

CSPA Practicum

Number of Positions Available: 1 per semester

Office/Department: Office of Student Accountability and Restorative Practices (OSARP)

Director: Dr. Wendy Lushbaugh

Mission Statement

We facilitate student development and restoration through a fair process that holds students accountable to community and university standards in order to support student and community success.

Functional areas included in this office/department:

Case Management, Outreach, Emergency Response, Sanctioned Program Facilitation, Restorative Practices, Mentoring

1. Students who participate in this experience may gain understanding of student affairs as a profession and the influence student affairs has on contemporary higher education through the following tasks and activities:

- Participation in departmental meetings, professional development, and case administrator meetings.
- Conducting administrative case reviews to adjudicate alleged university policy violations.
- Participating in departmental committees and projects.
- Participating in office planning and assessment.
- Training on legal issues in student affairs.
- Participating in policy development and dissemination.
- Presenting outreach programs and facilitating educational sanctioned programs.

2. Students who participate in this experience may be exposed to the purposeful application of the following student development, career development, counseling and/or organizational theories:

- Transtheoretical Model of Behavior Change
- Perry & Kohlberg – Cognitive Development Theory
- King and Kitchener – Moral/Ethical Development
- Chickering – Student Development
- Astin’s Involvement Theory
- Motivational Interviewing
- Howard Zehr – Restorative Practices

3. Students assigned to this site may be able to participate in the following assessment and/or evaluation projects:

- Participation in departmental assessment committee which creates, implements, and analyzes instruments and results for:
 - All sanctioned programs.
 - Student perceptions of the student accountability office/process.
 - Other assessment projects as they are developed or re-developed.

4. Students who participate in this experience may be evaluated and provided on-going feedback in the following ways:

- Individual weekly meetings with site supervisor.
- Individual monthly meetings with director.
- Final formal evaluations with site supervisor.
- Facilitator evaluations from students in programs.
- Weekly case administrator meetings and departmental meetings.

5. Specific expectations of students assigned to this site include:

- Maintain confidentiality and other legal requirements to protect student information.
- Establish and maintain office hours.
- Attend required meetings/workshops/etc.
- Complete assigned projects.
- Collaborate with other offices in the development of programs.
- Uphold office professionalism standards.

Contact Person/Site Supervisor

Cover Heishman, Associate Director – Case Management
Office of Student Accountability and Restorative Practices
Student Success Center, 2nd Floor
(540) 568-6218
heishmwc@jmu.edu