

Counseling Professions Staff Meeting

Date:	November 17, 2008
Time:	2:30pm
Place:	MC 111
Attendance:	Rosemary Doyle, Suzanne Griffith, John Paul, Mark, Langenfeld, Tracy Fabian, and Mary Jo LaValley
Absence	Amy Fullerton, Alvin Beal, Dawn Schulze, Dacia Selzler

APPROVAL OF MINUTES:

A motion to approve the minutes from November 6, 2008, was made by John Paul, and seconded by Dr. Fabian:

- Yeah: Rosemary Doyle, Suzanne Griffith, John Paul, Mark, Langenfeld, Tracy Fabian
- Nay: 0
- Abstain: 0

REPORTS:

Graduate Council, Dr. Fabian

- Notes from Graduate Council were handed out by Dr. Fabian and two items were discussed:
 - ½ day strategic planning retreat is being planned for sometime in January 2009.
 - Petition to be used for extraordinary circumstances: the department would like delineation as to what constitutes extraordinary circumstances.

Faculty Senate, Dr. Griffith

- Faculty Senate did not meet

Chairs Meeting, Dr. Griffith

- Notes from Chairs meeting were handed out by Dr. Griffith and two items were discussed:
 - There will be five \$500 mini grants that will be available for faculty and academic staff for service learning.
 - Department Personnel Policies are not the same for each department and may need to be revised.

Chi Sigma Iota, John Paul

- John Paul stated that 12 students will be attending a conference in Boston at the end of the week.

- On Wednesday Drs. Fabian and Griffith will visit John Paul's Coun 706 Processes class. The purpose is to answer questions, explain the candidacy process, and help student better prepare for their Candidacy Interviews.

NEW BUSINESS:

News and Events -

- If someone in the department has a news or event they want posted on the Counseling web site they can forward it to Mary Jo and she will post it.

Candidacy procedure and questions –

- Dr. Fabian will develop a form to be used on a trial basis to review candidacy students. John Paul and Dr. Griffith will review the form.
- It was decided that the following procedure will be followed for Candidacy.
 - A half hour interview by the faculty
 - Student will be reviewed on the following:
 - Knowledge such as GPA, and Action Plan
 - Show video that will speak to their;
 - Conceptualization of a case
 - Interpersonal skills
 - Disposition by faculty and review of the student's Personal Characteristic forms

Summer Schedule –

The summer schedule was discussed. Session times and instructors were assigned to classes being offered.

Holiday gathering –

It was suggested that a gathering be postponed until after the holidays as it is such a busy time of year.

OLD BUSINESS:

- Discussion of possible course revisions and integration with TED and EDAD.
 - We ran out of time so this will be taken up at a later date.

There being no further business to come before the department the meeting was adjourned at 3:45 PM.

Respectfully submitted by Mary Jo LaValley
November 6th minutes approved on November 17, 2008