

STUDENT AFFAIRS DIVISION: COUNSELING & TESTING CENTER
ANNUAL REPORT FY 2005-06

I. Unit Title: Counseling & Testing Center

Unit Administrator: Dr. Richard Houston

II. Educational Program Learning Outcome Assessment Plan:

<p align="center">Learning Outcome</p> <p align="center"><i>What should a graduate in this major know, value, or be able to do at graduation and beyond?</i></p>	<p align="center">Data Collection and Analysis</p> <p align="center"><i>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.</i></p>	<p align="center">Results of Evaluation</p> <p align="center"><i>What were the findings of the analysis? List any specific recommendations.</i></p>	<p align="center">Use of Evaluation Results</p> <p align="center"><i>What changes in curriculum, courses, or procedures were made as a result of the program learning outcome assessment process?</i></p>
<p>GST-100 students will discover where and how to locate some available student resources.</p>	<p>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.</p> <p>Analysis Procedure: The number of completed questions will be tabulated and the percentage of change calculated.</p>	<p>Findings: We are in the process of gathering the results for establishing a baseline for the program.</p> <p>Recommendation 1: None for this year.</p>	<p>Results are yet to be determined.</p> <p>Response: None for this year.</p>

<p>Students will discover that CLEP is an additional way to procure college credit.</p>	<p>A total of CLEP test takers will be tabulated once per semester. Analysis Procedure: The number of completed CLEP tests will be compared.</p>	<p>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 %.</p>	<p>Results are yet to be determined. Response: Increase the amount of written advertisement if percent increase is not met.</p>
<p>Faculty will make use of counseling services through effective referrals.</p>	<p>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.</p>	<p>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</p>	<p>Results are yet to be determined. Response: Increase the awareness of faculty for identifying and making effective referrals to counseling services.</p>

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

MAT // Fall 05 – 3 / Spring 06 - 3

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.
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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.