### I. Unit Title: Counseling & Testing Center

Unit Administrator: Dr. Richard Houston

### II. Educational Program Learning Outcome Assessment Plan:

<table>
<thead>
<tr>
<th>Learning Outcome</th>
<th>Data Collection and Analysis</th>
<th>Results of Evaluation</th>
<th>Use of Evaluation Results</th>
</tr>
</thead>
<tbody>
<tr>
<td>What should a graduate in this major know, value, or be able to do at graduation and beyond?</td>
<td>What assessment tools and/or methods will you use to determine achievement of the learning outcome? Describe how the data from these tools and/or methods will be collected. Explain the procedure to analyze the data.</td>
<td>What were the findings of the analysis? List any specific recommendations.</td>
<td>What changes in curriculum, courses, or procedures were made as a result of the program learning outcome assessment process?</td>
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</table>

GST-100 students will discover where and how to locate some available student resources.

Data Collection Procedure: All GST sections will be administered the pretest during their first class meeting. They will be administered the same test as a post test during the last class meeting. Analysis Procedure: The number of completed questions will be tabulated and the percentage of change calculated.

Findings: We are in the process of gathering the results for establishing a baseline for the program.

Recommendation 1: None for this year.

Results are yet to be determined.

Response: None for this year.
<table>
<thead>
<tr>
<th>Students will discover that CLEP is an additional way to procure college credit.</th>
<th>A total of CLEP test takers will be tabulated once per semester. Analysis Procedure: The number of completed CLEP tests will be compared.</th>
<th>Findings: We are in the process of gathering the results for establishing a baseline for the program. Recommendation 1: Increase the number of students taking CLEP by 2%.</th>
<th>Results are yet to be determined. Response: Increase the amount of written advertisement if percent increase is not met.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty will make use of counseling services through effective referrals.</td>
<td>Data Collection Procedure: A total of faculty calls for referrals will be tabulated once per semester. Analysis Procedure: The number of students referred will be compared with the number of students that arrive in person for counseling services.</td>
<td>Findings: We are in the process of gathering the results for establishing a baseline for effective faculty referrals. Recommendation 1: Increase the number of students coming for counseling services by referral from the faculty</td>
<td>Results are yet to be determined. Response: Increase the awareness of faculty for identifying and making effective referrals to counseling services.</td>
</tr>
</tbody>
</table>

**III. Department Goals for 2005-06**

1. **Goal # 1:**
   Upgrade and implement on site computer testing for CLEP and MAT.

2. **Institutional Goal which was supported by this goal:**
   Accommodate non-traditional students and the general public by offering a comprehensive program of continuing education, including off-campus classes, independent study courses, non-credit courses, conferences, and workshops.

3. **Expected Results:**
   A 10% increased number of students taking the CLEP and MAT.

4. **Evaluation Procedure(s):**
   A total count will be made for Fall and Spring terms.

5. **Actual Results of Evaluation:**
   CLEP // Fall 05 – 60 / Spring 06 - 49
6. **Use of Evaluation Results:**
An increase of 109 CLEP tests and 6 MAT tests is more than a 47% increase. Continue current advertising practices.

1. **Goal # 2:**
We will develop a tracking system for ADA accommodation requests.

2. **Institutional Goal which was supported by this goal:**
Provide the resources, facilities and physical environment which contribute to the intellectual, cultural, ethical, physical, and social growth and development of the student and or surrounding community.

3. **Expected Results:**
Tracking requests will give us the number of ADA students per term and a total of the kinds of requests Delta State fulfills.

4. **Evaluation Procedure(s):**
The secretary will develop a spread sheet each term to record the types of ADA requests we fill and correlate those with the number of active files.

5. **Actual Results of Evaluation:**
Fall 05 – 22 requests / Spring 06 – 17 requests.

6. **Use of Evaluation Results:**
Further discrimination of requests into more distinct categories needed.

**IV. Data and information for the department:**

**Fall Semester 05 – Spring Semester 06**
Counseling appointments - 607
Supervision for Counselor Education Program - 18 students for 108 hours
Supervision of Clinical Observations - 22 hours
Taught 1 Bachelors and 3 Graduate courses for Educational Psychology
Athlete referrals - 15

**National Testing**
MCAT - 2 - 29 students
LSAT - 2 - 20 students
MAT - 6 students
CLEP – 109 students
CAAP - 5 - 103 students
Praxis - 5 - 815 students
ACT - 5 - 1142 students
ACTR - 5 - 49 students
NBCC – 1 – 8 students
SLLA – 1 – 26 students

**American Disabilities Act Coordinator**
37 formal requests for accommodations,
1 faculty orientation on ADA regulations, 30 attended
4 faculty requested consultations on specific accommodation situations

**Delta Discovery Program**
Recruited 40 volunteer mentors, tracked and evaluated every section
20 sections of GST-100, 312 freshmen enrolled
13 individual presentations on study skills

**Educational/Psychological Consultation**
Educational presentations - 15
Off-Campus educational presentations - 4
Residence Hall programs - 8
Extra Committee Projects - 3
Consulted by coaches for 6 different sports teams
Responded to 4 after hour emergency calls

V. **Personnel:** Director of Counseling and Testing, ADA Coordinator, GST-100 Coordinator – Dr. Richard Houston
Counselor – Mrs. Rileyann Smith
Secretary – Ms. Jessica Hughes

**Noteworthy activities and accomplishments:**
Faculty advisor for non-traditional students OKRAS
ACT inc, MS ACT Council member
Offered a Mental Health Disorders Conference for faculty
Offered a Eating Disorders for Athletes Seminar for MS Athletic Trainers Assn.
Offered a Dealing with Distressed Students Seminar for MS Campus Police Assn.
Co-Sponsor for the ALLIANCE
Co-Sponsor of Catholic Students Association
DSU Alumni Board representative, Young Alumni group
Participated in recruitment in Memphis, Senatobia
Produced Emergency Guidelines Brochure
Posted route for Green Mile wellness path

VI. **Department Goals for 2006-07**

1. **Goal #1**
   Implement a pilot class of GST-100 for the Student Engagement Champions.

2. **Institutional Goal which was supported by this goal:**
   Provide the resources, facilities and physical environment which contribute to the intellectual, cultural, ethical, physical, and social growth and development of the student and or surrounding community.

3. **Expected Results:**
   The addition of a required reading and writing components will make for a more academically rigorous program. No levels below Directors utilized.

4. **Evaluation Procedure(s):**
At the conclusion of the fall semester the class will be evaluated like the other GST-100 sections and total those who registered for and finished.

5. **Actual Results of Evaluation:**
   Currently taking a baseline for this year.

6. **Use of Evaluation Results:**
   Report to the Student Engagement Champions for consideration of full implementation for all GST-100 sections.

1. **Goal #2**
   To implement the new Focus Career test in conjunction with Career Services and Placement thus increasing student access to the test.

2. **Institutional Goal which was supported by this goal:**
   Provide the resources, facilities and physical environment which contribute to the intellectual, cultural, ethical, physical, and social growth and development of the student and or surrounding community.

3. **Expected results:**
   Word of mouth advertisement through the two units will be sufficient to generate a manageable load allowing individual counseling for students seeking career guidance.

4. **Evaluation Procedure(s):**
   The program will generate a report of the numbers taking the test which will be compared with the numbers of students seen for career counseling.

5. **Actual Results of Evaluation:**
   Currently taking a baseline for this year.

6. **Use of Evaluation Results:**
   Report will determine if additional advertisement is warranted.