

Remediation, Retention, and Dismissal Policy

PROFESSIONAL PERFORMANCE REVIEW PROCESS

In addition to meeting the academic standards, students are expected to conduct themselves in an ethical, responsible and professional manner. They must be knowledgeable about the Code of Ethics of the American Counseling Association (ACA) and the American School Counselor Association (ASCA). These codes serve as guidelines for students and professionals in the field of counseling and therapy and shall be adhered to at all times, in all activities. Please note: ACA ethics, when referring to "counselors," clearly states in the definition section that "counselors" include candidates or students of counselor education programs.

As counselor educators, the faculty expects prospective counselors to be concerned about other people, to be stable and psychologically well adjusted (personally and professionally), to be effective in interpersonal relationships, and to be able to receive and provide constructive feedback. Further, students are expected to behave generally in a manner that demonstrates fitness for a role in the counseling profession. Finally, we expect students to be committed to continued personal growth and professional development and to demonstrate that commitment through self-reflection and responsiveness to supervision in all activities related to their degree program. The faculty believes that it is ethically imperative that counselors and be willing to do in their own lives what they ask their clients to do in theirs.

For the reasons cited above, the faculty will regularly monitor not only students' academic progress but also those personal characteristics which will affect their performance in the field. The purpose of this monitoring process is to ensure that the behavior of all graduates of the Counseling & Development programs at Purdue University Calumet reflect these characteristics and that students' professionalism and counseling competence are not compromised.

All students are reviewed at the conclusion of each spring semester by all counseling faculty according to their compliance with the following Professional Counseling Performance Evaluation (PCPE):

1. Communication Skills and Abilities
2. Professional Responsibility
3. Competence
4. Maturity
5. Integrity
6. Ethical and Legal Considerations

Each standard is rated on a 0 (Does not meet criteria for program level) to 2 (Meets criteria consistently at this program level) scale. Students receiving a rating of 1 or below on any of the Non-academic Professional Performance standards will be considered deficient in Professional Performance and subject to the following procedure:

1. The student will be presented with a copy of the Professional Counseling Performance Evaluation on which are listed the deficient rating(s), the respective professor's explanation for the ratings, and any remedial actions recommended by the faculty. The student, the faculty member issuing the form, and an additional faculty representative will meet to discuss the Professional Performance concern(s) and to implement recommended remedial actions. A copy of the completed PCPE form will be given to the student and his/her advisor. This form will be signed by the student and the two faculty members.
2. If a student receives more than one deficient PCPE form during his/her Program of Study or otherwise fails to show reasonable progress in correcting deficiencies previously cited, the faculty may recommend either his/her dismissal from the program or further remedial action. ***If a singular deficit or violation is determined by the faculty to be egregious, serious, pervasive, or harmful to others, immediate dismissal from the program will result.*** In either event, the student will be required to meet with the faculty member issuing the form, as well as a second faculty member, to discuss the Professional Performance concerns and the recommended responsive actions to be taken. A copy of the completed

PCPE will be given to the student and his/her advisor. This form will be signed by the student and the two faculty members.

3. Faculty may conduct a Professional Performance Review at any time for any student who engages in illegal or unethical activities or for any student whose professional performance is deemed to present an immediate threat to the well being of others. In such cases, the faculty may recommend either discontinuation in the program or remedial action for the student. In either event, the student will be required to meet with the faculty issuing the form and a second faculty member to discuss the Professional Performance concerns and the recommended responsive actions to be taken. A copy of the completed PCPE will be given to the student and his/her advisor. This form will be signed by the student and the two faculty members.

All Faculty recommendations for denial of a student's continuance in the Counseling & Development Program will be forwarded to the Department Head of Graduate Studies in Education and may be appealed to the Dean of the School of Education.

Grade Criteria: The program's faculty is committed to establishing a reflective environment that promotes counselor competence, strong professional ethics and values, personal integrity and a sense of responsibility towards meeting the needs of individuals and families from diverse populations. As a result, any student receiving a grade of "C" in any two courses (including repeated courses) will be dismissed from the program.

Adapted from William and Mary/ Counselor Education