline):

Courses are taught every academic year

Key/Responsible Personnel: Course instructor

Supporting Attachments:

[@ EDUC 551 Final Paper Guidelines.doc](#) (Microsoft Word)

[@ EDUC 552 Major Paper Assignment](#) (Word Document (Open XML))

[@ Resource Notebook Guidelines.pdf](#) (Adobe Acrobat Document)

Findings for Project/Written Assignment

Summary of Findings:

1. M = 28.67/30
2. M = 88
3. M = 92

Results:

Acceptable Target Achievement (short-term goal): Exceeded; Ideal Target Achievement (long-term goal): Exceeded

Continuous Improvements Made This Cycle:

Provide students with the opportunity to submit a rough draft for review before final submission.

Workspace Requirement - Assessment Plan

Recommendations for Continuous Improvement Next Cycle:

APA format is a weakness for some students. Encouraging students to practice this format in all paper/assignment submissions will help to further improve their structure.

▼ **Measure:** Student Exit Survey
Program level Indirect - Survey

Details/Description:	Questions on Exit Survey related to content knowledge
Acceptable Target (short-term goal):	Mean score of 4.00/5.00 on following criteria: <ol style="list-style-type: none">1. Knowledge of my content field2. Knowledge of professional, state, and institutional standards (5-point scale: 5=very sat., 4=sat. 3=dissatisfied, 2=very diss., 1=no opinion)
Ideal Target (long-term goal):	Mean score of 4.50/5.00 on following criteria: <ol style="list-style-type: none">1. Knowledge of my content field2. Knowledge of professional, state, and institutional standards (5-point scale: 5=very sat., 4=sat. 3=dissatisfied, 2=very diss., 1=no opinion)
Implementation Plan (timeline):	Students complete the Exit Survey during their final semester of graduate degree program
Key/Responsible Personnel:	Counselor Education Division Coordinator
Supporting Attachments:	

Ⓢ Student Exit Survey (formerly Program Completer Survey), (Microsoft Word)

Findings for Student Exit Survey

Summary of Findings:	M = 4,5 M = 4,5
Results :	Acceptable Target Achievement (short-term goal): Exceeded; Ideal Target Achievement (long-term goal): Exceeded
Continuous Improvements Made This Cycle:	Faculty continue to focus on state organizations and standards across the curriculum.
Recommendations for Continuous Improvement Next Cycle:	Share this information as part of initial advising sessions, too.

Outcome: 2. Professional Dispositions

The student will demonstrate the following dispositions: reflection, commitment to creating a safe environment, caring attitude, respect for diverse cultures, and professionalism (dress, communication, and attendance).

- ▼ **Measure:** Professional Dispositions Assessment
Program level Direct - Other

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Workspace Requirement - Assessment Plan

Details/Description:	Relevant criteria from Professional Dispositions Assessment conducted at the end of EDUC 514, 515, 551, 629, 650/652, 651/653, 634, and 655/656. Assessments conducted by 1.student, 2.faculty, 3.cooperating faculty
Acceptable Target (short-term goal):	Students, Faculty, and Cooperating Faculty mean scores on the following criteria: Reflection - 2.00/3.00 Safe environment - 2.00/3.00 Caring attitude - 2.00/3.00 Respect for diverse cultures - 2.00/3.00 Professionalism -2.00/3.00 (3-point scale: 3=target, 2=acceptable, 1=unacceptable)
Ideal Target (long-term goal):	Students, Faculty, and Cooperating Faculty mean scores on the following criteria: Reflection - 2.50/3.00 Safe environment - 2.50/3.00 Caring attitude - 2.50/3.00 Respect for diverse cultures - 2.50/3.00 Professionalism - 2.50/3.00 (3-point scale: 3=target, 2=acceptable, 1=unacceptable)
Implementation Plan (timeline):	Assessments conducted at the end of EDUC 514, 515, 551, 629, 650/652, 651/653, 634, and 655/656
Key/Responsible Personnel:	Student, Faculty, and Cooperating Faculty
Supporting Attachments:	Professional Education Unit Dispositions Score Sheet.doc (Microsoft Word)

Findings for Professional Dispositions Assessment

Summary of Findings:

Reflection (self-regulated learner) - 3.0
 Safe environment (social/emotional intelligence) - 3.0
 Caring attitude (positive attitude) - 2.9
 Respect for diverse cultures (values diversity) - 3.0
 Professionalism (professional) - 2.9

Results :

Acceptable Target Achievement (short-term goal): Exceeded; Ideal
 Target Achievement (long-term goal): Exceeded

Continuous Improvements
Made This Cycle:

This rubric has been modified and is in its first year of implementation.
 Students continue to have strong, solid dispositions in all areas.


Recommendations for
Continuous Improvement
Next Cycle:

Continue to track new data since this year was the first for this updated
 rubric.

▼ **Measure:** Reflective Essay
Program level Direct - Student Artifact

Details/Description: Reflective essay in EDUC 515 scored against rubric
 Acceptable Target (short-term goal): Mean score of 4.00/5.00
 Ideal Target (long-term goal): Mean score of 4.50/5.00
 Implementation Plan (timeline): Essay completed in EDUC 515
 Key/Responsible Personnel: Course instructor

Supporting Attachments:

 [515 Philosophy Assignment.docx](#) (Word Document (Open XML))

Findings for Reflective Essay

Summary of Findings:	Students are able to reflect the values of a professional school counselor that will meet the academic, career, and personal social needs of a diverse student body. M = 4.5
Results :	Acceptable Target Achievement (short-term goal): Exceeded; Ideal Target Achievement (long-term goal): Exceeded
Continuous Improvements Made This Cycle:	Continue to focus on the role of the school counselor and the ASCA National Model to give students a foundation for being successful school counselors.
Recommendations for Continuous Improvement Next Cycle:	Continued focus on ASCA Model.

Outcome: 3. Research

The student will be able to conduct research integrating statistical procedures, descriptive and inferential data interpretation, published research analysis, APA format, and technology use.

▼ **Measure:** Final Evaluation of Counselor Trainee
Program level Direct - Other

Details/Description: Relevant criteria from the Final Evaluation of Counselor Trainee (Form A) completed by field site supervisor

Acceptable Target (short-term goal): Mean score of 3.50/5.00 on following criteria:

1. Knowledge and/or skill in use of assessment procedures with students as part of counseling
2. Demonstrated knowledge and/or skill in use of assessment procedures with students as part of overall school testing programs
3. Skill in helping others involved with the counselor to understand and use assessment data

Ideal Target (long-term goal): Mean score of 4.00/5.00 on following criteria:

1. Knowledge and/or skill in use of assessment procedures with students as part of counseling
2. Demonstrated knowledge and/or skill in use of assessment procedures with students as part of overall school testing programs
3. Skill in helping others involved with the counselor to understand and use assessment data

(5-point scale: Excellent=5, Very good=4, Average=3, Fair=2, Poor=1)

(5-point scale: Excellent=5, Very good=4, Average=3, Fair=2, Poor=1)

Implementation Plan (timeline): Completed at the end of the field experience

Key/Responsible Personnel: Field experience supervisor

Supporting Attachments:

Ⓞ Final Evaluation of Counselor Trainee (Form A) by field site supervisor (Microsoft Word)

Findings for Final Evaluation of Counselor Trainee

Summary of Findings:	1. M = 4.25 2. M = 4.57 3. M = 4.50
Results:	Acceptable Target Achievement (short-term goal): Exceeded; Ideal Target Achievement (long-term goal): Exceeded
Continuous Improvements Made This Cycle:	Increased focus on the assessments created/developed in EDUC 521 to meet the ASCA Standards.
Recommendations for Continuous Improvement Next Cycle:	Continue to build on assessment knowledge through the ASCA National Model.

▼ **Measure:** Research Papers/Projects
Program level Direct - Student Artifact

Details/Description:	Students complete research papers/projects in EDUC 512 and 549 that require research integrating statistical procedures, descriptive and inferential data interpretation, published research analysis, APA format, and technology use. Papers/projects are evaluated with Research Competencies Rubric.
Acceptable Target (short-term goal):	Mean 2.25/3.00
Ideal Target (long-term goal):	Mean 2.75/3.00
Implementation Plan (timeline):	EDUC 512 and 549 are instructed every academic year.

Key/Responsible Personnel: Course instructor

Supporting Attachments:

Ⓢ [Research Competencies Rubric](#) (Microsoft Word)

Findings for Research Papers/Projects

Summary of Findings:	No data collected in the Fall 2019 term.
Results:	Acceptable Target Achievement (short-term goal): Met; Ideal Target Achievement (long-term goal): Approaching
Continuous Improvements Made This Cycle:	Make sure faculty members complete the research/data rubrics.
Recommendations for Continuous Improvement Next Cycle:	

Outcome: 4. Written Communication


The student will communicate effectively in writing that demonstrates coherent organization, control of syntax / mechanics, and integration of credible sources.

▼ **Measure:** Admission Writing Sample

Program level Direct - Student Artifact

Details/Description:	Writing samples submitted by students during Personal Group Interview (PGI) conducted as a program admission requirement. Writing Sample is evaluated against Counseling program Writing Rubric.
Acceptable Target (short-term goal):	Mean score of 2.00/3.00 (3=Target, 2=Acceptable, 1=Unacceptable)
Ideal Target (long-term goal):	Mean score of 2.50/3.00 (3=Target, 2=Acceptable, 1=Unacceptable)
Implementation Plan (timeline):	Applicants are assessed prior to admission into the program.
Key/Responsible Personnel:	Counselor Education Division Coordinator

Supporting Attachments:

 [Writing Rubric.docx](#) (Word Document (Open XML))

Findings for Admission Writing Sample

Summary of Findings:	Summary of Findings: Mean - 2.5
Results :	Acceptable Target Achievement (short-term goal): Exceeded; Ideal Target Achievement (long-term goal): Exceeded
Continuous Improvements Made This Cycle:	Students submit this work prior to entering the program.
Recommendations for Continuous Improvement Next Cycle:	Continue to use this tool as a way to assess students writing ability upon entrance into the program, as well as progress/improvements during the program.

▼ **Measure:** Final Evaluation of Counselor Trainee
Program level Direct - Other

Details/Description: Relevant criteria from the Final Evaluation of Counselor Trainee (Form A) completed by field experience supervisor

Acceptable Target (short-term goal): Mean score of 3.50/5.00 on following criteria:
1. Ability to communicate with others
(5-point scale: Excellent=5, Very good=4, Average=3, Fair=2, Poor=1)

Ideal Target (long-term goal): Mean score of 4.00/5.00 on following criteria:
1. Ability to communicate with others
(5-point scale: Excellent=5, Very good=4, Average=3, Fair=2, Poor=1)

Implementation Plan (timeline): Completed at the end of the field experience

Key/Responsible Personnel: Field site supervisor

Supporting Attachments:

📎 [Final Evaluation of Counselor Trainee \(Form A\) by field site supervisor](#) (Microsoft Word)

Findings for Final Evaluation of Counselor Trainee

Summary of Findings: M = 4.69

Workspace Requirement - Assessment Plan

Results :	Acceptable Target Achievement (short-term goal): Exceeded; Ideal Target Achievement (long-term goal): Exceeded
Continuous Improvements Made This Cycle:	Continue to review student work and review for professional writing abilities.
Recommendations for Continuous Improvement Next Cycle:	Continue to encourage professional writing in assignments and all communication.

▼ **Measure:** Portfolio
Program level Direct - Portfolio

Details/Description:	The Portfolio is the capstone assessment for the MEd in Counselor Education. It includes multiple written papers and projects completed throughout the program. Overall quality of written work within the portfolio is evaluated with the Counselor Education Program Writing Rubric.
Acceptable Target (short-term goal):	Mean 2.25/3.00
Ideal Target (long-term goal):	Mean 2.75/3.00
Implementation Plan (timeline):	Portfolios are completed and evaluated during the student's final internship
Key/Responsible Personnel:	School Counseling Field Experiences Coordinator, Counselor Education Division Coordinator

Supporting Attachments:

[Writing Rubric.docx](#) (Word Document (Open XML))

Findings for Portfolio

Summary of Findings:	M = 3.0
Results :	Acceptable Target Achievement (short-term goal): Exceeded; Ideal Target Achievement (long-term goal): Exceeded
Continuous Improvements Made This Cycle:	Review student portfolios prior to final submission.
Recommendations for Continuous Improvement Next Cycle:	Encourage students to work on portfolios prior to the internship semester.

Outcome: 5. Oral Communication

The student will demonstrate competency in oral communication, including attention to delivery, organization, and content.

▼ **Measure:** Final Evaluation of Counselor Trainee
Program level Direct - Other

Details/Description:	Relevant criteria from the Final Evaluation of Counselor Trainee (Form A) completed by field site supervisor
Acceptable Target (short-term goal):	Mean score of 3.50/5.00 on following criteria:

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1. Ability to communicate with others
2. Verbally conducts self in professional manner

(5-point scale: Excellent=5, Very good=4, Average=3, Fair=2, Poor=1)

Ideal Target (long-term goal):

Mean score of 4.00/5.00 on following criteria:

1. Ability to communicate with others
2. Verbally conducts self in professional manner

(5-point scale: Excellent=5, Very good=4, Average=3, Fair=2, Poor=1)

Implementation Plan (timeline):

Completed at the end of the field experience

Key/Responsible Personnel: Field site supervisor

Supporting Attachments:

⊗ Final Evaluation of Counselor Trainee (Form A) by field site supervisor (Microsoft Word)

Findings for Final Evaluation of Counselor Trainee

Summary of Findings: M = 4.69
M = 4.85

Results : Acceptable Target Achievement (short-term goal): Exceeded; Ideal Target Achievement (long-term goal): Exceeded

Continuous Improvements Made This Cycle: Provide feedback to students based on class presentations and guidance lessons.


Recommendations for Continuous Improvement Next Cycle: Continue to provide feedback to students based on class presentations and guidance lessons.

▼ **Measure:** Oral Presentations/Speeches
Program level Direct - Other

Details/Description:	Oral Presentations/Speeches scored against Counseling program rubric
Acceptable Target (short-term goal):	Mean score of 2.00/3.00 on the following: <ol style="list-style-type: none">1. Personal group interview speech (program admission)2. EDUC 552 (mid-program)3. Portfolio Presentation (Internship II, end of program) (3-point scale: 3=target, 2=acceptable, 1=unacceptable)
Ideal Target (long-term goal):	Mean score of 2.50/3.00 on the following: <ol style="list-style-type: none">1. Personal group interview speech (program admission)2. EDUC 552 (mid-program)3. Portfolio Presentation (Internship, end of program) (3-point scale: 3=target, 2=acceptable, 1=unacceptable)
Implementation Plan (timeline):	Assessments are conducted prior to admission, at mid-point, and at end of program.
Key/Responsible Personnel:	Counselor Education Division Coordinator, EDUC 552 course instructor

Supporting Attachments:

 [Interpersonal Comm Skills Rubric.docx](#) (Word Document (Open XML))

 [Public Speaking Rubric.docx](#) (Word Document (Open XML))

Findings for Oral Presentations/Speeches

Summary of Findings:	1. Group interviews are not conducted. 2. 3.0 3. 3.0
Results:	Acceptable Target Achievement (short-term goal): Exceeded; Ideal Target Achievement (long-term goal): Exceeded
Continuous Improvements Made This Cycle:	Provide feedback to students prior to final submission.
Recommendations for Continuous Improvement Next Cycle:	Select a new initial target point since the interviews are no longer an admission requirement.