**Counseling Faculty Meeting Agenda**

**9/10/2012 11:00-1:00**

**Agenda and Minutes**

**(Dr. Finn provided the agenda for this meeting)**

**In attendance:**

**Dr. Abbe Finn**

**Dr. Robert Kenny**

**Dr. Madeline Isaacs**

**Dr. Russ Sabella**

**Dr. Signe Kastberg**

**Ms. Beth Nehamkin**

**Mrs. Gil Medina**

1. **CACREP Follow-up- Maddy & Robert**

Dr. Isaacs and Dr. Kenny reported on the status

1. **To do list for preparation for the CACREP Site Visit: All**
2. Student files
   1. Moving files from old boxes 9 need to be separated by year
   2. Need to go back 3 years
3. Graduate Student Files
4. Reservation of a site visitor’s space
5. **Clinical and School Internship sites Beth**
6. Agencies calling back cancelling and reducing interns ( 8 to 12 agencies)

1. **New Process for Managing/scheduling Internships Beth**
2. Maddy’s idea- Site University Supervisors- use sites by placing supervisors for the university for example Jon Brunner- more students under supervision of faculty member. Career work
3. Beth will focus on site list- need to make a reconnection
4. For Spring – Va clinic, Park Royal, Lee Memorial Health- Bowman
5. Advance Practicum Jessica Rhea – next summer College of Ed. Future teachers
6. Summer Camp-AFCAM cover counseling – Veronica Baker
7. Phycology undergraduate programs with FGCU
8. Phycology Department at Edison
9. Abbe’s input- wants to have face to face sites supervisors meetings
10. Beth- memo from COE for Shared Expectations ( need to create an agreement form)

October 15- Clinical Internship application

Beth wants to meet with 1st year Mental Health students

Scheduling Internships- Live Text= Field Experience Module- use for internship process- will be targeted for Spring

Other Internship Items

Russ - 100 hrs. to 200hrs Internship- need to know how the students are doing

100 hrs. in Practicum in regular semester

200 hrs. with 9 crds and 7 crds swap intern I with a Spring course – Fall 200hrs.

Abbe - Skill course Spring, Practicum I in the Fall and Internship Appraisal course in the Summer

Maddy – test with students as a pilot for next fall based on Advance Practicum performance only for Mental Health. 200hrs. Internship in Fall and Spring. Under Maddy’s course Intro to Mental Health; during Fall take Career Mental Disorders Clinical Internship I (3 crds. Internship) Spring take Addictions, Appraisal Clinical Internship II Instead of have a 3 crd combined Internship combined in either.

We can wait till Spring 13, pilot next year for Fall.

1. **Scheduling Exit Exam and Administration Rotation Abbe**

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| --- | --- |
| Mental Health Counseling Exit Exam Sat Oct 27 2012 10:00AM to 2:00PM AB7 335 |  |

1. **Discussion of Batch Enrollment All**

Still in test face

No more than 24-26

1. **DOE IEPEP Abbe**
   1. Admission Committee – October 15th deadline for School – Signe and Beth
   2. Send announcement to Lee and Collier for School and Mental Health Counseling
2. **Program Changes Update Abbe and Robert**
   1. Need to be send to Dr. Gischel
   2. For catalog changes need to be send to Abbe and Abbe will send to Dr. Kenny
3. **Discussion of COE Admission Policy revision Robert**
   1. COE Graduation Policy- calculation of GPA
   2. Academic Appeal Committee – Students pass course but not critical task assignment
4. **Student Concerns All**

Diana Liberty

Lindsey Bartos and Jessica Lopez