

Malone University Counseling and Human Development Department

Annual Report

Fall Semester of 2018 – Summer Semester of 2019

I. Introduction

Malone University established its first graduate program in 1990, the Master of Arts in Education (M.A.Ed.). In 1993, the Guidance and Counseling (now titled *School Counseling*) program was started as a 39-semester hour track, qualifying students for a license in School Counseling from the Ohio Department of Education (ODE). In 1998, the program was changed to 48 semester hours, based on new requirements from the ODE. There are plans to expand the School Counseling program from 48 to 60 semester hours as of 2020.

In 1994, the Community Counseling track began as a 40-semester hour program and received the Ohio Counselor Social Worker and Marriage & Family Therapist (CSWMFT) Board's full approval to train Licensed Professional Counselors in 1995. In 1997 the program developed into a 48-semester hour program, then eventually to a 60-semester hour program, per requirements of the CSWMFT Board in 2006. For several years this program was entitled, "Clinical Counseling."

The Clinical Counseling Program and the School Counseling Program became CACREP-accredited in 2012. In 2015, the name of the Clinical Counseling Program was changed to the "Clinical Mental Health Counseling Program." In 2016, the Counseling and Human Development Department began the development of courses for the Clinical Mental Health Counseling Program in a fully online format. The Clinical Mental Health Counseling Program is now offered in a hybrid delivery format and in a fully online delivery format. The addition of the Clinical Mental Health Counseling Program in a fully online delivery format was approved by CACREP in January of 2017. The School Counseling Program is offered in a hybrid delivery format.

II. Mission Statement

Built on Malone's Foundational Principles, the graduate programs in Counseling and Human Development provide knowledge, practice and skills through educational and clinical experiences developing professional counselors as intentional practitioners who advocate for client/student growth and development.

III. Learning Outcomes

A. Department Objectives/Goals

The following outcomes describe the knowledge, skills, and dispositions that the Malone University Counseling and Human Development Programs expect students to achieve. *Malone strives to prepare professionals who*:

- 1. As advocates, practice with multicultural competence, with a holistic understanding of human nature, and as problem solvers in collaboration and consultation with others;
- 2. With intentionality, are proactive and reflective practitioners, grounded in sound theory and techniques, with an ability to utilize technology;
- 3. Understand that one's faith informs one's practice and that people have a spiritual dimension that needs valued, nurtured, and accessed for growth and development; and
- 4. Exhibit professional competencies including modeling a professional manner in all

settings, demonstrating honed intrapersonal and interpersonal skills, and practicing with integrity in an ethical and legal manner, and meeting standards for State licensure and certifications.

B. Student Development Goals: Professional Counseling Identity

1. Professional Counseling Orientation and Ethical Practice

Key Performance Indicator #1 (CACREP, 2016; PCI 2.F.1.): Increase the students' knowledge of professional counseling identity, roles, advocacy strategies, and professional and ethical practice (COUN 544, 545, 662, 688)

2. Social and Cultural Diversity

Key Performance Indicator # 2 (CACREP, 2016; PCI 2.F.2.): Increase the students' knowledge of and skill in the use of multicultural counseling competencies (COUN 503)

3. Human Growth and Development

Key Performance Indicator #3 (PCI 2.F.3.): Increase students' knowledge in and applied use of theories of development and wellness across the lifespan (COUN 549)

4. Career Development

Key Performance Indicator #4 (PCI 2.F.4.): Increase students' knowledge and skills in career development, career assessment, and vocational enhancement strategies (COUN 570)

5. Counseling and Helping Relationships

Key Performance Indicator #5 (PCI 2.F.5.): Increase the students' knowledge and skill in the use of counseling theories and techniques (COUN 563, 564)

6. Group Counseling and Group Work

Key Performance Indicator #6 (PCI 2.F.6.): Increase the students' knowledge and skill in group theories, dynamics, processing, and counseling (COUN 567)

7. Assessment and Testing

Key Performance Indicator #7 (PCI 2.F.7.): Increase the students' knowledge and skill in the professional use of assessment and testing in counseling (COUN 569, COUN 622)

8. Research and Program Evaluation

Key Performance Indicator #8 (PCI 2.F.8.): Increase the students' knowledge of research and program evaluation for the enhancement of counseling (EDUC 510, COUN 652)

C. Student Development Goals: Professional Practice

Clinical Mental Health Counseling Program

- 1. Students will be able to identify as a clinical mental health counselor, collaborate with other professionals, and implement effective counseling practices and advocacy. (COUN 630, COUN 685, 686)
- 2. Students will be able to demonstrate the ability to apply theories to counseling practice. (COUN 630, COUN 685, COUN 686)
- 3. Students will be able to model relevant professional, ethical, and legal standards, laws, and rules. (COUN 630, COUN 685, COUN 686)
- 4. Students will be able to conceptualize, assess, evaluate, diagnose and treat clients with the use of evidence-based assessments, current DSM diagnostic criteria, and evidence-based treatment strategies. (COUN 630, COUN 685, COUN 686)

- 5. Students will be able to demonstrate the ability to select treatment plan goals that are relevant to the diagnosis and to continuously evaluate their effectiveness to enhance the therapeutic process for clients. (COUN 630, COUN 685, COUN 686)
- 6. Students will meet the program curricular and licensure eligibility requirements that will lead to degree completion and attainment of relevant licensure and credentials. (COUN 630, COUN 685, COUN 686)

School Counseling Program

- 1. Students will be able to identify as a school counselor, collaborate with other professionals, and implement strategies for effective counseling practice and advocacy. (COUN 630, COUN 683, COUN 684)
- 2. Students will be able to demonstrate the ability to apply theories to counseling practice. (COUN 630, COUN 683, COUN 684)
- 3. Students will be able to model of relevant professional, ethical, and legal standards, laws, and rules. (COUN 630, COUN 683, COUN 684)
- 4. Students will be able to demonstrate an understanding of how to develop and coordinate school counseling program that will benefit the students. (COUN 630, COUN 683, COUN 684)
- 5. Students will be able to demonstrate an understanding of how to implement a continuous system of program evaluation, along with the integration of stakeholders' feedback. (COUN 630, COUN 683, COUN 684)
- 6. Students will meet the program curricular and licensure eligibility requirements that will lead to degree completion and attainment of relevant licensure and credentials. (COUN 630, COUN 683, COUN 684)

D. Program Intended (Student) Learning Outcome (PILOs)

- PILO 1.b. Students will demonstrate a satisfactory level of knowledge and ability in the application of multicultural competencies. (CACREP, 2016; PCI 2.F.2.: KPI #2)
- PILO 1.b. Students will demonstrate a satisfactory level of knowledge and ability in the application of multicultural competencies. (CACREP, 2016; PCI 2.F.2.: KPI #2)
- PILO 1.c. Students will demonstrate a satisfactory level of knowledge about the holistic aspects of human nature. (CACREP, 2016; PCI 2.F.3.: KPI #3)
- PILO 1.d. Students will demonstrate a satisfactory level of knowledge in the use of collaboration and consultation in counseling practice. (CACREP, 2016; PCI 2.F.1.: KPI #1)
- PILO 2. Students will demonstrate a satisfactory level of knowledge and skill, with intentionality as proactive and reflective practitioners grounded in sound theory and techniques. (CACREP, 2016; PCI 2.F.3., 2.F.4., 2.F.5., 2.F.6., 2.F.7., 2.F.8.: KPI #3, #4, #5, #6, #7, #8)
- PILO 3. Students will demonstrate a satisfactory level of knowledge in how to effectively address spirituality in counseling practice. (CACREP, 2016; PCI 2.F.3. & 2.F.7.: KPI #3 & #7)

PILO 4.a. Students will demonstrate a satisfactory level of knowledge and skill in the use of professional counseling competencies, dispositions, and ethical and legal guidelines in counseling practice. (CACREP, 2016; PCI 2.F.1.)

PILO 4.b. Students will meet standards and requirements for state licensure and certifications. (Professional Practice Department Goals: CMHC 1-6, SC 1-6)

PILO 5. Students will demonstrate requisite counseling skills in an external practicum setting with actual clientele indicating a readiness to practice as a professional counselor. (Professional Practice Department Goals: CMHC 1-6, SC 1-6)

PILO 6. Students will demonstrate skills, knowledge, and dispositions consistent with the professional identity of a professional counselor in an internship within an external setting. (Professional Practice Department Goals: CMHC 1-6, SC 1-6)

E. Administrative Goals

- 1. Maintain accreditation and state licensure boards laws and rules.
- 2. Continue to develop strategies to promote diversity in the faculty and students.
- 3. Support faculty as they strive to continue to grow and develop as counselor educators in the areas of teaching, scholarship, and service.
- 4. Strive to improve the comprehensiveness of our assessment process and the use of outcome data to enhance student learning, persistence, and completion.
- 5. Maintain working relationships with agencies, schools, and school districts, to broaden the availability of Practicum and Internship sites and employment opportunities.
- 6. Develop more intentional and formal strategies of engaging all stakeholders in the evaluative process (i.e., current students, professional colleagues, site supervisors, advisory board members, etc.) to strengthen the program.

IV. Faculty Profiles

Katie Gamby, Ph.D., LPC

Assistant Professor

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Dr. Katie Gamby is a Licensed Professional Counselor and Certified Wellness Counselor in the state of Ohio. She recently moved to the Akron area from Toledo, OH, with her husband. She worked in Toledo as an assistant professor and in the clinical mental health field for the last five years. Dr. Gamby has worked with a variety of clients with many disorders in various settings including private practice, community mental health, and college counseling settings. She believes in the importance of giving back to the counseling profession by providing service to organizations that serve the profession. She has served in many leadership roles within the field of counseling including President and Past-President of the Alpha Omega chapter of Chi Sigma Iota, secretary and board member at large of the Northwest Ohio Counseling Association, and currently as Past-President of the Ohio Association for Spirituality, Ethics, and Religious Values in Counseling.

Sonji Gregory, Ph.D., LPCC-S

Assistant Professor

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Dr. Sonji D. Gregory, LPCC-S, is a licensed clinical counselor with supervisor status in the state of Ohio. Dr. Gregory was licensed as an LPC in early 1999 and received her independent licensed in late 2000. Her specialization is in the diagnosis and treatment of children, adolescents, and families; primarily those in foster-care and adoption. Dr. Gregory worked for six years at Bellefaire Jewish Children's home, where she counseled children transitioning through the foster care system. In addition, she was an adoption assessor and conducted pre-service and ongoing foster parent trainings. Dr. Gregory also has over a decade of experience in pastoral pre-marital and marital interventions. She completed her Ph.D. at Regent University (CACREP Accredited School) in Counseling, Education, and Supervision in 2016. Currently Dr. Gregory is an Assistant Professor of Counseling and Human Development at Malone University. Her research and presentations have included topics such as using the MMPI-2 Interpersonal scales with marital couples, wellness, and mental health recommendations related to school shootings. Dr. Gregory has enjoyed participating in service projects to North Carolina (Native American Reservation), Spain, Mexico, and Guatemala.

Kara Kaelber, Ph.D., LPCC-S

Associate Professor Director of the Counseling and Human Development Department kkaelber@malone.edu

Dr. Kara Kaelber, is the Director of the Counseling and Human Development Department at Malone University. She is also an Associate Professor, who teaches several different courses within the Counseling Programs. Dr. Kaelber earned her Master of Arts in Education degree in Community Counseling in 2001 from Malone University. She earned her Ph.D. in Counselor Education and Supervision from the University of Akron. Dr. Kaelber has a background of providing counseling in a mental health agency, in schools, in churches, and in a private practice. In 2006, Dr. Kaelber won the Chi Sigma Iota's International Outstanding Practitioner Award. Dr. Kaelber is the Past-President of the Ohio Counseling Association. During her tenure as the President of the Ohio Counseling Association for leadership development and advocacy projects. In 2017, Dr. Kaelber won the David Brooks award for innovation in the field of counseling. Dr. Kaelber is a servant leader, who has a strong passion for coming alongside her graduate students to promote their growth and development into compassionate, ethical, clinically astute, competent Counselors.

Emily Mupinga, Ph.D., LPC

Assistant Professor emupinga@malone.edu

Dr. Emily Mupinga is a native of Zimbabwe. She holds a Ph.D. in Counselor Education and Supervision from Kent State University, an M.S. in Clinical Mental Health Counseling from Indiana State University, an M.S. in Child & Family Sciences from Louisiana State University, and a B.S. in Psychology from Louisiana State University. She also holds an Associate of Arts diploma in secondary education from Gweru Teacher's College, Zimbabwe. Emily has been teaching in higher education for 18 years. She is a Licensed Professional Counselor who is certified to administer the Wechsler Adult Intelligence Scale (WAIS-IV) and the Intercultural Development Inventory (IDI). Her current scholarly work is in the areas of adjustment experiences of international students, trauma informed care, and intercultural competence in education and counseling. Dr. Mupinga has lived in 3 continents and she speaks 3 languages.

Christina Schnyders, Ph.D., LPCC

Associate Professor cschnyders@malone.edu

Dr. Christina Schnyders is an Associate Professor of Counseling and Human Development at Malone University in Canton, OH and currently serves as the faculty chair at the university. She holds a Ph.D. in Counseling and Human Development Services from Kent State University, a M.A. in Clinical Counseling from Ashland Theological Seminary, and a B.A. in Psychology from Simpson University. Dr. Schnyders is a Licensed Professional Clinical Counselor (LPCC). Her scholarly work focuses on emerging adult counseling, clients' transition to adulthood, clinical supervision, and counseling termination. Her clinical experience has included individual and group counseling, college counseling, and private practice work. Dr. Schnyders currently serves as a career counselor for emerging adult clients.

V. Summary of Program Evaluation Results

A. Summary of Assessment of Program Outcomes

Program Exit Surveys

Graduate counseling students who are enrolled in their final semester in the Internship II course are encouraged to complete either the Clinical Mental Health Counseling (CMHC) Program Exit Questionnaire or the School Counseling (SC) Program Exit Questionnaire. Within the 2018-2019 academic year, eight students completed the Clinical Mental Health Counseling Program Exit Questionnaire and five students completed the School Counseling Program Exit Questionnaire. These Program Exit Questionnaires were designed to measure the students' perception of whether or not educational goals and CACREP (2016) standards were met in the core curriculum and professional practice courses. Each of the participants (100%) who completed the CMHC Program Exit

Questionnaire indicated that educational goals and CACREP (2016) standards were met within coursework in the program, with ratings of either "excellent" or "good." Each of the participants (100%) who completed the SC Program Exit Questionnaire reported that the CACREP (2016) standards were reached in core courses, with ratings of either "excellent" or "good." Regarding the educational goals, most of the participants (90.0%) reported that they were attained, with a rating of either "excellent" or "good." As for the Professional Practice CACREP (2016) standards, the majority of the participants (91.17%) indicated they were met with a rating of either "excellent" or "good."

Employer Survey

The Employer Survey assessment data measured the employers' perceptions of the professional counseling characteristics of employees who graduated from Malone University with a Master of Arts in Education degree in counseling. The qualities measured were integrity, compassion, service, use of theory, counseling skills, advocacy skills, professionalism, counseling competence, and other related counseling dispositions and abilities. Each of the participants (n=2) responded that their employees either "exceeded my expectations" or "met my expectations" for 100% of the measured characteristics.

Alumni Survey

The Alumni Survey measures the perception of the graduates from Malone University's Master of Arts in Education in Counseling. The participants (n=8) included five graduates from the Clinical Mental Health Counseling Program and three graduates from the School Counseling Program. Each of the participants (100%) either "strongly agreed" or "agreed" that their professors took an interest in their progress and development and provided constructive feedback. The participants (100%) either "strongly agreed" or "agreed" that the courses in the program challenged them to grow professionally. The majority of the participants (77.78%), with the exception of one (11.11%), felt prepared for the licensure exam and for the profession. None of the School Counseling graduates reported working as a School Counselor. Each of the graduates from the Clinical Mental Health Counseling Program (100%) either reported continuing to work in their current job or securing a job in the field of mental health counseling within zero to six months after graduation. One of the participants stated, "On Malone's website, it states the university not only prepares individuals for jobs, but for life as well. This statement is true in regards to my experience at Malone. The leadership, attitudes, and guidance of the staff I interacted with was transformational to the way I approach my personal and professional responsibilities." Another participant commented, "this program is by far the best I have seen as far as how well it trains future counselors to prepare and practice. I have seen other counselors from other programs that have struggled in areas where I feel Malone has been very successful."

B. Summary of Assessment of Student Development Outcomes

Program Intended Learning Outcomes (PILOs)

PILOs are student learning outcomes for the graduate counseling students completing the Clinical Mental Health Counseling (CMHC) and School Counseling Programs. PILOs are an integration of the Counseling and Human Development Department's overall program goals, the standards of the Council for Accreditation of Counseling and Educational-Related Programs (CACREP, 2016), Key Performance Indicators linked with key assessments in various courses. The graduate counseling students are evaluated with formative and summative assessments throughout the program. The following is a table with outcome data related to the PILOs for the 2018-2019 academic year (fall 2018 – summer 2019).

PILOs	Summary of Data
PILO 1.a. Students will demonstrate a satisfactory	98.7% of the graduate counseling students
level of knowledge and ability in foundational	(n=152), passed the key assessments, scoring
aspects of counseling practice, such as advocacy	higher than the cut percentage rate of 80%.
strategies. (CACREP, 2016; PCI 2.F.1. & PCI	Two students (1.3%) did not pass one of the
2.F.2): Key Performance Indicator [KPI] #1 & #2)	assessments.
1.b. Students will demonstrate a satisfactory level of	100% of the graduate counseling students
knowledge and ability in the application of	(n=67), passed the key assessments, scoring
multicultural competencies. (CACREP, 2016; PCI	higher than the cut percentage rate of 80%.
2.F.2.: KPI #2)	
1.c. Students will demonstrate a satisfactory level of	100% of the graduate counseling students
knowledge about the holistic aspects of human	(n=75), passed the key assessments, scoring
nature. (CACREP, 2016; PCI 2.F.3.: KPI #3)	higher than the cut percentage rate of 80%.
1.d. Students will demonstrate a satisfactory level of	100% of the graduate counseling students
knowledge in the use of collaboration and	(n=43), passed the key assessments, scoring
consultation in counseling practice. (CACREP,	higher than the cut percentage rate of 80%.
2016; PCI 2.F.1.: KPI #1)	
2. Students will demonstrate a satisfactory level of	99.54% of the graduate counseling students
knowledge and skill, with intentionality as proactive	(n=655), passed the key assessments, scoring
and reflective practitioners grounded in sound	higher than the cut percentage rate of 80%.
theory and techniques. (CACREP, 2016; PCI 2.F.4.,	Three students (4.6%) did not pass one of the
2.F.5., 2.F.6., 2.F.7., 2.F.8.: KPI #4, #5, #6, #7, #8)	assessments.
3. Students will demonstrate a satisfactory level of	100% of the graduate counseling students
knowledge in how to effectively address spirituality	(n=43), passed the key assessments, scoring
in counseling practice. (CACREP, 2016; PCI 2.F.3.:	higher than the cut percentage rate of 80%.
KPI #3)	
4.a. Students will demonstrate a satisfactory level of	100% of the graduate counseling students
knowledge and skill in the use and exhibiting of	(n=100), passed the key course assessments,
professional counseling competencies, dispositions,	scoring higher than the cut percentage rate of
and ethical and legal guidelines in counseling	80%.
practice. (CACREP, 2016; PCI 2.F.1., KPI #1)	
	Review and Retention Assessment of
	Counseling Dispositions: 99% of the

	graduate counseling students (n=646), passed
	this assessment, scoring a minimum of a "3"
	on each of the following domains:
	1) Clinical Astuteness
	2) Intrapersonal Skills
	3) Interpersonal Skills
	4) Professional Dispositions
	There were 7 student who scored lower than
	a "3" on at least one of the domains.
4.b.: Students will meet standards and requirements	January – December 2018
for state licensure and certifications.	National Counselor Examination (NCE)
	data:
Clinical Mental Health Counseling Students only:	Pass Rate for Malone University: 94%
Students will successfully pass the clinical mental	Pass Rate for Malone University:
health counselor licensure examination, the National	100% in the academic year of 2018-2019
Counselor Examination (NCE).	(August 2018-July 2019)
	All test takers from Malone University in
	2018 were from Ohio. There was no pass rate
	data available for the state of Ohio.
4.b.: Students will meet standards and requirements	January – December 2018
for state licensure and certifications.	Ohio Assessment for Educators (OAE 040)
	data:
School Counseling Students only: Students will	Mean Total Scaled Score for Malone
successfully pass the school counselor licensure	University: 234.2
Examination, OAE 040.	Pass Rate for Malone University:
	85% (n=13)
	Mean Total Scaled Score for state of Ohio:
	238.7
	Pass Rate for the state of Ohio:
	91.32% (n=288)
5. Students will demonstrate requisite counseling	100% of the students (n=43) scored at or
skills in an external practicum setting with actual	above the 80% cut percentage rate for this
clientele indicating a readiness to practice as a	assessment.
professional counselor.	
F	
6. Students will demonstrate skills, knowledge, and	100% of the students (n=31) scored a "3" or
dispositions consistent with the professional identity	higher on all criteria and received positive
of a professional counselor in an internship within	feedback overall on their skills and
an external setting.	counseling dispositions.
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Students who do not pass key assessments within each course are given detailed feedback in how to make improvements. If a student does not receive a letter grade of B- or higher, the student is required to re-take the course. When students do not pass a course, they are required to schedule a meeting with their Academic Advisor, a faculty member within the Counseling and Human Development Department, to discuss strategies for improving their academic performance.

Students are sometimes required to develop and implement a Remediation Plan. Academic Advisors monitor these plans.

Students who receive at least one score below a "3" on the Review and Retention assessment for counseling dispositions are mandated to meet with their Academic Advisor. Each student is required to develop and implement a Remediation Plan, designed to improve skills in the area in which there was an identified deficit. The Academic Advisors monitor the implementation and outcomes of these Remediation Plans.

VI. Subsequent Program Modifications

A. Faculty Changes

The Provost supported the hiring of two new Assistant Professors, Dr. Gamby and Dr. Mupinga, to help meet the needs of our growing student body and to maintain the quality of the Program. Katie Gamby, Ph.D., LPC, was hired in the summer of 2019 and began in the fall semester of 2019. Emily Mupinga, Ph.D., LPC, began her work as a full-time Assistant Professor in the Counseling and Human Development Department in the fall semester of 2019.

B. Curricular Changes

The Counseling and Human Development Department faculty developed five online sections of established courses. The first group of students to begin the Clinical Mental Health Counseling Program in the fully online delivery format are currently (fall 2019) enrolled in their final course, COUN 686 CMHC Internship II. Some of these students have applied for licensure and are preparing to complete the National Counselor Exam. These students are scheduled to graduate in December of 2019.

In the past academic year (fall 2018 – summer 2019), full-time faculty members developed online sections of the following established courses:

- COUN 634 Marriage and Family Counseling developed by Dr. Gregory, Fall of 2018
- o COUN 641 Addictions Counseling developed by Dr. McCurdy, Fall 2018
- o COUN 630 Counseling Practicum developed by Dr. McCurdy, Fall 2018
- o COUN 685 CMHC Internship I developed by Dr. Schnyders, Fall 2018
- o COUN 686 CMHC Internship II developed by Dr. Schnyders, Spring 2019

Dr. Schnyders developed a new elective online course, COUN 614 Spirituality and Religion in Counseling in the spring semester of 2019. The plan to develop this course came from feedback from students, who had the desire to learn more counseling clients in the area of spirituality and religion. Dr. Schnyders is currently teaching this course and has already received positive feedback from students about the course content.

Due to significant feedback received throughout the 2018-2019 academic year from site supervisors, practitioners in the counseling field, and students, there is a plan to develop a second online elective course, COUN 643 Trauma Counseling and Crisis Intervention.

This course will be developed by Dr. Kaelber in the fall semester of 2019. This course will be offered for the first time in the spring semester of 2020.

C. Improvement in Student Services

The Counseling and Human Development Department's Graduate Assistant began providing tutoring in APA style writing in the spring semester of 2019. These tutoring services were offered to all graduate counseling students. Tutoring services for graduate students on campus have been offered periodically, but the faculty decided that consistent tutoring services for writing were necessary and that there needed to be services for students completing the Clinical Mental Health Counseling Program in the online delivery format. Several graduate counseling students have utilized these tutoring services. Faculty have noted improvements in writing skills after students have received these services.

D. Faculty and Student Resources

The Counseling and Human Development Department faculty made the decision to begin utilizing VSee, a HIPAA-compliant, telemedicine platform. Faculty and students use VSee for online meetings and in courses. VSee is used in group supervision sessions facilitated by faculty with students enrolled in the COUN 630 Counseling Practicum, COUN 685 Clinical Mental Health Counseling Internship I and COUN 686 Clinical Mental Health Counseling Internship II courses that are delivered in the online format.

OnBase is a platform that has been utilized by staff in various departments at Malone University for a few years. In OnBase, important documents and information are maintained in a centralized, secure, location. Within the last year, the Counseling and Human Development Department began utilizing OnBase to digitize various graduate counseling student documents, including application materials, Practicum and Internship documents, etc.

The faculty of the Counseling and Human Development Department developed several free supervision trainings for faculty serving as instructors and Site Supervisors who are supervising our graduate counseling students throughout their Practicum and Internship experiences.

VII. Other Substantial Program Changes

- A. Counseling and Human Department Location Change Our department, faculty and staff moved from Osborne Hall to 301 Regula Hall, the week of May 6th, 2019.
- B. Anne McCurdy, Ph.D., LPC, was an Assistant Professor in the Counseling and Human Development Department from the fall semester of 2016 until the end of the summer semester in 2019.

VIII. Acknowledgements

We would like to acknowledge our respected and talented Adjunct Faculty. We appreciate the incredible work they do to enhance the growth and development of our graduate counseling students. They are a valued part of the Counseling and Human Development Department faculty.

We would also acknowledge our Advisory Board members who are willing and able to provide feedback, wisdom, and guidance when we have reached out for their assistance.