Western Washington University  
Graduate Program in Rehabilitation Counseling  
Advisory Committee  

November 17, 2017  
Everett University Center at Everett Community College  

Minutes

In attendance:  Elizabeth Boland, Samit Bordoloi, Dana Brickham, Sheila Burkett-Lucky, Raine Dozier, Jennie Engebretsen, Robert Hines, Monica Holmer, Kathe Matrone, and J. Paul Vertrees

By phone: Wendy Page

Minutes: Beth asked committee to review minutes from the May 12, 2017 meeting. If there are any changes, please email any updates/changes to Monica.

Welcome and Introductions

- Announcements & Welcome
  - Dr. Horacio Walker started as the new Dean of Woodring College of Education in August. He has visited the programs in Everett several times.
  - Dr. Gautam Pillay, the new VP of Research and Dean of the Grad School, also started and recently visited Everett.

Member Updates:
- UW – Kurt Johnson – no update available.

- CCER (Center for Continuing Education in Rehabilitation) – Kathe Matrone, Laurie Ford, & Eva de Leon
  - The ADA Advisory meeting was yesterday.
  - The ADA Center is conducting a research project related to health care access for individuals with disabilities.
  - Laurie Ford will be reducing her time to 70% starting next month.
  - They have been working with Jeanne Miller from the University of Arkansas to develop a training for VR supervisors. They held their first face-to-face training in San Antonio in October with 32 participants and 9 different states that were represented. They will hold the next training in May in San Antonio.

- Idaho DVR – Wendy Page
  - Wendy gave some updates on several positions within ID DVR.
  - They just finished a SSA audit and are working on developing a technology security training. This will be a training that all new employees will be required to complete before they have the ability to log into their system.
  - She is working on creating an ADA training that all staff will be required to complete.
  - They had a 23% turn over in 2016 of VR counselors and they have been hiring VR specialists. Wendy has been meeting with all new hires and has provided some information
about ADA etiquette and awareness. She hopes to have additional ADA training at their statewide training next year.
  o They will be working on creating a technical manual for VR counselors.

- **OVRS (Oregon Vocational Rehabilitation Services) – Sheila Hoover – no update available**

- **WA DSB (Department of Services for the Blind) – Sheila Burkett-Luckey**
  o Sheila was excited to announce that they have hired a recent RC graduate, Stephanie Mellor. She will be working in the Lacey office.
  o They continue to work on their new case management system. Sheila is involved in the development process and they hope to deploy the system in Feb 2019. They are planning how to migrate old info to the new system. They are in the process of hiring a new IT project manager to assist with this.
  o They continue to work through the implementation of WIOA.

- **WA DVR – Robert Hines & J. Paul Vertrees**
  o On July 1st DVR went through a reorganization to align programs and reporting relationships. They will continue to evaluate the changes and continue to make adjustments.
  o Order of selection began on Nov 1st. Currently, 37 out of 80 VR agencies across the US are in Order of Selection. By the end of this federal fiscal year, individuals with the category Most Significant Disability will be a majority of the clients that DVR serves.
  o Rob also discussed DVR’s placement within JJRA in DSHS. There will be a meeting next week for current stakeholders to comment on the placement of DVR. They expect a change and that the change will be a positive one.
  o Rob hopes to see additional training opportunities in the next year.
  o DVR is looking at a new case management system.
  o DVR has identified that they need to address diversity within their department and have more counselors from diverse backgrounds. They asked the committee if they have any ideas of how to recruit candidates from diverse backgrounds.

- **Veterans Affairs – Karolyn Hannem – no update available**

- **Tribal Vocational Rehabilitation – Jana Finkbonner – no update available**

- **Private Rehabilitation – Cathy Cottingham - no update available**

- **Community Rehabilitation Providers – Kathy Powers - no update available**

- **WWU WCE/HCS – Raine Dozier**
  o The RN-to-BSN program finally has three new tenure-track faculty members, one of whom is the new director.
  o They are hoping to develop a course on disability for both Human Services and RN-to-BSN students.
  o The university, including Woodring College of Education, is looking at their strategic plan this year.
- **WWU Human Services Program – Samit Bordoloi**
  - Samit is teaching an Internship course next quarter in Bellingham with many students who are interested in working with people with disabilities and he would like Beth or Dana come and talk to the students about the program.

- **NWIC BA in CARE in Human Services – Greg Mahle - no update available**

- **Alumni – Eva L. de Leon - no update available**

- **RC Students - Jennie**
  - Jennie shared a few of the suggestions that students had, including having a brief info session on current technology at the beginning of the program and sessions with professionals in related fields.
  - SARCA had their first guest speaker from DVR last week and it was very successful. They hope to have additional speakers throughout the year. They are also planning their first service-learning project at the Union Gospel Mission in Seattle.

**Program Discussion**

- **Update on Students**
  - Beth discussed the Student Summary handout.

- **Student Recruitment & Retention**
  - Monica discussed the recruitment for Fall 2017 and the new student survey.

- **Program Evaluation Review**
  - **RC Program Mission & Objectives**
    - Beth asked the committee to review the Mission & Objectives and provide any suggestions. The committee did not have any suggestions at this time.
  - **Exit Survey Results**
    - Beth discussed the 2017 Graduate Survey results.
  - **Program Evaluation Report**
  - **Program recognition, support & resources**
    - We are in year four of the long-term RSA training grant and are hoping that a competition for a new grant will open soon.
    - We have had good support from the Dean of Woodring and the Dean of the Grad School.

- **Curriculum revisions/CACREP**
  - With the accreditation change with the merger of CORE and CACREP, the program is looking at the CACREP standards. CACREP requires that a program have 3 full-time faculty members. In addition, the program would need to increase from 72 to 90-quarter credits. CACREP has given programs up to 2022 to increase credits, but we are working to have everything in place by 2019 when we submit a Self-Study to CACREP.
  - Beth highlighted the draft of the new 90 credit academic plan that we hope to have in place starting in Fall 2018. She gave an overview of the changes:
    - A 4-credit Multicultural Issues in RC course
- Increasing the Theories & Techniques of RC 1 course from 4 to 6 credits
- A 2-credit Legal, Ethical, and Professional Issues course
- Moving the Medical Aspect of Disability course from summer to spring and increase the credits from 4 to 6
- A 2 credit Addictions and RC course
- Increasing the Career Development & Job Placement from 4 to 6 credits
- Adding a 2 credit Group Counseling Applications course
- A 4 credit Pre-Practicum course
- A 2 credit Family and RC course
- Moving Case Management from fall to winter quarter
- In the last quarter in the program take only Internship (students had previously taken an online course in addition to Internship)
  - Beth asked the committee for feedback. Please email Beth if there are any additional comments or questions.

- Practicum Update
  - Dana gave an overview of Practicum placements starting in winter quarter. Nine students will be at DVR.
  - Beth gave an overview of the CACREP requirements for Practicum/Internship supervisors.

Next Meeting – look for email with more information.