

Counselor Education Advisory Council
Meeting Minutes - December 6, 2012

Present: Paul Baird, Chair; Steve Corrigan, Paula Hailey, Sandra Loew, Deirdre Nelson, Quinn Pearson, Karen Townsend

Dr. Baird opened the meeting at 4:00 p.m. with a welcome and thank you to those attending.

Minutes

The minutes from the April 30, 2012, meeting were reviewed. Dr. Loew motioned to approve the minutes as written. Dr. Pearson seconded the motion. All voted in favor. Motion carried.

Student Admission Process

- Dr. Baird distributed copies of the newly revised Recommendation for Admission form for review and approval. After discussion, the Advisory Council members agreed to remove the percentages under the 'Good' and 'Fair' categories, and change the percentage under 'Poor' to Lowest 25%.
- Requiring a resume' showing a record of employment and volunteer activities was discussed and approved.
- There were three new elements proposed to be added to the Admission Rubric. Those included quality of recommendations, quality of resume' and quality of transcript. The Advisory Council members agreed that these would be beneficial to the interview evaluation process.

Dr. Baird shared copies of the Counselor Education's brochure updates, as well as an announcement about the proposed Clinical Mental Health Counseling major at the University of North Alabama (UNA).

Nominations for a New School Administrator Representative

Dr. Baird asked for nominations for a school administrator to be a representative on the Advisory Council. It was agreed that Dr. Baird will approach the person(s) that were nominated for the position in the Council's order of preference.

The meeting was adjourned at 5:30.

Minutes recorded by Paula Hailey, Administrative Assistant for the Counselor Education Department at UNA.