University of La Verne

College of Education & Organizational Leadership

Professional School Counseling Preparation Program

Program Assessment Report

Prepared for

California Commission on Teacher Credentialing

2009
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Program Assessment Report Overview

The following report contains all the documents utilized for the University of La Verne College of Education and Organizational Leadership’s Professional School Counseling Preparation Program Proposal submitted to the California Commission on Teacher Credentialing for approval in 2002. All changes to the program since the 2002 approval are included and reflected in the documents with a description and explanation of the changes in Part II.

Part I – Program Description
1. Table I displays the recommended sequence of courses for the Remote Campus locations
2. Table II displays the recommended sequence of courses for the Main Campus location.
3. Table III is a Curriculum Alignment Matrix for the California Commission on Teacher Credentialing Generic Program Standards. It matches the sixteen (16) Generic Program Standards with specific courses in the Professional School Counselor Preparation Program.
4. Table IV is a Curriculum Alignment Matrix for the California Commission on Teacher Credentialing School Counseling Specialization Standards. It matches the sixteen (16) School Counseling Specialization Standards with specific courses in the Professional School Counselor Preparation Program.

Part II – Program Changes
1. A description and explanation of program changes after the 2002 CCTC approval of the University of La Verne College of Education and Organizational Leadership’s Professional School Counseling Preparation Program.
2. A description of the assessments used to gather the data for the Biennial Report submitted to the CCTC for the 07-08 academic year.

Part III – CCTC Standards Addressed
1. Addresses every CCTC Standard required for School Counseling Programs, with specific information from every course which covers the specific standard content. All references are hyperlinked with the corresponding appendixes of this report.

Part IV – School Counseling Internship Program
1. The Pupil Personnel Services Internship Credential with Specialization in School Counseling is discussed in connection with the Common Standards for Internship Programs and Pupil Personnel Services.
Appendices

The appendices include faculty instructions, course outlines, syllabi templates, evidence of meeting learning outcomes assignments, and scoring rubrics for all courses in the program. Additionally, Professional Portfolios for School Counselor Candidates, Handbook for Counselor Trainees, Handbook for On-Site Supervisors, Handbook for University Supervisors of Field Experience, Handbook for Internship Programs, and Memorandum of Understanding for School Counseling Internship Program are provided.
University of La Verne
College of Education & Organizational Leadership
Professional School Counseling Preparation Program
Commission on Teacher Credentialing - Program Assessment Report

Part I

Program Description
Description of Professional School Counseling Preparation Program

The University of La Verne College of Education and Organizational Leadership’s Professional School Counseling Preparation Program has offered the Pupil Personnel Services Credential with a specialization in School Counseling since 1974. The Professional School Counselor Preparation Program is designed to meet the standards set forth by the California Commission on Teacher Credentialing for the Pupil Personnel Services Credential in School Counseling, including the Internship Credential, and the requirements for the Master of Science in Educational Counseling. Graduates of the program are able to effectively function at an entry level position as a Professional School Counselor. The Professional School Counselor Preparation Program strongly embraces The National Standards for School Counseling set forth by the American School Counseling Association as well as the comprehensive school counseling and guidance model. Candidates who complete the program receive both the Master of Science in Educational Counseling and the Pupil Personnel Services Credential in School Counseling. The Professional School Counseling Program consists of 48 semester units of course work. There are eighteen (18) courses required in the Professional School Counselor Preparation Program, including 100 hours of practica and 600 hours of supervised field work experience. It is expected and emphasized that program graduates will continue professional development throughout their careers as Professional School Counselors.
### University of La Verne
College of Education & Organizational Leadership
Professional School Counseling Preparation Program
Commission on Teacher Credentialing - Program Assessment Report

#### Course Titles in the Professional School Counselor Preparation Program

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>Educ 501*</td>
<td>Educational Assessment</td>
<td>3</td>
</tr>
<tr>
<td>Educ 503</td>
<td>Educational Psychology</td>
<td>3</td>
</tr>
<tr>
<td>Educ 504</td>
<td>Methods of Research</td>
<td>3</td>
</tr>
<tr>
<td>Educ 543</td>
<td>School Guidance Seminar</td>
<td>3</td>
</tr>
<tr>
<td>Educ 546*</td>
<td>Introduction to School Counseling and Guidance (contains 25 hours of practicum)</td>
<td>3</td>
</tr>
<tr>
<td>Educ 549*</td>
<td>School Counseling Theories</td>
<td>3</td>
</tr>
<tr>
<td>Educ 550</td>
<td>Human Development</td>
<td>3</td>
</tr>
<tr>
<td>Educ 564</td>
<td>Instruction and Achievement</td>
<td>2</td>
</tr>
<tr>
<td>Educ 565*</td>
<td>Career Development (contains 25 hours of practicum)</td>
<td>3</td>
</tr>
<tr>
<td>Educ 567</td>
<td>School Safety and Crisis Prevention</td>
<td>2</td>
</tr>
<tr>
<td>Educ 571*</td>
<td>Individual Counseling Skills (contains 25 hours of practicum)</td>
<td>3</td>
</tr>
<tr>
<td>Educ 572*</td>
<td>Group Counseling Skills (contains 25 hours of practicum)</td>
<td>3</td>
</tr>
<tr>
<td>Educ 573</td>
<td>Counseling Diverse Populations</td>
<td>3</td>
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<tr>
<td>Educ 574</td>
<td>Facilitation, Consultation, and Collaboration Skills</td>
<td>3</td>
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<tr>
<td>Educ 583a</td>
<td>Supervised Field Work—Level I (300 clock hours)</td>
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<td>Educ 583b</td>
<td>Supervised Field Work—Level II (300 clock hours)</td>
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<td>Graduate Seminar in School Counseling</td>
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<tr>
<td>EdMgt 576</td>
<td>Organizational Leadership and School-Community Collaboration</td>
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**Total Required Units: 48**

*Courses required for entry into the Pupil Personnel Services Internship Credential Program in School Counseling.*
Sequence of Courses:
The following tables (Tables I &II) reflect the recommended sequence of courses in order for candidates to complete the program in a specified period of time. There are two recommended sequence of courses. The Candidates in the remote locations are required to take classes with a cohort and in a term schedule (a term = 10 weeks) with little availability for change in the recommended sequence of courses. The Candidates on the main campus are required to take classes on the semester schedule (a semester = 15 weeks) with more flexibility as to when classes may be taken. All Candidates are required to meet the pre-requisite requirements for all courses as outlined in the schedule of classes and on each course syllabus (Appendixes A-Q). The number of instructional hours is the same for all candidates (45 hours of instruction for a 3 unit course).

Table I
Recommended Sequence of Courses - Remote Campus Locations

<table>
<thead>
<tr>
<th>Term 1</th>
<th>Term 2</th>
<th>Term 3</th>
<th>Term 4</th>
<th>Term 5</th>
<th>Term 6</th>
<th>Term 7</th>
<th>Term 8</th>
<th>Term 9</th>
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<td>Educ 583a</td>
<td>Educ 583b</td>
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<td>3 units</td>
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<td>7 units</td>
<td>5 units</td>
<td>6 units</td>
<td>6 units</td>
<td>6 units</td>
<td>3 units</td>
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</tbody>
</table>

Table II
Recommended Sequence of Courses - Main Campus Location

<table>
<thead>
<tr>
<th>Fall Year 1</th>
<th>Spring Year 1</th>
<th>Summer Year 1</th>
<th>Fall Year 2</th>
<th>Spring Year 2</th>
<th>Summer Year 2</th>
<th>Fall Year 3</th>
<th>Spring Year 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Educ 583a</td>
<td>Educ 583b</td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>6 units</td>
<td>6 units</td>
<td>7 units</td>
<td>6 units</td>
<td>6 units</td>
<td>5 units</td>
<td>6 units</td>
<td>6 units</td>
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</tbody>
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