***Department of Psychology and Counseling***

Policies, Procedures and Guidelines

2016-2017

EXISTING/OLD:

Departmental Policies, Procedures and Guidelines

Program/Student Policies and Guidelines

Undergraduate Programs

 Degree Plan Requirements 1

 Advising Guidelines 2

Graduate Programs

 Admissions Policies 3

 Degree Plans and Requirements 4

 Program Sequence, Qualifying and Comprehensive Exam 5

Policies

 Practica and Internship Guidelines 6

 Clinic Policies and Procedures 7

 Communicating Compliments & Concerns Effectively 8

 Annual Review

 Policies for retention

Faculty Guidelines

 Promotion and Tenure Guidelines 9

 Faculty Guidelines for a Safe Collegial Environment 10

 Annual Self-Evaluation Rubric 11

REVISED:

***Mission Statements***

Department Mission Statement

Program Mission Statements

 B.A./B.S. Program

 M.A. in Clinical Mental Health Counseling

 M.S. in Clinical Psychology

 M.A. in School Counseling

***College and Departmental Governance Policies***

***College of Education & Psychology Faculty Governance Policy***

***Department Faculty Governance Policy***

 Committees:

Undergraduate Committee

Graduate Committee

Clinical Psychology Training Committee

CMHC Training Committee

School Counseling Training Committee

Faculty Conduct Policy

Tenure and Promotion Committee

Administrative Positions:

Associate Chair for Undergraduate Programs

Associate Chair for Graduate Programs

Program Coordinators

***Promotion and Tenure Policies and Procedures***

CEP Promotion and Tenure Guidelines

Department Promotion and Tenure Guidelines

***Faculty Evaluation Policies and Procedures***

 CEP Annual Evaluation Rubric (2013)

***Strategic Plan 2016-2021***

***Department Programs***

 ***Admissions and Degree Plans***

 ***B.A./B.S.***

***Graduate:***

M.A. in Clinical Mental Health Counseling

M.S. in Clinical Psychology

M.A. in School Counseling

 ***SACS Assessment Plans***
 B.A./B.S. Assessment Plan

M.A. in Clinical Mental Health Counseling

M.S. in Clinical Psychology

M.A. in School Counseling

 UT Tyler Practicum Clinic Policies and Procedures

 **Policy Documents:**

Department Student Code of Conduct

 Department Student Code for Social Media

 Annual Review of Students Progress

 Graduate Student Retention Policy and Procedures

***Forms***