

DOCUMENT N: COURSE AND PROGRAM DEVELOPMENT COVER SHEET

See Course and Program Development Policy and Procedures for Instructions

SCHOOL: LAW <input type="checkbox"/> MSB <input type="checkbox"/> YGCLA <input checked="" type="checkbox"/>	Contact Name: Elaine Johnson	Phone: 837-6683
DEPARTMENT / DIVISION: Applied Behavioral Sciences		
SHORT DESCRIPTION OF PROPOSAL (state name of action item 1-20 and course name, code & number / program affected):		
Modify the counseling track of the M.S. in Applied Psychology from a 42-credit program to a 48-credit program		
PROPOSED SEMESTER OF IMPLEMENTATION: Fall <input checked="" type="checkbox"/> Spring <input type="checkbox"/> Year: 2008		

Box 1: TYPE OF ACTION	ADD(NEW) <input type="checkbox"/>	DEACTIVATE <input type="checkbox"/>	MODIFY <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>
Box 2: LEVEL OF ACTION	Non-Credit <input type="checkbox"/>	Undergraduate <input type="checkbox"/>	Graduate <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>

Box 3: ACTION ITEM (check appropriate boxes)		DOCUMENTS REQUIRED (see box 4 below)	IMPACT REVIEWS (see box 5 on back)	APPROVAL SEQUENCE (see box 6 on back)
	1. Experimental Course ¹	NOP	a, c, e	AC
	2. Course Title	NO		ABCD
	3. Course Credits	NO		ABCD
	4. Course Number	NO		ABCD
	5. Course Level	NO		ABCD
	6. Pre & Co-Requisite	NO		ABCD
	7. Course Description	NOP		ABCDEF
	8. New Course	NOP		ABCDEF
	9. Deactivate a Course	NO		ABCDEF
X	10. Program Requirements	NO	b, c, d, e	ABCDEF
	11a. UG Specialization (24 credits or less)	NO	a, b, c, d, e	ABCDEF
	11b. Masters Specialization (12 credits or less)	NO	a, b, c, d, e	ABCDEF
	11c. Doctoral Specialization (18 credits or less)	NO	a, b, e	ABCDEF
	12. Closed Site Program	NOT	e	ABCDHIK
	13. Program Suspension ⁹	NO,5	a, e	ABCDEGIK
	14a. Certificate Program (ug/g) exclusively within existing degree program	NO	a, c, e	ABCDEFHIK
	14b. Certificate Program (ug/g) where degree programs do not exist or where courses are selected across degree programs (12 or more credits)	NOQR, 6	a, c, e	ABCDEFHJL
	15. Off-Campus Delivery of Existing Program	NO, 4	a, b, c, e	ABCDHIL
	16a. UG Concentration (exceeds 24 credit hours)	NO, 5	a, c, d, e	ABCDEFHJL
	16b. Masters Concentration (exceeds 12 credit hours)	NO, 5	a, c, d, e	ABCDEFHJL
	16c. Doctoral Concentration (exceeds 18 credit hours)	NO, 5	a, c, d, e	ABCDEFHJL
	17. Program Title Change	NO, 5	a, c, d, e	ABCDEFHJL
	18. Program Termination	NO, 10	d, e	ABCDEFHIK
	19. New Degree Program	NOQR, 3,8	a, c, d, e	ABCDEFHJL
	20. Other	Varies	Varies	Varies

Box 4: DOCUMENTATION (check boxes of documents included)					
X	N.	This Cover Sheet	Q.	Full 5-page MHEC Proposal	T. Other
X	O.	Summary Proposal	R.	Financial Tables (MHEC)	
	P.	Course Definition Document	S.	Contract	

- Approval of experimental course automatically lapses after two offerings unless permanently approved as a new course.
- Codes: a) Library Services (Langsdale or Law) b) Office of Technology Services c) University Relations d) Admissions
- Letter of Intent is required by USM at least 30 days before a full proposal can be submitted. Letter of Intent requires only the approval of the dean and the provost and is forwarded to USM by the Office of the Provost.
- One-page letter to include: Program title & degree/certificate to be awarded; resources requirements; need and demand; similar programs; method of instruction; and oversight and student services (MHEC requirement)
- One-page letter with description and rationale (MHEC requirement)
- One or two-page document that describes: centrality to mission; market demand; curriculum design; adequacy of faculty resources; and assurance program will be supported with existing resources. (MHEC requirement)
- Learning objectives, assessment strategies; fit with UB strategic plan
- Joint Degree Program or Primary Degree Programs require submission of MOU w/ program proposal. (MHEC requirement)
- Temporary suspension of program to examine future direction; time not to exceed two years. No new students admitted during suspension, but currently enrolled students must be given opportunity to satisfy degree requirements.

Impact Statement From the Office of University Relations

These changes could potentially affect the undergraduate and graduate catalogs—which the Office of University Relations currently manages and produces—as well as other recruitment publications that contain this type of specific academic material. The timing of the final approval for these changes will be a determining factor in our ability to incorporate the new information in a timely fashion in any related materials that are on our production schedule.

DOCUMENT O: SUMMARY PROPOSAL

See Course and Program Development Policy and Procedures for Instructions

SCHOOL: LAW <input type="checkbox"/> MSB <input type="checkbox"/> YGCLA <input checked="" type="checkbox"/>	Contact Name: Elaine Johnson	Phone: 837-6683
DEPARTMENT / DIVISION: Division of Applied Behavioral Sciences		
SHORT DESCRIPTION OF PROPOSAL (state action item 1-23 and course name & number or program affected):		
Modify the counseling track of the M.S. in Applied Psychology from a 42-credit program to a 48-credit program		
PROPOSED SEMESTER OF IMPLEMENTATION: Fall <input checked="" type="checkbox"/> Spring <input type="checkbox"/> Year: 2007 2008 <i>mjp</i>		

O-1: Briefly describe what is being requested:

The counseling track of the M.S. program in Applied Psychology would change from a 42-credit program to a 48-credit program. The course requirements for the degree would also be modified. One course (APPL 619, Psychological Assessment) would no longer be a degree requirement. Four courses that are not a part of the 42-credit program would become degree requirements for the 48-credit program. These courses are APPL 613 (Human Development), APPL 622 (Group Counseling), APPL 623 (Career Counseling), and APPL 625 (Multicultural Counseling). One additional practicum (APPL 703) would also be required.

For new courses or changes in existing courses (needed by Registrar)

OLD Title:	Course # / HEGIS Code:	Credits:
NEW Title:	Course # / HEGIS Code:	Credits:

O-2: Set forth the rationale for the proposal:

Moving to a 48-credit program, with required courses in 9 specified areas, will allow our counseling program to qualify for "GSA-NCC" (Graduate Student Application for the National Certified Counselor program) status. This will allow the graduates of our program to take the National Counseling Exam (NCE), which is the national (and state) "licensure" exam, at the conclusion of the 48-credit program. The University of Baltimore would also become an official testing site for the NCE. Thus, our graduates would be able to take the licensure exam at their home institution immediately following their completion of the master's degree, the content of which constitutes the domain assessed by the NCE. This is a very attractive option for students, who otherwise must wait until they have completed the 60 graduate credits normally required to sit for the licensure exam. Our status as a GSA-NCE site should be helpful in our recruitment of highly qualified students. There is no other master's program in the Baltimore area that currently holds this distinction.

Another advantage of our participation in the GSA-NCC program is that our students would have a "head start" in the NCC credentialing process. This credential, offered by the National Board of Certified Counselors (NBCC) is a credential "beyond" that of state licensure. It offers advantages in portability of licensure to other states and favored status in applications to become paneled providers with managed care organizations, essential to billing insurance companies for services as an LCPC (Licensed Certified Professional Counselor). Designation as a GSA-NCE program guarantees that students' coursework contains the content necessary to apply for the NCC credential. In addition, GSA-NCC participants receive a reduced fee when applying for the NCC credential.

The move to a NCC-approved 48-credit program, thus, would make our program very attractive to applicants and can be accomplished with only minor modifications in the existing course requirements. No additional resources are required to make this change, as all courses required in the modified program are already taught on a yearly basis in either the existing counseling M.S. track, or UB's Certificate Program in Professional Counseling Studies. Students would merely rearrange the sequence in which their courses are taken in the master's and post-master's licensure preparation (Certificate) programs. The current course requirements for the counseling track and the proposed course requirements for the 48-credit program appear below.

M.S. Counseling Track Proposed Changes

NCC REQUIRED CONTENT AREAS (must be covered in M.S. program ffor GSA program)

1. Human Growth & Development
2. Social & Cultural Foundations
3. Helping Relationships
4. Group Work
5. Career & Lifestyle Development
6. Appraisal
7. Research and Program Evaluation
8. Professional Orientation
9. Field Experience (2 semesters)

Current course requirements for the counseling track

Current required Core (12 credits)

1. APPL 631 (Intermediate Statistics)
2. APPL 632 (Research Methods)
3. APPL 603 (Learning & Cognition)
4. APPL 601 (Biological Bases of Behavior)

Current required in Counseling Track (30 Credits)

5. APPL 602 (Ethics and Legal Issues in the Practice of Psychology)
6. APPL 605 (Advanced Theories of Personality and Counseling)
7. APPL 606 (Basic Counseling)
8. APPL 608 (Applied Assessment Procedures)
9. APPL 610 (Psychopathology and Diagnosis)
10. APPL 616 (Advanced Treatment Techniques)
11. APPL 703 (Practicum in Counseling)
12. APPL 619 (Psychological Assessment)
13. Elective
14. Elective

48-credit program requirements

(*Asterisks designate courses containing content required for NCC)

Current required Core (12 credits)

1. APPL 631 (Intermediate Statistics)* (Basic parametric & nonparametric statistics are part of Research area requirement)
2. APPL 632 (Research Methods)*
3. APPL 603 (Learning & Cognition)* (Learning theory is part of Human Growth & Development area requirement)
4. APPL 601 (Biological Bases of Behavior)

Current required in Counseling Track

5. APPL 602 (Ethics and Legal Issues in the Practice of Psychology)*
6. APPL 605 (Advanced Theories of Personality and Counseling)*
7. APPL 606 (Basic Counseling)* (This course along with 605 meets "Helping Relationships" category)
8. APPL 608 (Applied Assessment Procedures)*
9. APPL 610 (Psychopathology and Diagnosis)◆
10. APPL 616 (Advanced Treatment Techniques)◆
11. APPL 703 (Practicum in Counseling)*

Additions for 48-credit program

12. APPL 703 (Practicum in Counseling)* (2 semesters of practicum required)
13. APPL 613 (Human Development)*
14. APPL 625 (Multicultural Counseling)*
15. APPL 623 (Career & Lifestyle Development)*
16. APPL 622 (Group Counseling)*

◆indicates a course required for state licensure, and currently prerequisite or co-requisite for APPL 703 (Practicum in Counseling)