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| For Academic Affairs and Research Use Only |
| Proposal Number | EBS29 |
| CIP Code:  |  |
| Degree Code: |  |

**New Emphasis, Concentration, Option, or Minor Proposal Form**

**[ ] Undergraduate Curriculum Council**

**[X] Graduate Council**

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

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| John D. Hall, Ph.D. | 12/14/2022 |

**Department Curriculum Committee Chair** |

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| Amanda Lambertus | 1/24/2023 |

**COPE Chair (if applicable)** |
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| Asher Pimpleton-Gray | 12/14/2022 |

**Department Chair** |

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| Mary Jane Bradley  | 1/24/2023 |

**Head of Unit (if applicable)**   |
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| Joanna Grymes | 12/14/2022 |

**College Curriculum Committee Chair** |

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| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |

**Undergraduate Curriculum Council Chair** |
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| Mary Jane Bradley | 12/19/2022 |

**College Dean** |

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| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |

**Graduate Curriculum Committee Chair** |
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| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |

**General Education Committee Chair (if applicable)**   |

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| Dr. Calvin White | 9/22/2023 |

**Vice Chancellor for Academic Affairs** |

1. **Contact Person (Name, Email Address, Phone Number)**

Allison Paolini, apaolini@astate.edu, 3064

1. **Proposed Starting Date**

Fall 2023 (2023-24 Bulletin Year)

1. **Title of degree program:**

Master of Education in School Counseling

1. **Proposed name of new option/concentration/emphasis/minor:**

General School Counseling

1. **Reason for proposed action that includes rationale, goals, and student population served:**

The MSE School Counseling Program at Arkansas State University will be adding a General Track in addition to the existing Crisis and Trauma and Special Populations Tracks so that students possess additional knowledge in foundational areas including career counseling, research and assessment, family counseling, diagnosis and treatment, and consultation. It is imperative for students to have an awareness of content in these areas regarding licensure eligibility, as well as to foster preparedness, competency, and readiness to support all K-12 students.

1. **Provide the following:**
	1. Curriculum outline - List of courses in new option/concentration/emphasis/minor – Underline required courses

 COUN 6043 - Career Development and Services

 COUN 6063 – Diagnosis and Treatment

 COUN 6483 – Family Counseling

 COUN 6653 – Research and Assessment

 COUN 6883 - Introduction to Crisis and Trauma in Children and Adolescents

 PSY 6613 - Professional Consultation

* 1. Total semester credit hours required for option/emphasis/concentration/minor

 18 credit hours

* 1. Student demand (projected enrollment) for program option

Approximately 30 new students per year

1. **Will the new option/emphasis/concentration/minor be offered:**
	1. **Traditional/Face-to-face** NO
	2. **Distance/Online** YES
		1. **If yes, indicate mode of distance delivery, and the percentage of courses offered via this modality (<50%, 50-99%, or 100%).**

100%

* + 1. **If online, will it be offered through Global Initiatives/Academic Partnerships (AP)?**

YES

1. **Specify the amount of the additional costs required, the source of funds, and how funds will be used.**

No additional costs required.

**Bulletin Changes**

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| **Instructions**  |
| **Please visit** [**http://www.astate.edu/a/registrar/students/bulletins/index.dot**](http://www.astate.edu/a/registrar/students/bulletins/index.dot) **and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Please include a before (with changed areas highlighted) and after of all affected sections.** **\*Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.**  |

Please see accompanying Program Modification form for additional changes to the overall program bulletin content reflected below

INSERT:

**PURPOSE OF THE DEGREE**

The purpose of the M.S.E. degree in School Counseling is to train school counseling professionals with expert skills in coordinating school counseling programs, supporting the teaching/learning process, counseling with students, and consulting with persons having significant influence on students’ well-being and development. This program provides graduate-level study which is based on the comprehensive developmental model of school guidance and counseling. This program prepares K-12 counselors to promote development of skills and experiences needed by all students for success in school and later life, to develop prevention programs focused on predictable hindrances to development of identifiable groups of students, to conduct interventions for remediation of individual concerns, and to intervene with both groups and individuals in crisis situations.

Throughout the program, school counseling trainees are required to engage in experiences intended to increase their self-awareness and promote their own personal and professional development. The educational and developmental orientation of the School Counseling Program provides students with unique expertise that makes them the appropriate choice for counseling practice in a school setting. Students in the School Counseling Program experience a depth of training and acquire a level of expertise for practice in the school setting that is comparable to that of counselors in other settings. The M.S.E. Degree in School Counseling is rigorous and experiential in nature in order to prepare students to become transformational advocates, systemic change agents, and leaders in their respective school settings.

**PROGRAM ADMISSION PROCEDURES**

1. Contact the Graduate School for an application materials packet.
2. Submit to the Graduate School all application materials, including:
	1. Completed Graduate School application form with specified application fee, proof of immunization for measles and rubella (if date of birth is January 1957 or later), selective service status form, and separate official transcripts of all undergraduate and graduate work from all colleges and universities attended.
	2. Official report of a score, obtained within the last five (5) years, on the Graduate Record Examination (GRE).
	3. A typewritten essay that addresses (1) personal, educational, and career goals and aspirations; (2) personal perceptions of influences on goals and aspirations; and (3) personal view of the role and value of school counseling.
	4. Three appraisal/recommendation forms, with at least one completed by a work supervisor and at least one completed by a faculty member in the applicant’s most recent academic program of study. (When the applicant has not completed that program of study, a statement of status in that program also is required.)

Applicants who have not been enrolled in an academic program for more than five years may substitute a recommendation from a current or recent employer for the faculty recommendation. The third form may be completed by anyone who can attest to the applicant’s ability and/or character, except that it may not be completed by anyone who is a relative of the applicant.

1. Application file is reviewed by the Graduate School and, if applicant qualifies for admission to the Graduate School, the file (including all materials listed above) is forwarded to the School Counseling Program Coordinator in the Department of Psychology and Counseling.
2. Application file is reviewed by the School Counseling Program Committee on Admissions. This committee evaluates all materials submitted by the applicant, decides whether the applicant meets program requirements and expectations, appoints an academic adviser for the applicant who is admitted to the program, and sets any conditions of admission.
3. Application file is returned to the Graduate School for notification to the applicant of the admission status. For applicants who are admitted, the notice also will include identification of academic adviser and conditions of admission, if any.

To be considered for admission to the School Counseling Program, applicants must present evidence of qualities consistent with those required for effective school counseling practice. The written statement prepared by the applicant, combined with the appraisal/recommendation forms from references, will be used as the basis for committee members’ judgment of the applicant’s personal and interpersonal qualities. All persons admitted to the program are required to meet the same standard in regard to these qualities.

Applicants also must present evidence of potential ability to perform academic work at the advanced graduate level. Standardized test proficiency and past grade performance provide the primary data for judging academic ability; other indicators, such as quality of writing in the applicant’s prepared statement, also will be considered. Based on the combination of test proficiency and past academic performance, an applicant may qualify for either unconditional or conditional admission status.

**Unconditional Admission Status:**

Academic proficiency for unconditional admission may be established through satisfaction of either of the following criteria:

1. A minimum cumulative undergraduate grade point average of 3.00 (or 3.25 on the last 60 hours of undergraduate work).
2. Unconditional admission to the Graduate School, and a minimum cumulative graduate grade point average of 3.25 on 12 or more hours with no grade less than a “B.”

**Conditional Admission Status:**

Academic proficiency for conditional admission may be established through satisfaction of either of the following criteria:

1. A minimum cumulative undergraduate grade point average of 2.75 (or 3.00 on the last 60 hours of undergraduate work) and a cumulative score of at least 290 on the combined verbal and quantitative sections of the GRE.
2. Unconditional admission to the Graduate School and a minimum cumulative graduate grade point average of 3.00 on 12 or more semester hours with no more than one course with a grade of “C” and no grade less than a “C.”

**ELIGIBILITY TO CONTINUE IN THE SCHOOL COUNSELING PROGRAM**

Students admitted in Conditional status must earn a cumulative grade point average of at least 3.00 on the next 12 hours of course requirements and have no more than one course in these 12 hours with a grade of “C.” Students who fail to remove Conditional status in this manner will be dropped from the School Counseling Program.

Retention checkpoints for students admitted to the School Counseling Program include the following:

1. Background Check and Child Maltreatment:

The M.S.E. School Counseling Program strongly encourages students to complete their Background Check upon admission into the program. Students MUST have a fully approved Background Check in order to apply for registration for Practicum. Students cannot register for Practicum until their Background Check is fully approved. Students residing in Arkansas utilize LiveScan to complete fingerprinting. Out of state students can drive to Arkansas to complete their fingerprints via LiveScan or utilize the pre-printed fingerprinting cards. Child Maltreatment Form must be printed, notarized, and uploaded online.

1. Approval to Register for Clinical Courses:

Eligibility to enroll in supervised clinical training (i.e., COUN 6213, COUN 6223, and COUN 6233) is contingent upon successful completion of all prerequisite courses See program handbook for further information on required prerequisite courses.

1. Eligibility for Comprehensive Examination:

Students who have earned an overall graduate grade point average of 3.00, have earned a cumulative grade point average of at least 3.00 on all courses completed in the School Counseling Program, and are enrolled for their final period of study will be eligible to sit for the comprehensive examination.

1. Licensure Requirements:

Completion of Principles of Learning and Teaching (PLT) Exam by any First-Time Licensure seeking student or a student who does not hold a previous license.

First-Time Licensure seeking students are required to take one of the following PLTs:

* Principles of Learning and Teaching Early Childhood PRAXIS 5621
* Principles of Learning and Teaching Grades K-6 PRAXIS 5622
* Principles of Learning and Teaching Grades 5-9 PRAXIS 5623
* Principles of Learning and Teaching Grades 7-12 PRAXIS 5624

Note: Out of state students must be licensure eligible in the state of Arkansas before being eligible for licensure in their state of residence

1. Eligibility for Practicum:

All MSE School Counseling students are required to take the following prerequisites prior to registering for practicum: COUN 6033, COUN 6053, COUN 6123, COUN 6603, COUN 6663 (must be taken in the semester immediately preceding practicum), and COUN 6843. Students will not be able to register for practicum if these courses are not completed.

1. Eligibility for Graduation:
2. Completion of 48-Credit Hours
3. Students must maintain a 3.0 GPA to graduate from the MSE School Counseling Program
4. Passing score of 70% on Comp Exam during final semester
5. Completion of Exit Survey located in the Blackboard Organization Portfolio
6. Completion of PRAXIS II 5421 Exam during final semester prior to graduation
7. Science of Reading Modules and Assessment MUST be completed prior to graduation
8. All state mandated trainings located in the Blackboard Organization Portfolio must be completed by ALL students:
	* TESS PowerPoint
	* Human Trafficking
	* Child Maltreatment
	* Dyslexia
	* Teen Suicide Awareness & Prevention
	* Bullying Awareness & Prevention
	* The Six Components of Parental Involvement for Teachers (Integrated in Family Counseling Course)
9. Ten hours of Group Counseling, which must be documented on the Group Plan of Action Form and submitted to the program coordinator prior to completion of Internship II
10. Completion of Principles of Learning and Teaching (PLT) Exam by any First-Time Licensure seeking student / student who does not hold a previous teaching license

**ACADEMIC CREDIT**

Graduate School policy prohibits credit toward degree requirements for any courses completed more than six years prior to completion of the degree program. In addition, both degree-seeking and nondegree-seeking students enrolling in COUN and PSY courses are expected to provide evidence that prerequisite knowledge is sufficiently current to support successful academic and/or clinical performance. Thus, students with dated courses may be asked to repeat such courses whether or not they have been used to fulfill requirements of another degree.

All candidates for the M.S.E. degree in School Counseling must take the PRAXIS II specialty area test in Professional School Counseling (#0421) before graduation. The candidate must arrange for a score to be sent to Arkansas State University and must provide a copy of the individual score report to the administrative assistant in the Department of Psychology and Counseling.

**UNIVERSITY REQUIREMENTS:**

See Graduate Degree Policies for additional information

**CORE COURSES**

COUN 6033 - Social and Cultural Foundations of Counseling Sem. Hrs: 3

COUN 6053 - Ethical, Legal, and Professional Issues in Counseling Sem. Hrs: 3

COUN 6123 - Group Counseling Sem. Hrs: 3

COUN 6213 - Counseling Practicum Sem. Hrs: 3

COUN 6223 - School Counseling Internship I Sem. Hrs: 3

COUN 6233 - School Counseling Internship II Sem. Hrs: 3

COUN 6603 - Foundational Knowledge of Professional School Counseling and Professional Practice Sem. Hrs: 3

COUN 6663 - Techniques and Instructional School Counseling Interventions Sem. Hrs: 3

COUN 6843 - Theories of Professional School Counseling Sem. Hrs: 3

COUN 6543 - Psycho-Social Aspects of Development Sem. Hrs: 3

Sub-total: 30

**CONCENTRATION AREA (GENERAL SCHOOL COUNSELING):**

COUN 6043 - Career Development and Services Sem. Hrs: 3

COUN 6063 – Diagnosis and Treatment Sem. Hrs: 3

COUN 6483 – Family Counseling Sem. Hrs: 3

COUN 6653 – Research and Assessment Sem. Hrs: 3

COUN 6883 - Introduction to Crisis and Trauma in Children and Adolescents Sem. Hrs: 3

PSY 6613 - Professional Consultation Sem. Hrs: 3

Sub-total: 18

**TOTAL REQUIRED HOURS: 48**