



Assessment Report

PART 1: CONTACT & PROGRAM IDENTIFICATION

Report Year and Contact Information:		
2019-2020	Catron Allred	callred2@cnm.edu
Academic Year	Contact Person	Email

Name of Program:	Courses:
Substance Abuse Counselor Certificate	HMSV 1150 HMSV 1210 HMSV 1220 HMSV 1230 HMSV 2120 HMSV 2240 HMSV 2340 HMSV 2440

PART 2: PROGRAM SUMMARY

Provide a high-level review of the program to include highlights, successes, challenges, significant changes, and significant resources needed to support the program.
<p>The Substance Abuse Counseling Certificate is designed for students who wish to work in the field of substance abuse counseling and/or pursue a LADAC license from the NM Counseling Board. The Substance Abuse Counseling certificate is embedded in the Human Services associate degree through program electives, which is articulated for transfer to most bachelor’s level Social Work programs in New Mexico. Spring 2020 pushed the program online, which was a program goal, and faculty developed the remaining courses online during Summer 2020. Program enrollment has slightly increased during Fall 2020 due to the online offerings.</p> <p>The certificate was initially designed as a rigorous cohort program aligned to national accreditation. We have found that students are not pursuing the program as a cohort which had led to class cancelations when students do not meet the prerequisites due to class cancelations. Catalog changes were made to streamline the program prerequisites and reduce the number of courses for the Fall 2021 catalog. Due to low enrollment, we have not been able to offer the full certificate course, sequence which has led to student frustration with scheduling.</p>

Part 3: DATA REVIEW

Program Data (Each Review Year is defined as Summer, Fall, and Spring terms)	Review Year 19-20	Review Year 18-19	Review Year 17-18
Annual number of graduate awards is greater than 10	2	6	4
Number of declared majors	39	30	37
Average class size	15	14	24
Annual Average class retention rate is 70% or above (SAGE 65%)	92%	87%	86%
Annual C-Pass rate for coursework is 60% or above	82%	77%	75%
Average class fill rate at 60% or above capacity within a term or over a year	51%	49%	85%
Transfer numbers/percent	NA	2 (33%)	2 (50%)
Full-time to part-time faculty ratio	3: 7	5: 6	2: 13

Summarize how your program met or did not meet the target measures based on the data above.

The Substance Abuse Counselor certificate had 39 declared majors in the 2019-2020 academic year and awarded 2 degrees. Class retention and C-passing rates are meeting goals, but the certificate is not meeting graduation goals and the class fill rate goals. This certificate has struggled with enrollment and has not been able to offer the full course sequence due to course prerequisites and the number of students pursuing the certificate. The certificate was recently redesigned for the 2021 catalog to streamline the course requirements and the program will be completely online. We are also working with MCO and Outreach to market the program.

Part 4: PROGRAM LEARNING OUTCOME ANALYSIS.

Learning Outcome	Population or Course(s) Assessed	Assessment Methods	Summary of Assessment Results
Alignment between course learning objectives and course summative assessments	HSV Courses	Survey.	<p>Students were given a survey asking them to rate how well the course prepared them to meet the course learning objectives. With their rating, they described the assignment that aligned to each course learning objective. The students' average rating for course alignment to learning objectives was 4.78 as indicated by 32 survey responses across Fall 2019-Spring 2020.</p> <p>HSMV 1150: 4.53; HMSV 220: 4.87; HMSV 2340: 4.89, HMSV 2440: 4.83.</p>

Interpretation of Assessment findings
Students report a high level of alignment between course assessments and course learning objectives with a 4.78 out of 5 on the survey. Qualitative results show that students are able to align course assignments with student learning outcomes for the courses.

Part 6: ADDITIONAL ACTION PLAN IN SUPPORT OF STUDENT LEARNING (IF APPROPRIATE)

Upcoming year	Changes planned for the upcoming year	Data motivating this change
2020-2021	<p>In support of student learning, the qualitative information collected from this survey in the form of student and instructor responses related to the assignments and course learning objectives will be evaluated to ensure that the appropriate focus is placed upon assignments that best align to the course learning objectives and any necessary revisions will be made.</p> <p>Course prerequisites have been changed in the catalog and the program will be completely online in 2020-2021 to support broader enrollment across the state to support substance abuse counseling professionals. We are currently working with MCO and Outreach to market the program to a wider audience.</p>	Graduation and enrollment data
2020-2021		
2020-2021		

Please Select all the following that characterize the types of changes described in the above action plan:

- Assessment criteria revision
- Assessment methodology revision
- Assignment revision
- Budgetary reallocation
- Change in teaching approach
- Course content revision
- Curricular Revision
- Faculty training/development
- Process revision

Part 6: COMMENTS

Use this section to record any comments, notes, or questions from individuals who reviewed this report.
School Dean:
SAAC Representative: