5/27/2018

2017 Annual Report

Department of Counseling

University of Nebraska at Omaha

Stevie Chepko
ASSISSTANT DEAN

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ITEM 1

MISSION AND VALUE STATEMENT
DEPARTMENTAL ORGANIZATIONAL CHART

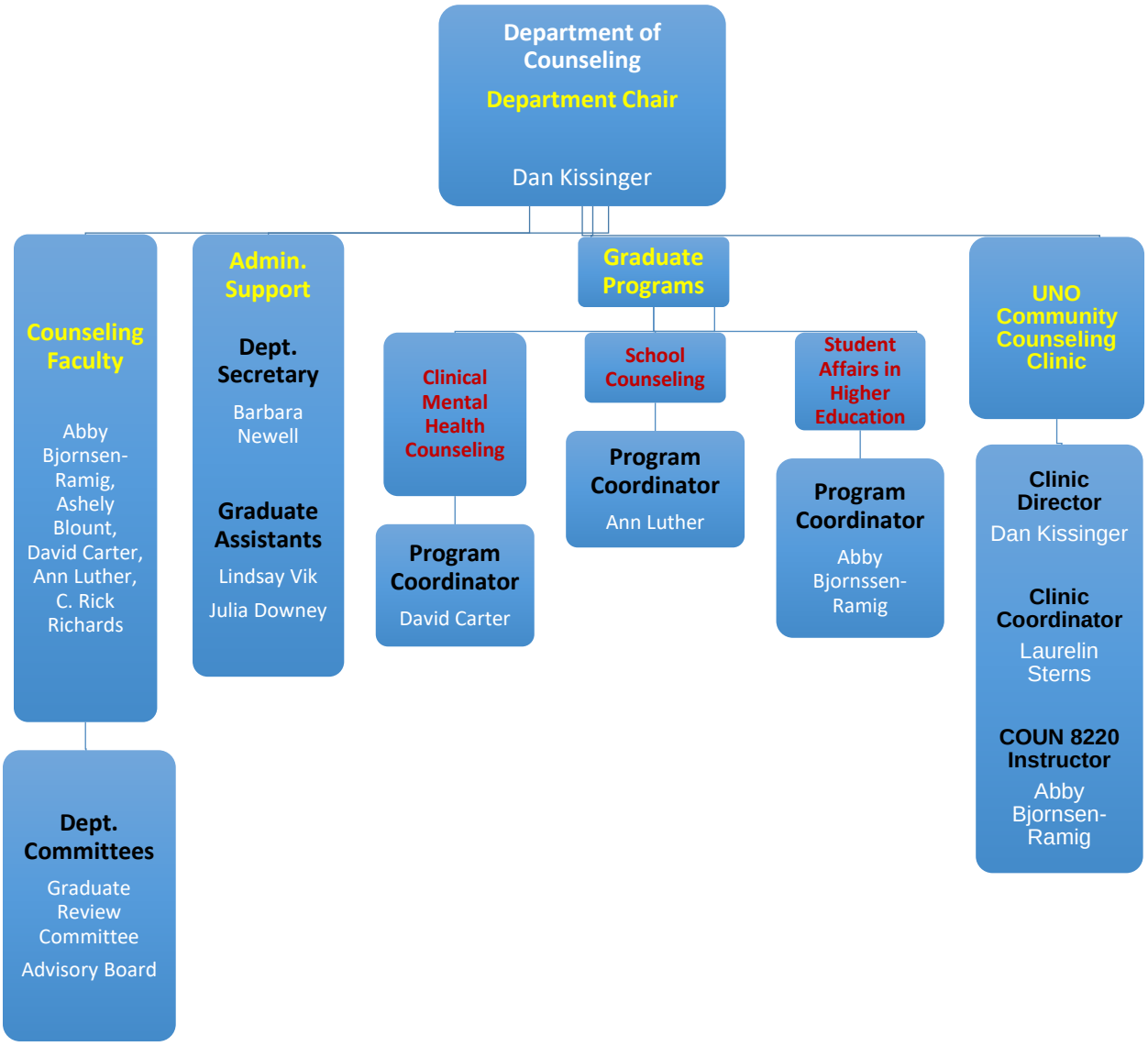
Unit Mission Statement: (Graduate)

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 Statement:

The Department of Counseling provides a student-centered, wellness-oriented curriculum that focused on the development of ethical, competent, and reflective counseling practitioners in the Clinical Mental Health (CMH), School Counseling (SC), and Student Affairs in Higher Education (SAHE). Graduates are prepared to sit for all state and national licensure and certification exams in their respective areas. Employment opportunities for graduates is excellent, with graduates finding employment in public and private clinical settings (CMH), in critical shortage areas in the public school systems (SC), and across public and private higher education institutions (SAHE). The Counseling Department also routinely sees graduates matriculate on to doctoral programs in Counselor Education, Counseling/Clinical Psychology, and Students Affairs/Higher Education Administration.

Departmental Organizational Chart



ITEM 2

ENROLLMENT

Advanced Programs Enrollments – Across all Advanced Programs

*Ethnicity	2015 Total	2016 Total	2017 Total
Caucasian/White	116 (76.32)	142 (79.78%)	158 (87.26%)
Black/African American	5 (3.29%)	9 (5.06%)	10 (4.72%)
Hispanic	8 (15.38%)	11 (6.18%)	15 (7.08%)
Asian	2 (1.32%)	0 (0%)	1 (.47%)
American Indian	0 (0%)	0 (0%)	5 (2.36%)
Native Hawaiian/Pac Islander	0 (0%)	0 (0%)	1 (.47%)
Two or More Races	NA	NA	NA
Not Specified	NA	NA	NA
Unknown	21 (13.82%)	16 (8.99%	22 (10.38%)
Nonresident Alien		NA	NA
Total	152	178	212

*Gender	2015 Total	2016 Total	2017 Total
Female	117/152 (76.97%)	139/178(78.09)%	Report 154/212 (72.64%)
Male	35/ (23.03%)	39/178 (21.91%)	Report 54/212 (27.36%)
Total	152/100%	178/100%	Report 212/100%

Advanced Program Enrollments by Concentration

*Code	Degrees	Degree	2015	2016	2017	Projected Enrollments 2018
		**M.A. being eliminated for 2018				
	Clinical Mental Health	M.S.	81	90	109	140
	Clinical Mental Health	M.A.	19	24	31	0**
	School Counseling	M.S.	43	46	54	60
	School Counseling	M.A.	1	1	1	0**
	Student Affairs in Higher Ed.	M.S.	8	17	17	20

	Student Affairs in Higher Ed.	M.A	0	0	0	0
	Total		152	178	212	220

Advanced Program Enrollments by Degree

*Code	Concentrations	Degree	2015	2016	2017
CMHC	Clinical Mental Health Counseling	M.S.	100	114	140
CNK	School Counseling	M.S.	44	47	55
SAHE	Student Affairs in Higher Education	M.S	8	17	17
	Total		152	178	212

Advanced Programs by Endorsements/Areas of Emphasis

*Code	Endorsements/Areas of Emphasis	Degree	2015	2016	2017
	Total				

Advanced Programs Completers

*Code	Concentrations	Degree	2015	2016	2017
	Clinical Mental Health Counseling	M.S.	10	16	18
	Clinical Mental Health Counseling	M.A.	2	1	1
	School Counseling	M.S.	18	9	13
	School Counseling	M.A.	0	0	0
	Student Affairs in Higher Education	M.S.	1	4	2
	Student Affairs in Higher Education	M.A.	0	0	0
	Total		31	30	33

Enrollment in the UNO Counseling Department has shown consistent increases in the CMHC and School Counseling programs between 2015 and 2017. The smaller enrollment numbers in 2016 across the board, but particularly in the CMHC program, were based on the need to better align the faculty/student ratios per CACREP. As noted, enrollment in the CMHC rose substantially as another tenure-line assistant professor was hired. The current enrollment in the CMHC is at or near capacity and the CMHC program continues to admit between 45-50 new CMHC students per year.

As noted, enrollment in the CMHC program has increased a substantial 39.47% from 2015, from 152 to 212. The lowest enrollment numbers in 2015 were intentional and designed to better align with CACREP faculty/student ratios. The hiring of another assistant professor in 2015 was the impetus increasing enrollment after 2015. The CMHC specialization is at or near capacity given the current faculty/student ratio and make-up of the faculty and the goal of the department is to maintain this solid enrollment status for 2018.

Enrollment numbers for the School Counseling specialization have also increased, albeit not as significantly. In August 2017 the state of Nebraska adopted an alternative endorsement for school counseling. This endorsement provides an “alternative path” for individuals who do not have a valid NE teaching endorsement, two years of teaching experience, and/or a degree in education to attain endorsement as a school counselor. The department has already seen increased interest in this option and has collaborated with Teacher Education to create a curriculum aligned with the NDE requirements for the alternative endorsement. Ultimately, the department sees the School Counseling specialization as an area for enrollment growth given the current enrollment numbers and new opportunities afforded by the new/alternative endorsement.

Enrollment in the Student Affairs in Higher Education Program (SAHE) has increased from 5-17 between 2015-2017. The SAHE is a counseling-based student affairs program as opposed to other programs that maintain a more higher education administration focus. Despite clearly highlighting this focus to prospective students, the previous two years have included student feedback attesting to an interest in more higher education administration courses. Currently, the department does not expect additional changes to the current, counseling-based curriculum as our program is a) consistent with other counseling-based graduate program curriculum in Student Affairs and b) provides an intentional distinction in focus from the higher education focused program at UNL.

Demographic data over the 2015-2017 period illustrates the importance on focusing energy on increasing enrollment among minority/underserved student populations. To that end, the department created new tracking documents and has made the recruitment of minority and underserved students a primary departmental goal for 2019 with an overall goal of increasing the overall percentage of enrolled and active minority/underserved students by 10%.

ITEM 3

ACADEMIC PROGRAM INFORMATION

Name of Program: Clinical Mental Health Counseling

Degree Offerings:
M.S. in Clinical Mental Health Counseling
M.A. in Clinical Mental Health Counseling (thesis)

Program Description:
The 60 credit M.S. degree with a concentration in CMHC includes the coursework and field experiences (practicum/internships) required for licensure as a mental health professional in Nebraska. Graduates of the CMHC concentration will have also completed the academic requirements for the Alcohol and Drug Counseling Requirements (LADC) in Nebraska.

The 66 credit M.A. degree with a concentration in CMHC includes a thesis in addition to the coursework and field experiences (practicum/internships) required for licensure as a mental health professional in Nebraska. Completion of a 6 credit hour thesis sequence is also required. Graduates of the CMHC concentration have also completed the academic requirements for the Alcohol and Drug Counseling Requirements (LADC) in Nebraska.

This concentration provides an opportunity to obtain experience in original research through completion of a thesis. Students considering this option should have a strong interest in research methodology and a specific content area of research. Students must follow specific guidelines and timelines according to UNO Graduate Studies, the UNO Counseling Department, semester schedules, and the schedules of thesis committee members. Specific thesis guidelines are found:

Accreditations:
CACREP (2009)

Individual Program Updates and Improvements:

The Fall 2017 semester saw the implementation of the revised core and specialization curriculums.

Revisions to the core counseling courses (effecting CMHC & SAHE concentrations) included:

- COUN 8020: Introduction to Counseling (1 credit) and COUN 8500: Consultation (2 credits) became COUN 8010: Introduction to Counseling (3 credits)

- COUN 8306, COUN 8316, and COUN 8406: Counseling Techniques I, II, III, respectively (all 1 credit courses) became COUN 8400: Advanced Counseling Theory & Techniques (3 credits)

Revisions to the M.S. and M.A in CMHC concentration curriculum included the following:

- COUN 8270: Group Techniques (1 credit) and COUN 8370**:** Group Theory & Practice (2 credits) became COUN 8360: Group Theory and Techniques (3 credits).

- COUN 8686: Med & Psychosocial Aspects of AD & Addict (3 credits) and
  COUN 8696: Assess & CM in SA (3 credits), both currently required CMHC courses, became electives and were replaced in the curriculum by the following required courses:
  - COUN 8700: Counseling Children & Adolescents
  - COUN 8800: Clinical Mental Health Counseling

Name of Program: School Counseling

Degree Offerings:
M.S. in School Counseling
M.A. in School Counseling (thesis)

Program Description:

The 48 credit M.S. degree with a concentration in School Counseling includes the coursework and field experiences (practicum/internships) required for certification as a School Counselor in Nebraska. It is important to note that the state of Nebraska currently requires two years of teaching experience prior to holding a position of school counselor, with limited exceptions.**

**Alternative School Counseling Endorsement implemented August 2017, which eliminates two year teaching requirement for those without a valid teaching endorsement in NE or degree in education and subsequent to completion of appropriate additional credits. Applies to M.S. and M.A. degrees.

The 54 credit M.A. degree with a concentration in School Counseling includes the coursework and field experiences (practicum/internships) required for licensure as a School Counselor in Nebraska. The M.A. degree requires completion of a 6 credit hour thesis.

This M.A. concentration provides an opportunity to obtain experience in original research through completion of a thesis. Students considering this option should have a strong interest in research methodology and a specific content area of research. Students must follow specific guidelines and timelines according to UNO Graduate Studies, the UNO Counseling Department, semester schedules, and the schedules of thesis committee members.

Accreditation: CACREP (2009)

Individual Program Updates and Improvements:

- COUN 8050: Introduction to School Counseling (1 credit) and COUN 8620: Survey Issues in School Counseling (2 credits) became COUN 8630: Foundations and Issues in Secondary School Counseling (3 credits).

- COUN 8750: School Counseling Groups and Family Enrichment Programs (2 credits) Became COUN 8740: School Counseling Groups (3 credits)

- COUN 8270 & COUN 8370: Group Techniques & Group Theory was eliminated from SC curriculum and replaced for SC students with COUN 8740: School Counseling Groups (3 credits)

- COUN 8670: Post-secondary transitions and Career Readiness was added as a required SC course beginning Fall 2017.

- COUN 8700: Counseling Children and Adolescent (3 credits) was added as a required SC course beginning Fall 2017.

Name of Program: Student Affairs in Higher Education

Degree Offerings:
M.S. in Student Affairs in Higher Education
M.A. in Student Affairs in Higher Education

Program Description:
The 36 credit hour M.S. with a concentration in SAHE includes coursework and field experiences for individuals interested in careers in higher education. This concentration is *not* CACREP accredited. The 42 credit Masters of Arts with a concentration in Student Affairs in Higher Education requires the completion of a 6 credit hour thesis option.

Thesis Option (M.A.)

The thesis option (M.A.) includes an additional 6 hours of graduate credit applied to the 36 credit Student Affairs in higher education concentration. This option provides an opportunity to obtain experience in original research. Students considering this option should have a strong interest in research methodology and a specific content area of research interest.

Accreditation: N/A

Individual Program Updates and Improvements:

No revisions were made to the SAHE concentration. However, SAHE students were affected by the following changes in the core counseling curriculum:

- COUN 8020: Introduction to Counseling (1 credit) and COUN 8500: Consultation (2 credits) became COUN 8010: Introduction to Counseling (3 credits)

- COUN 8306, COUN 8316, and COUN 8406: Counseling Techniques I, II, III, respectively (all 1 credit courses) became COUN 8400: Advanced Counseling Theory & Techniques (3 credits)

Grade Appeal Undergraduate Trend Data

Codes for Nature of Complaint:
G = Grade Appeal S = Suspension from Program R = Removed from Program

Codes for Outcome/Resolutions:
AU = Appeal Upheld AO = Appeal Overturned CU = Conditionally Upheld

Other:

Grade Appeal Graduate Trend Data

The UNO Counseling Department did not have any formal grade appeal

Year	Course ID	Appeal Granted or Denied
2015	**0**	
2016	**0**	
2017	**0**	

Graduate Grade Alert List

Program	C	D	F	I	W
Add rows as needed for each advanced level program	**3**	**1**			

Student Complaints

Program	# of grade complaints	# of equipment or facilitate complaints	# of faculty or instructional complaints	# of scheduling complaints	Others
Core	4*		5**	3***	

*All student complaints were anecdotal and associated with an adjunct instructor's grading system. Specifically, students were frustrated with the ambiguity of an assignment where points appeared to have a significant influence on their final grade. The department chair listened to the student concerns, but recommended students address the issue in the form of a formal grievance. No student filed a formal grievance.

**Students preferred to email complaints directly to department chair. Upon receipt, the instructor was notified of the student complaints and the basis for the complaints. The (adjunct) instructor and chair processed each key element of the complaint and designed a plan of action, including a formal in-class evaluation of the instructor's course. At different intervals following this discussion, the department chair solicited feedback from the instructor and

complainants, with both reporting an improvement in instruction and a more positive learning environment.

***Student complaints were all informal, yet centered on the overlap of courses and the challenges of work/life/school balance, and the challenges of completing the department mandated “group experience”. These concerns have been integrated into faculty discussions and, to the best of the department’s ability, have been integrated into the department’s new 3 year course schedule and scheduling of the group experience to allow SC, CMHC, and SAHE students to schedule their group experience prior to taking their respective group counseling course.

ITEM 4A

FULL-TIME FACULTY INFORMATION

KEY

1 = Highest degree earned 2 Instructor Post-doctorate Assistant Professor Associate Professor Professor	4 T= teaching EDUC, methods P = teaching professional courses for other school professionals S = supervising student teaching/practicum/internship
3 1 = Caucasian/White 2 = African American/Black 3 = Hispanic 4 = Asian/Pacific Islander 5 = Indian/Alaskan 6 = No response	

Name	Degree & Field[1]	Rank[2]	Tenure Status		Grad Fac	Race/ Ethn[3]	Gend	Teaching Assignment & Level			
			Tenure Track	Tenured				T/P/S[4]	G (only)	UG (only)	G/UG
Dan Kissinger	Ph.D. in Counselor Education University of South Carolina	Associate Professor	N	Y	Y	1	M	T/S	Y		
David Carter	Ph.D. Educational Administration & Community University of Nebraska	Professor	N	y	Y	1	M	T	Y		
Abby Bjornsen	Ph.D. in Counseling Psychology University of Kansas	Associate Professor	Y	Y	Y	1	F	T/S	Y		
Ashley Blount	Ph.D. in Counselor Education University of Central Florida	Assistant Professor	Y	N	Y	1	F	T/S	Y		
Ann Luther	Ed.D. in Educational Administration University of Nebraska at Omaha	Assistant Professor	Y	N	Y	1	F	T/S	Y		
C. Rick Richards	M.S. in School Counseling University of Nebraska at Omaha	Instructor	N	N	N	1	M	T/S	Y		

ITEM 4B

PART-TIME FACULTY INFORMATION

Name	Degree & Field[1]	Rank[2]	Tenure Status		Grad Fac	Race/ Ethn[3]	Gend	Teaching Assignment & Level			
			Tenure Track	Tenured				T/P /S[4]	G (only)	UG (only)	G/U G
Scott Butler	Ed.D. Counseling	Part-Time Instructor	N	N	N	1	M	T	X		
Molly Handke Belieu	M.A. Student Affairs Counseling (UNO)	Part-Time Instructor	N	N	N	1	F	T	X		
Tim Hron	M.A., Clinical Mental Health Counseling (UNO)	Part-Time Instructor	N	N	N	1	M	T/S	X		
Corey McGreary	M.S., Clinical Mental Health Counseling (UNO)	Part-Time Instructor	N	N	N	1	M	T/S	X		
William Ricketts	M.S., Clinical Mental Health Counseling	Part-Time Instructor	N	N	N	1	M	T	X		
Loel Schettler	M.S., School Counseling	Part-Time Instructor	N	N	N	1	M	T	X		
Nathan Sudbeck	Psy.D, Counseling Psychology	Part-Time Instructor	N	N	N	1	M	T/S	X		
Thang Tran	M.S., School Counseling	Part-Time Instructor	N	N	N	4	M	T	X		

James Connelly	Ph.D., Counselor Education	Part-Time Instructor	N	N	N	1	M	T	X		
Jay Patil	M.S., Clinical Mental Health Counseling	Part-Time Instructor	N	N	N	6	M	T/S	X		
Brandi McManigal	M.S., Clinical Mental Health Counseling	Part-Time Instructor	N	N	N	1	F	T	X		
Carl (Ray) Myers	M.S., Clinical Mental Health Counseling	Part-Time Instructor	N	N	N	1	M	T	X		
Laura Stoner	M.S., Clinical Mental Health Counseling	Part-Time Instructor	N	N	N	1	F	T	X		
Bill Baerentzen	M.S., Rehabilitation Counseling	Part-Time Instructor	N	N	N	1	M	T	X		

ITEM 4C

STUDENT AND FACULTY AWARDS AND ACCOMPLISHMENTS

Department Highlights

1. CACREP Accreditation (thru 2023 for CMHC & School Counseling)
    a. UNO Counseling remains only graduate level counseling program/department to hold CACREP accreditation for CMHC & SC CACREP accreditation.
2. Implementation of substantially revised curriculum across all specialization areas.
3. Substantial increase in clients served in UNO Community Counseling Clinic and community awareness of clinic services.
4. Continued successful collaboration with BHECN.
    a. Integrated Care grant funded internships
    b. Corrections grant funded internships
    c. BHECN funds (currently over $10k for department)
5. Implementation of Alternative School Counseling Endorsement, which involved significant shift in NDE policies and will be instrumental in filling the critical shortage area of school counselors in NE public schools. Together will other NE Counseling Departments, the UNO Counseling Department, and especially Dr. Luther, were influential in bringing about this qualitative change in policy.
6. Awarding of Tenure/Promotion to Dr. Abby Bjornsen-Ramig.
7. Dr. Ashley Blount awarded 2017 Best Practices in Research Award, American Counseling Association
8. Counselor Preparation Comprehensive Exam scores (CMHC comprehensive exam) are at or above national average for CACREP accredited CMHC programs using CPCE as exit exam.
9. 100% pass rate on Praxis II exam (School Counseling).
10. Qualitative increase in peer reviewed publications and marked increase in faculty presence and participation at top-tier professional counseling conferences at the national (ACA/ACES, and state levels (NCA/NSCA).
11. Creation of first two undergraduate level counseling courses aimed at increasing awareness of counseling as a profession (vs. psychology/social work) and, by extension, the presence of the UNO Counseling department and our nationally accredited programs.
    a. COUN 2010:
    b. COUN 2020:
12. Creation of the Mary and John Atherton Professorship in Clinical Mental Health Counseling (endowed professorship)
13. Successful faculty search resulting in hiring of Elizabeth Tolliver from CACREP accredited Counselor Education program at the University of Northern Colorado for the School Counseling concentration.

Student Awards – College

Student Name	Major	Name of Award
Madeline Moore	M.S. (CMHC)	Spring 2017 Outstanding Counseling Department **AND** COE Outstanding Graduate Student Award
Tom Sequin	M.A. (CMHC)	UCAT Research Award

Campus Awards

Graduate

- N/A

Other campus wide awards

- N/A

Scholarships Awarded

Program Level	Total number of Funders	Total number of Scholarships	Total value of Scholarships Awarded
Graduate	**1 (BHECN)**	**8**	**$80,000 (8 x 10,000)**
TOTALS	**1**	**8**	**$80,000**

Faculty Honors and Awards

Named Professorships

1. David Carter, Ph.D. (Peter Kiewit Professor)

Honors and Awards

1. **Dr. Ashley Blount**
    a. 2017 Best Practices in Research Award, American Counseling Association
2. **Dr. Abby Bjornsen-Ramig**
    a. *Career Development Quarterly* Article of the Year

ITEM 4D

SUMMARY OF FACULTY PUBLICATIONS AND PRESENTATIONS

Publications *	Journal Article- peer reviewed	Conference Proceedings	Book Chapters	Books	Editorials, book reviews, or other articles
Published	11				1
Accepted	2		2		
Submitted	4				
TOTAL:	**17**		**2**		**1**
Presentations*	International	National	Regional/State	Local	
Demonstration					
Keynote			1		
Lecture or Oral	1	3	4	5	
Panelist		2	1		
Paper Presentation					
Poster		8	3	1	
Round Table		1			
TOTAL:	**1**	**14**	**9**	**6**	

*These categories are from Digital Measures and simply report the count in each category.

ITEM 4E

GRANT REPORTS

MavGrants Report on Internal Grants

ID	Name	Status	Amounts	Dates	Competition Name	Compliance
905	Shane Kimbrough	Routing	$2001.00		UCAT Test #1	
785	Ashley Blount	Not Funded	$5000.00		UCRCA 2016/2017 Faculty Full Proposals	
Total	2 proposals/ Not Funded		$5000.00	2017		

MavGrants Report on External Grants Awarded in 2017

Amount Requested: $27, 522
Amount Awarded: $0.00

Foundation Funding

Marti and John Atherton Professor in Clinical Mental Health Counseling ($250,000)

ITEM 5

COMMUNITY ENGAGEMENT, SERVICE LEARNING, AND GLOBAL INITIATIVE

5A: Community Engagement Reporting Chart

Community Engagement - Name of Project	Sponsor Names	# of hours of sponsor's time	# of UNO Student Participants	Avg. # of hours donated per student	# of Community Participants	Avg. # of hours donated per community participant	Total # of hours donated	Cost per hour	Total net worth of donated time
CSI Movie Night	Upsilon Nu Omicron Chapter of	10	8	3	5	0	10	$10	$100
CSI Annual BBQ	Upsilon Nu Omicron Chapter of Chi Sigma Iota	20	18	21	7	3	30	$0	$O
CSI Finals Week Mental Health Awareness Project	Upsilon Nu Omicron Chapter of Chi Sigma Iota	16	4	4	15	0	20	$0	$0
CSI Campus Yoga Wellness Event	Upsilon Nu Omicron Chapter of Chi Sigma Iota	4	6	3	6	3	8	$10	$100

Excel spreadsheet is provided for this form. Enter data on spreadsheet and calculations will be made based on a set formula. An example of a Community Engagement Reporting Form is provided **under Form B** of this document

ITEM 5B

5B: Service Learning Reporting Chart

A sample Service Learning Reporting Chart is available **under Form C** of this document.

Service Learning Project	Faculty Name	Course #	# of UNO Students Participating	Avg. # of donated hours per student	# of Community Participants	Avg. # of donated hrs. per participant	Cost per hour	Total Net worth donated time
Consultation Project	Dr. Abby Bjornsen	COUN 8500	24	4	5	4	%0	%0
Consultation Project: Visit to Retirement Community	Dr. David Carter	COUN 8260	10	3	15	3	$100	$300
Counseling Advocacy outreach for UG Psych Students	Dr. Abby Bjornsen (with CMCH student's Lindsey Vik & Julia Downey	X	2	2	4 (UNO faculty & academic advisors)	2	$100	$400.00
Counseling Dept. Outreach to Omaha Metro Schools	Dr. Abby Bjornsen/Dr. Paul Barnes	X	0	5	30 (HS students & faculty)	5	$100	$500
Counseling Dept SC outreach to Omaha Metro Schools	Dr. Ann Luther & Mr. Rick Richards	x	0	0	15	5	$100	$100

Excel spreadsheet is provided for this form. Enter data on spreadsheet and calculations will be made based on a set formula.

ITEM 5C

5C: Global Initiatives Reporting Chart

Global Initiatives Name	Faculty Lead	# of UNO Students Participating	Activity Reported	Location	Country	

ITEM 6

GOALS, INITATIVES AND RESULTS

Departmental Goals –

Department Goal: By December 31st, 2019, Counseling Department will increase the quality and quantity of professional presentations and publications by 5%. (Goal 2, Academic Excellence)
Initiatives: Strategy 2.1: Counseling faculty will submit 6 manuscripts (book chapters, evidence-based research, conceptual papers) for submission In peer reviewed counseling/psychology and allied health journals. Strategy 2.2: Counseling faculty will make a minimum of 8 peer reviewed conference presentations related to their research and/or content knowledge at prominent national and regional counseling, psychology, and allied health conferences. Strategy 2.3: Counseling faculty will co-author and submit minimum of 2 manuscripts/book chapters in peer reviewed counseling, psychology, and allied health journals/publishing houses with UNO Counseling students. Evidence: Results: Next Steps:

Goal: By December 31st, 2019, Counseling Department will grow enrollment of students from minority/underserved populations by 5%.
Initiatives: *Strategy 1.1: Faculty will engage in 6 diversity-oriented activities within UNO and Omaha metro community.* *Strategy 1.2: Faculty will create departmental brochures specific to minority and underserved populations in the metro area and distribute to school counselors and community based mental health organizations in Omaha metro.* *Strategy 1.3.: Faculty will create and hold 1 diversity/minority student recruitment reception in Spring 2018 and Spring 2019 semesters in collaboration with local agencies and schools that serve minority/underserved populations.* *Strategy 1.3: Faculty will select a department liaison to the UNO Office of Multicultural Affairs by October, 2018.* *Strategy 1.4: Faculty will attend UNO recruitment fairs at the undergraduate and graduate level in 2018 and 2019.* *Strategy 1.5: Department will identify 2 new practicum/internship sites for bi-lingual students.* **Results:** ***Next Steps:***

Guidelines for writing goals:

S	Specific	Desired outcome or results are clearly defined
M	Measureable	Accomplishment of the outcome can be charted and/or behavioral elements observed
A	Achievable	Goal is challenging but realistic
R	Relevant	Goal is in line with team/division/university objectives and direction
T	Time-bound	Deadlines are set for accomplishment

APPENDICES

Appendix A: Student Outcome Data for last three years

Praxis Exam Pass Rate

Academic Year	Number of Students Completed Exam	Pass Rate (%)
2016-2017	12	100%
2015-2016	9	100%
2014-2015	6	80%

School Counseling students are required to take the Praxis II exam prior to graduating. Passing the Praxis exam is a requirement for state certification for endorsement as a school counselor in NE.

Counselor Preparation Comprehensive Exam (CPCE; CMHC Exit Exam)*

Academic Year	Number of Students Completed Exam	Pass Rate (%)
2016-2017	9	99%
2015-2016	9	90%
2014-2015	26	85%

*The CPCE is the exit/comprehensive exam for CMHC students. It is distinct from the National Counselor Exam. Successful completion of the CPCE does not replace successful completion of the NCE as requirement for licensure as a professional counselor in NE.

National Counselor Examination (NCE)*

Academic Year	Number of Students Completed Exam	Pass Rate (%)
2016-2017	22	87.5%
2015-2016	20	100%
2014-2015	34	95%

*CMHC students are allowed to take the NCE during final semester of program given our CACREP accreditation in CMHC. The NCE is required for professional licensure in NE, but taking/passing the NCE is NOT a CMHC or COUN Dept. graduation requirement.

Master's Program Completion Rate

Academic Year	Number of Students Completed within Expected Time Frame	Percentage of Students Completed within Expected Time Frame
2016-2017	37	85%
2015-2016	68 (actually graduated)	85%
2014-2015	52 (actually graduated)	80%

UNO makes every effort to accommodate non-traditional students that have other responsibilities that prevent them from following the traditional full time student curriculum.

Employment Rates of Graduates within One Year of Graduation

Academic Year	Employment Rate in Profession
2016-2017	95%
2015-2016	83.3%
2014-2015	91%

Appendix B: Clinic and/or Center Reports

The UNO Community Counseling Clinic had an excellent year, with consistent, substantial increases and services provided and community awareness. For example, between the Spring 2017 and Fall 2017 semesters, the clinic saw a 31.4% increase in clients served, reduced client cancellations, and maintained a no-show rate that aligns with most community-based outpatient mental health clinics. These numbers are detailed below:

Spring 2017

353 Attended Sessions (72% of total scheduled sessions)

96 Cancelled Sessions (24% of total)

44 no Show sessions (11% of total)

Summer 2017:

417 Attended Sessions (70% of total scheduled sessions)

122 Cancelled Sessions (20% of total)

57 No show sessions (10% of total)

Fall 2017:

464 Attended (75%)

104 Cancelled (17%)

50 no show (8%)

Spring 2017

353 Attended Sessions (72% of total scheduled sessions)

96 Cancelled Sessions (24% of total)

44 no Show sessions (11% of total)

Services

The clinic is among the few low cost providers of mental health counseling providers in the Omaha metro region. Following the completion of a marketing analysis by UNO MBA students in 2016, the clinic increased fees to $10 for individual sessions and $20 for couples sessions. This increase has been easily absorbed by clients and, as indicated by our numbers, has had no discernable bearing on consumer access to the services provided by the clinic. Importantly, the consistent flow and mix of UNO student and community-based clients has been an excellent source of training for COUN 8220 (practicum) students who consistently maintain individual case-loads between 6-10 clients.

Referral Sources

The clinic's main referral sources remain "word of mouth" and internet searches ("affordable counseling" or "low cost counseling"). However, community based agencies are increasingly aware of our clinic through outreach by the clinic director and clinic coordinator. In the past year, for example, community outreach has resulted in the clinic becoming a consistent referral source for clients from Metro, OneWorld, LFS, Nebraska Family Collaborative, Omaha Correction Center, the WCA and Methodist. As always, due to the training element of the clinic, clients with issues considered too complex for practicum level students are reviewed by the COUN 8220 instructor and, when necessary, the clinic director.

Marketing

As in the past, the clinic coordinator, together with the counseling department's graduate assistants, place flyers advertising the clinic in approximately a dozen local cafes and coffee shops. The clinic coordinator also updated the clinic's internet presence on several fronts. First, the clinic was listed on www.opencounseling.com, a free database for low-cost counseling services, and one of the first hits when "low-cost counseling Omaha" is Googled. A Facebook page for the clinic, with the help of the COE communications department, oversaw the correction and update of an erroneous listing of the clinic in the Douglas County Resource Guide (published by the school of social work at UNO). The clinic coordinator and clinic director met with several leaders at community agencies and across campus to promote the clinic's presence on campus and provide flyers and business cards. Importantly, the clinic director, clinical coordinator, and practicum instructor maintain active communication with the mental health professionals at UNO's Counseling and Psychological Services so as to maintain an ongoing source for expanding access to low cost mental health services for UNO students and staff.

2018 Goals

1. Begin transition to re-branding clinic as "clinical training and research clinic".
2. Establish a plan with NU Foundation to secure funding for a) naming rights to the clinic and b) clinical supervision for COUN 8220 students, and c) funding for in-house research.
3. Officially track clinic referral sources
4. Update and revise clinic policy and procedure manual
5. Update clinic's documentation
6. Update and revise clinic website
    a. Create downloadable documents for clients

Overall, the 2017 academic year was a tremendous success for the UNO Community Counseling Clinic and we look forward to focusing on continuing to provide excellent low cost counseling services to members of the community and quality training for UNO clinical mental health students.

FORM A – Sample Student Complaint Form

Student Complaint Form

Name: _____ **Date: _____**

Nature of complaint:

Faculty **Grade** **Equipment** **Schedule** **Other**

Response or next steps:

Department Chair Signature:

FORM B – Sample of Community Engagement Reporting Chart

Name of Project: _____

Name(s) Sponsor(s) or Organization: _____

_____

_____

Date(s) of Event: _____ Location of Event: _____

# of hours contributed by sponsor(s) of event: _____

# of UNO Student Participants: _____ # of Community Participants: _____

Avg. # hours contributed by UNO Students: _____

Avg. # of hours' participants spend at event or activity: _____

Impact of Event on Community:

FORM C – Sample Service Learning Reporting Chart

Name of Service Learning Project: _____

Faculty Member Name(s): _____

Type of Project: One-time special event _____

Weekly event _____

Monthly event _____

Avg. # hours spent tutoring, clinical, or other service type project _____ per UNO Student.

Site of Service Learning Project: _____

# of UNO Student Participants: _____ # of Community Participants: _____

Avg. # hours per UNO Student contributed: _____

Avg. # of hours per participant spent in project: _____

Impact of Service Learning Project:

FORM D – Format for Departmental Goals

Statement of Department Goal:
Initiatives: **Evidence:** **Results:** **Next Steps:**

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Initiatives: **Evidence:** **Results:** **Next Steps:**

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Initiatives: **Evidence:** **Results:** **Next Steps:**

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Initiatives: **Evidence:** **Results:** **Next Steps:**