

**AGENDA**  
**PROFESSIONAL EDUCATION COUNCIL**  
**3:30 - Wednesday, September 12, 2012**  
**GRH 3073**

- I. Consideration of the Minutes from the June 13, 2012 meeting (Minutes can be found on the CEBS Main Web Page – click on Faculty & Staff and then Meetings Minutes and Agendas).
- II. New Business

**Office of Teacher Services**

▪For The Record: There was an electronic vote taken on June 18, 2012. Retta Poe made a motion, which was seconded by Sam Evans, to give permission to Dr. Fred Carter to work with the eight students who needed remediation due to a lack of the required average scores on their Critical Performance Indicators and/or teacher disposition scores. This will enable these eight students to student teach Fall 2012. This motion passed.

▪There is no list of Candidates Completing Requirements for Admission to the Professional Education Unit to present at this meeting because of the electronic votes that were conducted on August 29 and August 31. These electronic votes were taken due to the Educational Professional Standards Board (EPSB) changing some of the teacher admission requirements which became effective September 1, 2012. These electronic votes passed unanimously. Included in the August 29<sup>th</sup> vote was a Student Teacher Candidates list for Fall 2012 which also passed.

**College of Health and Human Services**

Department of Family and Consumer Sciences

- 1. Revise Course Title – FACS 577, Seminar in Child Development Research

**College of Education and Behavioral Sciences**

Department of Counseling and Student Affairs

- 1. Revise Course Prerequisites/Corequisites – CNS 559, Techniques of Counseling
- 2. Revise Program - #048, Planned Sixth Year/Rank I: Standard Guidance
- 3. Revise Program - #159, Certification-only, Provisional to P-12 Standard Guidance, Concentration KGCP

- III. Other Business

**College of Health and Human Services  
Family and Consumer Sciences Department  
Proposal to Revise Course Title  
(Consent Item)**

Contact Person: Jonghee Shim, jonghee.shim@wku.edu, 745-4613

**1. Identification of course:**

- 1.1 Current course prefix and number: FACS 577
- 1.2 Current course title: Seminar in Child Development Research
- 1.3 Credit hours: 3

**2. Proposed course title:** Child Development Theory and Research

**3. Proposed abbreviated course title:** CHILD DEV THEORY AND RESEARCH

**4. Rationale for the revision of course title:** To more accurately reflect the course description, which includes the analysis of current theories and research in child development.

**5. Proposed term for implementation:** Spring 2013

**6. Dates of prior committee approvals:**

Family and Consumer Sciences Department:	<u>August 20, 2012</u>
CHHS Graduate Curriculum Committee:	<u>8/27/12</u> _____
Professional Education Council:	_____
Graduate Council:	_____
University Senate:	_____

**College of Education and Behavioral Sciences  
Department of Counseling and Student Affairs  
Proposal to Revise Course Prerequisites/Corequisites  
(Consent Item)**

Contact Person: Bill Kline, [bill.kline@wku.edu](mailto:bill.kline@wku.edu), 745-4953

**1. Identification of course:**

- 1.1 Course prefix (subject area) and number: CNS 559
- 1.2 Course title: Techniques of Counseling
- 1.3 Credit hours: 3

**2. Current prerequisites/corequisites/special requirements:**

Prerequisite: CNS 558 Counseling Theories

**3. Proposed prerequisites/corequisites/special requirements:**

Prerequisite: Departmental permission.

**4. Rationale for the revision of prerequisites/corequisites/special requirements:**

Current prerequisite is not essential and creates scheduling and program planning issues. The addition of departmental permission as a prerequisite ensures that departmental advising procedures have been followed.

**5. Effect on completion of major/minor sequence:**

Not applicable

**6. Proposed term for implementation:**

Spring 2013

**7. Dates of prior committee approvals:**

Department of Counseling and Student Affairs: \_\_\_\_\_ 4/11/12

CEBS Curriculum Committee \_\_\_\_\_ 9/04/2012

Professional Education Council \_\_\_\_\_

Graduate Council: \_\_\_\_\_

University Senate \_\_\_\_\_

**College of Education and Behavioral Sciences  
Department of Counseling and Student Affairs  
Proposal to Revise a Program  
(Action Item)**

Contact Person: Bill Kline, [bill.kline@wku.edu](mailto:bill.kline@wku.edu), 56318

**1. Identification of program:**

- 1.1 Current program reference number: #048
- 1.2 Current program title: Planned Sixth-Year/Rank I: Standard Guidance
- 1.3 Credit hours: 6 – 24. To be recommended for Rank I: Standard Guidance, student must have completed a total of at least 60 graduate hours, including a master’s degree in school counseling and P-12 certification.

**2. Identification of the proposed program changes:**

- Clarify admission requirements
- Revise program requirements
- Clarify requirements for continuing certification, standard guidance, and Rank I.

**3. Detailed program description:**

<p>Planned Sixth-Year/Rank I: Standard Guidance, Ref. #048</p> <p><del>The most current program information (e.g., admission requirements, required curriculum, etc.) may be found on the departmental website at: <a href="http://www.wku.edu/csa/programs/programs_ordered.php">http://www.wku.edu/csa/programs/programs_ordered.php</a>.</del></p> <p><del>For individuals with a master's degree in school counseling, the Rank I leads to standard guidance certification. The Rank I is designed to provide additional preparation and competency for the school counselor. The combined master's and Rank I program requires a minimum of 60 hours and one year's experience as a school counselor. Many individuals complete the course work prior to completing the experience requirements.</del></p>	<p><b>Planned Sixth-Year/Rank I and Standard Guidance Certification Program, Ref. #048</b></p> <p><b>Current program information (e.g., admission requirements, required curriculum, etc.) is found on the departmental website at: <a href="http://www.wku.edu/csa/sc/rank1.php">http://www.wku.edu/csa/sc/rank1.php</a>.</b></p> <p><b>This program is designed for individuals with a master's degree in school counseling who have a Kentucky School Counselor Certification. Program requirements are presented in three parts: courses for P-12 Certification, additional courses for Standard Guidance Certification, and additional courses for Rank I status. The P-12, Standard Guidance, and Planned 6<sup>th</sup> Year Rank I course work is designed to provide additional preparation and competency for school counseling.</b></p> <p><b>P-12 Certification is a prerequisite for Standard Guidance and Rank I status. Individuals certified at the elementary (Grades K-8) or secondary (Grades 5-12) levels must first complete the 6 semester hours required to obtain P-12 Certification. The combined master's and Rank I programs</b></p>
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Admission Requirements

Please refer to the university admission requirements for graduate individuals found in the **Admission section** of this catalog. Program Requirements (for individuals who possess a provisional school counseling certificate) The specific requirements for the Planned Sixth-Year/Rank I: Standard Guidance are as follows:

Master's in School Counseling 30-36 hours

CNS 556 Developmental Career Counseling 3 hours

CNS 666 Legal & Ethical issues in Counseling 3 hours

CNS Electives 6 hours

Advisor Approved Electives 12-18 hours

Minimum

Total Hours: 60 hours

Individuals who currently have Provisional Guidance Certification in either Elementary or Secondary Guidance

may extend their certification to P-12 by taking two of the following courses:

CNS 568 Counseling Children and Adolescents

CNS 590 Practicum

CNS 660 Administration of Counseling Services

**for individuals with P-12 Guidance Certification** require a minimum of 60 hours. **Standard Guidance Certification is earned after one year of experience as a school counselor for those certified as teachers and two years of experience for those not previously certified as teachers.** Many individuals complete the course work prior to completing the experience requirements.

Admissions Requirements

**To be admitted to the P-12, Standard Guidance, and Rank I Programs, applicants must complete the Graduate Studies application process. Admission requires applicants to document completion of a master's degree in school counseling and current certification as a school counselor in Kentucky.**

Program Requirements

**Specific requirements for P-12, Standard Guidance, and Rank I depend on the applicant's master's degree program and current certification. For the Rank I, the total number of graduate hours earned must be at least 60, including the master's degree.**

**RANK I AND STANDARD GUIDANCE CERTIFICATION REQUIREMENTS FOR INDIVIDUALS WHO POSSESS CURRENT SCHOOL COUNSELING CERTIFICATION AT THE ELEMENTARY (GRADES K-8) OR SECONDARY (GRADES 5-12) LEVEL**  
State regulations require individuals who possess school counseling certification at the elementary (K-8) or secondary (5-12) level first to complete requirements (6 hours) for P-12 Certification. P-12 Certification is a prerequisite for Standard Guidance Certification and Rank I Status. To earn P-12 Certification, individuals must complete the following courses:  
CNS 568 Counseling Children and Adolescents 3 hours  
CNS 660 Administration of Counseling Services 3 hours

**STANDARD GUIDANCE PROGRAM REQUIREMENTS FOR INDIVIDUALS HOLDING THE P-12 SCHOOL COUNSELING CERTIFICATE AND WHO HAVE COMPLETED A 30 OR 36-HOUR PROGRAM IN SCHOOL COUNSELING**  
The following courses (6 hours) are

required to achieve Standard Guidance Certification:  
CNS 556 Developmental Career Counseling 3 hours  
CNS 666 Legal and Ethical Issues in Counseling 3 hours

**STANDARD GUIDANCE PROGRAM REQUIREMENTS FOR INDIVIDUALS HOLDING THE P-12 SCHOOL COUNSELING CERTIFICATE AND WHO HAVE COMPLETED A 48-HOUR PROGRAM IN SCHOOL COUNSELING CONSISTENT WITH CACREP SCHOOL COUNSELING STANDARDS**

The following courses (6 hours) are required to qualify for Standard Guidance Certification:

CNS 666 Legal and Ethical Issues in Counseling 3 hours AND

One of the following courses:

CNS 592 Crisis Counseling 3 hours

CNS 637 Theories of Addiction 3 hours

CNS 569 Play Therapy 3 hours

**RANK I PROGRAM REQUIREMENTS FOR INDIVIDUALS WITH STANDARD GUIDANCE CERTIFICATION WHO HAVE COMPLETED A 30 OR 36-HOUR PROGRAM IN SCHOOL COUNSELING**

Six courses (18 hours) are required to achieve eligibility for Rank I status for individuals who have completed requirements for Standard Guidance Certification and a 30 hour master's degree program in School Counseling. Four courses (12 hours) are required to achieve eligibility for Rank I status for individuals who have completed requirements for Standard Guidance Certification and a 36 hour master's degree program in School Counseling. These hours must be in addition to those completed in the student's master's degree program and those completed to qualify for Standard Guidance Certification. For the Rank I, the total number of graduate hours earned must be at least 60, including the master's degree.

All individuals must take

CNS 658 Seminar Guidance/Counseling 3 hours – AND - Five of the following courses not previously completed for individuals who have completed a 30 hour master's degree program in School Counseling. – OR- Three of the following courses not

~~A certified teacher with a master's degree in a content area other than school counseling may obtain a Provisional Guidance Certificate P-12 by completing a second master's degree in School Counseling. Up to 12 hours of acceptable previous graduate work may be applied to this program. For certified teachers, completion of a second master's degree in school counseling provides eligibility for Rank I pay status.~~

previously completed for those who have completed a 36 hour master's degree program in School Counseling:  
CNS 592 Crisis Counseling 3 hours  
CNS 637 Theories of Addiction 3 hours  
CNS 569 Play Therapy 3 hours  
CNS 584 Counseling Violent and Dysfunctional Families 3 hours  
CNS 586 Parenting Issues 3 hours  
CNS 562 Counseling Adolescents 3 hours  
CNS 653 Brief Counseling 3 hours  
CNS 580 Family Life Studies 3 hours  
One CNS Elective selected with prior approval of advisor.

**RANK I PROGRAM REQUIREMENTS FOR INDIVIDUALS WITH STANDARD GUIDANCE CERTIFICATION WHO HAVE COMPLETED A 48-HOUR PROGRAM IN SCHOOL COUNSELING CONSISTENT WITH CACREP SCHOOL COUNSELING STANDARDS**

**Two of the following courses (6 hours) are required to qualify for Rank I Status for individuals who have completed requirements for Standard Guidance Certification. These hours must be in addition to those completed in the student's master's degree program and to hours completed for Standard Guidance Certification. For the Rank I, the total number of graduate hours earned must be at least 60, including the master's degree.**  
CNS 592 Crisis Counseling 3 hours  
CNS 637 Theories of Addiction 3 hours  
CNS 569 Play Therapy 3 hours  
CNS 584 Counseling Violent and Dysfunctional Families 3 hours  
CNS 586 Parenting Issues 3 hours  
CNS 562 Counseling Adolescents 3 hours  
CNS 653 Brief Counseling 3 hours  
CNS 580 Family Life Studies 3 hours  
One CNS Elective selected with prior approval of advisor.

A certified teacher with a master's degree in a content area other than school counseling may obtain a Provisional Guidance Certificate P-12 by completing a second master's degree in School Counseling. Up to 12 hours of acceptable previous graduate work may be applied to this program **if completed within the previous 6 years. However, all courses counted in the program must meet current standards. Because some older courses may not meet current standards, it may be necessary to evaluate older courses to**

	<b>determine whether they may be counted in the student's program.</b>
--	------------------------------------------------------------------------

**4. Rationale for the proposed program change:**

- The previous information about admission requirements did not provide sufficient explanation of the admission requirements applicable to students in three different situations: those seeking only the Rank I, those seeking certification-only to move from Provisional to Standard P-12 Guidance, and those seeking to extend their elementary or secondary guidance certification to P-12. The proposed admission requirements will provide greater clarity.
- Program requirements for Standard Guidance Certification and Rank I were specified to reflect curricular changes effective fall 2011 in the MAE School Counseling program #046 (48 semester hours) and address the curriculum of individuals completing the School Counseling Program prior to 2011. The programs prior to 2011 included variable curricular requirements and total semester hours (30 and 36 semester hours).
- Proposed changes reflect courses necessary to meet state regulations for Standard Guidance Certification and Rank I status for individuals who have completed these variable programs of study. Revisions reflect state regulations for provisional certification to provide requirements for P-12 provisional certification.

**5. Proposed term for implementation and special provisions (if applicable):**

Upon approval of the Professional Education Council

**6. Dates of prior committee approvals:**

Department of Counseling and Student Affairs 7/20/2012

CEBS Curriculum Committee 9/04/2012

Professional Education Council \_\_\_\_\_

Graduate Council (for information) \_\_\_\_\_

University Senate (for information) \_\_\_\_\_



**College of Education and Behavioral Sciences  
Department of Counseling and Student Affairs  
Proposal to Revise a Program  
(Action Item)**

Contact Person: Bill Kline, [bill.kline@wku.edu](mailto:bill.kline@wku.edu), 56318

**1. Identification of program:**

- 1.1 Current program reference number: #159
- 1.2 Current program title: Certification-only, Provisional to P-12 Standard Guidance, Concentration KGCP
- 1.3 Credit hours: 6-12

**2. Identification of the proposed program changes:**

- Clarify admission requirements
- Revise program requirements
- Clarify requirements for continuing certification and standard guidance.

**3. Detailed program description:**

<p>Provisional to P-12 Standard Guidance, Concentration KGCP, Ref.#159</p> <p><del>Complete</del> program information (e.g., admission requirements, curriculum, etc.) <del>may be found on the departmental website</del>. Students may pursue the certifications listed below as certification-only programs or as part of the Planned Sixth-Year/Rank I in Guidance.</p>	<p>Provisional to P-12 Standard Guidance, Concentration KGCP, Ref.#159</p> <p><b>Current</b> program information (e.g., admission requirements, required curriculum, etc.) <b>is</b> found on the departmental website at: <a href="http://www.wku.edu/csa/sc/">http://www.wku.edu/csa/sc/</a>. Students may pursue the certifications listed below as certification-only programs or as part of the Planned Sixth-Year/Rank I in Guidance. <b>Those seeking the Planned Sixth-Year/Rank I in Guidance should note that it requires other course work in addition to the courses described below.</b></p> <p><b>The Provisional to P-12 Standard Guidance program is designed for individuals with a master's degree in school counseling who have provisional P-12 Guidance Certification. P-12 Guidance Certification is a prerequisite for Standard Guidance Certification. Individuals certified at the elementary (Grades K-8) or secondary (Grades 5-12) levels must first complete the 6 semester hours required to obtain P-12 Certification.</b></p> <p><b><u>Standard Guidance Certification requires both completion of required course work and completion of one year of employment as a school counselor for those certified as teachers or two years of employment for</u></b></p>
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Admission Requirements

To be admitted to pursue P-12 Standard Guidance certification applicants must document completion of a graduate degree in School Counseling and provisional P-12 guidance certification.

Certification Requirements

~~Students must complete CNS 556 Developmental Career Counseling (3 hours) and CNS 666 Legal and Ethical Issues in Counseling (3 hours). In addition, in order to receive Standard Guidance certification, applicants must document one year of experience as a school counselor. Students may complete the course work for Standard certification prior to completing the experience requirement.~~

**those not previously certified as teachers.**  
**Many individuals complete the course work prior to completing the experience requirements.**

Admissions Requirements

To be admitted to the P-12, Standard Guidance Certification program, **applicants must complete the Graduate Studies application process. Admission requires applicants to document completion of a master's degree in school counseling and current guidance certification in Kentucky.**

Certification Requirements

**Specific requirements for P-12 and Standard Guidance depend on the applicant's master's degree program and current certification.**

**STANDARD GUIDANCE CERTIFICATION REQUIREMENTS FOR INDIVIDUALS WHO POSSESS CURRENT GUIDANCE CERTIFICATION AT THE ELEMENTARY (GRADES K-8) OR SECONDARY (GRADES 5-12) LEVEL**

State regulations require individuals who possess guidance certification at the elementary (K-8) or secondary (5-12) level first to complete requirements (6 hours) for P-12 Certification. P-12 Certification is a prerequisite for Standard Guidance Certification. To earn P-12 Certification, individuals must complete the following courses:

- CNS 568 Counseling Children and Adolescents (3 hours)**
- CNS 660 Administration of Counseling Services (3 hours)**

**STANDARD GUIDANCE PROGRAM REQUIREMENTS FOR INDIVIDUALS HOLDING THE P-12 GUIDANCE CERTIFICATE AND WHO HAVE COMPLETED A 30 OR 36-HOUR PROGRAM IN SCHOOL COUNSELING**

The following courses (6 hours) are required to achieve Standard Guidance Certification:

- CNS 556 Developmental Career Counseling (3 hours)**
- CNS 666 Legal and Ethical Issues in Counseling (3 hours)**

**STANDARD GUIDANCE PROGRAM REQUIREMENTS FOR INDIVIDUALS**

**HOLDING THE P-12 GUIDANCE CERTIFICATE AND WHO HAVE COMPLETED A 48-HOUR PROGRAM IN SCHOOL COUNSELING CONSISTENT WITH CACREP SCHOOL COUNSELING STANDARDS**

The following courses (6 hours) are required to qualify for Standard Guidance Certification:

**CNS 666 Legal and Ethical Issues in Counseling (3 hours) - AND -**

**One of the following courses:**

**CNS 592 Crisis Counseling (3 hours)**

**CNS 637 Theories of Addiction (3 hours)**

**CNS 569 Play Therapy (3 hours)**

**4. Rationale for the proposed program change:**

- The previous information about admission requirements did not provide sufficient explanation of the admission requirements applicable to students in two different situations: those seeking certification-only to move from Provisional to Standard P-12 Guidance, and those seeking to extend their elementary or secondary guidance certification to P-12. The proposed admission requirements will provide greater clarity.
- Program requirements for Standard Guidance Certification were specified to reflect curricular changes effective Fall 2011 in the MAE School Counseling program #046 (48 semester hours) and address the curriculum of individuals completing the School Counseling Program prior to 2011. The programs prior to 2011 included variable curricular requirements and total semester hours (30 and 36 semester hours).
- Proposed changes reflect courses necessary to meet state regulations for Standard Guidance Certification for individuals who have completed variable programs of study. Revisions reflect state regulations for provisional certification to provide requirements for P-12 provisional certification.

**5. Proposed term for implementation and special provisions (if applicable):**

Upon approval of the Professional Education Council

**6. Dates of prior committee approvals:**

Department of Counseling and Student Affairs 7/25/2012

CEBS Curriculum Committee 9/04/2012

Professional Education Council \_\_\_\_\_

Graduate Council (for information) \_\_\_\_\_

University Senate (for information) \_\_\_\_\_