

**Department of Counselor Education  
Long Range Plan, Fall 2002**

Revised 11-8-2002

<b>Goals</b>	<b>Activities</b>	<b>Progress</b>
To create and maintain Department and program long range plan to	a. Establish procedures for ongoing review of long-range plan.	
a. Facilitate internal review and discussion and consensus building	b. Use long-range plan for decision-making.	
b. Set directions for the future	c. Develop Department program mission statements, long range plans, and conceptual frameworks related to those of the College.	
c. Help to decide priorities and allocation of resources	d. Conduct periodic retreats with faculty, and relevant constituencies to evaluate existing curricula, programs, and the long-range plan.	
d. Help others outside the Department to understand and support the Department (students, College, University Administration, policy makers, DOE, DVR, CACREP, CORE, funding sources and other agencies)		
e. Enhance the Department's ability to lead and improve Counselor Education		

**Department of Counselor Education  
Long Range Plan, Fall 2002  
Accreditation**

Revised 10-8-2002

<b>Goals</b>	<b>Activities</b>	<b>Progress</b>
To obtain national accreditation for all programs	<ul style="list-style-type: none"><li>a. Prepare self-study and curricula folio and submit for review to appropriate professional accrediting bodies (CACREP for School and Community Services Counseling programs and CORE for Rehabilitation Counseling program).</li><li>b. Regularly conduct assessment of all programs.</li><li>c. Maintain national accreditation for all programs as means of meeting and maintaining the highest professional standards of counselor education.</li></ul>	

**Department of Counselor Education  
Long Range Plan, Fall 2002  
Conceptual Framework**

Revised 10-8-2002

<b>Goals</b>	<b>Activities</b>	<b>Progress</b>
To conceptualize the Department's research underpinnings in an understandable and communicable manner to all faculty, students, and relevant communities	a. Develop an overall conceptual framework for the Department and its specialization programs, which is based on College conceptual framework.	
To ensure that there is coherence across courses and specializations regarding underlying themes, goals, outcomes, knowledge bases, and evaluation criteria	b. Incorporate the conceptual framework into each curriculum and its subsequent courses. c. Familiarize each faculty and student with the conceptual framework. d. Communicate the conceptual framework to the University administration and community at large. e. Ensure ongoing periodic review of the Department's conceptual framework.	

**Department of Counselor Education  
Long Range Plan, Fall 2002  
Standards and Ethics**

Revised 10-8-2002

<b>Goals</b>	<b>Activities</b>	<b>Progress</b>
To foster and uphold professional ethical standards	a. Review ethical standards of ACA, APA, and CORE.  b. Incorporate ethical standards in all courses.	

**Department of Counselor Education  
Long Range Plan, Fall 2002  
Diversity**

Revised 10-8-2002

<b>Goals</b>	<b>Activities</b>	<b>Progress</b>
To prepare students to serve a range of diverse populations	<ul style="list-style-type: none"><li>a. Actively promote an atmosphere and philosophy of acceptance and respect for individual differences (ethnicity, socio-economic status, sexual orientation, gender, age, and disability).</li><li>b. Integrate multicultural and diversity content in all CE courses.</li><li>c. Actively recruit, hire, and retain underrepresented and diverse faculty.</li><li>d. Actively recruit underrepresented and diverse populations as students in CE programs.</li><li>e. Encourage and provide leadership for research involving diverse populations with students in CE programs and as collaborative efforts between UH COE and other University Departments, as well as other Universities and entities.</li><li>f. Provide faculty and student support for local professional organizations committed to diversity (e.g. HMCDA, HAGLBIC, etc.).</li><li>g. Address a broad range of mental health and counseling issues related to Native Hawaiians.</li></ul>	

**Department of Counselor Education  
Long Range Plan, Fall 2002  
Technology**

Revised 10-8-2002

<b>Goals</b>	<b>Activities</b>	<b>Progress</b>
To be exposed to and use various appropriate technologies in order for faculty and students to improve the teaching and learning process	<ul style="list-style-type: none"><li>a. Establish and maintain an interactive CE Web page with appropriate information for students and faculty, as well as potential applicants.</li><li>b. Establish a listserv and database of student e-mail addresses. This will be done through the advisement process and made a requirement that each student get an e-mail address, which are available at no cost. This listserv will facilitate the dissemination of departmental news/information.</li><li>c. Evaluate the possibility of offering the CE program to neighbor islands via HITS and other distant learning modules.</li><li>d. Encourage faculty members to take advantage of COE and other UH programs on technology for the classroom and begin to integrate these technologies as appropriate. Model the use for students and eventually require/integrate these methods into course requirements for student learning.</li><li>e. Schedule power point training sessions.</li></ul>	

**Department of Counselor Education  
Long Range Plan, Fall 2002  
Assessment**

Revised 10-8-2002

<b>Goals</b>	<b>Activities</b>	<b>Progress</b>
To ensure a high quality of instruction and programming of all CE programs, courses, faculty and students will be evaluated on a regular basis	<ul style="list-style-type: none"><li>a. Conduct program evaluations as required by professional accrediting agencies, and Graduate Division.</li><li>b. Conduct ongoing evaluation of curricula, faculty, staff, and students through appropriate Department procedures.</li></ul>	

**Department of Counselor Education  
Long Range Plan, Fall 2002  
Professional Vitality**

Revised 10-8-2002

<b>Goals</b>	<b>Activities</b>	<b>Progress</b>
To encourage and promote the professional development of CE faculty, as well as intellectual discourse between CE faculty and CE students	<ul style="list-style-type: none"><li>a. Participate in regional, national, state, and international conference, as well as encourage student participation in the same.</li> <li>b. Establish an atmosphere that encourages faculty/student participation with respect to diversity, and intellectual vigor.</li></ul>	

**Department of Counselor Education  
Long Range Plan, Fall 2002  
New Programs**

Revised 10-8-2002

<b>Goals</b>	<b>Activities</b>	<b>Progress</b>
To respond proactively and appropriately to existing and emerging human service needs	<ul style="list-style-type: none"><li>a. Assess the need for new counseling training programs (e.g. School Psychology) in Hawaii.</li> <li>b. Provide courses, institutes and workshops in counseling diverse populations such as the deaf and hearing impaired, individuals with psychiatric disabilities, and individuals with traumatic brain injury.</li></ul>	

**Department of Counselor Education  
Long Range Plan, Fall 2002  
Community Building**

Revised 10-8-2002

<b>Goals</b>	<b>Activities</b>	<b>Progress</b>
<p>To create a community of professionals built upon a genuine sense of pride, trust, and respect, which impacts positively on the Department's productivity and that of individual faculty members</p>	<ul style="list-style-type: none"> <li>a. Engage faculty in vision setting and long range planning.</li> <li>b. Ensure that the Department's web page is updated.</li> <li>c. Facilitate discussion and decision related to topics such as governance and goal setting in timely ways.</li> </ul>	
<p>To establish and support an organizational culture which facilitates professionalism, respect, trust, communication, and collegial, working relationships among faculty and staff members</p>	<ul style="list-style-type: none"> <li>a. Respect the expression, divergent and ever continuous viewpoints in departmental discussions.</li> <li>b. Schedule an annual faculty meeting at the beginning of each school year to facilitate discussion about ways in which the department can maintain and enhance its level of professionalism, respect, trust, communication and collegial working relationships.</li> </ul>	
<p>To foster pride among the department's faculty, staff, and students as members of the counseling profession</p>	<ul style="list-style-type: none"> <li>a. Encourage faculty and students to be more actively involved with professional organizations relative to presentations, publications and serving as officers.</li> <li>b. Strengthen student involvement in all departmental committees.</li> <li>c. Increase media public relations to enhance the department's professional image.</li> <li>d. Create a web-based forum and bulletin board that presents students' and faculty honors and accomplishments.</li> </ul>	

**Department of Counselor Education  
Long Range Plan, Fall 2002  
Student Enrollment and SSH Productions**

Revised 10-8-2002

<b>Goals</b>	<b>Activities</b>	<b>Progress</b>
To maintain optimum student enrollment in each specialization	<ul style="list-style-type: none"><li>a. Encourage and reward innovation in program delivery (i.e., offering computer-based courses, weekend courses, and other form of alternative instructional support services).</li><li>b. Support the COE in seeking appropriate credit recognition for SSH production for campus and Outreach College including summer session efforts.</li><li>c. Expand summer session offerings to include more entrepreneurial endeavors.</li><li>d. Design and implement a recruitment and retention plan that will increase applications from students in general and particularly individuals from under-represented populations.</li><li>e. Create recruiting materials to encourage increased local, national, and international interests in the Counselor Education Programs.</li></ul>	

**Department of Counselor Education  
Long Range Plan, Fall 2002  
Resource Management**

Revised 10-8-2002

<b>Goals</b>	<b>Activities</b>	<b>Progress</b>
<p>To ensure that the number of students admitted to any program in the Department of Counselor Education shall not exceed the available resources to serve them</p>	<p>a. Periodically review the number of students who have been admitted to the various programs in the Department of Counselor Education to assure that the sufficient resources are available to promote their professional training needs.</p>	
<p>To define clearly the FTE faculty devoted to each program in the Department of Counselor Education</p>	<p>a. Advocate for a faculty workload that is equitable and allows for time to conduct research, and provide quality teaching and service.</p> <p>b. Review continuously the Department Admissions Policy.</p> <p>c. Explore a flexible nine-month faculty appointment that includes summer session as one means to accommodate the schedules of counselors/teachers who are employed in year-round schools.</p>	
<p>To advocate working with College/University to improve the physical facilities that are allocated to the Department of Counselor Education</p>	<p>a. Advocate for equipping classrooms with current technology or technological applications that enhance counselor preparation.</p> <p>b. Work to meet the accessibility standards that are outlined in the COE's Long Range Plan.</p>	

**Department of Counselor Education  
Long Range Plan, Fall 2002  
Entrepreneurial Initiatives**

Revised 10-8-2002

<b>Goals</b>	<b>Activities</b>	<b>Progress</b>
To increase the number of entrepreneurial activities that are designed to generate new revenue for the department	<ul style="list-style-type: none"><li>a. Create new outreach initiatives that are fee generating.</li><li>b. Support faculty in developing new revenue-generating opportunities.</li><li>c. Support the development of mechanisms to transfer funds that are generated through entrepreneurial activities to faculty who participate in these activities.</li></ul>	

**Department of Counselor Education  
Long Range Plan, Fall 2002  
Public Relations**

Revised 10-8-2002

<b>Goals</b>	<b>Activities</b>	<b>Progress</b>
To maintain a public relations agenda that effectively disseminates current news about the Department and the profession	<ul style="list-style-type: none"><li>a. Create internal and external annual reports for the Dean's Office, College, President, University, and the Advisory Councils.</li><li>b. Establish regular ongoing liaison with local newspapers.</li><li>c. Establish regular news columns with newsletters of state chapters of professional organizations.</li><li>d. Encourage current students and faculty to serve on boards, committees and as officers of local professional organizations.</li><li>e. Encourage students and faculty to volunteer their services as representatives of the Department to local non-profit agencies and educational institutions.</li><li>f. Conduct research to support Hawaii Educational Policy Center and Hawaii Institute for Educational Partnerships.</li></ul>	

**Department of Counselor Education  
Long Range Plan, Fall 2002  
Alumni Relations/Fundraising**

Revised 10-8-2002

<b>Goals</b>	<b>Activities</b>	<b>Progress</b>
To establish a Counselor Education alumni sub-group	a. Establish a liaison with the College of Education Alumni Association.	
To increase discretionary funds in the Counselor Education Student Organization Fund to support appropriate student activities within the Department	b. Identify and recruit Counselor Education Alumni. c. Establish an annual alumni symposium.	
To increase discretionary funds in the Counselor Education Faculty Professional Development Fund to support appropriate faculty development activities within the Department	d. Establish a faculty/student/alumni Counselor Education Development Committee.	
To establish a student scholarship endowment fund with the College of Education Office of Development		

**Department of Counselor Education  
Long Range Plan, Fall 2002  
Teaching**

Revised 10-8-2002

<b>Goals</b>	<b>Activities</b>	<b>Progress</b>
To demonstrate and model excellence in teaching	<ul style="list-style-type: none"><li>a. Ensure that students provide accurate feedback on all classes.</li><li>b. Encourage and provide opportunities for faculty to share their pedagogical practices and perspectives with each other for the purpose of enriching the quality of teaching.</li><li>c. Stay current on recent literatures pertaining to the courses they are teaching. Faculty update their syllabi to reflect new developments in the knowledge domains covered in their courses.</li><li>d. Encourage thought and inquiry while not prescribing conclusions students may draw from their thoughtful inquiry.</li><li>e. Encourage respectful but substantive classroom discussions that may produce vigorous disagreements, as all sides of an issue are subject to examination and thought.</li><li>f. Consider high quality teaching performance as essential for promotion and tenure decisions.</li><li>g. Promote teaching practices and content that will reflect, acknowledge, and respect human diversity as well as our common humanity.</li></ul>	

**Department of Counselor Education  
Long Range Plan, Fall 2002  
Research**

Revised 10-8-2002

<b>Goals</b>	<b>Activities</b>	<b>Progress</b>
<p>To foster faculty and student research endeavors which impact positively on counseling theory and practice in Hawaii, nationally, and/or internationally by contributing to the knowledge base in counseling and related fields. Such research should contribute to the construction of a more just world and school communities that promote healthy human development</p>	<ul style="list-style-type: none"><li>a. Establish a system for mentoring new faculty and supporting their development of a research agenda.</li><li>b. Organize colloquia to present and discuss faculty and student research.</li><li>c. Provide mentoring support for graduate students to prepare presentations for professional meetings.</li><li>d. Seek financial resources to support graduate students attendance at professional meetings to deliver presentations.</li><li>e. Reflect an acknowledgement and respect for human diversity as well as our common humanity in research and content.</li></ul>	

**Department of Counselor Education  
Long Range Plan, Fall 2002  
Service**

Revised 10-8-2002

<b>Goals</b>	<b>Activities</b>	<b>Progress</b>
To provide service to their Department, College, University, and to external communities in the areas, faculty members use their expertise at the local, state, regional, national, and international levels	<ul style="list-style-type: none"><li>a. Serve on departmental committees in support of department functions and activities.</li><li>b. Serve on college and university committees.</li><li>c. Assist the department in accreditation efforts.</li><li>d. Maintain and develop positive relationships and contributive services to communities served by the college and the department.</li><li>e. Serve on Professional Organizations.</li></ul>	

**Department of Counselor Education  
Long Range Plan, Fall 2002  
Schools, Colleges, and Universities**

Revised 10-8-2002

<b>Goals</b>	<b>Activities</b>	<b>Progress</b>
To establish and maintain strong partnerships with the DOE, DVR, public and private schools and universities, and state and private agencies.	<ul style="list-style-type: none"><li>a. Continue regularly scheduled meetings of school counseling advisory committee, which will consist of Counselor Education faculty and representatives from the DOE and the counseling profession.</li><li>b. Meet with the representatives from other Counselor Education programs in Hawaii for the purpose of developing a better understanding of training needs and services.</li><li>c. Establish ongoing dialogue with the undergraduate programs in social sciences and related fields.</li></ul>	

**Department of Counselor Education  
Long Range Plan, Fall 2002  
Goals for Renewal**

Revised 10-8-2002

<b>Goals</b>	<b>Activities</b>	<b>Progress</b>
To assist schools and agencies in making changes appropriate to the current and emerging needs of schools and community populations	<ul style="list-style-type: none"><li>a. Provide in-service and other training activities as requested by DOE and counseling-related state and private agencies.</li> <li>b. Engage in regular/ongoing dialogue with DOE representatives from Personnel and other departments for the purpose of assessing training needs and other developments in the counseling profession.</li></ul>	

**Department of Counselor Education  
Long Range Plan, Fall 2002  
Business**

Revised 10-8-2002

<b>Goals</b>	<b>Activities</b>	<b>Progress</b>
To develop partnerships with the business community in order to foster understanding of the importance of high quality professional counselor preparation and to solicit support for the Department activities	a. Provide Dean of College with issues to present to the Chamber of Commerce and the Hawaii Business Roundtable.	

**Department of Counselor Education  
Long Range Plan, Fall 2002  
State Policy**

Revised 10-8-2002

<b>Goals</b>	<b>Activities</b>	<b>Progress</b>
To act in ways to influence the quality of counseling services for all of Hawaii's people  To help policy makers understand and support the vision, mission, and goals of the Department of Counselor Education	a. Promote continuous dialogue with representatives from the Hawaii Counseling Association, Hawaii School Counseling Association, and other professional associations in the state.  b. Advocate with policy makers in timely and appropriate ways to seek their input and support for Counselor Education program and licensure in the state.	