

**UNIVERSITY OF NEBRASKA AT OMAHA
INTERDEPARTMENTAL CORRESPONDENCE
COLLEGE OF EDUCATION**

DATE: November 28, 2016

TO: College of Education Chairs/Director
Dr. Gerry Huber
Ms. Christine Wilcoxon
Dr. Richard Christie
Mr. Rick Murch-Shafer

FROM: Nancy A. Edick

SUBJECT: UNIT ANNUAL REPORTING

We are providing you with the instructions and forms for the unit annual reports. Please note in your calendar that **the unit annual reports are due Friday, June 9, 2017**. The following is a listing of those items needed for inclusion in your unit annual reports. Please review the directions for Item 5 carefully. Aligning the Highlights of the Year with our strategic planning goals will help us assess our progress toward fulfilling these goals.

- < Unit Mission - Item 1
- < Unit Organizational Structure (please use an organizational chart) - Item 2
- < Academic Program Information - Item 3
- < Faculty Information - Item 4
- < Highlights of the Year – Item 5: Dedicated Practitioners, Reflective Scholars, Responsible Citizens (please align with strategic planning goals and plans for action)
- < Clinic and Center Reports – Item 6
- < Unit Strategic Plan, Identifying Goals for the Coming Year - Item 7
- < Community Engagement/Service Learning Activities – Item 8

Please separate each of the above sections with labeled tabs or colored title pages.

UNIT ANNUAL REPORTING

page 2

The time frame to be covered is January 1, 2016 through December 31, 2016.

**NOTE: FOR YOUR CONVENIENCE THIS FORM IS IN THE BOX
COE.COEA UNDER THE TITLE "ANNUAL REPORT FORMS
2016". THE DATA MUST BE SUBMITTED ON THESE FORMS.**

Attachments (8)

cc: Paul Barnes, Associate Dean
 Mimi Boswell, Communication Specialist

ITEM 1

UNIT MISSION STATEMENT

The Counseling Department is one of six academic units within the College of Education and one of two departments providing graduate level training only. The purpose of the Counseling Department is to prepare a diverse student population at the Master's Degree level (recognized as the terminal practitioner degree) for professional service as school counselors, professional mental health counselors, student affairs professionals and/or advanced study. Our department houses one of only three professional counseling programs in Nebraska accredited by the Council for the Accreditation of Counseling and Related Educational Programs (CACREP), a division of the American Counseling Association, and the *only* counseling department in the state that holds accreditation for both the School Counseling and Clinical Mental Health Counseling specializations. The Counseling program is also accredited by the National Council for Accreditation of Teacher Education (NCATE/CAEP). These accreditations illustrate the program's adherence and commitment to the highest academic and professional standards in the counseling profession.

Mission

The University of Nebraska at Omaha's Role and Mission Statement approved by the Board of Regents in 1990, designates UNO as the major provider of educational opportunities in the metropolitan Omaha area. The following excerpt from the Board's statement summarizes UNO's mission:

UNO exists for the purpose of providing appropriate educational opportunities, discovering and disseminating knowledge through research and teaching, and offering public service to the citizens of the State, particularly the residents of the Omaha metropolitan area. Through these traditional, interdependent, and mutually-reinforcing functions, the faculty of the University of Nebraska at Omaha enrich the lives of students; advance the frontiers of knowledge; and contribute to the social, cultural, international and economic development of the community, State and region.

Importantly, the Comprehensive Statewide Plan for Postsecondary Education also describes UNO ". . . an urban campus serving the educational needs of the Omaha Metropolitan area." The counselor training program specifically addresses each of these identified purposes. Graduates of the program are prepared to function professionally within their areas of specialization. In addition, service to community is a major emphasis, with faculty providing seminars to schools and service agencies. Moreover, advanced student interns provide low-cost counseling services to individuals, couples, and families in the Omaha metropolitan area. Services are provided at the UNO Community Counseling Center housed within the Counseling Department. Counseling interns serve the needs of many clients with low or no incomes referred by community agencies such as the Open Door Mission, Half-Way House, hospitals, schools, colleges/universities, correctional facilities, and at for- and non-profit agencies. Interns are available to present workshops under the supervision of faculty supervisors to community groups requesting specific topics, such as a Pregnancy Prevention Workshop to Omaha Housing Authority. The vast majority of classes are scheduled in the late afternoon and evening to

accommodate the needs of the program's non-traditional students. Program graduates are prepared to fill the need for trained mental health, school counseling, and higher education professionals to help address the personal, emotional, psychological, and academic needs of members of the Omaha metropolitan community specifically and Nebraska and the nation at large. The vast majority of the Counseling Department's graduates in each of the three specialization areas seek and obtain professional employment in the Omaha metropolitan area. Others seek to pursue post-graduate education in counselor education, psychology, or higher education administration at programs across the country.

Counseling Department Mission Statement

The mission of the UNO Counseling Department is to provide high quality academic and clinical preparation leading to eligibility for licensure and certification as professional counselors. Through a rigorous, evidence-based curriculum designed to train critical thinkers and reflective practitioners, candidates are prepared to work with diverse clients across multiple professional settings and engage and remain active as advocates and future leaders within and for the counseling profession and those we serve.

Unit Value Proposition

UNO's Counseling Department is the only graduate program in Nebraska offering two CACREP (Council for Accreditation of Counseling and Related Educational Programs) accredited degree programs (Clinical Mental Health Counseling and School Counseling). CACREP is the accrediting body of the American Counseling Association and is evidence of an attitude and philosophy that rigorous, evidence-based programs of excellence remain the fundamental goal. Because of our commitment to a rigorous curriculum and student-centered focus, UNO Counseling students earn degrees that offer maximum licensure portability while enjoying the benefit of public school tuition rates.

Unit Nuggets

1. The Counseling Department successfully completed our major curriculum revision and submitted all revisions for approval (since approved) for courses to begin Fall 2017. (See Item 5: Highlights of the Year for details)
2. Core counseling faculty publications for 2016 included **4** articles in peer-reviewed counseling and psychology journals, **1** book chapter, and **1** invited article in non-peer reviewed magazine.
3. Core faculty scholarship also included **1** presentation at a peer-reviewed international conference, **6** peer-reviewed presentations at national counseling and psychology conferences (ACA & APA), **5** presentations at regional counseling conference (Southern ACES), **9** presentations at the state level (NCA), and over 10 presentations at UNO and in the Omaha metro community.
4. Counseling faculty received grant-funding totaling just under \$40,000.

5. During 2016 we partnered with area P-12 schools to place 9 school counseling practicum and 24 internship students who contributed a minimum of **6760** (40/130/130 per semester) hours of direct (face-to-face) counseling services to their respective P-12 school site(s) in school systems in Omaha and the Omaha metro area
6. During 2016, CMHC placed 19 practicum and 43 internship students at clinical sites across Omaha and Lincoln. In total, these students contributed a minimum of **11,180** hours of direct (face-to-face) counseling services (40/130/130 per semester) to members of the UNO, Omaha metro, and Lincoln communities.
7. During 2016, 4 students completed **1040** hours of direct (face-to-face) hours with students in higher education settings.
8. The Counseling Department re-mapped all curriculum to better align with CACREP standards.
9. Faculty (core and adjunct) continue to create CACREP aligned rubrics. Faculty has consistently met with Kim Gangwish, IDEAS Room/Livetext coordinator and Dr. Connie Schafer, COE assessment coordinator, to create appropriate rubrics and to run programmatic assessment data utilized for program improvement and development. In doing so, the department is complying with the CACREP requirements cited in the 2 year accreditation report.
10. CMHC students passed the CPCE (CMHC exit exam) at a pass rate of **100%** and consistently scored at or a standard deviation above students from CACREP institutions that utilize the CPCE as an exit exam. In addition, UNO students who took the National Counselor Exam (NCE) prior to graduation (following CPCE) achieved a **100%** pass rate.

ITEM 2

**UNIT ORGANIZATIONAL STRUCTURE
(PLEASE USE AN ORGANIZATIONAL CHART)**

ITEM 3

ACADEMIC PROGRAM INFORMATION

Department/School: **COUNSELING
COLLEGE OF EDUCATION**

Program Title: **CLINICAL MENTAL HEALTH COUNSELING (CMHC)**

Program Description:

A minimum 60 credit hour graduate program consisting of didactic courses, skill development courses and nine credit hours (3 semesters) of Practicum and Internship experience in both the UNO Community Counseling Clinic and/or a community-based clinical setting. The program holds CACREP accreditation, illustrating the program's adherence and commitment to the highest academic and professional standards of the counseling discipline.

Program Objectives:

The Clinical Mental Health Program (CMHC) prepares graduate level counseling practitioners for service in entry-level professional counseling positions in community-based and private settings. Typical community programs or agencies include mental health centers, hospitals, substance abuse programs, marriage and family counseling services, college counseling centers, private practice, corrections/law enforcement, and rehabilitation counseling. The CMHC program also prepares students for doctoral training programs. Degree Offering: M.A. (thesis option) and M.S. (non-thesis option)

Names of full-time faculty who teach within the program:

Dr. Abby Bjornsen
Dr. David Carter
Dr. Daniel Kissinger
Dr. Ashley Blount
Dr. Ann Luther
Mr. Clyde (Rick) Richards

Accreditations:

Council for Accreditation of Counseling and Related Educational Programs (CACREP)
National Council for Accreditation of Teacher Education (NCATE/CAEP)

ITEM 3
ACADEMIC PROGRAM INFORMATION

Department/School: **COUNSELING
COLLEGE OF EDUCATION**

Program Title: **SCHOOL COUNSELING K-12**

Program Description:

A 48-51 credit hour master degree program consisting of didactic coursework, skill development coursework and nine credit hours (3 semesters) of practicum and internship experience in P-12 school guidance and counseling programs. The program is accredited by the Council for the Accreditation of Counseling and Related Educational Programs (CACREP).

Program Objectives:

The School Counseling Program provides pre-service and continuing education opportunities for persons serving or preparing to serve as professional school counselors. The program also prepares persons for advanced graduate work beyond the master degree.

Degree Offering: M.A. (thesis option) and M.S. (non-thesis option)

Names of full-time faculty who teach within the program:

Dr. Abby Bjornsen
Dr. David Carter
Dr. Ashley Blount
Dr. Daniel Kissinger
Dr. Ann Luther
Mr. Clyde (Rick) Richards

Accreditations:

Council for Accreditation of Counseling and Related Educational Programs, CACREP

National Council for Accreditation of Teacher Education (NCATE/CAEP)

ITEM 3
ACADEMIC PROGRAM INFORMATION

Department/School: **COUNSELING
COLLEGE OF EDUCATION**

Program Title: **STUDENT AFFAIRS PRACTICE IN HIGHER EDUCATION**

Program Description:

A 36 credit hour master's degree program consisting of didactic coursework, skill development courses and Internship experience. The program's primary emphasis is on preparing students for positions in higher education settings, particularly academic advising and other administrative positions.

Program Objectives:

The Student Affairs Practice in Higher Education Program prepares persons for professional level service in the student affairs services of colleges and universities and for post-graduate work in higher education or related programs. Likely areas of service include admissions, registrar and student records, counseling and testing, career development, student organizations and financial aid as examples.

Degree Offering: M.A. and M.S.

Names of full-time faculty who teach within the program:

Dr. Abby Bjornsen
Dr. David Carter
Dr. Ashley Blount
Dr. Daniel Kissinger
Dr. Ann Luther
Mr. Clyde (Rick) Richards

Accreditation: NA

ITEM 3
ACADEMIC PROGRAM INFORMATION

Department/School: **COUNSELING
COLLEGE OF EDUCATION**

Certificate Title: **GERONTOLOGY****

**** Gerontology will be eliminated as a certification beginning Fall 2017 due to low enrollment.**

Program Description:

This 48 credit hour master degree program in Counseling/Gerontology is a cooperative effort of the Counseling Department and the Gerontology Department. The UNO Gerontology Program offers courses leading to a certificate in gerontology. Graduate students wishing to earn a degree in counseling with emphasis in gerontology must be admitted to the gerontology certificate program and the Counseling Program. The gerontology concentration provides additional coursework and experience through field placement that helps prepare students for direct practice careers in social services to older adults and their families.

Program Objectives:

The gerontology concentration prepares students for direct practice careers in social services to older adults and their families. Through specialized gerontology courses and variety of supervised field placements, students learn to address the complex psychosocial issues of aging. This degree prepares person for professional level service in gerontology; also continued post masters degree work.

Degree Offering: M.A. (thesis option) and M.S. (non-thesis option)

Names of full-time faculty who teach within the program:

Dr. Abby Bjornsen
Dr. David Carter
Dr. Ashley Blount
Dr. Daniel Kissinger
Dr. Ann Luther
Clyde (Rick) Richards

ITEM 4

FULL- & PART-TIME FACULTY INFORMATION

To complete Item 4 you may use the charts/tables completed for NDE accreditation. Please make changes and additions as needed if any of the information is inaccurate, and add information in columns that have not been completed. NOTE: the column on K-12 experience is not needed or can be labeled N/A Please label the charts/tables as Item 4a Full-time Faculty; Item 4b Part-time Faculty

Insert the completed charts within the Annual Report.

ITEM 5

HIGHLIGHTS OF THE YEAR

Please align highlights with the Conceptual Framework and Strategic Plan (approved Nov. 2014). Items included may be special projects and activities that have occurred January 1, 2015 – December 31, 2015. **Please record the highlight under the strategic goal with which it aligns.** Examples include new or significantly revised programs, facility renovations, special student organizations projects, or major honors and events such as an accreditation review.

DEDICATED PRACTITIONER

1. Emphasize ethical and professional conduct

- DP #1:** The counseling department's core curriculum includes COUN 8040, a course dedicated to ethical and professional conduct expected and required of all counseling students. Specifically, the course emphasizes the current ethical codes of the American Counseling Association (ACA), the American School Counseling Association (ASCA). Further, core and adjunct faculty consistently address multicultural and ethical competencies/best practice in their classroom discourse and within assignments that challenge student awareness and experiences in order for them to analyze and address their worldview and real/implicit biases toward other individuals and cultures. Insights are then framed in relation to counseling implications.
- DP #2:** All fully admitted counseling students are expected by the counseling profession and UNO counseling department to adhere to the current ACA/ASCA ethical codes. This expectation is reiterated throughout the program and is a valuable tool in facilitating the development of ethical and professional conduct of UNO counseling students and future professional counselors.
- DP #3:** The Counseling Department continues to utilize a required background check policy consistent with the COE Teacher Education Department's policy. In 2016, we added a two-background check policy: prior to initial full admission semester and prior to beginning of initial field placement (i.e., practicum) semester.
- DP #4:** The counseling department highlights expected parameters of ethical and professional behavior as a requirement for continued enrollment in the program. These parameters are stated during the new student orientation, in course syllabi, field placement manuals, and in the department's student handbook along University and Department policies related to addressing ethical concerns or issues during both the didactic and clinical portions of their program. All faculty within the UNO Counseling Department are required to adhere to the ethical codes of the American Counseling Association, American School Counseling Association, and/or Association for Counselor Educational and Supervision. Each of these involves professional, ethical, and legal best practices with clients, students, supervisees, and other professionals.

2. Identify and implement alternative course design and delivery approaches that reflect evidence-based best practices.

DP#5: The Counseling Department undertook a major curriculum revision during the 2016 academic year. All changes were unanimously agreed on by the faculty multiple faculty discussions concerning the needs, vision, mission, and goals of each specialization and the department as a whole. The department believes these changes build on past successes and create a forward thinking, student-centered, curriculum that meets and exceeds all CACREP standards. All revisions were through appropriate UNO committees, are set to begin fall 2017, and are empirically grounded.

Key aspects of the process are listed here:

1. The department engaged in a systematic review of current curriculum map and, as a result, re-designed the curriculum map to reflect a more intentional and consistent curriculum. This includes course revisions, course additions, improved/CACREP aligned rubrics, and additional distance learning courses when appropriate.
2. The School Counseling curriculum added several CACREP core standards as part of an overall curriculum revision include additional core CACREP standards.

The full curriculum revisions are listed below.

1. Created 3 credit **COUN 8010: Intro to Counseling** by consolidating COUN 8020 (Intro to Counseling & COUN 8500 (Consultation)
2. Created 3 credit **COUN 8360: Group Counseling Theory/Practice** by consolidating COUN 8270 & COUN 8370.
3. Created 3 credit **COUN 8400: Advanced Counseling Theory/Practice** by consolidating 1 credit COUN 8306/8316/8406 Technique classes.
4. Created 3 credit **COUN 8700: Counseling Children and Adolescents.**
5. Created 3 credit **COUN 8800: Clinical Mental Health Counseling**
6. Created 3 credit **COUN 8630 Foundations & Issues in Secondary School Counseling** by consolidating COUN 8050 (Intro to SC) & COUN 8620 (Survey Issue in SC).
7. Created 3 Credit **COUN 8750: School Counseling Groups.**
8. Created 3 credit **COUN 8670: College and Career Readiness**
9. **Eliminated COUN 8270: Group Techniques** from School Counseling curriculum.
10. **Eliminated COUN 8686 and COUN 8696 as required CMHC courses. These courses will remain as electives for students interested in LDAC.**

DP #6: Counseling engaged in two significant revisions of the curriculum map during the academic year 2016. As part of this process, faculty discussed and placed or relocated CACREP standards (i.e., student learning outcomes/SLO's) within the context of the revised curriculum slated to begin fall 2017.

DP#7: Core and adjunct faculty revised their course syllabi and assignments to accommodate changes to the curriculum revision stated above and in response to student course evaluations.

DP#8: Both core and adjunct faculty have worked closely with IDEAS Room/Livetext coordinator Kim Gangwish on rubric development/improvement. Core faculty have held several meetings regarding rubric design. In conjunction with input from Dr. Connie Schafer, the counseling faculty has revised their rubric design for fall 2017 from a 4 to 3 point rubric. Discussions with Kim Gangwish and Dr. Schafer have also led to subtle rubric design changes in order to ensure all SLO's are assessed in conjunction with program assessment needs.

DP#9: Beginning Fall, 2016, core faculty have been integrated 1 course per semester into Livetext in order to have all courses they teach integrated into Livetext by Fall 2016. This staggered approach is used to ensure courses are designed and utilized in a manner that allows data to be collected and analyzed for program improvement and development purposes.

D#10: The Counseling Department continues our partnership with the School of Social Work in the delivery of three courses designed to allow students to attain the Licensed Alcohol Drug Counselor (LADC) credential has remained positive. The SW department is aware of the changes

DP#11: The Counseling Department continues to improve its delivery of hybrid courses to students. As such, we continue to work in partnership with the School of Social Work to ensure students have access to the hybrid courses and that all hybrid courses remain aligned with all necessary CACREP standards.

3. Support and promote ongoing professional development for students, faculty, staff and community partners

DP#12: Students in both concentrations are exposed to didactic and experiential opportunities that center are the development of critical thinking and becoming competent reflective practitioners.

DP#13 Department Chair keeps faculty abreast of UNO grant or other appropriate professional trainings or seminars.

DP#14 Department Chair & other faculty post job vacancies and other opportunities for professional growth & advocacy on the department listserv.

4. Align, sustain, and utilize efficient assessment systems for continuous improvement.

DP#15: The department continues to integrate Livetext as our primary assessment program. Over the course of the fall and spring semester, the faculty worked in consultation with IDEAS room coordinator Kim Gangwish and COE assessment specialist Dr. Connie Schaffer to create new, CACREP-based rubrics based on the revised curriculum map and the Livetext implementation schedule created with the help of Dr. Connie Schafer.

DP#16: As indicated above, faculty revised the curriculum map and, in doing so, revised the SLO's to be addressed in the field experience courses across all specializations.

- DP#17: The Counseling Department continues to assist (and require) part-time instructors in preparing and administering didactic and field experience courses that are consistent with current CACREP and Livetext requirements.
- DP#18: The Department Chair continued working with adjunct faculty to ensure all courses are available on Livetext and all SLOs are integrated into rubrics in a manner that allows for data assessment through Livetext.
- DP#19: A new site supervisor mid-term and final evaluation document was created in COUN 8250 that better aligns students, instructors and site supervisors with 2009 CACREP standards/SLO's and curriculum revision.
- DP#20: The School Counseling program's practicum and internship courses continued to utilize the UNO electronic portfolio for documenting hours and assessing student learning outcomes.
- DP#21: The UNO Community Counseling Clinic continues to expand data collection to ensure proper tracking of client data and clinic usage. This data will be used for program improvement and development purposes specific to COUN 8220 (practicum) that is taught in the clinic and to better understand Clinic operations overall.
- DP#22: Department Chair continued collaborating with Dr. Connie Schafer and Kim Gangwish regarding development of CACREP-aligned program assessment reports. Initial reports from initial two pilot semesters were utilized for improving rubrics and realigning CACREP standards following initial semester of placement in first revised curriculum map.
- DP#23: The Department Chair collected *Program Development and Improvement* documents from all core and adjunct faculty at the conclusion of each semester and saved them in a folder. In these documents, faculty/instructors detailed specific and/or general revisions to their courses and/or key insights gained from their own reflections on the course and/or student feedback. This information will be utilized as part of the department's ongoing programmatic assessment agenda in accordance with CACREP.
- DP#24: The Department continues to assess and revise practicum and internship documentation- especially documents containing direct/indirect hours and instructor evaluations.
- DP#25: The core counseling curriculum includes exposure to pertinent licensure and certifications necessary to work in NE and nationally. These requirements are discussed in more detail as the student progresses in their respective concentrations, with particular detail during the internship semesters.
- DP#26: Faculty continue to develop rubrics that better reflective practices with recognition of the nuances of how reflection-based interventions are utilized across courses and faculty ideology.
- DP#27: The Counseling Department's CACREP accreditation allows us to collaborate with the National Board of Certified Counselors (NBCC) to offer advanced students the option to site for national licensure prior to graduation. Students who pass the NCE/NCMHCE prior to graduate may be at a distinct advantage in the job market versus students who must wait various intervals post-graduation before they are able to take the exam.
- DP#28: The revised school counseling curriculum addresses previous gaps in courses related to career counseling/college preparation. These additions were recognized through faculty

discussions regarding CACREP standards and bolstered by anecdotal discussions between school counseling faculty and several administrators, staff, and teachers in the Omaha public schools and surrounding metro school districts.

REFLECTIVE SCHOLAR

5. Support and promote faculty, staff, and student research and creative activities

RS #1: Faculty working on revise/re-submit of department's reflective practitioner manuscript that developed out of the department's "Community of Practice". The initial manuscript received positive reviews from 2/3 reviewers, but was ultimately not accepted by the editor.

RS #2: Led by faculty advisor Dr. Ashley Blount, the department's Chi Sigma chapter, Upsilon Nu Omicron, continues to expand quickly. This year, over 20 new Chi Sigma Iota members were inducted. At the induction ceremony, Tim Hron, a program graduate and adjunct instructor, provided a short seminar on professional leadership and advocacy to a group of 40 students, family, and friends.

RS #3: Counseling faculty has made a concerted effort to advocate and provide leadership for students and outside stakeholders interested in research, leadership, advocacy, post-graduate studies, and/or careers in the academy. Several positive results have occurred this year, including, but not limited to:

- Department has seen surge in students expressing interest to faculty about post-graduate study, interest in collaborating on research, or interest in presenting at professional conferences.
- Dr. Blount and Dr. Kissinger are collaborating with a CMHC student who is a deputy sheriff on a burnout/wellness research project.
- Dr. Kissinger and Dr. Blount are collaborating on a wellness research project with *A Time To Heal*, a non-profit cancer support program led by program graduate Dr. Stephanie Koraleski.
- Dr. Blount, Dr. Carter, and Dr. Bjornsen are currently engaged in research projects with CMHC students.
- Led by Dr. Blount, several student submissions were made through the CSI portal for presentation slots at the 2017 American Counseling Association conference in San Francisco. This represents the first time students in the CSI chapter have submitted proposals.
- Madeline Moore, a M.S. student in CMHC, became the first student from Upsilon Nu Omicron, the department's Chi Sigma Iota charter, to have her proposal accepted to present at the 2017 American Counseling Association's national conference** through the CSI exception.
 - ** Maddie also had a proposal accepted at the 2016 Association of Counselor Education and Supervision conference, the national conference for counselor educators.

RS #4: Department Chair provided funding from BHECN grant for student poster boards for all students presenting research at the Nebraska Counseling Association conference in Fall 2016 semester.

RS #5: The department continues to promote UNO's Research and Activity Fair, with Dr. Bjornsen and Dr. Luther serving as judges this year. In addition:

- Students completing a thesis are now expected to submit their proposal for presentation at the Research & Activity Fair.
- This year, two CMHC students presented their thesis proposals at the Fair, the first two to do so.

RS #6: A "faculty 411" section continues to be included in each departmental newsletters. This section highlights faculty research and creative activities and is an excellent way to showcase the breadth of activities faculty are involved in each semester. This section is also an effective way of highlight faculty research interests and successes to current and prospective students.

RS #7: Department faculty provided free supervision trainings for site supervisors and other stakeholders of the program. Seminars were held specific to the CMHC (Dr. Kissinger) and School Counseling specializations (Dr. Luther/Mr. Richards).

RS#8: Faculty are encouraged to have faculty mentors from outside our department come and provide an evaluation of their teaching methods.

6. Celebrate and share research and creative activities internally and externally

RS #8: A "faculty 411" section continues to be included in each departmental newsletters. Items celebrating research and creative activities of faculty, students, and alumni of the department are also increasingly showcased in the newsletter, which is posted on the department website and shared via the listserv. The Department Chair also sends the newsletter via email to key departmental stakeholders and other COE department chairs for distribution.

RS #9: Department is working to create new section on departmental website to showcase faculty scholarship (i.e., peer reviewed publications, professional conference presentations at Counseling or Psychology conferences (ACA/APA, NCAES/SACES, ACES, ASCA, ACMHE, NCE). This section will also highlight faculty/student collaborations.

RESPONSIBLE CITIZEN

7. Lead and support collaborative efforts that align with college, campus, and community priorities

RC#1: During 2016 we partnered with area P-12 schools to place 9 school counseling practicum and 24 internship students who contributed a minimum of **6760** (40/130/130 per semester) hours of direct counseling services to their respective P-12 school site(s) in school systems in Omaha and the Omaha metro area.

RC#2: During 2016, CMHC 19 practicum and 43 internship students collaborated with clinical sites across Omaha and Lincoln. In total, these students contributed a minimum of **11,180** hours of direct counseling services (40/130/130 per semester) to members of the UNO, Omaha metro, and Lincoln communities.

RC #3: The department's CSI chapter, Upsilon Nu Omicron, expanded last year's efforts to promote the theme of professional advocacy and development. This was done through newsletter updates on advocacy and leadership opportunities, through clothing/food drives for minority and underserved populations in the Omaha metro, and by having a community mental health

advocate (and program graduate/adjunct instructor) provide a short key note talk on the roles and opportunities for engaging in advocacy and leadership positions prior to and following graduation. These activities serve both the department, college, UNO, and community's theme of serving others through community engagement-a central element to UNO's "metropolitan mission".

RC #4: Led by Dr. Luther and Mr. Richards, faculty engagement in several state level meetings were instrumental in creating alternative certification routes for professional school counselors. After a 1.5-year process, two alternative routes were selected and, as of August 2017, will be law in Nebraska. This represents a paradigm shift in NE by providing options for non-teachers to gain the certification required to become professional school counselors without 2 years of teaching experience. These alternative routes will involve additional credit hours, but ultimately brings NE in alignment with the vast majority of state requirements for school counselors nationally. It also opens up a range of new recruiting options for new students in our department and, ultimately, to train more professional school counselors to fill the significant gaps of qualified professional school counselors in Nebraska.

RC #5: Dr. Luther (co-chair) and Mr. Richards continue to lead diversity efforts within COE as co-chair of the COE Diversity Committee. This year saw their efforts manifest in the well-attended seminar addressing implicit bias.

RC#6: Dr. Luther continues to represent the department at MOEC, where she serves as the both liaison to and "voice" for the counseling department with the Metropolitan Omaha Education Consortium. The Department Chair will join Dr. Luther as a department representative in 2017.

RC #7: Specifically, 2016 marks the first year of the department's collaboration with a HRSA and Americorps grants with the Behavioral Health Education Center of Nebraska. Currently, the department has **9** students placed through the HRSA grant and **4** through the Americorps grant. Each student receives a stipend of between **10K** (HRSA) and **5K** (Americorps) and are placed at integrated care facilities in minority and other underserved areas in the Omaha metro area.

8. Recruit and retain a diverse learning community of engaged citizens

RC#8: The Counseling Department continues to receive more applicants than we have seats available and continues to have the largest CMCH and School Counseling programs (and only dually CACREP accredited programs) in Nebraska. Admissions data from 2016 is as follows:

| Semester | Total Applicants | Incomplete Applications | Complete Applications | Complete Apps/ No Int | Interviewed Applicants | Accepted | Not Accepted | Plan to Attend |
|---------------|------------------|-------------------------|-----------------------|-----------------------|------------------------|----------|--------------|----------------|
| Spring 2016 | 52 | na | na | na | 36 | 34 | 2 | 33 |
| Fall (Summer) | 75 | 18 | 57 | 7 | 50 | 40 | 3 | 40 |

| Admissions by Specialization (2015 comparison in parentheses) | | |
|---------------------------------------------------------------|-------------|--------------------|
| Semester | Spring 2016 | Fall (Summer) 2016 |

| | | |
|--------|---------|---------|
| CMHC | 21 (17) | 27 (24) |
| School | 10 (4) | 11(10) |
| SAHE | 2 (3) | 2 (1) |

| University of Nebraska at Omaha | | | | | | | |
|--------------------------------------------------------------------------------|---------------------|------------|------------|----------|----------|------------|-----------|
| Counseling Department Program Enrollment | | | | | | | |
| Semester | Academic Load | Total | CMHC | CMC | CGR | CNK (K-12) | SAHE |
| Spring 2016 | Full-time | 54 | 48 | 1 | | 5 | |
| | Half-time | 11 | 6 | | | 3 | 2 |
| | Three-Quarter Time | 53 | 27 | 1 | 1 | 17 | 7 |
| | Less Than Half-Time | 27 | 8 | 3 | | 16 | |
| | No Unit Load | 4 | 3 | | | | 1 |
| | Total | 149 | 92 | 5 | 1 | 41 | 10 |
| Fall 2016 | Full-time | 70 | 62 | 1 | | 5 | 2 |
| | Half-time | 27 | 6 | 1 | | 16 | 4 |
| | Three-Quarter Time | 42 | 31 | 1 | | 8 | 2 |
| | Less Than Half-Time | 16 | 3 | 1 | | 11 | 1 |
| | No Unit Load | 3 | 2 | | | 1 | |
| | Total | 158 | 104 | 4 | 0 | 41 | 9 |
| Source Data: Student Information System-Student List (Academic Program) Report | | | | | | | |
| Run Date: June 8, 2017 | | | | | | | |

| Spring-Summer-Fall 2016 | Total | CMHC | School | Student Affairs |
|-------------------------|-------|------|--------|-----------------|
| Graduates | 37 | 24 | 9 | 4 |

RC#9: Department continues to expand site placements for students that provide opportunities at all levels of care (clinical) and all educational levels (P-12). Specifically, advanced students enrolled in practicum and internship courses continue to have an extensive range of site placements in school, clinical mental health counseling, and student affairs settings. Placements sites include opportunities for students to work in settings and with clients from across the demographic spectrum, include minority and underserved populations, correctional facilities, school systems with distinct free and reduced lunch %'s, as well as hospitals and for-and non-profit mental health agencies serving clients with varying types and degrees of emotional and psychological issues and concerns.

RC#10: Counseling faculty continue to collaborate with area school districts to recruit prospective school counselors who are currently serving in teaching positions. The recruiting sessions were held at area district offices and school sites. This year our discussion also included the impending (now approved to begin August 2017) secondary routes to certification as NE school counselor. Specifically, students with a non-teaching bachelor's degree are now eligible, with 12 additional credits, to gain certification as a school counselor beginning Fall 2017.

RC#11: The Counseling faculty continues to recognize need to diversify both our student body and faculty and continues to work with our advisory committee, program stakeholders, and other interested parties on ways to diversity our student body and faculty.

9. Communicate and celebrate the mission and vision of the college.

- RC#12:** The Counseling Department's homepage underwent a major revision during the summer semester, with a focus on clarity, depth, and breadth of our mission. Examples include posting of program mission and vision (w/link o COE vision and mission), required documents (field placement manuals, programs of study, etc.), links within the website were revised to provide ease of use, and content regarding admissions and other departmental processes/requirements. Anecdotal feedback from faculty and applicants suggests the revision was very effective. Data from recent COEA meeting indicating counseling department website was second more accessed COE department website.
- RC#13:** The Vision and Mission of COE are communicated through the department's focus on providing programs and experiences that align with the stated COE and UNO Mission and Vision. These are communicated through our CACREP accredited curriculum, focus on personal as well as professional development throughout the program, and an increased focus and expectation for scholarship and research at the regional, national, and international levels. In particular, the increased faculty presence at national and regional counseling and psychology conferences, increased publications in top tier counseling and psychology journals and magazines, and collaborative efforts with UNMC have bolstered our already strong reputation as a top-tier counseling department in Nebraska and region.
- RC#14:** The Counseling Department's 2015-16 Program Outcomes and Graduate Survey report are posted on the Department website. This is a CACREP requirement and while the document is quantitative in nature, it has been updated to provide a more visually appealing product for users of the website. (https://www.unomaha.edu/college-of-education/counseling/_files/docs/outcomes-report.pdf)
- RC#15:** The department's newsletter, *The Communicator*, has undergone extensive revision. New regular content areas were added to foster student interest in advocacy and leadership, the formatting has been updated, and new "human interest" sections have been added that highlight students and faculty from different concentrations. These revisions were met with wide praise from students and counseling stakeholders.

ITEM 6

COMMUNITY COUNSELING CLINIC REPORT

The Community Counseling Clinic is a service of the University of Nebraska at Omaha Graduate Counseling Department, a part of the College of Education. The Counseling Department provides graduate students with a quality education, part of which is supplied by their practicum experiences within the Clinic. The clinic is staffed by graduate students in the UNO Clinical Mental Health Counseling specialization. These students have completed specified pre-requisite courses that ground them in the counseling skills and knowledge necessary to prepare them to begin providing direct client services under the supervision of department faculty and/or licensed mental health practitioners (w/ valid NE license(s)). The Department Chair serves as the Clinic Director, with additional clinical supervision from department faculty serving as practicum instructors and/or site supervisors. Further, a licensed counseling professional serves as the clinic supervisor during open clinic hours.

The UNO Community Counseling Clinic is among the most modern stand-alone graduate level counselor training facilities in the country. This year the Department Chair, in conjunction with the new Clinic Supervisor and clinical faculty, continue to assess and revise clinic documentation, policies, and procedures. In doing so, several revisions were made to clinic documents, policies, and procedures in order to create a clinic/clinical experience for students that, to the extent possible, parallels a community agency mental health clinic in form and function. One notable addition is the increased data collection role of the clinic supervisor. More specifically, the department will be expanding data collection to improve data on number of new clients, referral source, no-show rate, cancellation rate, payments, and client survey of clinic and their counselor-in-training. This data will be instrumental in helping the department assess the clinic's areas of strength and concern across clinical and administrative realms.

A primary benefit of the UNO Community Counseling Clinic is our ability to provide UNO and the Omaha metropolitan community a much-needed additional option for quality counseling opportunities at a low cost. Services offered include assessment, couples counseling, individual counseling (children, adolescents, and adults), group counseling, and professional referral. Importantly, the clinic is fundamentally a training clinic and, as such, reserves the right to refer a client if the presenting issues are deemed inappropriate for a practicum-level counselor-in-training by the practicum instructor (a licensed mental health professional/faculty member) and/or Clinic Director. Flexible hours (afternoon/evening) and ease of parking are additional benefits of the clinic. In 2016, following a marketing review of the clinic, the UNO Community Clinic revised their fee schedule as noted below:

| Clinic Fee Schedule* | | | |
|----------------------------------------------------------|--------------------------------------------------------------------------|------------------------------------------------------------|--------------|
| *Fee was implemented for only Summer/Fall 2016 semesters | | | |
| Year | 2015 | 2016 | 2017 |
| Individual Counseling | Free to current UNO students \$5 non-UNO student/community member | \$10 fee for all individual sessions. | Same as 2016 |
| Couples Counseling | Free to UNO student \$10 per couple | \$20 fee for all couples | Same as 2016 |
| Initial Intake Session | Free to UNO student \$5 non-student/community members | \$10 fee for all individual \$20 fee for all couple | Same as 2016 |

CLINIC USAGE – Spring-Summer-Fall 2016*

The data below reflects clinic usage for 2016. Beginning in January 2017, the clinic expanded data collection to include client cancellations and “no-shows”. In short, a clearer picture of clinic services/usage will be available in the 2017 annual report.

Total Clinic Clients:

125 total client sessions (15 Students). It should be noted that these three semesters averaged 5 students. These lower numbers were consistent with the purposeful reduction in enrollment aligned with our 2015 CACREP site visit. These numbers have now rebounded as will be noted on the 2017 annual report.

Average Client Case Load:

125 total clients/15 students is mean of just over 8 clients, a solid case load for practicum students experiencing their initial clinical experience.

Minimum Direct Hours Provided by Practicum Students:

600 (15 students X 40 direct hours)

CLINIC/GROUP EXPERIENCE INCOME - 2016

| | Clinic | Group Experience | TOTAL |
|-------------------------|-------------------|-----------------------------|--------------------|
| January | \$210.00 | \$690.00 | \$900.00 |
| February | \$370.00 | \$0.00 | \$370.00 |
| March | \$645.00 | \$1,150.00 | \$1,795.00 |
| April | \$810.00 | \$1,150.00 | \$1,960.00 |
| TOTALS | \$2,035.00 | \$2,990.00 | \$5,025.00 |
| May | \$415.00 | \$0.00 | \$415.00 |
| June | \$670.00 | \$1,035.00 | \$1,705.00 |
| July | \$630.00 | \$0.00 | \$630.00 |
| August | \$190.00 | \$250.00 | \$440.00 |
| TOTALS | \$1,905.00 | \$1,285.00 | \$3,190.00 |
| September | \$560.00 | \$375.00 | \$935.00 |
| October | \$390.00 | \$1,000.00 | \$1,390.00 |
| November | \$450.00 | \$125.00 | \$575.00 |
| December | <u>\$330.00</u> | <u>\$0.00</u> | <u>\$330.00</u> |
| TOTALS | \$1,730.00 | \$1,500.00 | \$3,230.00 |
| GRAND TOTALS | \$5,670.00 | \$5,775.00 | \$11,445.00 |

Clinic Marketing

Marketing the clinic involves web-based, print, and word of mouth options. The clinic supervisor spearheads clinical marketing with input from Clinic Director and department clinical faculty. Additional assistance is provided by the department's two graduate assistants. The brochure is featured prominently on the department website in order to increase visibility of clinic services. It also faculty and students an easy means by which to send critical information about clinic services to potential referral sources throughout the Omaha metro. A recent example is the Clinic Director sending the brochure's link to the partners at UNMC (i.e., BHECN) who can distribute it across the UNMC campus.

In addition to our current referral partners (i.e., UNO Counseling Services), new referral sources continue to be developed. This year new referral sources include:

1. Nebraska Medicine
2. Douglas County Corrections
3. Behavioral Health Education Consortium of Nebraska (BHECN)
4. Several Independent Private practitioners
5. Metropolitan Community College¹²⁵

Overall, the UNO Community Clinic continues to provide students with an excellent training opportunity in a modern facility found among only a small number of counselor education programs significant strides this year and expects the trend to continue next year. As awareness of our services expands in and around UNO and the metro region, so to do the training opportunities for our students. For citizens in the metro, this expansion also translates to more access to low-cost, quality mental health care.

ITEM 7

UNIT STRATEGIC PLAN, IDENTIFYING GOALS FOR THE COMING YEAR

DEDICATED PRACTITIONER

Identify and implement quality program design, effective course delivery and student support services

- a. The Counseling Department will complete and submit the additional CACREP standards needed to attain the additional 6 year accreditation.
- b. The Counseling Department will continue designing new rubrics and syllabi to correspond with the curriculum map that was revised in Fall 2015 and finalized in Spring 2016.
- c. The Counseling Department will expand use of Livetext across all courses, with attention to rubric develop designed to facilitate program assessment, development, and improvement.
- d. The Counseling Department will utilize Livetext data to inform CACREP accreditation report.
- e. The Counseling Department will continue to review and, when appropriate, revise UNO Community Counseling Clinic policies and procedures to ensure best practices and provide quality, low-cost counseling services to citizens of the Omaha metro community.
- f. The Counseling Department will continue to review quality and quantity of hybrid and online courses when they are consistent with the vision and mission of the department and COE.
- g. The Counseling Department will conduct ongoing assessments of implications of curriculum revisions that begin in Fall 2017-and make adjustments where/when necessary to ensure CACREP compliance and best practices.
- h. The Counseling Department's CSI Chapter, Upsilon Nu Omicron, will see an average of 5 new inductees in the Fall and Spring semesters.
- i. The UNO Community Clinic will identify and begin communication at least 2 new potential referral prospects each semester.
- j. The UNO Community Counseling Clinic will continue to expand their marketing campaign with the goal of the clinic being known in the Omaha metro region as a viable option for clients seeking quality, low cost mental health services.

1. Support and promote ongoing professional development for students, faculty, staff and community partners

- The Counseling Department will continue to encourage faculty and student collaboration on research and for presenting together at professional conferences.
- The Counseling Department will continue to use the dedicated counseling department listserv and department newsletter to notify students and faculty of information and opportunities for involvement in professional conferences and seminars as well as information related to professional trends and job/volunteer opportunities within the counseling and allied mental health areas.

2. Align, sustain and utilize efficient assessment systems for continuous improvement

- a. The Counseling Department will continue to revise and implement documents related to assessing program and student outcomes consistent with CACREP requirements.

- b. Counseling faculty will utilize the new “program development and improvement” document and revise, add, or delete information/assignments/rubrics, etc. that do not facilitate program improvement and development.
- c. The Counseling Department will work with the IDEAS Room/LiveText coordinator and COE assessment coordinator in continuing our design and integration of Livetext across all programs.
- d. The Counseling Department will work with the IDEAS Room/LiveText coordinator and COE assessment coordinator continue to develop and implement expand data collection across all courses in order to gain/analyze student learning outcomes per CACREP requirements.
- e. The Counseling Department will work with COE Associate Dean Chepko to create a more intentional and effective programmatic assessment plan.

REFLECTIVE SCHOLAR

1. Support and promote faculty, staff, and student research and creative activities

- a. The Counseling Department will notify students of opportunities for research/creative activities/conferences/seminars via the dedicated listserv, advising sessions/class, and in the department newsletters.
- b. Counseling faculty will encourage students to present their research at the UNO Research and Creative Activity Fair.
- c. Department will assist students in locating and applying for funding for research or travel to appropriate professional conferences.
- d. Department chair will provide funding to students and faculty to the extent possible for scholarly endeavors at professional counseling conferences in order to increase faculty/department/UNO profile regionally and nationally.

2. Celebrate and share research and creative activities internally and externally

- a. Faculty research and creative activities will continue to be highlighted via the department newsletter.
- b. The department newsletter will be shared electronically with the Deans Office and all COE department heads in order to better communicate the activities and successes of the students and faculty.
- c. Counseling faculty will continue to share their professional interests and research at local, state, regional, national, and international conferences.
- d. The counseling department will utilize the upgraded, easier to navigate website to share faculty and student successes and research.
- e. The department chair will highlight faculty publications or other honors across COE and UNO.

RESPONSIBLE CITIZEN

- 1. Lead and support collaborative efforts that align with college, campus, and community priorities
 - a. The department’s CSI chapter will design and implement a program/service that aligns with the mission of local mental health provider/school and begin building a long-term relationship.
 - b. Counseling faculty (and students when opportunities arise) will continue to engage in service to UNO, COE, and the professional communities of Omaha and the metro region.
 - c. Counseling faculty will seek to establish and/or build relationships and partnerships with UNMC.

- d. Counseling department will continue to build on partnership between the Behavioral Health Education Consortium of Nebraska (BHECN).
- 2. Recruit and retain a diverse learning community of engaged citizens
 - a. The department will engage with at least 2 new mental health provider agencies/school/SA offices and create/renew internship sites for students
 - b. With proper approval, department will actively recruit new, diverse tenure track faculty applicants.
- 3. Communicate and celebrate the mission and vision of the college
 - a. Counseling department faculty and staff will advocate for the metropolitan mission of UNO through the training of responsible citizens, reflective scholars and dedicated/reflective practitioners.

ITEM 8

COMMUNITY ENGAGEMENT/SERVICE LEARNING ACTIVITIES

NOTE: The Office of Academic Affairs uses this information to document campus and COE engagement activities for the President's Higher Education Community Service Honor Roll. Please include activities that occur between January 1, 2015 and December 31, 2016.

1. The UNO Counseling Department sponsors an annual Supervision Seminar as part of their CACREP accreditation. These seminars range from 2-4 hours and provide education and training in areas surrounding the provision of clinical and administrative supervision to counselor trainees and licensed mental health practitioners. Seminars are slated independently for clinical mental health and school counselors, respectively.
2. CSI chapter Upsilon Nu Omicron will continue to identify community partnerships consistent with the academic and service mission of Chi Sigma Iota. Potential outcomes of their efforts could be, but are not limited to, volunteer opportunities for students, the development of an on-going partnership between UNO and community mental health providers and schools, and opportunities for students to gain research, advocacy, and leadership experience.
 - a. The theme of these partnerships or service learning activities to center primarily on advocacy and professional leadership.
3. Counseling faculty provided seminars on Wellness as part of Graduate Studies student series. These presentations focus on conceptualizing wellness as a holistic concept and creating a wellness lifestyle that can reduce stress, improve health and relationships, and improve overall wellbeing.
4. The UNO Counseling Department will continue to develop our partnership with UNMC and, specifically, with the Behavioral Health Education Consortium of Nebraska (BHECN), a partnership that has provided, to date, 13 HRSA grant funded internships for UNO Counseling students.
5. Counseling faculty will continue to build relationships with Omaha Police Department, Douglas County Corrections and Douglas County Sheriff's department with the goal of developing future research projects.
6. Counseling faculty will continue to develop relationship with local non-profit A Time to Heal in order to complete anticipated collaborative research project.