

# CED - 741 - Practicum

## 2 Graduate Course Change 2020-21

### I. General Information

The faculty member originating this proposal is to complete sections I,II, and III.

TURN ON help text before starting this proposal by clicking  in the top right corner of the heading.

You will need to turn on help text again after any actions that refresh the page including after saving proposals, importing information, or running impact reports.

IMPORT curriculum data from the Catalog by clicking  in the top left corner.

**Do not make any changes to any information until the proposal has been launched in Step 4.**

Department\*

Counselor Education, School Psychology, and Human Services

Prefix\*

CED

Number\* 741

Long Course Name\* Practicum

FILL IN ONLY fields required marked with an \* after importing data. You will not be able to launch the proposal without completing required fields. Do not make proposed changes to the information that was imported until after the proposal has been launched in Step 4. Changes will only be tracked after the proposal is launched

Short Course Name\* Practicum

Catalog Description\*

Supervised counseling practice in human service settings including work with individuals and groups. Emphasis on utilizing a variety of counseling skills and methods with diverse client populations.

Tips for Catalog Description (above)

avoid the use of the words *student*, *course*, and *covers*  
incomplete sentences are ok  
avoid repeating the course title  
(50 words max)

**Summary of Proposed Changes\***

- Prefix
- Course #
- Name
- Description
- Credits/Grading
- PreReqs/CoReqs
- Instructional Mode
- Other

**Effective Term and Year\***

Fall 2020

**Justification for Course Change:\***

Adding prereqs/coreqs to ensure that class is available only to registered/admitted students in the graduate CED program and to align with current course offerings

Run an Impact Report by clicking  in the top left corner and answer below according to the results. Copy and paste the results below:

**Degree and/or certificate program(s) impacted by this change (Results of Impact Report)\***

MS-Clinical Mental Health Counseling  
MEd-School Counseling

Substantive changes will necessitate a Program Change form be submitted.

**Detail the changes to the program catalog entry required due to this change.\***

Restricted to registered/admitted students in the graduate CED program

**Will this course be listed as the 'same as' another course?\***

Yes  No

It yes, list the course

Are you adding a Service-Learning designation to this course? \*  Yes  No

**If the Service-Learning designation is being added to this course:**

A syllabus in Word or PDF format must accompany this form.

Graduate syllabi must meet the minimum criteria as required by the Provost's office (See Semester Memo under Executive Vice President and Provost Policies and Forms [www.unlv.edu/policies](http://www.unlv.edu/policies)). Graduate courses that are linked to undergraduate courses (300/500 and 400/600 level joint courses) must clearly state in the syllabus how the class experience and expectations are different for graduate students, what additional requirements students enrolled in the graduate level course must fulfill, and how the grading scale will be applied to graduate students.

Please attach a current syllabus by navigating to the Proposal Toolbox and clicking  in the top right corner.

Information about Service-Learning is available [here](#). Faculty can visit the [faculty Service-Learning page](#) as well as the [UNLV Guide for Service Learning](#) for additional information.

If adding Service-Learning designation, syllabus is attached  Attached

## II. Course Change Information

**Please review all sections below and make necessary changes after you launch the proposal.**

### Credit change

Fixed/Variable Credits  Fixed  Variable

If fixed, enter number of credits. If variable, enter minimum and maximum credits (E.g., 1-3)

Number of Credits 3

Course is Repeatable  Yes  No

If yes, the maximum number of credits that may be earned is

### Grading Change

- Grading System**  Letter Grade  
 Thesis/Dissertation

**Does this course have any non-credit components?**  Yes  No

- If yes, indicate component(s)**
- Clinical
  - Discussion
  - Field Studies
  - Independent Study
  - Internship
  - Laboratory
  - Lecture
  - Practicum
  - Research
  - Seminar
  - Supervision
  - Thesis Research

### **Requisite Change**

(if any) - Graduate standing is the default prerequisite for all graduate-level courses.

**Prerequisites** [CED 733 can be either a pre-requisite or co-requisite](#) and Restricted to registered/admitted students in the graduate CED program

**Corequisites** CED 733 can be either a pre-requisite or co-requisite and Restricted to registered/admitted students in the graduate CED program

- Instructional Modes**
- In Person Supplemental Web
  - Field Study
  - Hybrid
  - Independent Study
  - Television
  - Web-based
  - Web-based w/ on/off campus meeting

### **III. Evaluation of Library Resources**

Indicate library resources that will be needed as a result of changes to this course (if applicable)

Will this course change require changes to library resources?\*

Yes  No


Core Journals


Core Books

Electronic Resources

4. LAUNCH proposal by clicking  in the top left corner.

5. After launching the proposal, make all changes and fill in all additional fields.

6. Finish the launch of your proposal by clicking the icon  located in the Proposal Toolbox on left side at top. Make your decision, comment is optional, and click on "Make decision".

You can check the status of the proposal by clicking  in Proposal Toolbox to verify that the proposal has gone to the next step.

**\*This section is completed by the librarian\***

Level of support the Library can provide

Library Comments


## IV. Department Vote Information

Note: This section is to be filled out by the Department Chair on behalf of the committee.

(The role has been assigned to the corresponding person on this step. If incorrect, please notify GradCurriculum@unlv.edu)

1. Review the proposal. Discuss and make appropriate revisions.

2. Fill in vote information.

3. Then go to the proposal toolbox at the top right side. Click on  and select the corresponding decision for the committee. This will enable the proposal to go to the next person on the workflow.

You can check the status of the proposal by clicking  in Proposal Toolbox to verify that the proposal has gone to the next step.

Date faculty voted 12/6/19

on proposal

**Result of vote** 14 = Yes; 0 = No; 0 = abstain  
(Number of  
yes/no/abstention  
votes)

**Manner of vote** in person - dept mtg  
(online, in-person,  
etc.)


## V. Unit Vote Information

**Note:** This section is to be filled out by the College Committee Chair on behalf of the committee.

(The role has been assigned to the corresponding person on this step. If incorrect, please notify GradCurriculum@unlv.edu)

1. Review the proposal. Discuss and make appropriate revisions.

2. Fill in vote information.

3. Then go to the proposal toolbox at the top right side. Click on  and select the corresponding decision for the committee. This will enable the proposal to go to the next person on the workflow.

You can check the status of the proposal by clicking  in Proposal Toolbox to verify that the proposal has gone to the next step.

**Date faculty voted  
on proposal**

**Result of vote**  
(Number of  
yes/no/abstention  
votes)

**Manner of vote**  
(online, in-person,  
etc.)

## VII. Processing Notes (Graduate College/Registrar Use Only)

**PS Processing Notes** Processed Prereq/Coreq as a Prerequisite only. CED 733 coreq.

**PS Processing Date** 05/14/2020

**Initials** EJ

**Aalog Processing  
Notes**

**Aalog Processing** 05/14/2020  
**Date**

**Initials** EJ

## Comments for CED - 741 - Practicum

<b>Curriculog</b>	5/14/2020 3:08 pm <a href="#">Reply</a>
This proposal has been completed.	
<b>Curriculog</b>	5/14/2020 3:08 pm <a href="#">Reply</a>
REG Curriculum has approved this proposal on Implementation: Catalog and PeopleSoft.	
<b>REG Curriculum</b>	5/14/2020 3:07 pm <a href="#">Reply</a>
PS & Acalog done. 5/14/2020. EJ	
<b>Curriculog</b>	5/13/2020 2:25 pm <a href="#">Reply</a>
Emily Lin has approved this proposal on Graduate College Dean.	
<b>Curriculog</b>	5/11/2020 11:40 am <a href="#">Reply</a>
Graduate Curriculum has approved this proposal on Graduate Course Review Committee.	
<b>Curriculog</b>	5/11/2020 8:23 am <a href="#">Reply</a>
James Navalta has approved this proposal on behalf of Graduate Course Review Committee. See <a href="#">Graduate Course Review Committee 05-06-2020</a> for more information.	
<b>Curriculog</b>	4/30/2020 9:27 am <a href="#">Reply</a>
Tracy Spies has approved this proposal on School/College Associate Dean for Graduate Studies/ Dean.	
<b>Lisa Bendixen</b>	4/24/2020 2:44 pm <a href="#">Reply</a>
Unanimous vote to approve (8/8 via WebEx meeting).	
<b>Curriculog</b>	4/24/2020 2:44 pm <a href="#">Reply</a>
Lisa Bendixen has approved this proposal on School/College Committee.	
<b>Curriculog</b>	4/1/2020 2:44 pm <a href="#">Reply</a>
CSH Chair has approved this proposal on Department Chair.	



**Curriculog**

2/12/2020 9:23 am [Reply](#)

School Psychology Graduate Coordinator has approved this proposal on Graduate Coordinator.

**Curriculog**

2/10/2020 7:41 am [Reply](#)

Mental Health Graduate Coordinator has approved this proposal on Graduate Coordinator.

**Curriculog**

2/7/2020 4:14 pm [Reply](#)

Graduate Curriculum has approved this proposal on Technical Review.

**Curriculog**

2/6/2020 3:49 pm [Reply](#)

Jared Lau has approved this proposal on Originator.

**Graduate Curriculum**

2/5/2020 11:19 am [Reply](#)

- Please clarify in the requisites descriptions to indicate if it is "either/or" for the requisite when the same requisite is inserted into the "pre" and "co" requisite fields. Suggestive text to be added: "Course XXX can be either a pre-requisite or co-requisite"

For assistance please contact gradcurriculum@unlv.edu

**Curriculog**

2/5/2020 11:19 am [Reply](#)

Graduate Curriculum has rejected this proposal on Technical Review.

**Curriculog**

2/3/2020 7:34 pm [Reply](#)

Jared Lau has approved this proposal on Originator.

**Curriculog**

2/3/2020 6:02 pm [Reply](#)

Jared Lau has launched this proposal.