

The Citadel » School of Education
MEd in Counselor Education

2020-2021 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:	The CPCE exam was not able to be given to students during COVID. The faculty have transitioned to three essays prompts that are based on the 8 core areas of the CPCE exam. We are piloting these questions and will revise as needed.
Results :	Acceptable Target Achievement (short-term goal): Met: Ideal Target Achievement (long-term goal): Approaching
Continuous Improvements Made This Cycle:	The CPCE does not contain a section that focuses on the the role of the professional school counselor, but focuses on counseling in general. The essay questions being piloted were developed by the faculty to connect to the CPCE core areas while focusing on school counselor expectations.
Recommendations for Continuous Improvement Next Cycle:	Continue to pilot the questions with current students and ensure the question focus on the ASCA Model and school counseling as they connect to the role of the counselor.

▼ **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

8/2/2021

Workspace Requirement - Assessment Plan

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)

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:

Fall 2020

1. 4.31

2. 4.67

3. 3.91

Workspace Requirement - Assessment Plan

4. 4.36

Spring 2021

1. 4.62

2. 4.77

3. 4.91

4. 4.58

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

Continuous Improvements Made This Cycle: Increased focus on ethics in coursework across the curriculum with an increased emphasis in the EDUC 515 Introduction to Counseling class.

Recommendations for Continuous Improvement Next Cycle: Increase the focus on school counseling and working with school age populations in the group counseling course.

▼ 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 Mean score of 2.75/3.00

Workspace Requirement - Assessment Plan

goal):

(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 2020 M =3.0
Spring 2021 M = 3.0

Results :

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

Continuous Improvements Made This Cycle:

Students must submit the portfolio to The Citadel internship supervisor one week prior to sharing the portfolio for feedback.

Recommendations for Continuous Improvement Next Cycle:

Continue to require a rough draft submission prior to presentations/final submission.

▼ 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 goal):	Mean score of 175 (qualifying score)
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 school counseling students students pass or score higher on the praxis for school counseling prior the beginning the field experiences (practicum and internship).
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 complete most if not all counseling coursework prior to taking the praxis exam.
Recommendations for Continuous Improvement Next Cycle:	Make sure students complete the program planning class prior to taking the praxis 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
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:

① [EDUC 551 Final Paper Guidelines.doc](#) (Microsoft Word)

② [EDUC 552 Major Paper Assignment](#) (Word Document (Open XML))

③ [Resource Notebook Guidelines.pdf](#) (Adobe Acrobat Document)

Findings for Project/Written Assignment

Summary of Findings:	<ul style="list-style-type: none"> 1. No data 2. 23/25 3. 23/25
Results :	Acceptable Target Achievement (short-term goal): Exceeded; Ideal Target Achievement (long-term goal): Exceeded
Continuous Improvements Made This Cycle:	Students submit rough drafts of work and feedback is provided.
Recommendations for Continuous Improvement Next Cycle:	Continue to review drafts of student work.

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

Details/Description:	Questions on Exit Survey related to content knowledge
Acceptable Target (short-term goal):	<p>Mean score of 4.00/5.00 on following criteria:</p> <ul style="list-style-type: none"> 1. Knowledge of my content field 2. Knowledge of professional, state, and institutional standards <p>(5-point scale: 5=very sat., 4=sat. 3=dissatisfied, 2=very diss., 1=no opinion)</p>
Ideal Target (long-term goal):	<p>Mean score of 4.50/5.00 on following criteria:</p> <ul style="list-style-type: none"> 1. Knowledge of my content field 2. Knowledge of professional, state, and institutional standards

8/2/2021

Workspace Requirement - Assessment Plan

(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: Fall 2020 - No data due to Covid.

Spring 2021

1. M = 5.0

2. M = 5.0

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

Continuous Improvements Made This Cycle: Faculty encourage membership in state and national professional counseling organizations.

Recommendations for Continuous Improvement Next Cycle: Continue to encourage professional membership and attending professional counseling conferences.

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

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: Fall 2020

- 1. M = 2.6
- 2. M = 2.6
- 3. M = 2.6
- 4. M = 2.6
- 5. M = 2.6

Spring 2021

- 1. M = 2.8
- 2. M = 2.79
- 3. M = 2.79
- 4. M = 2.8
- 5. M = 2.79

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

Continuous Improvements Made This Cycle: Continue to encourage an overall counseling framework based on student empathy.

8/2/2021

Workspace Requirement - Assessment Plan

Recommendations for
Continuous Improvement
Next Cycle:

Update the rubric to match the questions on the assessment.

▼ **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:

📎 [S15 Philosophy Assignment.docx](#) (Word Document (Open XML))

Findings for Reflective Essay

Summary of Findings: M = 4.0

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

Continuous Improvements Encourage students to submit a rough draft of the assignment prior to

8/2/2021

Workspace Requirement - Assessment Plan

Made This Cycle: due date.

Recommendations for Continuous Improvement: Continue to encourage rough draft submission for feedback.

Next Cycle:

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

8/2/2021

Workspace Requirement - Assessment Plan

Ideal Target (long-term goal): (5-point scale: Excellent=5, Very good=4, Average=3, Fair=2, Poor=1)
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

Implementation Plan (timeline): (5-point scale: Excellent=5, Very good=4, Average=3, Fair=2, Poor=1)
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:	Fall 2020
	1. 4.18
	2. 3.90
	3. 4.00
	Spring 2021
	1. 4.58
	2. 4.55
	3. 4.31

Workspace Requirement - Assessment Plan

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

Continuous Improvements Made This Cycle: Spent additional class time reviewing/discussing assessment strategies in the EDUC 521 course.

Recommendations for Continuous Improvement Next Cycle: Continue to spend additional time reviewing assessment in EDUC 521.

▼ **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:	Fall 2020 - no data collected
	Spring 2021 - M= 2.57
Results :	Acceptable Target Achievement (short-term goal): Met; Ideal Target Achievement (long-term goal): Approaching
Continuous Improvements Made This Cycle:	No data was collected the prior year. Emphasize APA format across assignments in the curriculum.
Recommendations for Continuous Improvement Next Cycle:	Continued focus on APA format across assignments in the curriculum.

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

8/2/2021

Workspace Requirement - Assessment Plan

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:

M = 2.5

Results :

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

Continuous Improvements Made This Cycle:

None - this assessment is submitted prior to admission to the program.

Recommendations for Continuous Improvement Next Cycle:

Update and clarify the writing prompt to help all program applicants better address their desire to be a professional school counselor.

▼ **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:	Fall 2020 M =4.54 Spring 2021 M = 4.77
Results :	Acceptable Target Achievement (short-term goal): Exceeded; Ideal Target Achievement (long-term goal): Exceeded

8/2/2021

Workspace Requirement - Assessment Plan

Continuous Improvements Made This Cycle: Encourage students to submit a rough draft of all major papers for review prior to final submission.

Recommendations for Continuous Improvement Next Cycle: Continue to request rough draft submission for faculty review prior to final submission.

▼ **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:	Fall 2020 - No data collected. Spring 2021 - M = 2.88
Results :	Acceptable Target Achievement (short-term goal): Exceeded; Ideal Target Achievement (long-term goal): Exceeded
Continuous Improvements Made This Cycle:	Review rough drafts of all portfolios.
Recommendations for Continuous Improvement Next Cycle:	Continue to review a rough draft of each interns portfolio before the final submission process.

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:

1. Ability to communicate with others

8/2/2021

Workspace Requirement - Assessment Plan

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: Fall 2020

1. M=4.54
2. M = 4.62

Spring 2021

1. M = 4.77
2. M = 5.00

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

Continuous Improvements Made This Cycle: Updated assignments in EDUC 624 to focus on demonstration of counseling/communication skills.

Recommendations for Continuous Improvement Next Cycle: Continue updated skill practice.

▼ **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:
 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:
 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. The personal group interview is no longer an admission requirement for the program. 2. No data collected. 3. M= 2.88
Results :	Acceptable Target Achievement (short-term goal): Exceeded; Ideal Target Achievement (long-term goal): Exceeded
Continuous Improvements Made This Cycle:	Continue to include presentations across the curriculum to support public speaking and classroom guidance lessons.
Recommendations for Continuous Improvement Next Cycle:	Collect data in all areas.

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8/2/2021

Workspace Requirement - Assessment Plan