**Counseling Program Faculty Meeting  
April 7, 2011**

Attending: Finn, Isaacs, Masson, Sabella,

1. Student review

Faculty reviewed names on the list on a student by student basis. There were names on the list that we did not recognize as either students who never entered or who have not yet entered.

Haley Book – letter about status in Theories course

Shawn Hetz – letter to meet with Isaacs, Masson, Sabella

Arnie Morales – very late in internship this Spring; doing poorly in Addictions with regard to following directions on a paper. Asking for a meeting with Finn and J. Brunner.

Karen Pandey – needs better sense of field experience completion. Asking for meeting with Finn and J. Brunner.

Jennifer Ziegler – letter concerning needing to meet with Sabella about her sequence and registration.

After the review, it appears that we have 135 active students out of the 168 names we were given. On the average this translates to 90 FTE (8 credits average a term out of 12 credits for 1 FTE). That translates to 9 FTE faculty – half our courses must be taught by Core Faculty which translates into at least 4.5 Core Faculty. We now have 3.

1. Proposal from our program for COE reorganization -
2. Meeting with admin about capping our program admission (how many students have been admitted for Fall 2011 Intro to MH?) – discussed holding all packages this year until the deadline of July 30. Generate questions to the Dean

What is the data regarding our anticipated enrollment of new students in the fall and continuing students in the fall?

How are we prepared to address our two contingencies:

This year’s enrollment is a bubble and we will go back to a more normal enrollment pattern.

This year’s enrollment is NOT a bubble and we will again admit more than 40 students into the mental health counseling program.

If we go to enrollment caps, how will that work with regard to collecting applications and admitting students.

Still have concerns about faculty to student ratios even with Signe.

What is the Dean’s plan to meet the needs of a continually growing program?

We have no support for Clinical Coordination to align with CACREP and NCATE standards. We have more labor intensive internship requirements with no coordination and twice the number of students per section of the undergraduate faculty.

How are Program Coordination for the summer and for the academic year? Abbe is not eligible according to CACREP as she is NOT a Core faculty member any longer and has been out of our program meetings and other issues this year (and periodically before.)

What support will we be getting to prepare for our self-study and reaccreditation?

Need positions and searches for a

1) Clinical Coordinator

2) visiting faculty member to replace Abbe who is largely out of the program.

1. Summer Advanced Practicum – Michael Ghali to cover one section. Still need another faculty member to cover.
2. Proposal to start another faculty search to begin 2012. – See above – at least for Clinical coordination who can also supervise a couple of sections of internships. Can be a master’s degree professional.
3. Who will be program leader? Clinical coordinator?- See above.
4. Email to go out to students about internship application for Fall.
5. Creating an online site supervisor orientation (use webinar and record).
6. Update Internship handbook
7. CACREP documentation