

**NEW GRADUATE DEGREE OR GRADUATE CERTIFICATE
FORM D**

UNIT PREPARES IN QUADRUPLICATE
Route as indicated below under approvals. Return to the Registrar's Office once all signatures have been obtained.

Date: 11/11/2020

***Allow up to one year for the process to be completed for a certificate, and 18 months for a degree.**

Kristopher Goodrich
(Name of individual initiating Graduate Degree or Graduate Certificate)

Professor, Counselor Education
(Title, position, telephone number)

kgoodric@unm.edu
(Email address)

IFCE
(Department/Division/Program)

Note: Proposals for new graduate degrees or graduate certificates need to follow an approved format. Please call the Office of Graduate Studies and ask for an outline. Revisions of graduate degrees and some new certificates also may need state approval, depending on the extent of changes proposed. Please consult the Office of the Provost for advice prior to initiating this form.

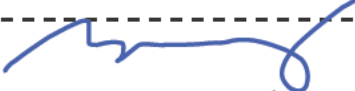
Attach the following required documents:

1. Executive Summary.
2. Program Proposal (in the approved format).
3. Catalog Description (to include program curriculum).
4. Graduate Program Projected Costs (only for new degrees).
5. Library Impact Statement.

Does this new degree affect any existing program? Yes No If yes, attach statement.

Proposed date to admit new students: Term Spring Year 2021

Required Signatures:

Department Chair <u></u>	Date <u>11/11/2020</u>
College Curricula Committee <u>Marjori Krebs</u>	Date <u>02/08/2021</u>
College or School Dean <u>Hansel Burley</u>	Date _____
Dean of Library Services <u>Jo St</u>	Date <u>2/2/22</u>
Office of the Registrar—Catalog <u>Michael Raine</u>	Date <u>2/2/22</u>
FS Graduate Committee <u>Nikki Jernigan</u>	Date <u>03/31/2022</u>
Dean of Graduate Studies <u>Julie Conrad</u>	Date <u>03/24/2022</u>
FS Curricula Committee _____	Date _____
Office of the Provost <u>Russell</u>	Date _____
Faculty Senate _____	Date _____
Board of Regents _____	Date _____

Digitally signed by Hansel Burley
Date: 2021.03.18 14:30:48 -06'00'

Additional Approvals for Degrees:

Board of Regents _____	Date _____
Council of Graduate Deans _____	Date _____
Academic Council of Higher Education _____	Date _____
Higher Education Department _____	Date _____
State Board of Finance _____	Date _____

Entered Banner

Entered Catalog

For Registrar's Office ONLY:

Copies Mailed

NEW GRADUATE CERTIFICATE PROGRAM APPLICATION

A. General Information

Institution: University of New Mexico

Name and Title of Contact Person: Kristopher M. Goodrich

Email of Contact Person: kgoodric@unm.edu

Name of Proposed Program: Advanced Graduate Certificate in Counseling

Name of Sponsoring Department, School, and/or College: IFCE, COEHS

Level of Proposed Program (*Graduate Certificate or Post-degree Certificate*) **Graduate and/or Post Degree Certificate (both routes acceptable)**

Estimated Time to Complete Proposed Program: 2 semesters

Campuses to offer this degree program: Main/Albuquerque

All Program Format(s) (*standard, distance education, evening, weekend and/or other*) **Standard**

Anticipated Start Date: Fall 2022

Proposed CIP code

B. Program Curriculum

Program Description (*as listed in catalog*) The Advanced Graduate Certificate in Counseling is designed to prepare individuals who are seeking an additional counseling specialization concurrently or following the completion of the requirements for a masters degree in Counseling (Clinical Mental Health Counseling or School Counseling).

The Advanced Graduate Certificate in Counseling is available to those who have earned or are in-process of earning an accredited Master of Arts/Sciences in Counseling.

The Advanced Graduate Certificate in Counseling offers two options, each developed to meet professional standards and New Mexico licensure requirements. Students will work with their advisor to pursue the track area they are wishing to add.

Please note additional fees may be necessary for background checks or clearance information required for some candidates internship sites.

Admission into the Counselor Education program in no way guarantees placements (e.g., internship), licensure, and/or employment.

Program Curriculum *(as listed in catalog)*

Students will complete a minimum of 12 credits with a GPA of at least 3.0, and no course grade lower than B- or "credit".

Option 1 – School Counseling Specialization

6 credits - COUN 595 Internship (placement in Advanced Graduate Certificate in Counseling area) 3 credits –
COUN 545 School Counseling
COUN 541 Counseling Children and Adolescents

Option 2 – Mental Health Counseling Specialization

6 credits - COUN 595 Internship (placement in Advanced Graduate Certificate in Counseling area) 3 credits -
COUN 521 Clinical Mental Health Counseling
COUN 560 Family Counseling

Number of Credits Required: 12

Program Learning Outcomes

The major goal of this program is to respond to the needs of the counseling students, by providing formal recognition of their additional training and practice in the field of School or Mental Health Counseling, and the needs of the people of New Mexico by graduating individuals who are dual licensure-eligible. In this way, the Advanced Graduate Certificate in Counseling program will enable students to achieve competency in multiple counseling foci, improving their chances of obtaining employment and their ability to better serve the diverse populace of our state. At this time, Albuquerque Public Schools has approximately 10 vacant school counseling positions annually. Providing students the opportunity to achieve certifiable competency in both School and Clinical Mental Health Counseling will better prepare those counseling graduates who seek to meet the needs of our public school systems.

As a result of earning the Advanced Graduate Certificate in Counseling (after having obtained their MA degree), the individual will qualify for entry-level license in mental health counseling (LMHC) or school counseling in New Mexico.

Is this certificate designed to be stand-alone or is it intended for students that are also seeking a graduate degree? If so, list how the courses will be shared between the two.

The Advanced Graduate Certificate in Counseling is available to those who have earned or are in-process of earning a CACREP accredited Master of Arts/Sciences in Counseling. When earning a masters degree

in counseling, UNM students select a focus either Clinical Mental Health Counseling or School Counseling. The Advanced Graduate Certificate in Counseling allows them to have a focus in both areas.

There are three pathways that a person could pursue to obtain this certificate:

Pathway 1: A student enters our counseling program and takes courses in both tracks concurrently. They graduate with a 72 credit hour degree, (as opposed to the 60 hours required for a single track MA Degree) satisfying the requirements for both Clinical Mental Health Counseling and School Counseling. They would qualify for this certificate designating additional work in both areas.

Pathway 2: A student can successfully graduate from our program with 60 credit hours pursuing a single track (for example, 60 credit hours for the school counseling). They then graduate and begin working as a school counselor. While they do so, they come back for the graduate certificate focused around Clinical mental health counseling, so they can obtain the additional license. They graduate with the additional 12 hours and receive the Advanced Graduate Certificate in counseling for this additional graduate work.

Pathway 3: A person who didn't attend UNM but has a masters in counseling from a different institution is interested in re-specializing in a different counseling track. They apply and are accepted into our program, and pursue this 12 credit track in a different specialty area. Once they have completed all requirements, they successfully receive this certificate in a new specialized area so they can pursue licensure in that area.

Is this certificate embedded in a degree program (i.e., do the courses taken articulate to a graduate degree)? If yes, to which degree?

The courses fit within UNM Counselor Education's masters degree in Counseling. The courses would constitute one of two available tracks to students who elect to complete both tracks rather than one. In our program, they receive a MA in Counseling, but elect to pursue a track, which is then verified by the appropriate licensure board. This certificate would designate that the graduate has completed two different specialty area tracks. All courses, however, are not new and are in current offerings of the MA in Counseling degree.

C. Assessment

Describe your institution's plan for periodic evaluation of program effectiveness. Include criteria that will be used to determine effectiveness. Max 500 words.

As part of our CACREP accreditation, we have a CACREP-vetted and approved assessment plan that both explores students' individual successful movement throughout the program through annual student review meetings (with faculty assessment of their academic, clinical skills, and personal dispositions, as required by CACREP), as well as explores aggregate student learning outcomes in each individual course (as decided by our CACREP), as well as Key Performance Indicators (KPI's) throughout our program. Each masters' level track has 8 KPI's based around the 8 foundational core areas in CACREP (Professional Orientation and Ethics, Helping Skills, Social and Cultural Diversity, Group Work, Human Development, Career Development, Assessment, Research and Program Development), as well as a track-specific KPI (decided by the program) that is assessed at least 2 different times in the program (at the early stage of the program, and at the ending stage of the program). KPI's are based around growth, with early KPI's dedicated around knowledge, and later stage based around skills. The counseling program created an assessment plan that

was reviewed and approved by CACREP that addresses all SLO's required across each course, as well as the KPI's for our program. KPI results are reported annually, and are required to be made publicly available on our website by CACREP.

D. Need

The proposed program must meet one or more specified needs within the state or region. Clear and convincing evidence must be provided of the reality and extent of such need. Max 500 words.

Evidence of need might include results of employer surveys, current labor market analyses and projections, or long-term need projections prepared by a relevant professional organization.

The purpose of these Advanced Graduate Certificate in Counseling programs are to provide students the opportunity to expand their knowledge, skills, and career opportunities in other counseling fields, by enabling them to obtain formal recognition for additional coursework. The Advanced Graduate Certificate in Counseling targets those students who have, or are seeking, a dual track Masters of Arts in Counseling in both Mental Health and School Counseling specialty areas. As our national accreditation body, the Council for Accreditation of Counseling and Related Educational Programs (CACREP) has issued new guidance on requirements for internship hours in specific specialty sites, students who wish to pursue the dual track in Counseling must complete a total of 72 credit hours. The Advanced Graduate Certificate in Counseling would recognize their hard work in completing this task. In addition, this would also provide an admissions vehicle for post-degree students wishing to re-specialize in a different specialty area, without having to enroll in a second masters' degree.

Additionally, the program will train clinicians to meet the shortage of qualified mental health professionals and school counselors in New Mexico.

If the program fills a regional workforce need, describe collaboration between your institution and regional employers in program development. Max 500 words.

We work with the State of New Mexico, the NM Counseling and Therapy Practice Board, when new providers move into the state and need to meet additional state requirements to pursue a license in the field of counselor education. We are also referred to by area clinics and schools to support persons who need to make up deficiencies in their previous training to qualify for different state licenses.

E. Enrollment and Graduation Projections: Establish realistic enrollment, retention, and graduation targets for this program.

	Year 1	Year 2	Year 3	Year 4	Year 5
New Students	5	5	5	5	5
Continuing Students	6	10	15	20	20
Graduates	11	15	20	25	25
Annual Retention Rate Target (%)	Target 100% Graduation Rate (%)		Target Job Placement Rate (%)		
95	95		100		

F. Institutional Readiness

Describe the faculty resources that are needed to initiate the program. Will any additional faculty be needed? Max 500 words.

All required courses are currently offered and taught by UNM faculty. Likely, there will be a need to add a section or two of COUN595 (Internship) with new students for the program, but all content courses typically have the space needed for the influx of new students. We have enough available faculty and current PTI's to be able to successfully offer the additional internship courses when needed based around demand.

Describe the library and other academic support resources that are needed to initiate the program. What, if any, additional resources will be needed? Max 500 words.

No additional resources needed

Describe the physical facilities of the institution that will be used for the first five years of the program. Will additional space or modifications of existing space be required within the first five years of program operation? Max 500 words.

No additional facilities needed

Describe the institution's equipment and technological resources needed for the first five years of the program? What, if any, additional equipment will be needed? Max 500 words.

No additional equipment or technology needed

Describe any other operating resources needed to initiate the program. Max 500 words.

No additional resources needed

Are there existing external facilities that will be used? Have agreements been established to ensure use of those facilities? For example, if you are offering a graduate nursing program have you established a partnership with local hospital(s) and other clinical settings? Max 500 words.

Students will need internship sites, but most community employers and schools have been begging us for more students/ interns based around the behavioral need in our communities. We don't see this as an issue, other than qualifying sites for our CACREP accreditation, which is fairly simple.

G. Projected Budget

Provide a clear analysis of the projected cost of the proposed program and the sources of funding that will support it for the first five years that the program will be offered. Include a discussion how any of the needed resources discussed in **Section F** will be addressed. **Section G** should be completed in collaboration with your institution's financial office.

There is no anticipated budgetary impact should the proposed Advanced Graduate Certificate in Counseling be implemented as students in the dual track option already take these courses. The only potential difference would be approximately 5 additional internship students per year, and current space in sections would allow for this adjustment; the same is true for the content based courses (COUN521, COUN541, COUN 545, and COUN560). The Advanced Graduate Certificate in Counseling would pull mainly from those students who are already enrolled in the program, and who are currently taking the aforementioned courses while working towards their dual-track graduate degree. In fact, the proposed Advanced Graduate Certificate in Counseling may provide an incentive for those individuals who have graduated and are seeking additional credentials for licensure to enroll in these classes, and seeking additional training through UNM. We already have many students seeking the dual track who enroll in each of these courses for a total of 72 credit hours. The Advanced Graduate Certificate in Counseling would recognize their hard work and dedication, as well as allow for additional students to be admitted if they had previously sought a MA in Counseling but wish to specialize in a different counseling specialty area.

Signature of Chief Academic Officer Date

Printed Name of Chief Academic Officer Date

Signature of Data (CIP) Coordinator Date

Printed Name of Data (CIP) Coordinator Date

HED use only

Date Presented to Advisory Committee _____

Approved Denied Request more information

Cabinet Secretary's Signature Date

November 9, 2020

To: Kristopher M. Goodrich, Ph.D., Chair, Department of Individual, Family and
Community Education



From: Hansel Burley, Ph.D., Dean, College of Education and Human Sciences

Re: Counselor Education Form D for Advanced Counseling Graduate Certificate

Please accept this memo as my acknowledgement that I have reviewed the Form D and corresponding documentation for the Counselor Education program's Form D and support the certificate moving forward. The Counselor Education program's proposal has followed all appropriate UNM guidelines in the creation of the Form D. As I read this form, it appears to respond to the critical workforce needs that the State of New Mexico has for behavioral health workers, both prior to and following the COVID-19 pandemic.



To: Dr. Kristopher Michael Goodrich
Re: The Advanced Graduate Certificate in Counseling (Clinical Mental Health or School Counseling)
From: Dr. Pamela Cheek, Associate Provost for Curriculum and Assessment

Pamela Z. Cheek

Date: October 2, 2019

I am writing to indicate support from Office of the Provost and EVP for Academic Affairs for the Advanced Graduate Certificate in Counseling. The certificate will meet workforce needs and will help students expand their knowledge and skills at a time when meeting mental health needs in the state is critical.

I look forward to reviewing the full proposal when it advances to Academic Affairs. Please don't hesitate to contact me or Dean Coonrod if we can be of any assistance as you develop the full proposal.

cc. Dr. Julie Coonrod, Dean of Graduate Studies
Ms. Robben Baca, Graduate Academic Affairs Specialist
Dean Deborah Rifembary, Interim Dean, College of Education
Mr. Michael Raine, Associate Registrar

Preliminary Proposal Advanced Graduate Certificates in Counseling

1. Description and Purpose

The Advanced Graduate Certificate in Counseling (Clinical Mental Health or School Counseling) is a 12 credit hour specialization that will enable current graduate students or Master's level graduates to pursue an additional credential in either School Counseling or Clinical Mental Health Counseling. **The purpose** of these Advanced Graduate Certificate in Counseling programs are to provide students the opportunity to expand their knowledge, skills, and career opportunities in other counseling fields, by enabling them to obtain formal recognition for additional coursework. The Advanced Graduate Certificate in Counseling targets those students who have, or are seeking, a dual track Masters of Arts in Counseling in both Mental Health and School Counseling specialty areas. As our national accreditation body, the Council for Accreditation of Counseling and Related Educational Programs (CACREP) has issued new guidance on requirements for internship hours in specific specialty sites, students who wish to pursue the dual track in Counseling must complete a total of 72 credit hours. This Advanced Graduate Certificate in Counseling would recognize their hard work in completing this task. In addition, this would also provide an admissions vehicle for post-degree students wishing to re-specialize in a different specialty area, without having to enroll in a second masters' degree. **Program Fit:** The proposed Advanced Graduate Certificate in Counseling is the result of a collaborative effort among Counselor Education faculty, who come from an array of counseling backgrounds. This effort would acknowledge the 85% of Counseling Masters Students who complete the additional courses necessary to meet the requirements of both the Clinical Mental Health and School Counseling tracks. These student's exceptional effort and dedication in completing additional coursework and internship requires recognition. In addition, this would allow non-degree students to re-specialize if they have already completed coursework in a different specialty area in counseling. **The major goal** of this program is to respond to the needs of the counseling students, by providing formal recognition of their additional training and practice in the field of School or Mental Health Counseling, and the needs of the people of New Mexico by graduating individuals who are dual licensure-eligible. In this way, this Advanced Graduate Certificate in Counseling program will enable students to achieve competency in multiple counseling foci, improving their chances of obtaining employment and their ability to better serve the diverse populace of our state. At this time, Albuquerque Public Schools has approximately 10 vacant school counseling positions annually. Providing students the opportunity to achieve certifiable competency in both School and Clinical Mental Health Counseling will better prepare those counseling graduates who seek to meet the needs of our public school systems. **The program does not overlap or duplicate any existing program within UNM, the state, or region in that no other program has formal recognition of a dual-track option. The advanced graduate Advanced Graduate Certificate in Counseling programs and UNM mission and strategic plan:** UNM's COEHS, through faculty collaboration have attempted to further the College's mission of serving diverse students and families, as well as better serve schools in NM. These graduate Advanced Graduate Certificate in Counseling programs would service both these missions and increase employment possibilities for our graduates. **Governance structure of the program:** For this program, Counselor Education faculty will advise students who wish to pursue an Advanced Graduate Certificate in Counseling to ensure that they take the designated courses necessary to fulfill the Advanced Graduate Certificate in Counseling requirements. No change in governance structure is needed, as this Advanced Graduate Certificate in Counseling would be completely staffed by faculty members of the Counselor Education program.

2. Student Impact

The *Advanced Graduate Certificate in Counseling* program will have **approximately a 20-25-student cohort each year**. These students will be drawn from the current Masters of Arts in counseling students, and former graduates. The demographic makeup of those students participating in the Advanced Graduate Certificate in Counseling programs is expected to parallel that of the Counselor Education Masters program. The Masters of Arts in Counselor Education program consists of: 45% of students who identify as Hispanic/Latino (a); 7-11% identify as Native American; and the remainder as White or other. The participating students will be from **diverse backgrounds with a variety of helping interests and who have educational and employment goals that concern the mental health needs of their community**.

3. Curriculum Plan

The *Advanced Graduate Certificates in Counseling* program will pull for existing courses in the Counselor Education Program. The 12 credit hour Advanced Graduate Certificate in Counseling will allow students to choose from 2 specializations, either School Counseling or Clinical Mental Health Counseling. The Mental Health Specialization will require: COUN 595: Internship (6 credits, placement in Mental Health setting); COUN 521: Clinical Mental Health Counseling; and an additional clinical mental health related course. The School Counseling Specialization will require: COUN 595: Internship (6 credits, placement in School Counseling setting); COUN 545: School Counseling; and an additional school counseling related course. Students must complete all 12 credit hours with a minimum 3.0 GPA, and no course grade lower than B-. These courses were selected as each provide students with a specific focus on the clinical mental health issues and unique aspects of their area of interest, as well as communication skills and knowledge of how to deal with individuals, groups, and families. This also meets current CACREP national accreditation guidelines for each of these specific specialty areas, and the current requirements for dual-degree students as set by this national body.

4. Budgetary Impact

There is no anticipated budgetary impact should the proposed Advanced Graduate Certificate in Counseling be implemented as students in the dual track option already take these courses. The only potential difference would be approximately 2-3 additional internship students per year, and current space in sections would allow for this adjustment; the same is true for COUN521 and 545. The Advanced Graduate Certificate in Counseling would pull mainly from those students who are already enrolled in the program, and who are currently taking the aforementioned courses while working towards their dual-track graduate degree. In fact, the proposed Advanced Graduate Certificate in Counseling may provide an incentive for those individuals who have graduated and are seeking additional credentials for licensure to enroll in these classes, and seeking additional training through UNM. We already have many students seeking the dual track who enroll in each of these courses for a total of 72 credit hours. The Advanced Graduate Certificate in Counseling would recognize their hard work and dedication, as well as allow for additional students to be admitted if they had previously sought a MA in Counseling but wish to specialize in a different counseling specialty area.

5. Accreditation Plan

The *Advanced Graduate Certificate in Counseling* is in response to recent accreditation changes within CACREP requiring a 72 hour program for dual track students. The School Counseling program is currently accredited through CACREP accreditation, and also meets NCATE and NM PED requirements. Similarly, the Clinical Mental Health Counseling Program is accredited through CACREP. The courses within the proposal do not change current course structure or requirements for the Clinical Mental Health Counseling or School Counseling tracks, but does meet CACREP (2009 and 2016) requirements for dual track status for students.

6. Additional Information

We do not believe any additional information is needed to make a case for development of a full proposal.

UNM Department of Individual, Family and Community Education Proposal for a Transcribed Advanced Graduate Certificate in Counseling

1. Program Description

a. What is the program and why should we offer it? Include program's major goals.

The Advanced Graduate Certificate in Counseling (Clinical Mental Health or School Counseling) is a 12 credit hour specialization that will enable current graduate students or Master's level graduates to pursue an additional credential in either School Counseling or Clinical Mental Health Counseling. **The purpose** of these Advanced Graduate Certificate in Counseling programs is to provide students counseling professionals the opportunity to expand their knowledge, skills, and career opportunities in other credentialed areas in counseling, by enabling them to obtain formal recognition for additional coursework. The Advanced Graduate Certificate in Counseling targets those current students who have, or are seeking, a dual track Masters of Arts in Counseling in both Mental Health and School Counseling specialty areas, as well as open up a pathway for current counseling professionals to re-specialize into a different subfield of counseling. As our national accreditation body, the Council for Accreditation of Counseling and Related Educational Programs (CACREP) has issued new guidance on requirements for internship hours in specific specialty sites, students who wish to pursue the dual track in Counseling must complete a total of 72 credit hours. The Advanced Graduate Certificate in Counseling would recognize their hard work in completing this task. In addition, this would also provide an admissions vehicle for post-degree students wishing to re-specialize in a different specialty area, without having to enroll in a second masters' degree and allow them to be tracked in the banner systems and have formal academic advisors.

Advanced Graduate Certificate in Counseling Program Goals

The major goal of this program is to respond to the needs of the counseling students, by providing formal recognition of their additional training and practice in the field of School or Mental Health Counseling, and the needs of the people of New Mexico by graduating individuals who are dual licensure-eligible. In this way, the Advanced Graduate Certificate in Counseling program will enable students to achieve competency in multiple counseling foci, improving their chances of obtaining employment and their ability to better serve the diverse populace of our state. At this time, Albuquerque Public Schools has approximately 10 vacant school counseling positions annually. Providing students the opportunity to achieve certifiable competency in both School and Clinical Mental Health Counseling will better prepare those counseling graduates who seek to meet the needs of our public school systems, as well as support current Clinical mental health counselors to be credentialed into these roles.

b. How does the program fit within the participating unit's future plans?

The Advanced Graduate Certificate in Counseling provides a way to increase SCH without corresponding increase in faculty lines. As such, it will bring increased profitability to the counselor education program. The counseling program currently offers both specialty areas, and the addition of the Advanced Graduate Certificate in Counseling will help to increase enrollment in the specialty courses. The program will continue to offer both specialty areas and this will

support the program's goal to increase mental health professionals across different settings without the need for new coursework.

c. How does the program fit within the UNM mission and strategic plan?

The proposed Advanced Graduate Certificate in Counseling is the result of a collaborative effort among Counselor Education faculty, who come from an array of counseling backgrounds. This effort would acknowledge the 85% of Counseling Masters Students who complete the additional courses necessary to meet the requirements of both the Clinical Mental Health and School Counseling tracks. These student's exceptional effort and dedication in completing additional coursework and internship requires recognition. In addition, this would allow non-degree students to re-specialize if they have already completed coursework in a different specialty area in counseling. This supports the university and College in supporting the needs of New Mexico, as we are currently in a mental health crisis, and the Anne Casey Kids Count data has demonstrated this has been a long and persistent issue. We will better serve the NM community around these mental health needs.

d. Does the program overlap or duplicate any existing program within UNM? In the state and/or region?

The program does not overlap or duplicate any existing program within UNM, the state, or region in that no other program has formal recognition of a dual-track option. UNM is the only nationally accredited program in school counseling currently in NM.

e. What is the governance structure of the program?

For this program, Counselor Education faculty will advise students who wish to pursue an Advanced Graduate Certificate in Counseling to ensure that they take the designated courses necessary to fulfill Advanced Graduate Certificate in Counseling requirements. No change in governance structure is needed, as the Advanced Graduate Certificate in Counseling would be completely staffed by faculty members of the Counselor Education program.

f. For interdisciplinary programs, describe the responsibilities of each participating unit?

N/A

g. What is the program development and implementation timeline?

The program curriculum is already in existence. Both the clinical mental health and school counseling courses are offered on a regular basis and generally do not fill to capacity. Implementation will occur upon University approval without delay.

2. Student Impact _____

a. How many students are projected to enroll?

The Advanced Graduate Certificate in Counseling program will have **approximately a 20-25-student cohort each year** between existing students seeking dual track, along with new students seeking only the certificate.

b. From where will these students be drawn?

These students will be drawn from the current Masters of Arts in counseling students, and former graduates.

c. What are the demographic characteristics and educational goals of the target students?

The demographic makeup of those students participating in the Advanced Graduate Certificate in Counseling programs is expected to parallel that of the Counselor Education Masters program. The Masters of Arts in Counselor Education program consists of: 45% of students who identify as Hispanic/Latino (a); 7-11% identify as Native American; and the remainder as White or other. The participating students will be from **diverse backgrounds with a variety of helping interests and who have educational and employment goals that concern the mental health needs of their community.**

d. What are the employment goals of the typical target student?

The target population are school counselors and licensed mental health counselors seeking to expand their training to the other specialization.

3. Curriculum Plan_____

a. Describe the curriculum and its impact on existing courses, including courses in other departments.

The Advanced Graduate Certificates in Counseling program will pull for existing courses in the Counselor Education Program. The 12-credit hour Advanced Graduate Certificate in Counseling will allow students to choose from 2 specializations, either School Counseling or Clinical Mental Health Counseling. The Mental Health Specialization will require: COUN 595: Internship (6 credits, placement in Mental Health setting); COUN 521: Clinical Mental Health Counseling; and COUN560: Family Counseling. The School Counseling Specialization will require: COUN 595: Internship (6 credits, placement in School Counseling setting); COUN 545: School Counseling; and COUN541: Counseling Children and Adolescent course. Students must complete all 12 credit hours with a minimum 3.0 GPA, and no course grade lower than B-. These courses were selected as each provide students with a specific focus on the clinical mental health issues and unique aspects of their area of interest, as well as communication skills and knowledge of how to deal with individuals, groups, and families. This also meets current CACREP national accreditation guidelines for each of these specific specialty areas, and the current requirements for dual-degree students as set by this national body.

b. What instructional model(s) will be used in delivering the program?

The courses will be offered face-to-face, however all can be taught remotely via zoom and/or learn.edu if necessary. Some courses have already been approved for online course offerings through the official UNM course review process.

c. What are the expected student learning outcomes for the program? How will the learning outcomes be measured?

We use an approved assessment plan that measures individual students' academic, clinical, and disposition performance, along with aggregate SLO and KPI data based on CACREP accreditation standards. The KPI (Key Performance Indicator) for school counseling is to gain knowledge of models of school counseling programming. The KPI is measured via the school counseling Comprehensive Developmental Guidance Program Summary assignment, School Performance Comprehensive Program Evaluation, and the Program Evaluation assignment in COUN 545, each wherein the student must meet expectations (80% or above).

The KPI for clinical mental health is to understand theories and models of clinical mental health. The KPI is measured via Discussion Board assignment, Licensure Paper assignment, the Final paper, and Final Exam in COUN 521, each wherein the student must meet expectations (80% or above).

4. Budgetary Impact _____

a. How many faculty are necessary for program delivery and what are their qualifications?

There is no anticipated budgetary impact should the proposed Advanced Graduate Certificate in Counseling be implemented as students in the dual track option already take these courses. The only potential difference would be approximately 5 additional internship students per year, and current space in sections would allow for this adjustment; the same is true for COUN521 and 545. The Advanced Graduate Certificate in Counseling would pull mainly from those students who are already enrolled in the program, and who are currently taking the aforementioned courses while working towards their dual-track graduate degree. In fact, the proposed Advanced Graduate Certificate in Counseling may provide an incentive for those individuals who have graduated and are seeking additional credentials for licensure to enroll in these classes, and seeking additional training through UNM. We already have many students seeking the dual track who enroll in each of these courses for a total of 72 credit hours. The Advanced Graduate Certificate in Counseling would recognize their hard work and dedication, as well as allow for additional students to be admitted if they had previously sought a MA in Counseling but wish to specialize in a different counseling specialty area.

b. How will this program affect the workload of current faculty and support staff

The courses required for the transcribed certification are currently offered and generally not at maximum capacity, therefore no additional courses will need offered. Advisement will not require much time as the required courses for the Advanced Graduate Certificate in Counseling are mandated by licensure/certification boards and will not vary.

c. Will additional faculty or staff be required? What is the cost?

No additional faculty or staff will be required.

d. What faculty and staff development services will be needed?

No faculty or staff development services will be needed.

e. What impact will enrollments in the Advanced Graduate Certificate in Counseling program have on student support (GA & TA positions, scholarships, etc.)?

The Advanced Graduate Certificate in Counseling program enrollments will not create any changes for the student support positions or scholarships.

f. What technology, media, equipment and instructional supplies are needed to reach these learning outcomes? Are these resources available? What is the estimated cost?

No additional resources are needed to reach the student learning outcomes of the Advanced Graduate Certificate in Counseling program. The required resources are already available within the College of Education and the Department of Individual, Family and Community Education.

g. Are there any needs for additional or renovated space?

No additional equipment or space will be needed.

h. What student support services are likely to be needed and to what extent (tutoring, library, IT, advising, etc.)? What is the estimated cost?

No additional support services beyond those currently provided will be required.

i. Provide a rationale for any course fees or other expenses (in addition to tuition) that students will be expected to cover.

No additional course fees or other expenses beyond those currently required for the DI will be needed for the Advanced Graduate Certificate in Counseling program.

5. Accreditation Plan _____

a. How does the program affect any existing accreditation and licensure requirements?

The Advanced Graduate in Counseling is in response to recent accreditation changes within CACREP requiring a 72-hour program for dual track students. The School Counseling program is currently accredited through CACREP accreditation, and also meets CAEP and NM PED requirements. Similarly, the Clinical Mental Health Counseling Program is accredited through CACREP. The courses within the proposal do not change current course structure or

requirements for the Clinical Mental Health Counseling or School Counseling tracks but does not meet CACREP (2009 and 2016) requirements for dual track status for students.

b. If new accreditation is required, describe the accreditation process and the expenses involved.

No new accreditation is required for the Advanced Graduate Certificate in Counseling program.

6. Additional Information a. Provide any additional information needed to make the case for development of a full proposal. (For full proposal, provide any additional information to support the request for the proposed degree program.)

N/A

7. Additional Attachments for submission to NMHED for CIP Code approval (submitted by Provost's Office)

a. A copy of the Form D with signatures

b. The final executive summary, proposal, and supporting documentation c. Minutes from the Board of Regents meeting, noting approval

Advanced Graduate Certificate in Counseling

Description

The Advanced Graduate Certificate in Counseling is designed to prepare individuals who are seeking an additional counseling specialization concurrently or following the completion of the requirements for a masters degree in Counseling (Clinical Mental Health Counseling or School Counseling).

The Advanced Graduate Certificate in Counseling is available to those who have earned or are in-process of earning a CACREP accredited Masters of Arts/Science in Counseling.

The Advanced Graduate Certificate in Counseling offers two options, each developed to meet professional standards and New Mexico licensure requirements. Students will work with their advisor to determine the appropriate course work and course sequencing.

Students will complete a minimum of 12 credits with a GPA of at least 3.0, and no course grade lower than B-.

Option 1 – School Counseling Specialization

6 credits - COUN 595 Internship (placement in Advanced Graduate Certificate in Counseling area)

3 credits – COUN 545 School Counseling

3 credits – COUN 541 Counseling Children and Adolescents

Option 2 – Mental Health Counseling Specialization

6 credits - COUN 595 Internship (placement in Advanced Graduate Certificate in Counseling area)

3 credits - COUN 521 Clinical Mental Health Counseling

3 credits – COUN 560 Family Counseling

Please note additional fees may be necessary for background checks or clearance information required for some candidates internship sites. Education program in no way guarantees placements (e.g., internship), licensure, and/or Admission into the Counselor employment.