

Specific Format Required for a Complete Proposal

A complete proposal should contain the following information in this order and numbered this way:

1. New Program Proposal Form

Form NP

NEW PROGRAM PROPOSAL FORM

Sponsoring Institution(s): Southeast Missouri State University

Program Title: School Psychological Examiner Certificate Program
(Graduate)

Degree/Certificate: School Psychological Examiner Certificate

Options: _____

Delivery Site(s): Southeast Missouri State University – Main Campus
a combination of Face to Face and online courses are
offered.

CIP Classification
(provide a CIP code): 42.1901

Implementation Date: Fall 2015

Cooperative Partners: _____

Expected Date of First Graduation: Fall 2015

AUTHORIZATION

William R. Eddleman, Provost
Name/Title of Institutional Officer

William R. Eddleman 1-7-15
Signature Date

Melissa Odegard-Koester, Ph.D., LPC, NCC

573-651-2420

Jan Ward, Ph.D., LPC, NCC, ACS

573-651-2415

Person to Contact for More Information

Telephone

2. Need:

The School Psychological Examiner Certificate Program enables students to attain knowledge and skills essential in collecting data and translating assessment results into decisions about service delivery within schools. Currently, completion of the required supervision and coursework allows students to be eligible for certification as a School Psychological Examiner through the Missouri Department of Elementary and Secondary Education (DESE). School Psychological Examiners who have completed this coursework and obtained certification are employed at schools throughout the Southeast Region and beyond, meeting a critical need for school districts within Southeast's service region. The Missouri Department of Elementary and Secondary Education listed School Psychological Examiners as a teacher shortage area in Missouri for five out of the last seven years in which they provided data on teacher shortages. This 24-credit hour certificate requires 8 courses, taught at the 500-700 levels:

PY 571 Introduction to Behavioral Statistics (3)

CP 611 Developmental Theories (3)

ED 615 Tests and Measurements (3)

OR

EX 601 Educational Assessment Techniques (3)

CP 617 Assessment in Counseling (3)

CP 643 Psychodiagnostics and Treatment (3)

CP 733 Advanced Educational Processes (3)

CP 735 Intelligence Testing (3)

CP 739 Testing Practicum (3)

24 Total Credits

Southeast Missouri State University's option to complete course work for the DESE approved certificate was first offered in 1996. Graduate students who have completed a masters degree in one of the accepted areas and have completed the eight courses are eligible for certification as a School Psychological Examiner through DESE. The Office of Certification, Assessment and Accreditation in the College of Education recommends the student for certification once approved by the School Counseling Program Coordinator. The need exists for this to be a transcribed certificate program documented by the Registrar's office due to DESE's reporting requirements.

- A. Student Demand: The courses in the program have been taken by students in a variety of programs, such as education, counseling psychology, and counseling. Three of the courses are part of the Counseling Program Core course requirements. The following chart shows the graduate enrollment history of the five courses in the program:

	2010-2011	2011-2012	2012-2013	2013-2014*
PY 571	70	212	57	60
CP 611	31	33	10	15
ED 615	10	0	0	0
EX 601	21	17	28	32
CP 617	24	28	12	14
CP 643	23	37	17	16
CP 733	8	13	15	11

CP 735	10	8	8	9
CP 739	10	10	8	10

*Does not include Summer 2014 enrollment

The first recommendation for certification was given in August, 1998. In 2010-2014, the following number of students completed the requirements to be recommended to DESE for certification:

2010	9
2011	8
2012	9
2013	9
2014*	4
Graduate Total	37

*Students complete their coursework to be recommended for certification throughout the course of the year, the data included is reporting to (4/15/14). Please note, the above numbers do not reflect those students who are provisional (provisional students may need to complete additional coursework).

Currently, it is difficult to determine how many students are actively seeking the certificate. Creating a transcribed certificate program will help ensure that our reporting data is the most accurate for DESE.

- i. Estimated enrollment each year for the first five years for full-time and part-time students

**Form SE
GRADUATE STUDENT ENROLLMENT PROJECTIONS***

Year	1	2	3	4	5
Full-Time	N/A	N/A	N/A	N/A	N/A
Part-time	10	10	10	10	10
TOTAL	10	10	10	10	10

*Enrollment projections for students completing the entire certificate program

- ii. Will enrollment be capped in the future?

Enrollment will not be capped at this point, but may need to be re-evaluated in terms of qualified faculty available to teach the courses, if it grows beyond the enrollment projections.

B. Market Demand:

- i. National, state, regional, or local assessment of labor need for citizens with these skills

According to the Missouri Department of Elementary and Secondary Education (DESE, 2012), School Psychological Examiners are listed as a state shortage area. To keep up with these demands, it is imperative that we provide education and training for School Psychological Examiners to conduct their work assessing students and disseminating results to families and stakeholders ethically and competently (ACA, 2005/2014).

C. Societal Need:

i. General needs which are not directly related to employment

According to the United States Census data (2010), 6.3 percent of children living outside of metro areas have a disability. The *Individuals with Disabilities Education Act* (IDEA) requires states to provide free and appropriate public education for all students aged 3 to 21, which includes children with disabilities. In order for a child to be eligible for special education services under IDEA, the child must be evaluated to determine his or her disability status and educational needs. In Missouri, the School Psychological Examiner fills this role by working with the Individualized Education Plan (IEP) team within the school to assess student needs and determine a relevant IEP.

D. Methodology used to determine "B" and "C" above.

Information is based on data from DESE, the American Counseling Association (ACA), IDEA, and census data.

3. Duplication and Collaboration: If similar programs currently exist in Missouri, what makes the proposed program necessary and/or distinct from the others at public institutions, area vocational technical schools, and private career schools?

There appear to be several institutions that offer a certification option in School Psychological Examiner. Missouri State University offers a 29-30 credit hour certification option for School Psychological Examiner (K-12) that can be added to an existing teaching or student services certificate. The University of Missouri St. Louis also offers an option to complete courses towards the School Psychological Examiner certification. Lindenwood University offers 27 hours of coursework that can be counted towards the DESE School Psychological Certificate option. Stephens College has a program that requires 27 hours of coursework including 3 credit hours equivalent to 150 clock hours of Practicum towards the DESE approved certification for School Psychological Examiners. Evangel University offers a similar option. While there are several institutions across the state that offer this option towards certification, the certificate program at Southeast Missouri State University is both needed and unique. This program also appears to be the only School Psychological Examiner program that is offered in the region.

Does delivery of the program involve a collaborative effort with any external institution or organization? If yes, please complete Form CL.

No

- Percent of full-time and part-time enrollment by the end of five years
0% full-time, 100% part-time in this certificate program

Student and Program Outcomes

- Number of graduates per annum at three and five years after implementation
This is a non-degree certificate and may be taken as part of degree requirements or as an add-on certificate for a graduate student.
- Special skills specific to the program
Students in this program will have the knowledge and skills to work with students who have a variety of developmental, cognitive, and social needs in a variety of settings.
- Proportion of students who will achieve licensing, certification, or registration
There is an option for certification as a School Psychological Examiner in the state of MO with the successful completion of coursework.
- Performance on national and/or local assessments, e.g., percent of students scoring above the 50th percentile on normed tests; percent of students achieving minimal cut-scores on criterion-referenced tests. Include expected results on assessments of general education and on exit assessments in a particular discipline as well as the name of any nationally recognized assessments used.
Graduate degree students in various areas of education are eligible to add on this certification. School Counselors, Administrators and Special Education teachers. Students must also earn an overall GPA of 2.5 or higher to earn the certificate.
- Placement rates in related fields, in other fields, unemployed
According to the Missouri Department of Elementary and Secondary Education (DESE, 2012), School Psychological Examiners are listed as a state shortage area. Consistent enrollment is expected because of the continued demand for School Psychological Examiners.
- Transfer rates, continuous study
N/A

Program Accreditation

- Institutional plans for accreditation, if applicable, including accrediting agency and timeline.
If there are no plans to seek specialized accreditation, please provide reasons.

There is currently no accrediting body for a School Psychological Examiner program. The eight courses in this certificate program are offered by the Counseling program in the Dept. of Educational Leadership and Counseling, the Psychology program, and the Department of Elementary, Early, and Special Education. The School Counseling, Career Counseling, and Mental Health Counseling programs are accredited by the Council for Accreditation of Counseling & Related Educational Programs (CACREP). The MO Dept. of Elementary and Secondary Education (DESE) has approved the School Psychological Examiner courses and students completing the requirements are eligible for state certification. The College of Education is also accredited by the National Council for Accreditation of Teacher Education (NCATE).

Alumni and Employer Survey

- Expected satisfaction rates for alumni, including timing and method of surveys
No alumni survey will be conducted, other than the general university surveys of alumni, since this is a 24-hour certificate program and not a degree program.
 - Expected satisfaction rates for employers, including timing and method of surveys
No employer survey will be conducted, since this is a 24-hour certificate program, with students potentially employed in a variety of settings.
7. Accreditation: If accreditation is not a goal for this program, provide a brief rationale for your decision. If the institution is seeking program accreditation, provide any additional information that supports your program.

There is currently no accrediting body for a School Psychological Examiner program. The eight courses in this certificate program are offered by the Counseling program in the Dept. of Educational Leadership and Counseling, the Psychology program, and the Department of Elementary, Early and Special Education. The School Counseling, Career Counseling, and Mental Health Counseling programs are accredited by the Council for Accreditation of Counseling & Related Educational Programs (CACREP). The MO Dept. of Elementary and Secondary Education (DESE) has approved the School Psychological Examiner courses and students completing the requirements are eligible for state certification. The College of Education is also accredited by the National Council for Accreditation of Teacher Education (NCATE).

8. Institutional Characteristics: Please describe succinctly why your institution is particularly well equipped or well suited to support the proposed program.

Southeast Missouri State University has provided education and training in this area of certification for School Psychological Examiners for 16 years. The Counseling Degree Program has faculty with the qualifications, experience, and certification in this area that provide their expertise in training highly qualified school psychological examiners. Southeast is the only institution in the service region providing this program.

9. Any Other Relevant Information:
N/A



Southeast
Missouri State University

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January 7, 2015

Angelette Prichett
Research Associate - Academic Affairs
Missouri Department of Higher Education
205 Jefferson Street
P.O. Box 1469
Jefferson City, MO 65102

Dear Angelette:

With approval of College Council, Academic Council, and the Board of Regents, Southeast Missouri State University is submitting the following proposal(s):

New Programs

- New Program – School Psychological Examiner Graduate Certificate

The signed form(s) are enclosed. If you need any additional information or have any questions, please do not hesitate to contact me.

Thank you for your assistance.

Sincerely,

William R. Eddleman, Ph.D.
Provost

Enclosure(s)

OFFICE OF THE PROVOST

(573) 651-2063

<http://www.semo.edu/provost>

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