

Year: 2022-2023

Program: Counseling Dept. Chair: Clinton Smith Date: 10/26/23

Student Learning Outcome 1	Assessment	Benchmark	Process (Who, How, When, Where)
<p>At the completion of the program, students will demonstrate sufficient knowledge of content within the eight common core curricular areas (professional orientation and ethical practice, social and cultural diversity, human growth and development, career development, helping relationships, group work, assessment, and research and program development)</p>	<p>Comprehensive Exam</p>	<p>Comprehensive Exam: Individual students should earn 70% overall score; 70% on each of the eight sections of the exam. Overall, 75% of students taking the exam should meet these individual benchmarks.</p>	<p>Students having completed each of the 8 core courses (710, 716, 721, 722, 725, 730, 740, 760) are eligible to take the exam. The Comprehensive Exam is offered in all three semesters of the calendar year.</p> <p>The Educational Studies Graduate Student Services Coordinator administers the Comp Exam and creates a spread sheet outlining results, including item by item and content area measures.</p> <p>In August of every year the counseling faculty will analyze the data.</p>
<p>DATA RESULTS AND ANALYSIS</p>			

Comprehensive Exam:

	Average total score	Percent Passing
Fall 2022	127	56% (9 out of 16)
Spring 2023	121	70% (7 out of 10)
Fall Retake	135	88% (7 out of 8)
Summer 2023	132	57% (4 out of 7)
Total	129	First Time pass rate = 66%

Essay Grades

	Average total score	Percent Earning 70% or higher (42)
Fall 2022	44	63% (10 out of 16)
Spring 2023	47	80% (8 out of 10)
Fall Retake	51	100% (8 out of 8)
Summer 2023	51	100% (7 out of 7)
Total	48	First Time pass rate = 80%

Average Scores on Comprehensive Exam Sections

	Developmental	Legal & Ethical	Theories	Career	Group	Assessment	Research	Multicultural
Fall 2022	54%	65%	70%	69%	80%	71%	62%	71%
Spring 2023	59%	66%	72%	67%	78%	70%	68%	75%
Summer 2023	57%	63%	71%	72%	72%	69%	68%	68%
Overall First Time %	57%	65%	71%	69%	77%	70%	66%	71%
Fall 2022 Retake	63%	67%	72%	67%	79%	64%	73%	68%
Overall Retake %	63%	67%	72%	67%	79%	64%	73%	68%
Overall %	58%	65%	71%	69%	77%	69%	68%	71%

Overall Percent of Students Earning 70% or Higher on Each Content Section of Comp Exam

	Developmental	Legal & Ethical	Theories	Career	Group	Assessment	Research	Multicultural
Fall 2022	13% (2 of 16)	50% (8 of 16)	50% (8 of 16)	38% (6 of 16)	88% (14 of 16)	56% (9 of 16)	13% (2 of 16)	69% (11 of 16)
Spring 2023	20% (2 of 10)	40% (4 of 10)	60% (6 of 10)	60% (6 of 10)	80% (8 of 10)	60% (6 of 10)	60% (6 of 10)	29% (6 of 10)

Summer 2022	29% (2 of 7)	29% (2 of 7)	57% (4 of 7)	57% (4 of 7)	86% (6 of 7)	43% (3 of 7)	57% (4 of 7)	43% (3 of 7)
Retake Fall	25% (2 of 8)	38% (3 of 8)	38% (3 of 8)	38% (3 of 8)	88% (7 of 8)	63% (5 of 8)	63% (5 of 8)	80% (4 of 8)
Overall %	20% (8 of 41)	41% (17 of 41)	51% (21 of 41)	46% (19 of 41)	85% (35 of 41)	56% (23 of 41)	41% (17 of 41)	59% (24 of 41)

Percent of Students Earning 70% or Higher on Each Content Section of Comp Exam

	Percent
Fall 2022	6% (1 of 16)
Spring 2023	20% (2 of 10)
Summer 2023	14% (1 of 7)
Retake Fall	0% (0 of 8)
Total	10% (4 of 41)

Analysis: The average score of 129 is higher than the average score from 2021-2022 (119), and the average score from 2020-21 (123). Section scores decreased for first time test takers from the 2021-2022 exam for 7 of the 8 areas: Developmental, Legal & Ethical, Theories, Career, Group, Research and Multicultural. The scores were higher for the remaining section: Assessment. Students continue to struggle in general with earning 70% or greater on each section, with the percentage of students doing so (10%) is greater than in 2019-20 (6%) or 2018-19 (7%) by a significant margin but less than the percentage in 2021-2022 (23%) and 2020-2021 (29%).

HOW HAS THE DATA BEEN USED TO IMPLEMENT A CHANGE OR TO INFORM A DECISION?

Comprehensive Exam: A revised version of the comprehensive exam was administered beginning Fall 2023. This new version of the comp exam included new questions, revised questions, and a new essay/case study. A separate case study was developed for each of the two concentrations: clinical mental health and school counseling. Students were only required to respond to the essay that corresponded to their concentration. A detailed rubric was designed for each of the two essay questions. The rubrics were posted on the program's Google site well before the first administration of the new comp exam, allowing students the opportunity to review it, study it, and practice using it prior to taking the comp. Students scored lower on the essay portion of the exam than expected. This led to the faculty considering the factors that might have impacted these scores. We considered student preparation for the essay, student strategies during the comp administration to allow themselves the best opportunity to do well on the essay (for example, deciding to do the essay prior to completing the multiple-choice questions), and the faculty assessment of the essay responses. Each essay was graded by two faculty members based on concentration. School counseling faculty graded the school counseling essays and met to discuss a final score. Clinical mental health faculty graded the clinical

mental health essays and met to agree on a final score. If they could not agree on a score, the program director read the submitted essay and provided input to arrive at an agreed upon score. One possible factor in the lower essay scores may have been the initial differences in individual faculty expectations for student responses. This was discussed among the faculty and a clearer concept of these expectations is forming. We will continue to monitor and discuss this. The revised exam also changed the number of MC questions for each section, from 20 to 15. Having five fewer questions may impact student performance and the average scores for each section appear to have declined in comparison to the previous exam. Finally, the benchmark used to determine pass/fail on the comp was discussed and revised. The comp exam is meant to mirror the counseling licensure exam in terms of content and performance expectations. The licensure exam, the National Counselor Exam (NCE), uses a floating passing score that falls typically in the 60% to 65% range. We have traditionally used a score of 70% as passing for our comp. To align ourselves with the NCE, we changed our cutoff score to 65% beginning in Fall 2023.

Student Learning Outcome 2	Assessment	Benchmark	Process (Who, How, When, Where)
<p>Students will demonstrate effective counseling skills in their coursework and during their field experiences.</p>	<p>Final Site Supervisor Evaluations in practicum (COUN 785) and each of the internship courses (788, 789, 790, 792).</p> <p>Students will complete four counseling role plays in COUN 785 and three role plays in COUN 725 and be assessed using a rubric.</p>	<p>Site Supervisor Evaluations: earn an evaluation at the Beginner level or better on all items related to counseling skills</p> <p>Role Plays: 90% for each of the individual four role plays and 90% overall average in COUN 785</p> <p>80% for each of the individual role plays and 80% overall average in COUN 725</p>	<p>The instructor for each course will collect all site supervisor evaluations and compile the data.</p> <p>The instructor for 785 and 725 will assess each student's role play, collect, and compile those results at the end of each semester.</p> <p>In August of each year the counseling faculty will collect and analyze all data.</p>

--	--	--	--

DATA RESULTS AND ANALYSIS

Site Supervisor Evaluations

	Practicum		Internship		Total		
	CMH	SC	CMH	SC	Prac	Intern	All
Fall 2022	100% (3 of 3)	100% (12 of 12)	Average of 100% (5 of 5)	100% (13 of 13)	100% (13 of 13)	100% (27 of 27)	100% (40 of 40)
Spring 2023	Average of 100% (9 of 9)	100% (11 of 11)	Average of 100% (8 of 8)	100% (21 of 21)	100% (6 of 6)	100% (27 of 27)	100% (33 of 33)
Summer 2023	Average of 100% (3 out of 3)		Average of 100% (9 of 9)				
Total	100%	100%	100%	100%	100% (19 of 19)	100% (54 of 54)	100% (73 of 73)

Site Supervisor Evaluation Analysis: Our students continue to earn high marks from their site supervisors. Students are demonstrating effective counseling skills at their placement sites.

Role Plays

Fall 2022

In Fall 2022 four role plays were required in COUN 785. There were 4 separate sections of the course, 1 clinical mental health section comprised of 3 students, and 3 separate school counseling sections. Clinical mental health students used Cognitive-Behavioral Therapy in each role play. School Counseling students used Solution-Focused Brief Counseling in each role play.

	Role Play 1	Role Play 2	Role Play 3	Role Play 4	Total
School Counseling	7 of 12 (58%)	11 of 12 (92%)	11 of 12 (92%)	10 of 12 (83%)	39 of 48 (60%)
Clinical Ment. Hlth.	2 of 3 (67%)	2 of 3 (67%)	3 of 3 (100%)	2 of 3 (67%)	9 of 12 (75%)
Total	9 of 15 (60%)	13 of 15 (87%)	14 of 15 (93%)	12 of 15 (80%)	48 of 60 (62%)

In COUN 725 three role plays were required. 12 students were enrolled in the course: 5 school counseling students, 7 clinical mental health students. A benchmark of 80% on each role play was established. In the first role play, students were allowed to use any theoretical orientation, or none at all. The first role play's intent is to build the core skills that counselors need to form a strong therapeutic alliance with clients. This was an opportunity to observe the student using his or her preferred, or natural, counseling style. In the second role play, students were allowed to use any theoretical orientation, including Motivational Interviewing, while building on their core skills from role play 1. In the third role play, students were asked to choose a theory from those studied in the course. This allowed students to practice a preferred theoretical orientation, after first completing assignments related to that theory.

	Role Play 1	Role Play 2	Role Play 3	Total
School Counseling	3 of 5 (60%)	2 of 5 (40%)	3 of 5 (60%)	8 of 15 (66%)
Clinical Ment. Hlth.	1 of 7 (14%)	3 of 7 (42%)	6 of 7 (85%)	10 of 21 (48%)
Total	4 of 12 (33%)	5 of 12 (42%)	9 of 12 (75%)	50 of 36 (89%)

Spring 2023

In Spring 2022 two sections of COUN 785 were offered: one for school counseling students and one for clinical mental health students. 4 clinical mental health students took the COUN 785 practicum course, which was taught by an adjunct instructor for the first time. This instructor omitted the role play assignments from the course without consulting the counseling program coordinator. However, two audio/video recordings of students working with real clients were required. Those grades will be used to assess clinical mental health students' ability to use counseling skills, with a benchmark of 90%. 11 school counseling students

Deleted: s

completed the school counseling section of COUN 785. They were required to complete 4 role plays and one audio/video recording of a session with a student at their placement. Both sets of data will be reported here.

	Audio/Video #1	Audio/Video #2	Total
Clinical Mental Health	2 of 4 (50%)	4 of 4 (100%)	6 of 8 (75%)
School Counseling	11 of 11 (100%)		11 of 11 (100%)
Total	6 of 10 (60%)		

	Role Play 1	Role Play 2	Role Play 3	Role Play 4	Total
Clinical Mental Health	0 of 9 (100%)	0 of 9 (100%)	2 of 9 (22%)	9 of 9 (100%)	11 of 36 (31%)
School Counseling	11 of 11 (100%)	44 of 44 (100%)			
Total	11 of 11 (100%)	44 of 44 (100%)			

Formatted Table

In Spring 2023, 11 students took COUN 725: 6 CMH students, and 5 SC students.

In COUN 725 three role plays were required. 21 students were enrolled in the course: 12 school counseling students, 9 clinical mental health students. A benchmark of 80% on each role play was established. In the first role play, students were allowed to use any theoretical orientation, or none at all. The first role play's intent is to build the core skills that counselors need to form a strong therapeutic alliance with clients. This was an opportunity to observe the student using his or her preferred, or natural, counseling style. In the second role play, students were allowed to use any theoretical orientation, including Motivational Interviewing, while building on their core skills from role play 1. In the third role plays students were asked to choose a theory from those studied in the course. This allowed students to practice a preferred theoretical orientation, after first completing assignments related to that theory.

	Role Play 1	Role Play 2	Role Play 3	Total
School Counseling	0 of 12 (0%)	7 of 12 (58%)	9 of 12 (75%)	16 of 36 (44%)
Clinical Ment. Hlth.	0 of 9 (0%)	4 of 9 (44%)	4 of 9 (44%)	8 of 27 (30%)
Total	0 of 21 (0%)	11 of 21 (52%)	13 of 21 (62%)	24 of 63 (63%)

Role Play Analysis: Students demonstrated effective progress in their role play assignments, with grades generally improving as students gained more experience and were provided feedback.

Summer 2022

COUN 785

(Only 3 role plays were done over the summer given the shorter nature of the term).

	Role Play 1	Role Play 2	Role Play 3	Total
Clinical Mental Health	0 of 3 (0%)			

HOW HAS THE DATA BEEN USED TO IMPLEMENT A CHANGE OR TO INFORM A DECISION?

Site Supervisor Evaluations

The CMH site supervisor evaluation was revised and now mirrors the SC form in terms of format. The use of LiveText to allow all supervisors to electronically submit their evaluations was being explored. However, Livetext is no longer used by the Educational Studies department, so the counseling program is now exploring the use of Via. The hope is that site supervisors will have access to Via for each individual course. They will be able to complete these forms electronically so that specific data can be gathered more easily. Via will also provide a way for supervisors to log and verify the number of hours completed on-site by the student. The faculty is optimistic that this reporting system will create a reliable and efficient database of information about the field experiences in the program, and simplify the reporting process for site supervisors.

Role Plays

COUN 785

The focus on students completing each role play using one specific theory has been effective. School counseling students focus on solution-focused brief counseling with a specific assigned book to use as a reference. Clinical mental health counseling students focus on cognitive-behavioral therapy, with a specific assigned book to use as a reference.

COUN 725

Students struggled in their role plays this past academic year. For many students this is the first course in the program requiring them to demonstrate counseling skills and techniques. Due to introductory nature of these assignments, it may be realistic to reduce the benchmark to 70%. In addition, the rubrics for all role-plays were revisited and changed before the start of the 2023-2024 academic year. The new rubrics reflect better expected student learning outcomes for the course and assignments. The instructor added a mock role play for role-play one for the 2023-2024 academic year. The mock role-play highlights specific relationship building skills (e.g., summarizing) are required part of the new role play rubrics. The instructor is also plan on implementing a new skill building program for COUN725. The program, Skillsetter, provides students with additional opportunities to practice core skills needed for professional counselors.

Student Learning Outcome 3	Assessment	Benchmark	Process (Who, How, When, Where)
Students will adhere to the ethical code of their counseling professional association when completing coursework and field experiences.	Site supervisor evaluations at the practicum and internship level Dispositions after residency	Site Supervisor Evaluation: Students will score beginning level or better on all items related to ethics on the final evaluation Dispositions: 90% on items related to ethics Overall, 75% of students should meet these two benchmarks	The instructor for each field placement course will collect all site supervisor evaluations and compile the data. Each faculty member will complete a Dispositions form for each student attending the Residency. The forms will be collected by the Graduate Program Coordinator and the results entered. In August of every year, the counseling faculty will evaluate the results of the data at a faculty data retreat.

DATA RESULTS AND ANALYSIS**Site Supervisor Evaluations**

The evaluation forms for Clinical Mental Health students and School Counseling students are not the same. For the CMH students, questions 7-15 as well as the last two questions will be used for this analysis. For the School Counseling students, the first 17 questions will be used for this analysis.

Percent of Students Earning a rating of “Beginning” or better on Site Supervisor Evaluation on Ethical Items

	Practicum		Internship		Total		
	CMH	SC	CMH	SC	Prac	Intern	All
Fall 2021	100% (3 of 3)	100% (12 of 12)	100% (5 of 5)	100% (13 of 13)	100% (15 of 15)	100% (18 of 18)	100% (33 of 33)
Spring 2022	100% (4 of 4)	100% (11 of 11)	8 of 8 (100%)	100% (21 of 21)	100% (12 of 12)	100% (32 of 32)	100% (44 of 44)
Summer 2022	100% (3 of 3)		9 of 9 (100%)		100% (3 of 3)	9 of 9 (100%)	12 of 12 (100%)
Total	100%	100%	100%	100%	100% (19 of 19)	100% (54 of 54)	100% (73 of 73)

Analysis of Site Supervisor Evaluations:

Students continue to perform well in this area of professional development, demonstrating effective ethical behavior at their practicum and internship sites.

Dispositions

The Residency is a 3-day experience held at UTM. All students must attend one Residency program. Faculty interact with students during the Residency during formal and informal activities and presentations. Each faculty member also conducts an interview with each individual student. At the conclusion of the Residency, each counseling faculty member evaluates each student using a Dispositions Form. There are two Residency events each school year, one in January, and one in June.

The counseling faculty continued to use the Dispositions form, which was piloted in Summer 2019. This form used a categorical scoring system. Students were rated as MC (meets competency), NM (does not meet competency) or NO (not observed). There are 21 items included on the form, and thirteen of those items directly measure code of ethics. Those 13 items will be used for this analysis. Items were chosen that reflected the faculty's understanding of counseling dispositions,

rather than skills or knowledge, and the ability to observe those dispositions at different points in the student's progression through the program.

All students attending Residency in January 2022 (13 students) and June 2022 (19 students) achieved a rating of MC (meets competency) for each of the 13 items observed at Residency.

Analysis of Dispositions Data: Our students continue to meet our expectations in terms of professional and personal dispositions.

HOW HAS THE DATA BEEN USED TO IMPLEMENT A CHANGE OR TO INFORM A DECISION?

Site Supervisor Evaluations

Our students continue to earn strong evaluations from site supervisors. We will continue to communicate regularly with our site supervisors and support them as they work with our students. If any ethical issues arise, university supervisors are available to meet with students as needed. Additionally, university supervisors lead a 90-minute group supervision meeting each week with all interns, and ethical issues are often a topic of discussion for the time together.

Dispositions

Our students consistently display proficiency in their dispositions. Regarding residency, no student during this past year had a negative disposition report, nor needed any further action to correct an issue observed at residency. The counseling faculty will continue to monitor student dispositions upon the completion of residency as well as at various course-specific checkpoints throughout the counseling program. During regular Town Hall meetings, Residency, and advising sessions, counseling faculty are reminding students of the importance of professional dispositions, and the fact that they are being evaluated.

Student Learning Outcome 4	Assessment	Benchmark	Process (Who, How, When, Where)
Students will demonstrate knowledge of their specialty area			
School counseling concentration	COUN 786 Project Grade	Passing score	Instructor for 786 will collect data at the end of the semester
	COUN 789 Internship final evaluation by site supervisor	Receiving a rating of "Beginning" or better on all items	Instructor for 789 will collect data at the end of the semester
	COUN 790 Internship final evaluation by site supervisor	Receiving a rating of "Beginning" or better on all items	Instructor for 790 will collect data at the end of the semester
	Praxis Professional School Counselor exam	Reach the TN DOE required score to be licensed as a school counselor	23 of 25 students passed the Praxis on their first attempt.
Clinical Mental Health concentration	COUN 725 final exam	Passing score on the final	Instructor for 725 will collect data at the end of the semester
	COUN 750 final exam	Passing score on the final	Instructor for 750 will collect data at the end of the semester
	COUN 760 Interview Project	Passing score on the interview project	Instructor for 760 will collect data at the end of the semester
	COUN 788 Internship final evaluation by site supervisor	Receiving a rating of "Beginning" or better on all items	Instructor for 788 will collect data at the end of the semester
	COUN 792 Internship final evaluation by site supervisor	Receiving a rating of "Beginning" or better on all items	Instructor for 792 will collect data at the end of the semester

	Comprehensive Exam	70% or better on comprehensive exam	See data earlier in the report
--	--------------------	-------------------------------------	--------------------------------

DATA RESULTS AND ANALYSIS

School counseling students' knowledge of their specialty area is assessed at multiple points in the program using multiple measures. The first key performance indicator (KPI) of achieving this objective occurs in COUN 786 Organization and Administration of School Counseling. Students in this course are required to complete a multiple part project in which they develop a Comprehensive School Counseling Program. They must pass the Praxis Professional School Counseling Exam at the required score for licensure in Tennessee prior to being allowed to take their first field placement course, COUN 785 Practicum in Counseling. Finally students demonstrate knowledge of school counseling as they complete the two required internships.

Measuring Point	KPI	Measuring Unit	Results
COUN 786	Project Grade	Passing grade	All students received a passing grade on their project. Spring 2022: 18 students (of which 17 of 18 students earned a score of 85% or higher)
Praxis Professional School Counseling Exam	Overall Score	Meet Tennessee required score for licensure (156)	23 of 25 students passed the Praxis on their first attempt.
COUN 789 Internship in Secondary School Counseling	Final Evaluation by site supervisor	Receiving a rating of "Beginning" or better on all items	All students, completing both COUN 789 and COUN 790, were recommended by their site supervisors. Fall 2021: 13 students. Spring 2022: 21 students
COUN 790 Internship in Elementary School Counseling	Final Evaluation by site supervisor	Receiving a rating of "Beginning" or better on all items	

Clinical Mental health students' knowledge of their specialty area is assessed at multiple points in the program using multiple measures.

Measuring Point	KPI	Measuring Unit	Results
COUN 725	Final Exam	Final exam grade	All students received a passing grade on their exam. Fall 2022: 11 out of 12 students met the benchmark on the final exam. students. Spring 2023: 8 out of 21 benchmark on the final exam.
COUN 750	Final Exam	Final exam grade	All students received a passing grade on their exam. Spring 2022: 19 students
COUN 760	Interview Project	Grade for the project	All students received a passing grade on their project. Spring 2020: 18 students
COUN 788	Final Evaluation by site supervisor	Receiving a rating of "Beginning" or better on all items	All students were recommended by their site supervisors. (Fall 2021: 0 students enrolled). Spring 2022: 5 students; and Summer 2022: 5 students.
COUN 792	Final Evaluation by site supervisor	Receiving a rating of "Beginning" or better on all items.	All students were recommended by their site supervisors. Fall 2021: 3 students; Spring 2022: 3 students; and Summer 2022: 4 students.
Comprehensive Exam	Completion of comp exam	Final score	See the results earlier in the report

How has the data been used to implement a change or to inform a decision?
Students have demonstrated proficiency in their concentration via multiple measures across multiple points of time in the program. Program faculty will continue to monitor progress in these areas and consider changing the benchmarks used to measure progress.

Overall program activity:

The CACREP Self-Study was completed during Summer 2022. In March 2023 CACREP notified our program that our Self-Study had been reviewed and that we were approved for a site visit in the Fall 2023. An addendum to our Self-Study was suggested, though not required, to be submitted prior to 30 days from the official site visit. The counseling program reviewed the CACREP report and began working on the addendum. Plans were initiated to host the CACREP site visit team in October 2023.

We will continue to monitor student performance on the comprehensive exam. As we review the policies and procedures of other counseling programs, we are considering other changes. For example, many programs allow their school counseling students to use the Praxis Professional School Counselor exam as their program comprehensive exam. We have discussed this option and considered the benefits and drawbacks of this policy. A benefit for school counseling st

We continued monthly Coffee with Counselors webinars over the academic year, inviting current students and site supervisors to attend. We also continued to offer monthly student led Zoom meetings to encourage students to collaborate and support each other. Faculty remain active in conference presentations and attendance.

