



**MONTREAT COLLEGE
CLINICAL MENTAL HEALTH
COUNSELING
2023-2024
ANNUAL
REPORT**



CACREP Self-study

The CACREP self-study is a comprehensive evaluation process undertaken by counseling programs seeking and maintaining accreditation. This self-study involves a detailed assessment of the program's curriculum, faculty qualifications, student outcomes, and adherence to established standards. It serves as both a reflective exercise for program administrators and a crucial step in demonstrating the program's commitment to quality education and continuous improvement. By engaging in this self-study, programs can identify strengths and areas for growth, ultimately enhancing the training and preparation of future counselors.

CACREP Accreditation for Online Program

Montreat College has received full accreditation from the Council for Accreditation of Counseling and Related Educational Programs (CACREP) for its online Clinical Mental Health Counseling (CMHC) program, reinforcing its commitment to high-quality education in mental health counseling. Previously offering a hybrid model, the college transitioned to a fully online format in January 2024, meeting CACREP's rigorous standards. Dr. Mark Hijleh, Provost, emphasized that this accreditation ensures academic excellence and effective training for students. The program prepares graduates for impactful careers by offering a balanced lifestyle, mentorship opportunities, internships with around 700 hours of experience, and personalized guidance from expert faculty, enhancing professional opportunities for licensure and employment.

Program Evaluation and Student Assessment

The CMHC program uses several metrics to assess the achievement of program objectives, including: an annual faculty review meeting, surveys to stakeholders, counselor examination scores (CPCE & NCE), student disposition assessments, grade point average, clinical performance evaluations, attainment of student learning objectives, and an assessment of curricular offerings.

As faculty, we ask ourselves, "Are we teaching our students the skills and theories that need to become Licensed Clinical Mental Health Counselors in North Carolina?" As soon as students enter the program, we begin to evaluate their progress. This is accomplished through students' grades, analysis of end of course rubric (Key Performance Indicators [KPI]), and results of the exit examination (CPCE). Although it is labor intensive, the CPCE/NCE coordinator verifies the provisional licenses of recent CMHC graduates. We assess Student Learning Outcomes (SLOs) that measure essential counseling competencies for entry-level clinical mental health counselors and students' portfolios which are placed in a secure folder in the program's Google drive. CMHC faculty review these program assessment data to determine what is being done well and where there are opportunities for improvement. We identify changes to make with curriculum, staffing, policy, and procedures and establish a timeline for the changes.

Annual Report

An integral part of encapsulating and understanding Montreat College's Clinical Mental Health Counseling (CMHC) program is through the Annual Report. Faculty annually distribute an official report, entitled *Montreat College Annual Report (Annual Report)*, documenting the outcomes of the systematic program evaluation to students currently in the program, program faculty, institutional administrators, and personnel in cooperating agencies (e.g. employers, site supervisors).

The data which informs the *Annual Report* is gathered through *SurveyMonkey* at the end of each academic year. The *Annual Report* includes data from current students, alumni, site supervisors of current CMHC students, and employers of CMHC Program alumni. The gathered data ensures the program faculty better understand successes and areas of growth, as well as appropriately plan for future academic years. The goal of the *Annual Report* is to establish a concise summary of on-going program evaluation efforts and updates.

The *Annual Report* is then collaboratively written by program faculty and discussed in meetings between Montreat College's CACREP Liaison and the CMHC Program Chair, as well as addressed among program faculty in monthly departmental meetings. The *Annual Report* for a given academic year is written and distributed prior to a new academic year beginning. The *Annual Report* is distributed to current students, program faculty, College administration, as well as site supervisors of current CMHC students and employers of alumni. Additionally, a link to pdfs of past and present *Annual Reports* is provided on the College's Clinical Mental Health Counseling [webpage](#), information which is also made known to each of the aforementioned constituents.

Program Milestones & Changes 2023-2024

Under the leadership of department chair, Megan Clunan, PhD, LCMHCS, NCC the following changes occurred:

- Montreat College, fully accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP), is transitioning to a fully online 8-week class format with in-person residencies. This new approach provides greater flexibility for students while upholding the standards of CACREP. The online classes allow students to engage with course materials remotely, while the residency component fosters community and collaboration among peers and faculty. This model enhances the educational experience and equips students with the skills needed to succeed in the counseling profession.



- Montreat College welcomed Dr. Tora N. Kincaid, Ph.D., QS, LCMHC, LCASA, NCC, BC-TMH, a visiting professor and Clinical Director of the CMHC Program at Montreat College and a professor at Lenoir Rhyne University. Dr. Kincaid is a Licensed Clinical Mental Health Counselor, a Qualified Supervisor, a Licensed Clinical Addictions Specialist Associate, and a National Board-Certified Counselor who works with various client populations in private practice. Her platform focuses on raising mental health awareness through education and conversations that break the silence associated with mental illness in Black and Brown communities, stigmatized populations, such as cosplayers, and in the church. Dr. Kincaid has worked in the mental health field for over twenty-six years and is a frequent speaker at professional conferences across the country and is a Subject Matter Expert with the National Board for Certified Counselors.
- Dr. Tyreeka Williams resigned her position from Montreat College as the 2024 Interim Program Director after serving as full time faculty since 2023.
- Dr. Lisa Hedden resigned her position at Montreat College as the 2023-2024 Clinical Director.

The Assessment Process

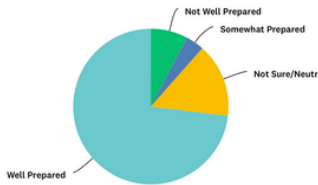
Surveys to stakeholders. Montreat sought annual feedback from key CMHC program stakeholders, including current students, site supervisors, alumni, and alumni employers to identify strengths and areas for improvement. This feedback was collected through email surveys via SurveyMonkey, with reminders sent to non-respondents a week later. The surveys assessed stakeholders' perceptions of the program's quality in fulfilling its mission and training counselors for professional practice.

Current Student Survey

Every year of study, all enrolled students are invited to complete a current student survey sent via email by SurveyMonkey, assessing their experience of the program. The CACREP liaison/assessment coordinator compiles these results annually and provides them to the Program Director. The Program Director reviews this data with faculty at a future faculty meeting in the fall. Results from this past year provide evidence for a program where students report high levels of satisfaction with their program. Current students report their preparedness in the following areas:

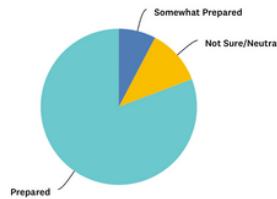
Assessment

Answered: 26 Skipped: 3



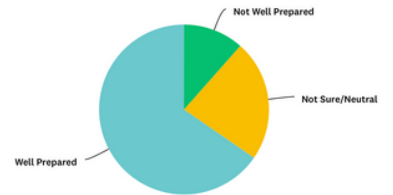
Professional Identity

Answered: 26 Skipped: 3



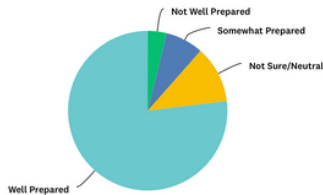
Group work

Answered: 26 Skipped: 3



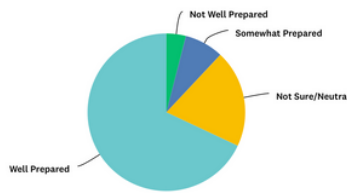
Research and program evaluation

Answered: 26 Skipped: 3



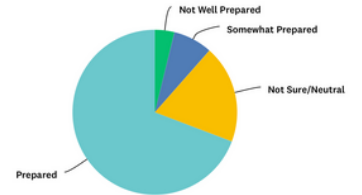
Human growth and development

Answered: 25 Skipped: 4



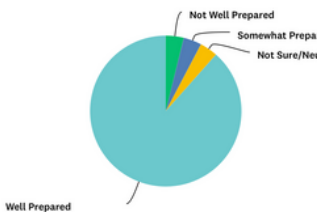
Career development

Answered: 26 Skipped: 3



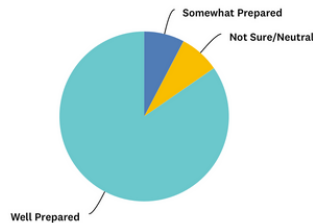
Social and cultural diversity

Answered: 26 Skipped: 3



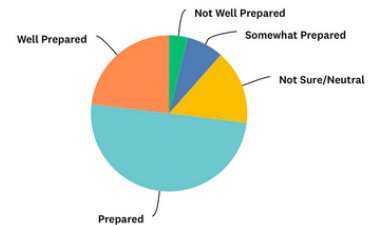
Helping relationships

Answered: 26 Skipped: 3



Overall preparedness

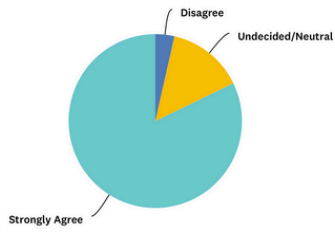
Answered: 26 Skipped: 3



Current students report their feelings about the program in the following areas:

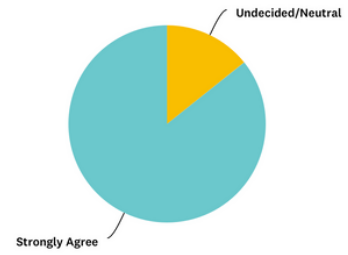
The program offers the opportunity for students to demonstrate content, knowledge, skills, and understanding.

Answered: 28 Skipped: 1



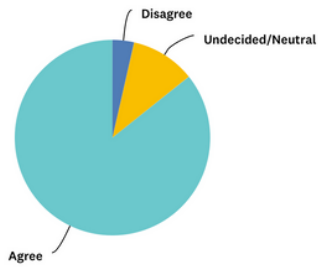
The program offers opportunities to examine the impact of diversity.

Answered: 28 Skipped: 1



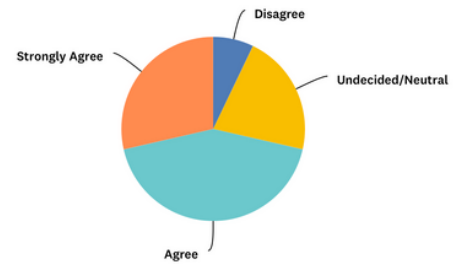
The program encourages reflection and critical inquiry.

Answered: 28 Skipped: 1



Overall, I am satisfied with the quality of instruction in each course.

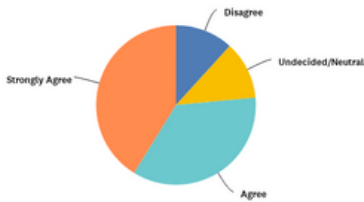
Answered: 28 Skipped: 1



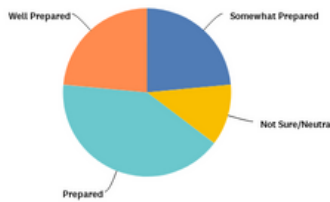
Alumni Survey

Each summer, an Alumni Survey is sent to recent graduates of the CMHC program. Alumni answer questions about their achievement of Student Learning Outcomes and preparedness for Professional Counseling. The survey assesses their perceptions of readiness for credentialing and practice issues. The Counseling Program Director shares the summary results at a faculty meeting, where core faculty review them and document any recommended program changes. Alumni report their preparedness in the following areas:

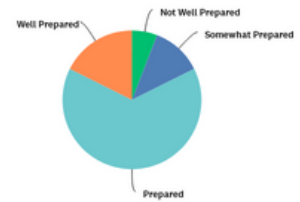
Q20 Each course is beneficial to working as a counselor.



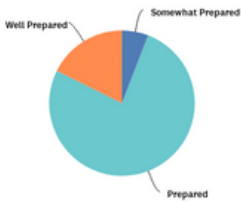
Q21 Professional Identity



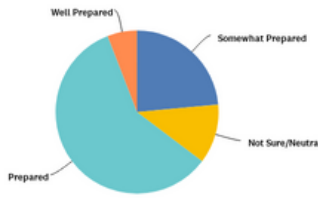
Q22 Social and cultural diversity



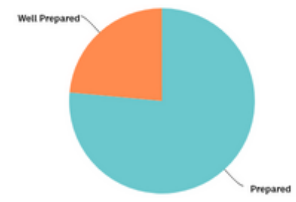
Q23 Human growth and development



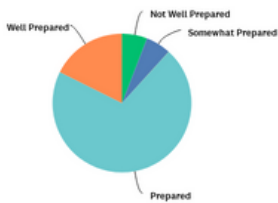
Q24 Career development



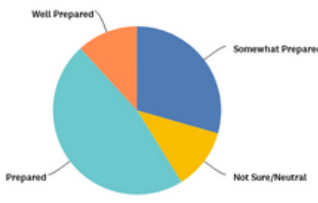
Q25 Helping relationships



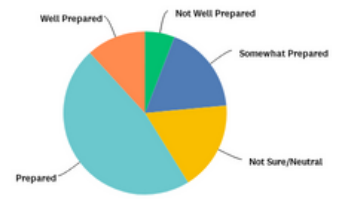
Q26 Group work



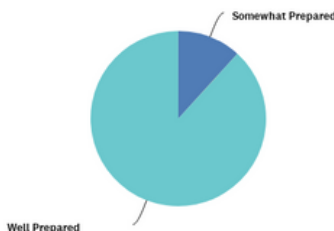
Q27 Assessment



Q28 Research and program evaluation

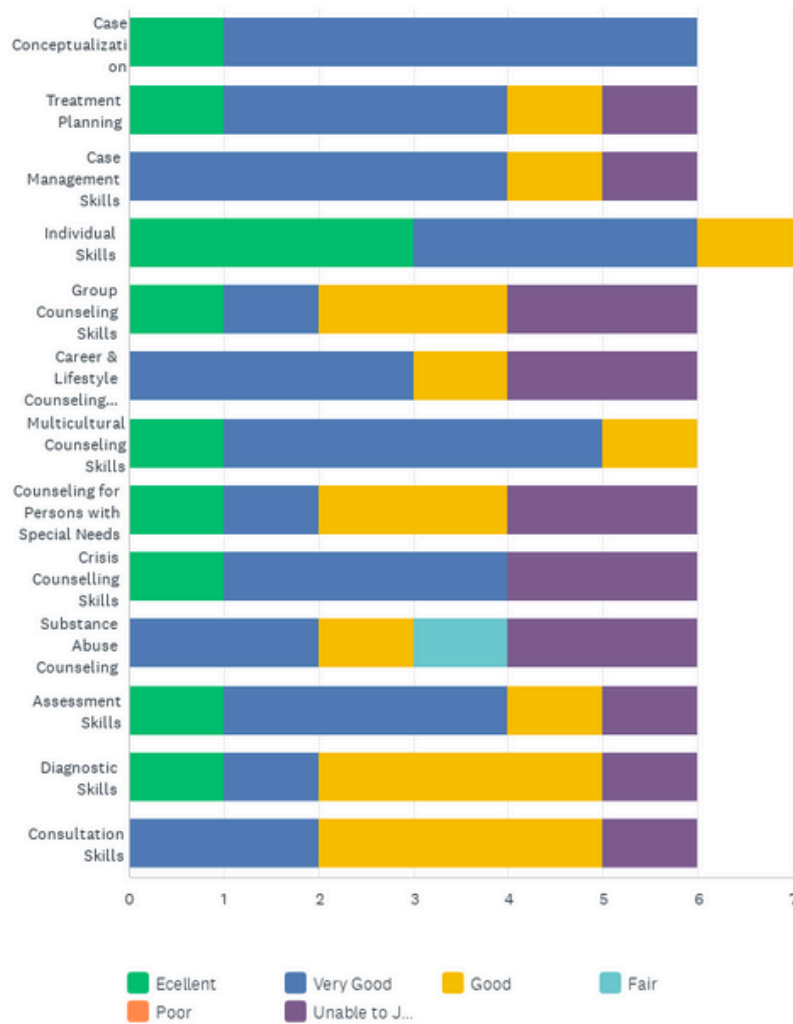


Q29 Overall preparedness



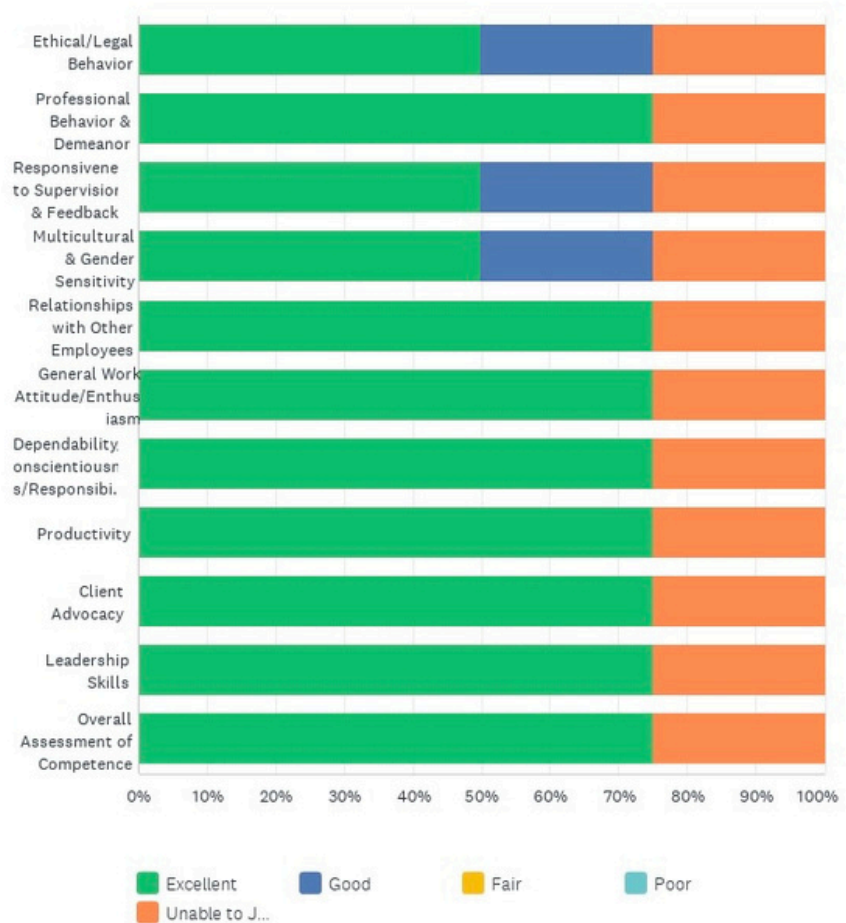
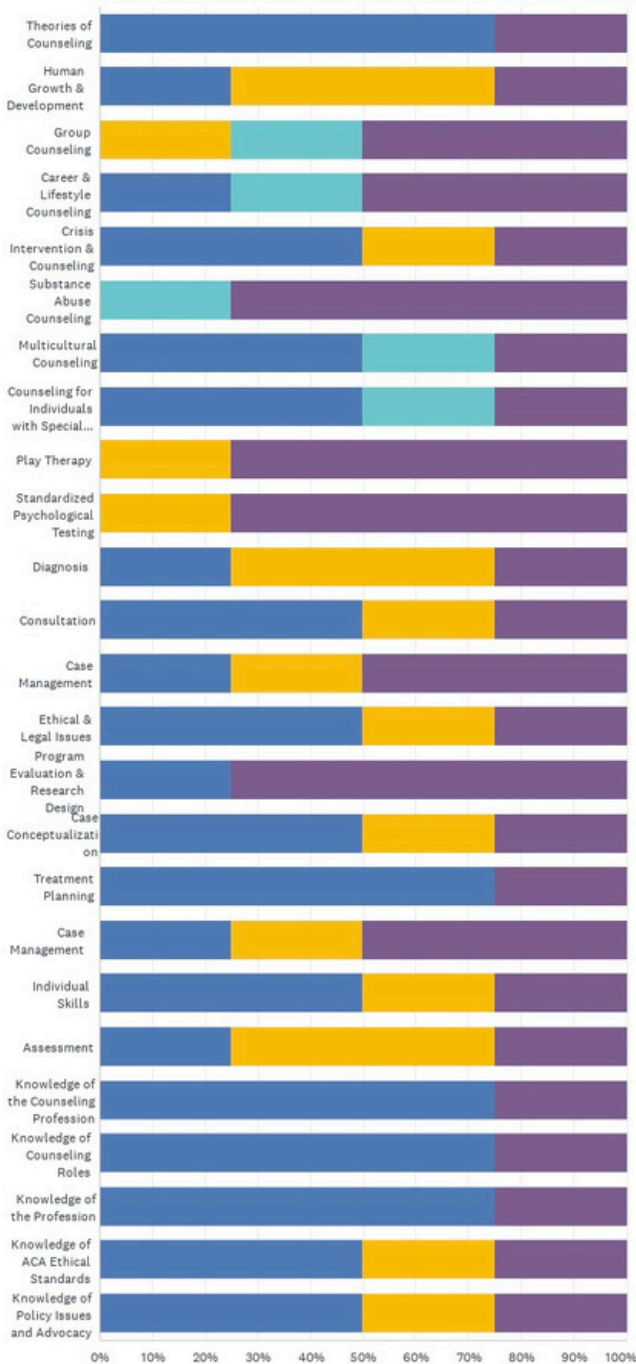
Site Supervisor Survey

Every year of study, all site supervisors are invited to complete a current student survey sent via email by SurveyMonkey, assessing their experience of the program and the students whom they supervise. The CACREP liaison/assessment coordinator compiles these results annually and provides them to the Program Director. The Program Director reviews this data with faculty at a future faculty meeting in the fall. Results from this past year provide evidence for a program where students report high levels of satisfaction with their program. Site supervisors rated the following skills:



Employer survey

Annually, in the summer term, an Employer Survey is sent out to employers. The CACREP liaison/assessment coordinator compiles these results annually and provides them to the Program Director. The Program Director reviews this data with faculty at a future faculty meeting in the fall. Employers were asked to rate recent Montreat College graduates who are currently employed at their workplace on the following domains of knowledge, skills, and behavior:





Student Performance Measures

To gain insight into programmatic strengths, student acquisition of knowledge and areas warranting refinement, the CMHC program seeks and analyzes data from the following:

- Key Performance Indicator Rubrics. CACREP’s 2009 Standards described eight Core Curricular Areas which must be incorporated into the curriculum of accredited programs. Montreat College’s CMHC program has identified several course(s) wherein the Core Area is evaluated. Additionally, the specific assignment utilized for evaluation from within the identified course listed: COUN5211, COUN5212, COUN5214, COUN5215, COUN5216, COUN5217, COUN5222, COUN5223, and COUN5241.

CACREP Area	CMHC Course Alignment	Assignment Evaluated
Area 1: Professional Orientation and Ethical Practice	COUN5221 and COUN5212	COUN5221: Counseling Presentation COUN5212: Code of Ethics Comparison Paper
Area 2: Social and Cultural Diversity	COUN5215, COUN6222, COUN6223	COUN5215: Immersion Project COUN6222 and COUN6223: Supervisor Evaluation
Area 3: Human Growth and Development	COUN5214	Lifespan Book Review/Presentation
Area 4: Career Development	COUN5241	Career Intervention and Resource Summary
Area 5: Helping Relationships	COUN5222 and COUN6223	COUN5222: Individual Case Study Analysis COUN6223: Case Conceptualization
Area 6: Group Work	COUN6223	Group Proposal Assignment
Area 7: Assessment	COUN5216	Assessment Research Paper
Area 8: Research and Program Evaluation	COUN5217	Evidenced Based Practice Project



National counselor examination

Another metric used to determine the quality of the program's preparation are the scores achieved by students on the national counselor examination. This exam is not required for graduation of CMHC students; however, it is required for provisional licensure in North Carolina. Scores for students are compared to the national average. Montreat's students have consistently been within a standard deviation of mean scores across the nation. Their pass rates are reflected in the following table:

Academic year	2023-2024	2022-2023	2022-2021	2021-2020	2020-2019	2019-2018
NCE pass rates	88%	91%	96%	98%	95%	95%

Assessment Measures

Type/Name of Measure	Direct or Indirect Measure	Target Audience	How was the Data Used?
Analysis of Graduate Courses, Course Syllabi	Direct	Montreat College Counseling Faculty	Analysis of Curriculum for alignment with CACREP standards, and related Modifications to focus on specific Learning Outcomes.
Analysis of Rubric Data	Direct	Montreat College Counseling Students	Assessing Student Attainment of CACREP-related Montreat College Counseling Program Student Learning Goals.
Counseling Program Minutes	Indirect	Montreat College Counseling Program Stakeholders	Analyzing Montreat College Counseling Program Modifications and Developments.
Counseling Program Advisory Council Minutes	Indirect	Montreat College Counseling Program Stakeholders	Provides Evidence for Community Stakeholder Involvement in Montreat College Counseling Program Modifications and Developments.
Counseling Site Supervisor Training Agenda	Indirect	Montreat College Site Supervisors	Provides Evidence for Montreat College Counseling Program collaboration with and training of Counseling Site Supervisors
Counseling Program Faculty Credentials Checklists	Direct	Montreat College Counseling Faculty	Provides Evidence of Conference presentations and Professional Association Memberships
Counseling Program Handbook	Direct	Montreat College Counseling Stakeholders	Provides Evidence of Program Transition Points, and Implementation of Background/Drug Check Policy
Current Student Surveys	Direct	Montreat College Counseling Graduating Students	Provides Evidence of Current Student Perceptions of the Learning Atmosphere and Professional Preparation in the Montreat College Counseling Program.
Montreat College Counseling Alumni Survey	Direct	Montreat College Counseling Alumni	Provides Evidence of Alumni experience of the Learning Atmosphere and Professional Preparation in the Montreat College Counseling Program.
Counseling Site Supervisor Survey	Direct	Montreat College Site Supervisors	Provides Evidence of Site Supervisor's Perceptions of the Learning Atmosphere and Professional Preparation in the Montreat College Counseling Program.
Montreat College Counseling Employer Survey	Direct	Employers of Montreat College Counseling Graduates	Provides Evidence of Graduating Student Perceptions of the Learning Atmosphere and Professional Preparation in the Montreat College Counseling Program.
End of Course Student Evaluations	Indirect	Montreat College Counseling Students	Student Perception of Delivery and Satisfaction with Online-Hybrid Course Offerings
Record of Graduating Students	Direct	Montreat College Associate Registrar	Data for CACREP Vital Statistics Report
CPCE Scores	Direct	Montreat College Counseling Students	Data for CACREP Vital Statistics Report
NCE Scores	Direct	Montreat College Counseling Students	Data for CACREP Vital Statistics Report



CMHC Faculty Demographics 2023-2024 Academic Year

Self-Identification	Male	Female
Black/African American		1
Caucasian	1	2

Self-Reported Demographics of Students Enrolled in CMHC Program (2023-2024 Academic Year)

