

IUSB
COUNSELING AND HUMAN SERVICES PROGRAM (CHS)
Assessment Plan
June 2005

PROGRAM NAME: COUNSELING AND HUMAN SERVICES (CHS)
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The stated mission of Indiana University South Bend is:

Indiana University South Bend is the only public, comprehensive, undergraduate and graduate degree-granting institution of higher education in north central Indiana. The university is committed to excellence in technology-enhanced teaching, learning, and scholarship, supported by a solid core of highly qualified faculty and staff dedicated to helping a diverse body of residential and non-residential students succeed at the university and in life. IU South Bend is distinguished by collaborative learning among students and faculty in a wide range of strong liberal arts and sciences and professional disciplines, including acclaimed programs in the fine and performing arts, and nursing and health profession; and a commitment to enhancing diversity and a global perspective by providing a rich array of programs to attract and support underrepresented and international students. The university and its graduates have a significant impact on the economic growth and cultural vitality of north central Indiana and surrounding states.

IUSB has stated six priorities of planning and development:

1. Foster student learning, access and success
2. Encourage and maintain academic excellence
3. Enhance diversity
4. Strengthen partnerships
5. Reflect a global perspective; and
6. Heighten recognition and accomplishments

As part of IUSB, the **School of Education's mission** further supports the training of competent professionals from diverse backgrounds, with the ability to serve in a diverse and rapidly changing world. The School of Education is dedicated to developing ethical and reflective professionals who are comfortable with utilizing technological advances.

The School of Education further seeks to promote the six priorities identified by IUSB by designing programs that prepare students for competent service in their chosen field. The School fosters the utilization of research to inform practice in the field. The School of Education also promotes the forging of partnerships through the many relationships cultivated with area school corporations. Through intentional curricular and extra-curricular experiences, the School of Education supports the reflection of a global perspective, and a recognition of the value of diversity.

The **Counseling and Human Services program (CHS)** operates from a **mission** statement that enhances the School of Education and the IUSB mission. The mission statement is as follows:

The Counseling and Human Services program (CHS) at IUSB offers an exceptional graduate education in school and community counseling. The comprehensive master's level program provides student with a *rigorous* exploration of theoretical orientation, in-depth clinical supervision, and an appreciation for *multicultural* values. Faculty members embody *diversity of experience* and teaching styles and are committed to the development of *reflective, ethical* counselors. Serving working adults in *Northern Indiana*, the CHS program excels in producing practitioners who are dedicated to personal growth, *professional development and the pursuit of life-long learning*.

(The words in italics convey exact sentiments found in the mission statement of IUSB and the School of Education)

The CHS goals below were developed to carry out the mission of the counseling profession and the mission of the School of Education and IUSB.

EDUCATIONAL GOALS FOR CHS STUDENTS

1. Professional Identity

Students will develop a professional identity.

2. Social and Cultural Diversity

Students will acquire the skills and dispositions to be effective counselors in a multicultural society.

3. Human Growth and Development

Students will utilize the principles of human growth and development in their counseling activities.

4. Career Development

Students will acquire the skills to provide career development counseling.

5. Helping Relationships

Students will acquire the skills for a therapeutic helping relationship.

6. Group Work

Students will acquire group work skills.

7. Assessment

Students will acquire individual and group assessment skills.

8. Research and Program Development

Students will acquire research and evaluation skills.

METHODOLOGY FOR MEASURING THE ATTAINMENT OF EDUCATIONAL GOALS

Techniques

The CHS program utilizes a variety of techniques to measure student attainment of the program educational goals. The following are the major techniques used:

- Comprehensive exit exam
- Specialization project
- Portfolios in school counseling
- Alumni survey
- Employer survey

The **comprehensive exit exam** is given in the final semester of the students' course of study. It is an oral examination with the student answering questions for two faculty members within a 60-minute time slot. The questions require a practical application of all the knowledge and skills outlined in the educational goals for CHS students. The exit exam was redesigned to more effectively ascertain student learning.

The **specialization project**, done in the final year of the student's curriculum, has also been modified for the students who entered the program in January 2005. The guidelines require all students to produce a scientific research paper. The exit project assesses the research and program development educational goal as well as the assessment goal. Other goals are also assessed depending on the research topic the student chooses.

The **portfolio in school counseling**, done over the final year of the student's curriculum, requires students to showcase their best work based on all the Indiana Professional Standards for school counselors. These standards cover all the educational goals for the CHS program.

The **alumni survey** is to be conducted every three years. The items on the survey comprehensively cover all the educational goals of the CHS program.

The **employer survey**, done every three years, assesses Goals 1,5,6 and 7 of the educational goals for the CHS program.

PROCESS FOR USING ASSESSMENT INFORMATION TO IMPROVE PROGRAMS

The information gathered from each measurement technique is reviewed annually after the end of the school year. All faculty members participate in interpreting the findings. Faculty members discuss the implications for the program and make recommendations to improve the program. The Advisory Board also reviews the findings and is also consulted on possible changes to the program. Recommendations and requests for program and budgetary considerations are made to the School of Education Dean and Dean's Leadership Team.

PARTICIPATION OF ALL CONSTITUENCIES

All faculty members participate in evaluating the exit project and exit exam. All faculty members participate in the review and evaluation of all findings from all instruments. Students participate in designing, collecting and analyzing the surveys of alumni and employers. Students also are surveyed for their input into the program. Educational goals are clearly outlined on CHS syllabi and on the CHS website.

RECORD KEEPING

The artifacts from the measurement techniques are housed in the office of Jannette Shaw. Reports generated from all measurement techniques are posted on Live Text. Live Text is the method the School of Education uses to record and analyze the data. The Dean's office also receives copies of reports from each survey conducted.. The unit coordinator is the designated person responsible for filing the third year report with the Assessment Committee. The CHS and School of Education websites display the educational goals of the program. Live Text is also a major mode of publishing the educational goals of the programs in the School of Education.