

unit
sheet

ACADEMIC SENATE PROPOSAL TRACKING SHEET

(Document To Be Originated By Academic Senate Secretary On Canary Color Paper)

All proposals MUST have their originating college faculty body (Ex. Arts & Sciences, Education and Nursing; Technical Sciences) approval and must be signed by the submitter and the college dean before being submitted to the Academic Senate Secretary.

1. Submit all proposals (using the appropriate Academic Senate program/degree and/or course revision forms) to the Academic Senate Secretary.
2. The Academic Senate Secretary logs and numbers items and forwards them to the appropriate Academic Senate subcommittee(s): General Education (if applicable), or Curriculum.
3. The Academic Senate subcommittee(s) consider(s) the proposal. If approved, the proposal is forwarded to the next committee. If a committee disapproves the proposal, the originator may request that the item be forwarded to the next body for consideration. The committee will provide written rationale to the originator when a proposal is disapproved and the proposal is returned to the originator.
4. The Academic Senate considers the proposal and approves or disapproves. If approved, the proposal is forwarded to the Full Faculty for consideration. If the Academic Senate disapproves the proposal, the originator may request that the item be forwarded to the Full Faculty for consideration. The Academic Senate will provide written rationale to the originator when proposals are disapproved and the proposal is returned to the originator.
5. The Full Faculty considers Academic Senate approved proposals. If faculty approve, the proposal will then be forwarded to the Provost. The Provost approves or disapproves the proposal. If approved, the proposal is then forwarded to the Chancellor.
7. The Chancellor approves or disapproves the proposal.

Subcommittee and Academic Senate college representatives will notify their respective colleges' of the progress of submitted proposals or the proposal may be tracked via the web page --

<http://www.msun.edu/admin/provost/asproposals.htm>

Documentation and forms for the curriculum process is also available on the web page:

<http://www.msun.edu/admin/provost/asforms.htm>

***** (If a proposal is disapproved at any level, it is returned through the Academic Senate secretary to the Dean of the submitting college who then notifies the originator.)

Proposal # 10-10 Title: Counselor Education Program Revision & Course Revision Proposal

(proposal explanation, submitter and college dean signatures on attached program/degree or course revision form)

Received by ACAD Senate	Date	<u>2-15-11</u>	
Forwarded to Gen Ed Committee	_____	Approved _____	Disapproved _____
Returned to ACAD Senate	<u>2/22/11</u>	Signature _____	Date _____
Forwarded to Curriculum Committee	_____	Approved _____	Disapproved _____
Returned to ACAD Senate	_____	Signature _____	Date _____
Forwarded to Graduate Council	<u>2-16-11</u>	Approved <u>X</u>	Disapproved _____
Returned to ACAD Senate for Vote	<u>2-22-11</u>	Signature <u>[Signature]</u>	Date <u>2-22-11</u>
Forwarded to Provost for Approval/Disapproval	<u>3-23-11</u>	Approved <u>X</u>	Disapproved _____
Forwarded to Chancellor for Approval/Disapproval	_____	Signature <u>Rosalyn Anstine Jempletm</u>	Date <u>4-7-11</u>
Copies sent to originating college and	_____	Approved _____	Disapproved _____
		Signature <u>Fred Trocke</u>	Date <u>5-5-11</u>

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5. The Full Faculty considers Academic Senate approved proposals. If faculty approve, the proposal will then be forwarded to the Provost. The Provost approves or disapproves the proposal. If approved, the proposal is then forwarded to the Chancellor.
7. The Chancellor approves or disapproves the proposal.

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Proposal # <u>10-10</u>	Title: <u>Counselor Education Program Revision & Course Revision Proposal</u>
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(proposal explanation, submitter and college dean signatures on attached program/degree or course revision form)

	Date	
Received by ACAD Senate	<u>2-15-11</u>	
Forwarded to Gen Ed Committee	_____	Approved _____ Disapproved _____
		Signature _____ Date _____
Returned to ACAD Senate	_____	
Forwarded to Curriculum Committee	_____	Approved _____ Disapproved _____
		Signature _____ Date _____
Returned to ACAD Senate	_____	
Forwarded to Graduate Council	<u>2-16-11</u>	Approved _____ Disapproved _____
		Signature _____ Date _____
Returned to ACAD Senate for Vote	_____	Approved _____ Disapproved _____
		Signature _____ Date _____
Forwarded to Provost for Approval/Disapproval	_____	Approved _____ Disapproved _____
		Signature _____ Date _____
Forwarded to Chancellor for Approval/Disapproval	_____	Approved _____ Disapproved _____
		Signature _____ Date _____
Copies sent to originating college and	_____	

ACADEMIC SENATE PROPOSAL TRACKING SHEET

(Document To Be Originated By Academic Senate Secretary On Canary Color Paper)

All proposals MUST have their originating college faculty body (Ex. Arts & Sciences, Education and Nursing, Technical Sciences) approval and must be signed by the submitter and the college dean before being submitted to the Academic Senate Secretary.

1. Submit all proposals (using the appropriate Academic Senate program/degree and/or course revision forms) to the Academic Senate Secretary.
2. The Academic Senate Secretary logs and numbers items and forwards them to the appropriate Academic Senate subcommittee(s): Teacher Education (if applicable), General Education (if applicable), or Curriculum.
3. The Academic Senate subcommittee(s) consider(s) the proposal. If approved, the proposal is forwarded to the next committee. If a committee disapproves the proposal, the originator may request that the item be forwarded to the next body for consideration. The committee will provide written rationale to the originator when a proposal is disapproved and the proposal is returned to the originator.
4. The Academic Senate considers the proposal and approves or disapproves. If approved, the proposal is forwarded to the Full Faculty for consideration. If the Academic Senate disapproves the proposal, the originator may request that the item be forwarded to the Full Faculty for consideration. The Academic Senate will provide written rationale to the originator when proposals are disapproved and the proposal is returned to the originator.
5. The Full Faculty considers Academic Senate approved proposals. If faculty approve, the proposal will then be forwarded to the Provost. The Provost approves or disapproves the proposal. If approved, the proposal is then forwarded to the Chancellor.
7. The Chancellor approves or disapproves the proposal.

Subcommittee and Academic Senate college representatives will notify their respective colleges' of the progress of submitted proposals or the proposal may be tracked via the web page –

<http://www.msun.edu/admin/provost/asproposals.htm>

Documentation and forms for the curriculum process is also available on the web page:

<http://www.msun.edu/admin/provost/asforms.htm>

***** (If a proposal is disapproved at any level, it is returned through the Academic Senate secretary to the Dean of the submitting college who then notifies the originator.)

Proposal #	Title: Counselor Education Program Revision and Course Revisions Proposals
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(proposal explanation, submitter and college dean signatures on attached program/degree or course revision form)

	Date			
Received by ACAD Senate	_____	Approved	<input checked="" type="checkbox"/>	Disapproved
Received by Professional Education ^{unit} Council	_____	<i>Rosalyn Christine Templeton</i>		2-2-11
		Signature		Date
Forwarded to Gen Ed Committee	_____	Approved	_____	Disapproved
		Signature		Date
Returned to ACAD Senate	_____	Approved	_____	Disapproved
Forwarded to Curriculum Committee OR Graduate Council	_____	Signature		Date
Returned to ACAD Senate for Vote	_____	Approved	_____	Disapproved
		Signature		Date
Sent to Provost's office for Full Faculty vote	_____	Approved	_____	Disapproved
Voted on at Full Faculty meeting	_____	Signature		Date
Forwarded to Provost for Approval/Disapproval	_____	Approved	_____	Disapproved
		Signature		Date
Forwarded to Chancellor for Approval/Disapproval	_____	Approved	_____	Disapproved
		Signature		Date
Copies sent to originating college and registrar's office	_____			

Montana Board of Regents

LEVEL I REQUEST FORM

Item Number: XXX-XXXX+XXXXX

Meeting Date: July 19, 2011

Institution: Montana State University-
Northern

CIP Code: 131101

Program Title: M.Ed.: Counselor Education K-12 (Counselor Education)

Level I proposals are those that may be approved by the Commissioner of Higher Education or the Commissioner's designee. The approval of such proposals will be conveyed to the Board of Regents at the next regular meeting of the Board. The institution must file the request with the Office of the Commissioner of Higher Education by means of a memo to the Deputy Commissioner for Academic and Student Affairs, by no later than five weeks prior to the final posting date for the next scheduled meeting of the Board. The Deputy Commissioner will review the proposal and respond to the proposing campus with any questions or concerns within one week, allowing the proposing campus one week to respond before the Item is posted for the BOR scheduled meeting.

A. Level I (place an X for *all* that apply):

Level I proposals include campus initiatives typically characterized by (a) minimal costs; (b) clear adherence to approved campus mission; and (c) the absence of significant programmatic impact on other institutions within the Montana University System and Community Colleges. For Level I actions on degree programs or certificates, the process must begin when the proposing campus posts its intent on the MUS academic planning web site. **Submit with completed Curriculum Proposals Form.**

- 1. Re-titling existing majors, minors, options and certificates; (e.g. from B.S. in Mechanized Agriculture to B.S. in Agricultural Operations Technology);
- 2. Eliminating existing majors, minors, options and certificates via a Program Termination Checklist;
- 3. Placement of program into moratorium via a Program Termination Checklist;
- 4. Adding new minors or certificates where there is a major;
- 5. Adding new minors or certificates where there is an option in a major;
- 6. Departmental mergers and name changes;
- 7. Program revisions; and
- 8. Distance or online delivery of previously authorized degree or certificate programs.

B. Level I with Level II documentation:

With Level II documentation circulated to all campus chief academic officers in advance, the Deputy Commissioner or designee may propose additional items for inclusion in the Level I process. For these items to move forward, the Deputy Commissioner or designee must reach consensus with the chief academic officers. When consensus is not achieved, the Deputy Commissioner or designee will move the item to the Level II review process. **Submit with completed Curriculum Proposals Form.**

- 1. Options within an existing major or degree;
- 2. Eliminating organizational units within larger institutions such as departments, divisions and

Montana Board of Regents

LEVEL I REQUEST FORM

Item Number: **XXX-XXXX+XXXXX**

Meeting Date: **July 19, 2011**

colleges or schools with the exception of the five Colleges of Technology where changes require Board action;

___ 3. Consolidating existing programs and/or degrees.

___ C. Temporary Certificate or A.A.S. degree programs

Certificate or Associate of Applied Science Degree Programs may be submitted as Level I proposals, with memo and backup documentation, when they are offered in cooperation with and /or at the request of private or public sector partners and the decision point to offer the program is not consistent with the regular Board of Regents program approval process. Level I approval for programs under this provision will be limited to two years. Continuation of a program beyond the two years will require the normal program approval process as Level II Proposals.

All other Level I Certificate or Associate Degree programs may be placed on submission at any Board of Regents meeting. They will be placed on action agendas at subsequent meetings. All campuses agree to insure that all other campuses receive program information well in advance of submission.

___ D. Campus Certificates

Although certificate programs of 29 credits or fewer may be implemented by the individual campuses without approval by the board of regents, those certificates do need to be reported to the office of the commissioner of higher education and listed on the Montana University System's official degree and program inventory. These Level I proposals will be listed as information items at the next regular meeting of the board.

Specify Request: M.Ed. Counselor Education

- (1) Retitling an existing major: The *Master of Education, Counselor Education K-12* is requesting a name change to the *Master of Education, Counselor Education*. This master's level graduate program contains two options: one for K-12 School Counselors and the other for Community/agency counselors. The title of the program (major) is misleading with the "K-12" descriptor. Therefore, the removal of the K-12 from the title of the degree program more fully describes the degree.
- (2) Program revisions: There are two significant changes in the program revision submitted for the M.Ed.: Counselor Education K-12 (also noted are changes at the course level):
 - a. The counselor education program leads to a master's degree; thus, all course numbers are changing from the 6XX level to the 5XX level.
 - b. The counselor education program is requesting to standardize the number of credits required in the program from 50 or 60 to a standard 60 semester credits. In addition:
 - i. All course titles were reviewed and several updates are submitted which better illustrate the courses' descriptions.
 - ii. Each course description in the program was reviewed. The program's course descriptions are submitted with updated language to reflect the professional standards of the Council for the Accreditation of Counseling Related Programs (CACREP) and the

Montana Board of Regents

LEVEL I REQUEST FORM

Montana's Office of Public Instruction Professional Educator Preparation Program Standards (PEPPS).

- iii. All counselor education course objectives were reviewed and updated to reflect the professional standards of the Council for the Accreditation of Counseling Related Programs (CACREP) and the Montana's Office of Public Instruction Professional Educator Preparation Program Standards (PEPPS).**
 - 1. A new counselor education (CNSL) course was added to replace the old EDUC (Education) course in Research Methods to provide a more focused approach to research in counselor education in meeting program objectives.**

PROGRAM/DEGREE REVISION FORM

NEW _____ DROPPED _____ MAJOR REVISION X FOR INFORMATION ONLY _____

College Graduate Studies Program Area Counselor Education Date 1/31/11

Submitter *Malene Ellen* Dean *Rosalyne Matins Jempletin* Date 2-10-11

Signature

Signature (indicates "college" level approval)

Please provide a brief explanation & rationale for the proposed revision(s).

According to BOR policy, master's level courses are at the 5XX level. Thus, all the counselor education courses require re-numbering from 6XX to 5XX. Some course names and catalog descriptions are revised to increase clarity. The program is standardizing the required courses in the degree to include the "specific counseling courses" as "required."

Please provide in the space below a "before and after" picture of the program with the changes in the program noted. Attach appropriate Course Revision Forms. Please indicate changes by shading the appropriate cells.

PROPOSAL TITLE Masters of Education, Counselor Education

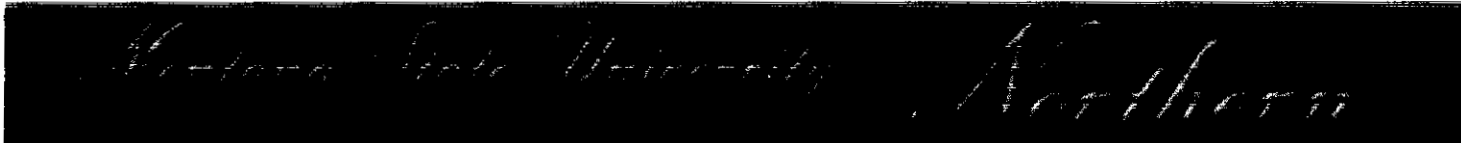
**Current Program listed
in 10-11 Catalog**

**Proposed Program
for 11-12 Catalog**

Course Prefix	#	Course Title	Credits
PSYC	515	Psychology of Development & Adjustment	3
EDUC	606	Research Methods	3
EDUC	607	Educational Measurements & Statistics	3
CNSL	610	K-12 Counseling Program Develop & Administration	3
CNSL	620	Educational & Psychological Appraisal	3
CNSL	625	Theories of Counseling & Development	3
CNSL	635	Counseling Skills & Practice	3
CNSL	638	Counseling Practicum	3
CNSL	643	Child & Adolescent Counseling	3
CNSL	652	Multicultural Counseling	2
CNSL	654	Crisis Counseling	2
CNSL	660	Counseling & Medications	2
CNSL	661	Group Dynamics & Counseling	3
CNSL	671	Career Information System	2
CNSL	680	Counseling Internship OR	6
CNSL	681	Counseling Internship-Community/Agency	(6)
CNSL	682	Advanced Counseling Practicum OR	6
CNSL	683	Advanced Counseling Practicum-Community/Agency	(6)
		Total Credits Required	50
		Specific Counseling Courses:	
CNSL	644	Marriages & Family Counseling	3
CNSL	648	Professional Ethics	2
CNSL	657	Community & Agency Counseling	2
CNSL	658	Diagnosis & Treatment in Counseling	3
		Total Credits with specific counseling courses	60
		Total	50 or 60

Course Prefix	#	Course Title	Degree Credits
PSYC	515	Psychology of Development & Adjustment	3
CNSL	5XX	Research Methods in Counselor Education	3
EDUC	607	Educational Measurements & Statistics	3
CNSL	5XX	K-12 Counseling Program Develop & Administration	3
CNSL	5XX	Educational & Psychological Appraisal	3
CNSL	5XX	Theories of Counseling	3
CNSL	5XX	Counseling Skills & Practice	3
CNSL	5XX	Counseling Practicum	3
CNSL	5XX	Child & Adolescent Counseling	3
CNSL	5XX	Marriage & Family Counseling	3
CNSL	5XX	Professional Ethics	2
CNSL	5XX	Multicultural Counseling	2
CNSL	5XX	Crisis Intervention Counseling	2
CNSL	5XX	Community & Agency Counseling	2
CNSL	5XX	Diagnosis & Treatment in Counseling	3
CNSL	5XX	Counseling & Medications	2
CNSL	5XX	Group Dynamics & Counseling	3
CNSL	5XX	Career Counseling & Information Systems	2
CNSL	5XX	School Counseling Internship I OR	6
CNSL	5XX	Community/Agency Counseling Internship I	(6)
CNSL	5XX	School Counseling Internship II OR	6
CNSL	5XX	Community/Agency Counseling Internship II	(6)
		Total Credits Required	60
		Total	60

Additional instructional resources needed (including library materials, special equipment, and facilities). Please note: approval does not indicate support for new faculty or additional resources. NONE



PROGRAM SHEET
G50—MASTER OF EDUCATION
COUNSELOR EDUCATION K-12

50 OR 60 TOTAL SEMESTER CREDITS REQUIRED

NAME: _____ **STUDENT ID:** _____
 LASTNAME FIRSTNAME MIDDLENAME

COUNSELOR EDUCATION PROGRAM REQUIREMENTS

Course Requirements	Crs	Grade	Year	Semester	Substitution (Prefix, #, & Place)
Graduate Core					
EDUC 606 Research Methods	3			FA SP SU	
EDUC 607 Educational Measurement & Statistics	3			FA SP SU	
PSYC 515 Psychology of Development & Adjustment	3			FA SP SU	
Area of Specialization					
CNSL 610 K-12 Counseling program Development and Administration	3			FA SP SU	
CNSL 620 Educational & Psychological Appraisal	3			FA SP SU	
CNSL 625 Theories of Counseling & Development	3			FA SP SU	
CNSL 635 Counseling Skills and Practice	3			FA SP SU	
CNSL 638 Counseling Practicum	3			FA SP SU	
CNSL 643 Child & Adolescent Counseling	3			FA SP SU	
CNSL 652 Multi-Cultural Counseling	2			FA SP SU	
CNSL 654 Crisis Intervention Counseling	2			FA SP SU	
CNSL 660 Counseling & Medications	2			FA SP SU	
CNSL 661 Group Dynamics & Counseling	3			FA SP SU	
CNSL 671 Career Information System	2			FA SP SU	
CNSL 680 Counseling Internship OR CNSL 681 Counseling Internship-Community/Agency	6			FA SP SU	
CNSL 682 Advanced Counseling Practicum OR CNSL 683 Advanced Counseling Practicum-Community/Agency	6			FA SP SU	
To be eligible to apply to the Licensing Board to become licensed professional counselors, complete the following courses:					
CNSL 644 Marriage & Family Counseling	3			FA SP SU	
CNSL 648 Professional Ethics	2			FA SP SU	
CNSL 657 Community & Agency Consultation	2			FA SP SU	
CNSL 658 Diagnosis & Treatment in Counseling	3			FA SP SU	

ADDITIONAL REQUIREMENTS

Major GPA:	<i>3.00 Required</i>	Earned:	<input type="text"/>
Overall GPA:	<i>3.00 Required</i>	Earned:	<input type="text"/>

Residency Requirements:

Total Northern Credits Earned:	<i>75% Required</i>	Earned:	<input type="text"/>
Total Credits Earned:	<i>40 or 50 Required</i>	Earned:	<input type="text"/>

Required	
_____ Student Signature	_____ Date
_____ Advisor Signature	_____ Date
_____ Chair/Director Signature	_____ Date
_____ Provost Signature	_____ Date

COURSE REVISION FORM

NEW _____ DROPPED _____ MAJOR REVISION X FOR INFORMATION ONLY _____

College Graduate Studies Program Area Counselor Education Date 1/31/11

Submitter *Michael J. Jellison* Dean *Rosalyn Ann Tompkins* Date 2-10-11
Signature Signature (indicates "college" level approval)

Please provide a brief explanation & rationale for the proposed revision(s):

According to BOR policy, master's level courses are at the 5XX level. Thus, all the counselor education courses require re-numbering from 6XX to 5XX. Some course names and catalog descriptions are revised to increase clarity.

Please provide the following information:

College: Graduate Studies

Program Area: Counselor Education

Date: January 31, 2011

Course Prefix & No.: CNSL 5XX (CNSL 610)

Course Title: K-12 Counseling Program Development and Administration

Credits: 3

Required by: Counselor education master's degree

Selective in:

Elective in:

General Education:

Lecture: 3

Lecture/Lab:

Gradable Lab:

Contact hours lecture: 3

Contact hours lab:

Current Catalog Description (include all prerequisites):

In this course the student will examine all the elements involved in planning, developing, implementing, administering, supervising and evaluating (including placement and follow-up data) a comprehensive K-12 guidance and counseling program, especially in view of educational philosophies, school curriculum patterns, and federal/ state rules and regulations. Effective consultation skills with student (clients), parents, families, teachers, school administrators, and other allied professionals will be emphasized as an integral component of the comprehensive guidance and counseling program.

Proposed or New Catalog Description (include all prerequisites):

In this course, the student will examine the elements involved in planning, developing, implementing, administering, supervising and evaluating (including placement and follow-up data) a comprehensive K-12 guidance and counseling program. Educational philosophies, school curriculum patterns, federal and state rules and regulations, including IEFA are presented. Effective consultation skills with student (clients), parents, families, teachers, school administrators, and other allied professionals is emphasized as an integral component of a comprehensive guidance and counseling program.

Course Title: K-12 Counseling Program Development and Administration, page 2

Course Outcome Objectives:

OBJECTIVES. The objectives are to assist prospective counselors to:

1. Become familiar with historical and social perspectives of guidance and counseling in the elementary and secondary schools (K-12) including educational philosophies.
2. Become familiar with the nature and influence of family, community, society, and culture on children, families, and school, including, how these topics are acknowledged and addressed to enhance student development.
 - a. Know and be able to integrate Montana's Indian Education for All Act in counseling program.
 - b. Familiarity with social justice theory and multiculturalism
 - c. Understand the processes for consultation
3. Develop awareness of resources to implement classroom guidance units and curriculum.
 - a. Understand goals, objectives, and philosophical tenets of guidance and counseling and how to develop a comprehensive, integrated school curriculum.
 - b. Know and be able to conceptualize the functions of a school counseling and guidance program.
4. Develop awareness of federal/state rules and regulations, and collective bargaining agreements.

Additional instructional resources needed (including library materials, special equipment, and facilities). Please note: approval does not indicate support for new faculty or additional resources.

None

Updated 09/29/05

COURSE REVISION FORM

NEW _____ DROPPED _____ MAJOR REVISION X FOR INFORMATION ONLY _____

College Graduate Studies Program Area Counselor Education Date 1/31/11

Submitter Melene Follen Signature _____ Dean Rosalyn Anstine Zempel Date 2-10-11
Signature (indicates "college" level approval)

Please provide a brief explanation & rationale for the proposed revision(s):

According to BOR policy, master's level courses are at the 5XX level. Thus, all the counselor education courses require re-numbering from 6XX to 5XX. Some course names and catalog descriptions are revised to increase clarity.

Please provide the following information:

College: Graduate Studies

Program Area: Counselor Education

Date: January 31, 2011

Course Prefix & No.: CNSL 5XX (CNSL 620)

Course Title: Educational and Psychological Appraisal

Credits: 3

Required by: Counselor education master's degree

Selective in:

Elective in:

General Education:

Lecture: 3

Lecture/Lab:

Gradable Lab:

Contact hours lecture: 45

Contact hours lab:

Current Catalog Description (include all prerequisites):

A course designed to provide the counselor with the necessary background to administer and interpret a variety of instruments used to assist clients with regard to educational, vocational, and personal issues.

Intelligence, aptitude, interest, achievement, and personality assessment are discussed. Course Fee: \$25.00

Proposed or New Catalog Description (include all prerequisites):

In this course, the student will learn the historical perspectives of the nature and meaning of assessment, including social and cultural influences. Basic concepts of standardized and nonstandardized testing and other assessment techniques, including norm-referenced and criterion referenced assessment, environmental assessment, performance assessment, individual and group test and inventory methods, psychological testing and behavioral observations used with individuals, groups and specific populations are introduced. Students will experience test administration, scoring and interpretation. Course Fee:

\$25.00

Course Outcome Objectives:

OBJECTIVES. The objectives are to assist prospective counselors to

1. Understand the historical perspectives concerning the nature and meaning of assessment.
2. Develop a working knowledge of the basic concepts of standardized and non-standardized testing and other assessment techniques, including non-referenced and criterion-referenced assessment, environmental assessment, performance assessment, individual and group test and inventory methods, psychological testing, and behavioral observations with individuals, groups and specific populations;
3. Review statistical concepts, including scales of measurement, measures of central tendency, indices of variability, shapes and types of distributions, and correlations, reliability, and validity;
4. Demonstrate understanding of the social and cultural factors related to the assessment and evaluation of individuals, groups, and specific populations; and
5. Understand the ethical strategies for selecting, administering, and interpreting assessment and evaluation instruments and techniques in counseling.
6. Experience test administration, scoring and interpretation.

Additional instructional resources needed (including library materials, special equipment, and facilities). Please note: approval does not indicate support for new faculty or additional resources.

None

Updated 09/29/05

COURSE REVISION FORM

NEW _____ DROPPED _____ MAJOR REVISION X FOR INFORMATION ONLY _____

College Graduate Studies Program Area Counselor Education Date 1/31/11

Submitter *Andrew J. Allen* Signature
Dean *Rosalyn Ann Tompkins* Signature (indicates "college" level approval) Date 2-10-11

Please provide a brief explanation & rationale for the proposed revision(s):

According to BOR policy, master's level courses are at the 5XX level. Thus, all the counselor education courses require re-numbering from 6XX to 5XX. Some course names and catalog descriptions are revised to increase clarity.

Please provide the following information:

College: Graduate Studies

Program Area: Counselor Education

Date: January 31, 2011

Course Prefix & No.: CNSL 5XX (CNSL 625)

Course Title: Theories of Counseling (formerly Theories of Counseling and Development)

Credits: 3

Required by: Counselor education master's degree

Selective in:

Elective in:

General Education:

Lecture: 3

Lecture/Lab:

Gradable Lab:

Contact hours lecture: 3

Contact hours lab:

Current Catalog Description (include all prerequisites):

An examination of personality theories, which have major implications for counseling. Application of these theories to counseling is discussed. An understanding of individual growth and development, including the dynamics of human behavior is emphasized.

Proposed or New Catalog Description (include all prerequisites):

In this course, the student will examine counseling theories which provide the student with models to conceptualize client presentation and help the student select appropriate counseling interventions. Students will be exposed to models of counseling that are consistent with the current professional research and practice in the field so that each student will develop a theoretical foundation of counseling. In addition, this course will provide an orientation to counselor characteristics and behaviors that influence the helping processes.

Course Title: Theories of Counseling, page 2

Course Outcome Objectives:

OBJECTIVES: The objectives are to assist prospective counselors to

1. Demonstrate knowledge, skills, and competencies of the counseling profession;
2. Acquire research- based knowledge and skills in application of appropriate counseling intervention strategies;
3. Develop skill in analyzing the efficacy of various counseling theories so that each student will develop a theoretical foundation for counseling;
4. Increase awareness of therapeutic intervention strategies inherent in different theoretical orientations;
5. Demonstrate the ability to compare and contrast theoretical perspectives;
6. Become aware of the standards of professional ethics within the clinical context, and
7. Gain awareness of cultural issues related to theoretical constructs and possible cultural bias.

Additional instructional resources needed (including library materials, special equipment, and facilities). Please note: approval does not indicate support for new faculty or additional resources.

None

Updated 09/29/05

COURSE REVISION FORM

NEW _____ DROPPED _____ MAJOR REVISION X FOR INFORMATION ONLY _____

College Graduate Studies Program Area Counselor Education Date 1/31/11

Submitter *Shirley Jellen* Signature
Dean *Rosalyn Ann Tompkins* Signature (indicates "college" level approval) Date 2-10-11

Please provide a brief explanation & rationale for the proposed revision(s):

According to BOR policy, master's level courses are at the 5XX level. Thus, all the counselor education courses require re-numbering from 6XX to 5XX. Some course names and catalog descriptions are revised to increase clarity.

Please provide the following information:

College: Graduate Studies

Program Area: Counselor Education

Date: January 31, 2011

Course Prefix & No.: CNSL 5XX (CNSL 635)

Course Title: Counseling Skills and Practice

Credits: 3

Required by: Counselor education master's degree

Selective in:

Elective in:

General Education:

Lecture: 3

Lecture/Lab:

Gradable Lab:

Contact hours lecture: 45

Contact hours lab:

Current Catalog Description (include all prerequisites):

In this course the student will develop basic counseling skills through a combination of didactic and experiential activities. Students will demonstrate the skills through role playing exercises and the making of Audio/Video Counseling Tapes. Counseling skills will be examined in light of such topics as suicide, child abuse, teenage pregnancy, family relations, separation/loss/grief, and eating disorders. Counseling skills will also be examined with regard to counseling theory as well as cross-cultural considerations. Prerequisite: CNSL625.

Proposed or New Catalog Description (include all prerequisites):

In this course, the student will gain an orientation to wellness and prevention as desired counseling goals and understand counselor characteristics and behaviors that influence the helping professions. The emphasis will be on students developing skills to analyze their own counseling style and performance. This analysis will grow out of skills' development and theoretical applications experienced in the course. Students will be able to better conceptualize their theoretical framework, discuss the counseling process, and implement interviewing counseling skills at the completion of the course. The students will gain essential interviewing and counseling skills through a combination of didactic and experiential activities. Prerequisite: CNSL625.

safe place to explore new skills. The objectives are to assist the prospective counselors to:

1. Conduct a full interview using active listening skills;
2. Engage in a basic decision-making interview;
3. Model understanding of a basic facilitative model;
4. Develop skills in integration of theory into counseling practice;
5. Gain an orientation to wellness and prevention
6. Demonstrate competency with issues of diversity;
7. Develop influencing skills associated with client goal setting and the implementation of intervention strategies.

Additional instructional resources needed (including library materials, special equipment, and facilities). Please note: approval does not indicate support for new faculty or additional resources.

None

Updated 09/29/05

COURSE REVISION FORM

NEW _____ DROPPED _____ MAJOR REVISION X FOR INFORMATION ONLY _____

College Graduate Studies _____ Program Area Counselor Education _____ Date 1/31/11

Submitter Murphy Signature _____ Dean Rosalyn Signature (indicates "college" level approval) _____ Date 2-10-11

Please provide a brief explanation & rationale for the proposed revision(s):

According to BOR policy, master's level courses are at the 5XX level. Thus, all the counselor education courses require re-numbering from 6XX to 5XX. Some course names and catalog descriptions are revised to increase clarity.

Please provide the following information:

College: Graduate Studies

Program Area: Counselor Education

Date: January 31, 2011

Course Prefix & No.: CNSL 5XX (CNSL 638)

Course Title: Counseling Practicum

Credits: 3

Required by: Counselor education master's degree

Selective in:

Elective in:

General Education:

Lecture: 3

Lecture/Lab:

Gradable Lab:

Contact hours lecture: 45

Contact hours lab:

Current Catalog Description (include all prerequisites):

In this practicum course, counselor-interns/students will develop skills necessary to apply basic competencies to the establishment of therapeutic relationships, the use of therapeutic communications, and use of influencing skills in helping clients to set goals and implement action strategies. The course demands 100 hours of practicum experiences (in and out of class) including 40 hours of direct client contact. Counselor-interns/students will be supervised a minimum of one hour per week in individual sessions and one and one-half hours per week in a group sessions. Prerequisites include: CNSL 620, CNSL 625, CNSL 635, and permission of instructor.

Proposed or New Catalog Description (include all prerequisites):

In this course, practicum students will develop skills necessary to apply basic competencies to the establishment of therapeutic relationships, the use of therapeutic communications, and use of influencing skills in helping clients to set goals and implement intervention strategies. The course demands 100 hours of supervised experiences which included 40 hours of direct client contact. Prerequisites include: CNSL 620, CNSL 625, CNSL 635, and permission of instructor.

Course Title: Counseling Practicum , page 2

Course Outcome Objectives:

OBJECTIVES. The objectives are to assist the prospective counselors to:

1. Complete 40 hours of direct service with actual clients that contributes to the development of counseling skills;
2. Engage in weekly interaction that averages one hour per week of individual and/or triadic supervision throughout the practicum by a program faculty member;
3. Participate in an average of 1.5 hours per week of group supervision that is provided on a regular schedule throughout the practicum by a program faculty member;
4. Develop a program-appropriate electronic recordings for use in supervision or live supervision of the student's interaction with clients;
5. Conduct a self-evaluation of counseling skills, including theoretical conceptualization of the clients.

Additional instructional resources needed (including library materials, special equipment, and facilities). Please note: approval does not indicate support for new faculty or additional resources.

None

Updated 09/29/05

COURSE REVISION FORM

NEW _____ DROPPED _____ MAJOR REVISION X FOR INFORMATION ONLY _____

College Graduate Studies Program Area Counselor Education Date 1/31/11

Submitter *Shirley J. Miller* Signature
Dean *Rosalyn Anton Templeton* Signature (indicates *college/level approval) Date 2-10-11

Please provide a brief explanation & rationale for the proposed revision(s):

According to BOR policy, master's level courses are at the 5XX level. Thus, all the counselor education courses require re-numbering from 6XX to 5XX. Some course names and catalog descriptions are revised to increase clarity.

Please provide the following information:

College: Graduate Studies

Program Area: Counselor Education

Date: January 31, 2011

Course Prefix & No.: CNSL 5XX (CNSL 643)

Course Title: Child and Adolescent Counseling

Credits: 3

Required by: Counselor education master's degree

Selective in:

Elective in:

General Education:

Lecture: 3

Lecture/Lab:

Gradable Lab:

Contact hours lecture: 45

Contact hours lab:

Current Catalog Description (include all prerequisites):

The application of counseling theories and techniques to preschool and school age (K-12) children with an emphasis on the family dynamics and within the educational and sociopolitical environment is investigated. Processes to integrate these issues into practice will be demonstrated and mastered by the students.

Proposed or New Catalog Description (include all prerequisites):

In this course, the student will engage in a comprehensive overview of abnormal child and adolescent behaviors and their complex etiologies, with emphasis on the current edition of the DSM classification system, differential diagnosis, and treatment considerations. Students will also explore historical and current view, theories, and models of childhood disorders. Topics will include an understanding of development crises, psychopathology in children, situational and environmental factors that affect both normal and abnormal behavior.

Course Title: Child and Adolescent Counseling, page 2

Course Outcome Objectives:

OBJECTIVES. The objectives are to assist the prospective counselors to:

1. Understand the prevalence of and therapeutic response to abnormal behavior in our culture;
2. Understand developmental theory and the impact of the environment and societal influences on children and adolescent development and behavior;
3. Describe the major techniques and theoretical approaches to understanding and treating disorders of infancy, childhood, or adolescence;
4. Be able to diagnose child and adolescent clients according to the major diagnostic categories of the current edition of DSM and distinguish among symptoms, proposed causes, and preferred interventions/treatment;
5. Be able to create an appropriate multi-axial treatment plan for clients that includes:
 - a. A general assessment of functioning (GAF)
 - b. A multi-axial diagnosis
 - c. An appropriate etiology for the development of the client's presenting problem
 - d. An appropriate treatment strategy for the client.

Additional instructional resources needed (including library materials, special equipment, and facilities). Please note: approval does not indicate support for new faculty or additional resources.

None

Updated 09/29/05

COURSE REVISION FORM

NEW _____ DROPPED _____ MAJOR REVISION X FOR INFORMATION ONLY _____

College Graduate Studies Program Area Counselor Education Date 1/31/11

Submitter *Andrew J. Fellen* Signature
Dean *Rosalyn Austin Jernigan* Signature (indicates "college" level approval) Date 2-10-11

Please provide a brief explanation & rationale for the proposed revision(s):

According to BOR policy, master's level courses are at the 5XX level. Thus, all the counselor education courses require re-numbering from 6XX to 5XX. Some course names and catalog descriptions are revised to increase clarity.

Please provide the following information:

College: Graduate Studies

Program Area: Counselor Education

Date: January 31, 2011

Course Prefix & No.: CNSL 5XX (CNSL 644)

Course Title: Marriage and Family Counseling

Credits: 3

Required by: Counselor education master's degree

Selective in:

Elective in:

General Education:

Lecture: 3

Lecture/Lab:

Gradable Lab:

Contact hours lecture: 45

Contact hours lab:

Current Catalog Description (include all prerequisites):

This course will acquaint students with a range of theories used in the diagnosis and treatment of couples and families with an emphasis on approaching clients from a system's based approach. Therapeutic interventions and appropriate treatment applications relative to premarital and marital couples with and without children with an emphasis on families of origin will be explored. Approaches to effective case management and consultation with families, school systems, and other professionals will also be presented.

Proposed or New Catalog Description (include all prerequisites):

This course will acquaint students with a range of theories used in the diagnosis and treatment of couples and families with an emphasis on approaching clients from a system's based approach. Therapeutic interventions and appropriate treatment applications relative to premarital and marital couples, with and without children, will be introduced with an emphasis on recognizing societal trends and treatment issues related to working with multicultural and diverse family systems (e.g., families in transition, dual career couples, blended families, same-sex couples). Approaches to effective case management and consultation with families, school systems, and other professionals will also be presented.

Course Title: Marriage and Family Counseling, page 2

Course Outcome Objectives:

OBJECTIVES. The objectives are to assist prospective counselors to:

1. Demonstrate knowledge, skills and competencies of a variety of models and theories of marriage, couple, and family counseling;
2. Demonstrate the ability to select models or techniques appropriate to couples' or families' presenting problems, including the basic facilitative model;
3. Recognize specific problems and interventions that can enhance family functioning;
4. Demonstrate the ethical and legal considerations specifically related to the practice of marriage, couple, and family counseling;
5. Understand professional issues relevant to the practice of marriage, couple, and family counseling,
6. Demonstrate the ability to recognize own limitations as a marriage, couple, and family counselor and to seek supervision or refer clients when appropriate; and
7. Become aware of community based resources available to clients and learn protocols ensuring optimal use of these resources.

Additional instructional resources needed (including library materials, special equipment, and facilities). Please note: approval does not indicate support for new faculty or additional resources.

None

Updated 09/29/05

COURSE REVISION FORM

NEW _____ DROPPED _____ MAJOR REVISION X FOR INFORMATION ONLY _____

College Graduate Studies Program Area Counselor Education Date 1/31/11

Submitter *Maureen J. Gillen* Dean *Rosalyne M. J. J. J.* Date 2-10-11
Signature Signature (indicates "college" level approval)

Please provide a brief explanation & rationale for the proposed revision(s):

According to BOR policy, master's level courses are at the 5XX level. Thus, all the counselor education courses require re-numbering from 6XX to 5XX. Some course names and catalog descriptions are revised to increase clarity.

Please provide the following information:

College: Graduate Studies

Program Area: Counselor Education

Date: January 31, 2011

Course Prefix & No.: CNSL 5XX (CNSL 648)

Course Title: Professional Ethics

Credits: 2

Required by: Counselor education master's degree

Selective in:

Elective in:

General Education:

Lecture: 2

Lecture/Lab:

Gradable Lab:

Contact hours lecture: 30

Contact hours lab:

Current Catalog Description (include all prerequisites):

This course will provide the student with an introduction to the ethical issues presently facing professionals in the fields of counseling and education. Mental health providers are working in an environment where professionals who are not trained in the human services arena review their activities and these third parties have significant impact on the therapeutic relationship.

Counselor effectiveness is contingent on sound ethical practices that provide proactive, effective strategies that are not subject to adverse legal action. A sound knowledge of ethical standards ensures that providers avoid ethical traps that compromise professional integrity.

Proposed or New Catalog Description (include all prerequisites):

This course examines the basis for ethical judgments and explores ethical responsibilities to clients, colleagues, organizations, and society. The course will provide the student with an introduction to the ethical and legal issues presently facing professionals in the helping professions. The emphasis of the course is on the ACA Codes of Ethics and legal requirements for counselors, psychologists, and other helping professionals who work with clients.

Course Title: Professional Ethics, page 2

Course Outcome Objectives:

OBJECTIVES. The objectives are to assist prospective counselors to:

1. Acquire a working knowledge and understanding of the code of ethics for counselors as demonstrated by the ability to
 - a. Apply ethical standards to various dilemmas faced by counselors through oral and written course requirements;
 - b. Develop sensitivity and appreciation for the ethical implications of counseling clients from diverse cultural and economic cultures;
 - c. Exhibit, through oral and written assignments practical application of ethical practices in counseling settings that reflect personal and professional competence;
2. Develop specific skills to enhance the student's ability to
 - a. Refer to appropriate statements of ethical standards in determining professional behaviors in school and/or community counseling.
 - b. Refer to federal, state, and local documents in determining laws, ordinances, and statutes
 - c. Determine appropriate considerations for termination and referrals in a counseling relationship.
 - d. Use appropriate standards of practice in record keeping and computers as related to counseling and case notes.
 - e. Follow guidelines of confidentiality as specified in ethical standards statements and as impacted by law.
 - f. Determine appropriate channels for reporting ethical violations by a colleague.
 - g. Describe the nature of licensure laws and determine the parameters of these laws.
 - h. Identify professional organizations, including the structures, divisions, services, activities, etc.
 - i. Be able to respond to ethical dilemmas by a decision-making process.
 - j. To recognize legal rights and responsibilities of clients and therapists.
3. Demonstrate moral sensitivity in your role as a mental health care practitioner.
 - a. Assess personal values and determine the impact of values on ethical decision making.
 - b. Determine differences between professional and personal relationships and follow ethical practices in professional relationships.
 - c. To understand how one's personal life experiences can influence and impact one's professional practice.

Additional instructional resources needed (including library materials, special equipment, and facilities). Please note: approval does not indicate support for new faculty or additional resources.

None

Updated 09/29/05

COURSE REVISION FORM

NEW _____ DROPPED _____ MAJOR REVISION X FOR INFORMATION ONLY _____

College Graduate Studies Program Area Counselor Education Date 1/31/11

Submitter *Andrea J. Allen* Signature
Dear *Rosaly Antero Tompkins* Signature (indicates "college" level approval)
Date 2-10-11

Please provide a brief explanation & rationale for the proposed revision(s):

According to BOR policy, master's level courses are at the 5XX level. Thus, all the counselor education courses require re-numbering from 6XX to 5XX. Some course names and catalog descriptions are revised to increase clarity.

Please provide the following information:

College: Graduate Studies

Program Area: Counselor Education

Date: January 31, 2011

Course Prefix & No.: CNSL 5XX (CNSL 652)

Course Title: Multicultural Counseling

Credits: 2

Required by: Counselor education master's degree

Selective in:

Elective in:

General Education:

Lecture: 2

Lecture/Lab:

Gradable Lab:

Contact hours lecture: 30

Contact hours lab:

Current Catalog Description (include all prerequisites):

Application of counseling theories and techniques as they apply to the unique concerns and issues of diverse groups such as racial, ethnic, cultural minorities, and special populations will be examined. A focus on individual and cultural characteristics requiring specific skills necessary for the effective practice of counseling when working with diverse populations will be explored.

Proposed or New Catalog Description (include all prerequisites):

In this course the student will gain an understanding of the cultural context of relationships, issues, and trends in a multicultural society. Application of counseling theories and techniques as they apply to the unique concerns and issues of diverse groups (e.g., racial, ethnic, SES, cultural minorities, and special populations) will be examined. A focus of the course includes attitudes, beliefs, understandings, and acculturative experiences, including specific experiential learning activities designed to foster students' understanding of self and culturally diverse clients. Social justice and advocacy for diverse populations will be explored.

Course Title: Multicultural Counseling, page 2

Course Outcome Objectives:

OBJECTIVES. The objectives are to assist prospective counselors to:

1. Demonstrate ability for planning, developing, implementing, and evaluating strategies which enhance multicultural competencies with diverse clients;
2. Attain an understanding of the influence of critical variables in the counseling process, i.e., sex, race, ethnicity, socioeconomic status, age, lifestyle;
3. Gain an understanding of the rights and protection of specific groups of individuals under the law;
4. Appreciate role of advocacy and promote social justice;
5. Demonstrate appreciate a wider perspective of the world, self, others, and special groups by examining the theories of interaction of culture and personality;
6. Examine the source and accuracy of personal ethnocentric views and behaviors that impede effective cross-cultural communication.

Additional instructional resources needed (including library materials, special equipment, and facilities). Please note: approval does not indicate support for new faculty or additional resources.

None

Updated 09/29/05

COURSE REVISION FORM

NEW _____ DROPPED _____ MAJOR REVISION X FOR INFORMATION ONLY _____

College Graduate Studies Program Area Counselor Education Date 1/31/11

Submitter Andrea Keller Dean Rosalyn Anne Tompkins Date 2-10-11
Signature Signature (indicates "college" level approval)

Please provide a brief explanation & rationale for the proposed revision(s):

According to BOR policy, master's level courses are at the 5XX level. Thus, all the counselor education courses require re-numbering from 6XX to 5XX. Some course names and catalog descriptions are revised to increase clarity.

Please provide the following information:

College: Graduate Studies

Program Area: Counselor Education

Date: January 31, 2011

Course Prefix & No.: CNSL 5XX (CNSL 654)

Course Title: Crisis Intervention Counseling

Credits: 2

Required by: Counselor education master's degree

Selective in:

Elective in:

General Education:

Lecture: 2

Lecture/Lab:

Gradable Lab:

Contact hours lecture: 30

Contact hours lab:

Current Catalog Description (include all prerequisites):

This course represents an examination of crisis situations and viable counseling interventions based on the application of theoretical and ethical implications. An understanding of crisis (recognizing and defining crisis), crisis intervention models and implementation of specific crisis intervention techniques and strategies will be explored.

Proposed or New Catalog Description (include all prerequisites):

This course represents an examination of crisis situations and viable counseling interventions based on the application of theoretical models and ethical implications. An understanding of crisis (recognizing and defining crisis), crisis intervention models, and implementation of specific crisis intervention techniques and strategies will be explored. The student will understand the counselors' roles and responsibilities as members of an interdisciplinary emergency management response team during a local, regional, or national crisis, disaster, or trauma-causing event.

Course Title: Crisis Intervention Counseling, page 2

Course Outcome Objectives:

OBJECTIVES. The objectives are to assist the prospective counselor to:

1. Conduct a crisis interview and assessment using active listening skills;
2. Facilitate a client's basic decision-making strategy;
3. Describe and understand major components of crisis intervention;
4. Develop a basic idea of how to integrate theory into crisis counseling practice;
5. Demonstrate competency with the impact of crisis on multicultural/diverse clients;
6. Demonstrate ethical practices in crisis counseling and intervention;
7. Develop influencing skills associated with client goal setting and the implementation of action strategies designed to neutralize the crisis and stabilize the client; and
8. Understand the roles and responsibilities as members of interdisciplinary emergency management response teams.

Additional instructional resources needed (including library materials, special equipment, and facilities). Please note: approval does not indicate support for new faculty or additional resources.

None

Updated 09/29/05

COURSE REVISION FORM

NEW _____ DROPPED _____ MAJOR REVISION X FOR INFORMATION ONLY _____

College Graduate Studies Program Area Counselor Education Date 1/31/11

Submitter *Andrew J. Sellen* Signature
Dean *Rosalyn Anst. J. Sellen* Signature (indicates "college" level approval) Date 2-10-11

Please provide a brief explanation & rationale for the proposed revision(s):

According to BOR policy, master's level courses are at the 5XX level. Thus, all the counselor education courses require re-numbering from 6XX to 5XX. Some course names and catalog descriptions are revised to increase clarity.

Please provide the following information:

College: Graduate Studies

Program Area: Counselor Education

Date: January 31, 2011

Course Prefix & No.: CNSL 5XX (CNSL 657)

Course Title: Community and Agency Consultation

Credits: 2

Required by: Counselor education master's degree

Selective in:

Elective in:

General Education:

Lecture: 2

Lecture/Lab:

Gradable Lab:

Contact hours lecture: 30

Contact hours lab:

Current Catalog Description (include all prerequisites):

This course will provide an overview of the theory and practice of counseling in human services agencies and other community settings. Emphasis will be placed on the role, function, and professional identity of the community counselor. Principles and practices of community outreach, intervention, education consultation, and client advocacy will be examined.

Proposed or New Catalog Description (include all prerequisites):

This course will provide a general framework for understanding and practicing consultation, and an overview of the theory and practice of consulting in human services agencies and other community settings. Emphasis will be placed on the professional roles, functions, and relationships with other human services providers, including strategies for interagency/inter-organizational collaboration and communications. Principles and practices of community outreach, intervention, education consultation, and client advocacy will be examined.

Course Title: Community/agency Consultation, page 2

Course Outcome Objectives:

OBJECTIVES. The objectives are to assist the prospective counselors to:

1. Gain insight into the historical overview of professional consultation and collaborative processes;
2. Facilitate an awareness of the framework for consultation;
3. Describe and understand major stages of consultation and collaboration;
4. Develop basic skills for integrating models/theories into practice;
5. Demonstrate competency with issues of multicultural diversity;
6. Explore ethical, professional and legal issues in the practice of consultation; and
7. Demonstrate the necessary skills associated with consultation through cases studies.

Additional instructional resources needed (including library materials, special equipment, and facilities). Please note: approval does not indicate support for new faculty or additional resources.

None

Updated 09/29/05

COURSE REVISION FORM

NEW _____ DROPPED _____ MAJOR REVISION X FOR INFORMATION ONLY _____

College Graduate Studies Program Area Counselor Education Date 1/31/11

Submitter *Andrew J. Miller* Signature
Dean *Rosalyn Anita Campbell* Signature (indicates "college" level approval) Date 2-10-11

Please provide a brief explanation & rationale for the proposed revision(s):

According to BOR policy, master's level courses are at the 5XX level. Thus, all the counselor education courses require re-numbering from 6XX to 5XX. Some course names and catalog descriptions are revised to increase clarity.

Please provide the following information:

College: Graduate Studies

Program Area: Counselor Education

Date: January 31, 2011

Course Prefix & No.: CNSL 5XX (CNSL 658)

Course Title: Diagnosis and Treatment in Counseling

Credits: 3

Required by: Counselor education master's degree

Selective in:

Elective in:

General Education:

Lecture: 3

Lecture/Lab:

Gradable Lab:

Contact hours lecture: 45

Contact hours lab:

Current Catalog Description (include all prerequisites):

This course will explore the diagnostic and treatment processes employed by mental health professionals functioning within clinical settings. Students will develop specific skills in assessment, diagnosis, and the development of treatment plans. The course will explore the paradigms of mental and emotional dysfunction, with an emphasis on clinical techniques and professional practices used in the evaluation and treatment of individual psychological disturbances.

Proposed or New Catalog Description (include all prerequisites):

This course will explore the diagnostic and treatment processes employed by helping professions within schools and clinical settings. Students will develop specific skills in the use of diagnostic criteria in the current edition the DSM in multi-axial diagnosis and the development of treatment plans. The course will explore the paradigms of mental illness and personality disorders with an emphasis on clinical techniques and professional practices used in the evaluation and treatment of clients.

Course Title: Diagnosis and Treatment in Counseling, page 2

Course Outcome Objectives:

OBJECTIVES. The objectives are to assist prospective counselors to:

1. Demonstrate familiarity with diagnostic terminology used in the field;
2. Understand the interplay of bio-psycho-social factors in implications for treatment of individuals including family, community, society, and culture;
3. Apply knowledge of the current edition of the DSM in multi-axial diagnoses for treatment planning; and
4. Demonstrate skills necessary to research skills using research and e-technology as resources in treatment planning.

Additional instructional resources needed (including library materials, special equipment, and facilities). Please note: approval does not indicate support for new faculty or additional resources.

None

Updated 09/29/05

COURSE REVISION FORM

NEW _____ DROPPED _____ MAJOR REVISION X FOR INFORMATION ONLY _____

College Graduate Studies Program Area Counselor Education Date 1/31/11

Submitter *Melvin J. Allen* Dean *Rosalyn Christine Tompkins* Date 2-10-11
Signature Signature (indicates "college" level approval)

Please provide a brief explanation & rationale for the proposed revision(s):

According to BOR policy, master's level courses are at the 5XX level. Thus, all the counselor education courses require re-numbering from 6XX to 5XX. Some course names and catalog descriptions are revised to increase clarity.

Please provide the following information:

College: Graduate Studies

Program Area: Counselor Education

Date: January 31, 2011

Course Prefix & No.: CNSL 5XX (CNSL 660)

Course Title: Counseling and Medications

Credits: 2

Required by: Counselor education master's degree

Selective in:

Elective in:

General Education:

Lecture: 2

Lecture/Lab:

Gradable Lab:

Contact hours lecture: 30

Contact hours lab:

Current Catalog Description (include all prerequisites):

This course will familiarize students with the behavioral descriptors and diagnostic issues, test correlates and intervention options associated with the pharmacological dimensions of counseling and psychotherapy. This course is grounded on the basic assumption that a multi-modal treatment model is usually the optimal approach towards case management and that a holistic appreciation of the client's physiological, cognitive, emotional and behavioral dimensions is crucial to successful intervention.

Proposed or New Catalog Description (include all prerequisites):

This course will familiarize students with the dimensions pharmacology has added to psychotherapy. The basic assumption of the course is that a multi-modal treatment model is usually the optimal approach for case management and that a holistic appreciation of the client's physiological, cognitive, emotional and behavioral dimensions is crucial to successful intervention and treatment planning. This course will assist the student to recognize the signs and symptoms of substance abuse, and the potential for substance use disorders to mimic and coexist with a variety of medical and psychological disorders.

Course Title: Diagnosis and Treatment in Counseling, page 2

- major classes of psychotherapeutic drugs—including alcohol and street drugs;
2. Describe the basic neuro-chemical processes in the brain including addiction;
 3. Become familiar with terminology used in the field;
 4. Describe the important, common side effects associated with the major classes of psychoactive drugs;
 5. Explore the Internet as a resource on psychopharmacology, addiction, and substance abuse; and
 6. Develop understanding of substance abuse and resources for community agencies, including schools.

Additional instructional resources needed (including library materials, special equipment, and facilities). Please note: approval does not indicate support for new faculty or additional resources.

None

Updated 09/29/05

COURSE REVISION FORM

NEW _____ DROPPED _____ MAJOR REVISION X FOR INFORMATION ONLY _____

College Graduate Studies Program Area Counselor Education Date 1/31/11

Submitter *Melena Jellen* Signature
Dean *Rosalyn Proctor Jempletter* Signature (indicates "college" level approval) Date 2-10-11

Please provide a brief explanation & rationale for the proposed revision(s):

According to BOR policy, master's level courses are at the 5XX level. Thus, all the counselor education courses require re-numbering from 6XX to 5XX. Some course names and catalog descriptions are revised to increase clarity.

Please provide the following information:

College: Graduate Studies

Program Area: Counselor Education

Date: January 31, 2011

Course Prefix & No.: CNSL 5XX (CNSL 661)

Course Title: Group Dynamics/Counseling

Credits: 3

Required by: Counselor education master's degree

Selective in:

Elective in:

General Education:

Lecture: 3

Lecture/Lab:

Gradable Lab:

Contact hours lecture: 45

Contact hours lab:

Current Catalog Description (include all prerequisites):

In this course the student will examine the theory and techniques of group counseling. Course topic areas will include: group dynamics, the types of groups, the stages of the group process, therapeutic forces within the group, etc. Student will participate in group experience and facilitate the group process. Prerequisites: CNSL 625, CNSL 635 and permission of instructor.

Proposed or New Catalog Description (include all prerequisites):

In this course the student will examine the theory and techniques of group counseling. Course topic areas will include: group dynamics, the types of groups, the stages of the group process, therapeutic forces within the group, etc. Student will participate in group experience and facilitate the group process. Prerequisites: CNSL 625, CNSL 635 and permission of instructor.

Course Outcome Objectives:

OBJECTIVES. The objectives are to assist prospective counselors to

1. Examine the various types of groups and explore the progressive stage in the group process;
2. Articulate the role of the group facilitator/leader and examine the various roles assumed by individual group members throughout the different stages of the group;
3. Explore the therapeutic forces within the group and assess the effectiveness of the varied applied techniques within the group;
4. Provide practical experiences in the actual formation, facilitation, and administration of the group experience;
5. Attain experience assessing and interpreting the group experience and ensuing results so that client insight and awareness is enhanced;
6. Become aware of the standards of professional ethics associated with group work;
7. Become knowledgeable of client's rights and counselor responsibilities concerning client records and the use of appropriate record keeping practices;
8. Gain awareness of cultural issues related to theoretical constructs and possible cultural bias; and
9. Become aware of community based referral resources available to clients after group termination and learn protocols ensuring optimal use of these resources.

Additional instructional resources needed (including library materials, special equipment, and facilities). Please note: approval does not indicate support for new faculty or additional resources.

None

Updated 09/29/05

COURSE REVISION FORM

NEW _____ DROPPED _____ MAJOR REVISION X FOR INFORMATION ONLY _____

College Graduate Studies Program Area Counselor Education Date 1/31/11

Submitter *Andrea Gallen* Signature
Dean *Rosalyn Ann Tompkins* Signature (indicates "college" level approval)
Date 2-10-11

Please provide a brief explanation & rationale for the proposed revision(s):

According to BOR policy, master's level courses are at the 5XX level. Thus, all the counselor education courses require re-numbering from 6XX to 5XX. Some course names and catalog descriptions are revised to increase clarity.

Please provide the following information:

College: Graduate Studies

Program Area: Counselor Education

Date: January 31, 2011

Course Prefix & No.: CNSL 5XX (CNSL 671)

Course Title: Career Counseling and Information Systems (formerly Career Information Systems)

Credits: 2

Required by: Counselor education master's degree

Selective in:

Elective in:

General Education:

Lecture: 2

Lecture/Lab:

Gradable Lab:

Contact hours lecture: 30

Contact hours lab:

Current Catalog Description (include all prerequisites):

Students will become familiar with the theories and techniques of career counseling. Course topic areas will include: theories of career development, techniques of career counseling, and assessment instruments utilized in career counseling. Course Fee: \$15.00

Proposed or New Catalog Description (include all prerequisites):

In this course, students will become familiar with the theories and techniques of career counseling. Course topic areas will include: theories of career development, techniques of career counseling, and use of assessment instruments, including technology resources, utilized in career counseling. Students will engage in personal career assessment using career resources, and develop resources, including curriculum, for working with individual and groups. Course Fee: \$15.00

Course Title: Career Counseling and Information System, page 2

Course Outcome Objectives:

OBJECTIVES. The objectives are to assist prospective counselors to

1. Understanding the role of work and in human lives and society;
2. Form a professional view of career development that is theoretically supported;
3. Develop skills and a knowledge base to assist people to view work as a part of their lives and the lives of others, including familiarity with the use of technology and career assessment instruments and resources; and
4. Demonstrate an awareness of the changing nature of work, the work place, and the work force; and
5. Engage in self-exploration using the career resources available on-line and with published career assessment instruments.

Additional instructional resources needed (including library materials, special equipment, and facilities). Please note: approval does not indicate support for new faculty or additional resources.

None

Updated 09/29/05

COURSE REVISION FORM

NEW _____ DROPPED _____ MAJOR REVISION X FOR INFORMATION ONLY _____

College Graduate Studies Program Area Counselor Education Date 1/31/11

Submitter *Andrew J. Ellis* Dean *Rosalyn Minter Implet* Date 2-10-11
Signature Signature (indicates "college" level approval)

Please provide a brief explanation & rationale for the proposed revision(s):

According to BOR policy, master's level courses are at the 5XX level. Thus, all the counselor education courses require re-numbering from 6XX to 5XX. Some course names and catalog descriptions are revised to increase clarity.

Please provide the following information:

College: Graduate Studies

Program Area: Counselor Education

Date: January 31, 2011

Course Prefix & No.: CNSL 5XX (CNSL 679)

Course Title: Counselor Education Graduate Seminar (formerly Graduate Seminar)

Credits: 1-3

Required by:

Selective in:

Elective in: Counselor education master's degree

General Education:

Lecture: 1-3

Lecture/Lab:

Gradable Lab:

Contact hours lecture: 15-45

Contact hours lab:

Current Catalog Description (include all prerequisites):

An investigation of topics of current concern and interest in counseling and development.

Proposed or New Catalog Description (include all prerequisites):

This course is delivered as a seminar in which students will investigate topics of current concern and special interest in counselor education.

Course Title: Counselor Education Graduate Seminar, page 2

Course Outcome Objectives:

OBJECTIVES. The objectives are to assist prospective counselors to

1. Increase competency in topics of special interest in counselor education; and
2. Develop resources in areas of special interest to the student.

Additional instructional resources needed (including library materials, special equipment, and facilities). Please note: approval does not indicate support for new faculty or additional resources.

None

Updated 09/29/05

COURSE REVISION FORM

NEW _____ DROPPED _____ MAJOR REVISION X FOR INFORMATION ONLY _____

College Graduate Studies Program Area Counselor Education Date 1/31/11

Submitter *Julia Jellie* Signature
Dean *Rosalyn Prot. Impletta* Signature (indicates "college" level approval) Date 2-10-11

Please provide a brief explanation & rationale for the proposed revision(s):

According to BOR policy, master's level courses are at the 5XX level. Thus, all the counselor education courses require re-numbering from 6XX to 5XX. Some course names and catalog descriptions are revised to increase clarity.

Please provide the following information:

College: Graduate Studies

Program Area: Counselor Education

Date: January 31, 2011

Course Prefix & No.: CNSL 5XX (CNSL 680)

Course Title: School Counseling Internship I (formerly Counseling Internship)

Credits: 6

Required by: Counselor education master's degree

Selective in:

Elective in:

General Education:

Lecture:

Lecture/Lab:

Gradable Lab:

Contact hours lecture:

Contact hours lab:

Internship: 300 hours

Current Catalog Description (include all prerequisites):

An extended practical experience in school or related setting where the counselor intern acquires 300 hours of knowledge and skills under professional supervision. The intern will acquire knowledge of school and related settings as well as observation and practice in the setting. Prerequisites: CNSL 620, CNSL 625, CNSL 635, and CNSL 638. Must submit and have approval for internship before registering

Proposed or New Catalog Description (include all prerequisites):

This is the first internship in the counselor education program. The program requires completion of two supervised internship in the student's designated program area of 300 clock hours each. Each internship is intended to reflect the comprehensive work experience of a professional counselor appropriate to the designated program area. Prerequisites: CNSL 620, CNSL 625, CNSL 635, CNSL 638 and at least 36 semester credits in the counselor education program; full admission to the program; and program faculty approval is required.

Course Title: School Counseling Internship I (formerly Counseling Internship), page 2

Course Outcome Objectives:

Course Objectives

1. The intern will build a framework of professional relational skills including specific attitudinal and professional competencies (e.g., treatment modalities, testing, ethical and cultural considerations, in addition to other experiences relevant to the internship experience and site).
2. The minimum number of hours required for this internship is 300 hours.
 - a. Supervision: 40 hours
 - b. Direct services: 120 hours
 - c. Related services: 120 hours

Additional instructional resources needed (including library materials, special equipment, and facilities). Please note: approval does not indicate support for new faculty or additional resources.

None

Updated 09/29/05

COURSE REVISION FORM

NEW _____ DROPPED _____ MAJOR REVISION X FOR INFORMATION ONLY _____

College Graduate Studies Program Area Counselor Education Date 1/31/11

Submitter *Maureen Sillu* Dean *Rosalyn Ann Imple* Date 2-10-11
Signature Signature (indicates "college" level approval)

Please provide a brief explanation & rationale for the proposed revision(s):

According to BOR policy, master's level courses are at the 5XX level. Thus, all the counselor education courses require re-numbering from 6XX to 5XX. Some course names and catalog descriptions are revised to increase clarity.

Please provide the following information:

College: Graduate Studies

Program Area: Counselor Education

Date: January 31, 2011

Course Prefix & No.: CNSL 5XX (CNSL 681)

Course Title: Community/Agency Counseling Internship I (Counseling Internship – Community Agency)

Credits: 6

Required by: Counselor education master's degree

Selective in:

Elective in:

General Education:

Lecture:

Lecture/Lab:

Gradable Lab:

Contact hours lecture:

Contact hours lab:

Internship: 300 hours

Current Catalog Description (include all prerequisites):

An extended practical experience in community/agency where the counselor intern acquires 300 hours of knowledge and skills under professional supervision. The intern will acquire knowledge of referral agencies and community services as well as observation and practice in a clinical setting. Prerequisites: CNSL 620, CNSL 625, CNSL 635, and CNSL 638. Must submit and have approval for internship before registering.

Proposed or New Catalog Description (include all prerequisites):

This is the first internship in the counselor education program. The program requires completion of two supervised internship in the student's designated program area of 300 clock hours each. Each internship is intended to reflect the comprehensive work experience of a professional counselor appropriate to the designated program area. Prerequisites: CNSL 620, CNSL 625, CNSL 635, CNSL 638 and at least 36 semester credits in the counselor education program; full admission to the program; and program faculty approval is required.

Course Title: Agency/Community Counseling Internship I (Counseling Internship -- Community Agency), page 2

Course Outcome Objectives:

Course Objectives

1. The intern will build a framework of professional relational skills including specific attitudinal and professional competencies (e.g., treatment modalities, testing, ethical and cultural considerations, in addition to other experiences relevant to the internship experience and site).
2. The minimum number of hours required for this internship is 300 hours.
 - a. Supervision: 40 hours
 - b. Direct services: 120 hours
 - c. Related services: 120 hours

Additional instructional resources needed (including library materials, special equipment, and facilities). Please note: approval does not indicate support for new faculty or additional resources.

None

Updated 09/29/05

COURSE REVISION FORM

NEW _____ DROPPED _____ MAJOR REVISION X FOR INFORMATION ONLY _____

College Graduate Studies Program Area Counselor Education Date 1/31/11

Submitter *Andrew J. Keller* Dean *Rosalyn Marie Impletta* Date 2-10-11
Signature Signature (indicates "college" level approval)

Please provide a brief explanation & rationale for the proposed revision(s):

According to BOR policy, master's level courses are at the 5XX level. Thus, all the counselor education courses require re-numbering from 6XX to 5XX. Some course names and catalog descriptions are revised to increase clarity.

Please provide the following information:

College: Graduate Studies

Program Area: Counselor Education

Date: January 31, 2011

Course Prefix & No.: CNSL 5XX (CNSL 682)

Course Title: School Counseling Internship II (Advanced Counseling Practicum)

Credits: 6

Required by: Counselor education master's degree

Selective in:

Elective in:

General Education:

Lecture:

Lecture/Lab:

Gradable Lab:

Contact hours lecture:

Contact hours lab:

Internship: 300 hours

Current Catalog Description (include all prerequisites):

A continuation of the counseling internship where the student gains additional practical experience in the application of knowledge, skills, techniques and supervision in the area of counseling. Prerequisite: CNSL 680.

Proposed or New Catalog Description (include all prerequisites):

This is the second internship in the counselor education program. The program requires completion of two supervised internship in the student's designated program area of 300 clock hours each. Each internship is intended to reflect the comprehensive work experience of a professional counselor appropriate to the designated program area. Prerequisites: CNSL 680 and program faculty approval

Course Title: School Counseling Internship II (Advanced Practicum), page 2

Course Outcome Objectives:

Course Objectives

1. The intern will build a framework of professional relational skills including specific attitudinal and professional competencies (e.g., treatment modalities, testing, ethical and cultural considerations, in addition to other experiences relevant to the internship experience and site).
2. The minimum number of hours required for this internship is 300 hours.
 - a. Supervision: 40 hours
 - b. Direct services: 120 hours
 - c. Related services: 120 hours

Additional instructional resources needed (including library materials, special equipment, and facilities). Please note: approval does not indicate support for new faculty or additional resources.

None

Updated 09/29/05

COURSE REVISION FORM

NEW _____ DROPPED _____ MAJOR REVISION X FOR INFORMATION ONLY _____

College Graduate Studies Program Area Counselor Education Date 1/31/11

Submitter *Harlene J. Miller* Dean *Rosalyn Proctor-Johnston* Date 2-10-11
Signature Signature (indicates "college" level approval)

Please provide a brief explanation & rationale for the proposed revision(s):

According to BOR policy, master's level courses are at the 5XX level. Thus, all the counselor education courses require re-numbering from 6XX to 5XX. Some course names and catalog descriptions are revised to increase clarity.

Please provide the following information:

College: Graduate Studies

Program Area: Counselor Education

Date: January 31, 2011

Course Prefix & No.: CNSL 5XX (CNSL 683)

Course Title: Community/Agency Counseling Internship II (Advanced Counseling Practicum – Community/Agency)

Credits: 6

Required by: Counselor education master's degree

Selective in:

Elective in:

General Education:

Lecture:

Lecture/Lab:

Gradable Lab:

Contact hours lecture:

Contact hours lab:

Internship: 300 hours

Current Catalog Description (include all prerequisites):

A continuation of the counseling internship where the student gains additional practical experience in the application of knowledge, skills, techniques and supervision in the area of counseling. Prerequisite: CNSL 681.

Proposed or New Catalog Description (include all prerequisites):

This is the second internship in the counselor education program. The program requires completion of two supervised internship in the student's designated program area of 300 clock hours each. Each internship is intended to reflect the comprehensive work experience of a professional counselor appropriate to the designated program area. Prerequisites: CNSL 681 and program faculty approval

Course Outcome Objectives:

Course Objectives

1. The intern will build a framework of professional relational skills including specific attitudinal and professional competencies (e.g., treatment modalities, testing, ethical and cultural considerations, in addition to other experiences relevant to the internship experience and site).
2. The minimum number of hours required for this internship is 300 hours.
 - a. Supervision: 40 hours
 - b. Direct services: 120 hours
 - c. Related services: 120 hours

Additional instructional resources needed (including library materials, special equipment, and facilities). Please note: approval does not indicate support for new faculty or additional resources.

None

Updated 09/29/05

COURSE REVISION FORM

NEW X DROPPED _____ MAJOR REVISION _____ FOR INFORMATION ONLY _____

College Graduate Studies Program Area Counselor Education Date 1/31/11

Submitter [Signature] Dean [Signature] Date 2-10-11
Signature Signature (indicates "college" level approval)

Please provide a brief explanation & rationale for the proposed revision(s):

A different focus is needed for the research course requirement in the graduate studies for the counselor education program to meet OPI and Montana's Professional Board for Professional Counselors standards.

Please provide the following information:

College: Graduate Studies

Program Area: Counselor Education

Date: January 31, 2011

Course Prefix & No.: CNSL 5XX

Course Title: Research Methods in Counselor Education

Credits: 3

Required by: Counselor education master's degree

Selective in:

Elective in:

General Education:

Lecture: 3

Lecture/Lab:

Gradable Lab:

Contact hours lecture: 45

Contact hours lab:

Current Catalog Description (include all prerequisites):

Proposed or New Catalog Description (include all prerequisites):

In this course, the student will acquire an appreciation of the importance of research in advancing the counseling profession. The student will develop an understanding of research methods such as qualitative, quantitative, single-case design, action research, and outcome based research, including the use of research to inform evidence-based practice and ethical, cultural relevant strategies for interpreting and reporting the results of research and program evaluation studies.

Course Outcome Objectives:

OBJECTIVES. The objectives are to assist prospective counselors to

1. Developing as critical consumers of research in the helping professions;
2. Participating in critical discourse on topics of research interest;
3. Develop a viable research project (creating the first 3 chapters of a research proposal);
4. Facilitate the maturation of knowledge, skills, and dispositions as a researcher;
5. Developing skills to develop, interpret, conduct and evaluate research;
6. Use research to inform evidence-based practice; and
7. Develop strategies for interpreting, reporting the results of research and program evaluation studies.

**Course Title; Research Methods in Counselor Education page 2
additional resources.**

None

Updated 09/29/05

Proposed or New Catalog Description (include all prerequisites):

Additional instructional resources needed (including library materials, special equipment,

COURSE REVISION FORM

NEW _____ DROPPED X MAJOR REVISION _____ FOR INFORMATION ONLY _____

College Graduate Studies Program Area Counselor Education Date 1/31/11

Submitter *Andrew J. Allen* Dean *Rosalyn Costa Jampala* Date 2-10-11
Signature Signature (indicates "college" level approval)

Please provide a brief explanation & rationale for the proposed revision(s):
Course no longer relevant to the counselor education program.

Please provide the following information:

College: Graduate Studies
Program Area: Counselor Education
Date: January 31, 2011
Course Prefix & No.: CNSL 698

Course Title: Graduate Research
Credits: 3 or 6

Required by:

Selective in:
Elective in: Counselor education master's degree
General Education:

Lecture:
Lecture/Lab:
Gradable Lab:
Contact hours lecture:
Contact hours lab:

Current Catalog Description (include all prerequisites):
Research and investigation into approved topics and problems. The student's Graduate Program Committee must approve the research plan and final product. May be repeated. A limit of 6 credits may be applied to your program.

Proposed or New Catalog Description (include all prerequisites):

Additional instructional resources needed (including library materials, special equipment, and facilities). Please note: approval does not indicate support for new faculty or additional resources.

None