**NCDA COMMITTEE ANNUAL REPORT**

**Credentialing Commission (CC)**

**August 2025**

**Commission Chair:** Chair – Monique Johnson, [moniquecjohnson7606@gmail.com](mailto:moniquecjohnson7606@gmail.com) Chair-Elect – Debra Ruddell

**Council Members:** Tim Poynten, Celeste Hall, Gloria Dansby-Giles, Melanie Adams, Michelle Gross

**Board Liaison:** Dirk Matthews

**Commission Activities to Date:**

* **Addition of New Commissioner(s) –** In 2025, the Commission interviewed candidates for the open position of Commissioner of the Certified Career Counselor (CCC) credential. Gloria Dansby-Giles was selected and welcomed to the group. The Commission is currently underway with a call for professionals to fill the Commissioner role for the Certified Supervisor of Career Practitioners (CSCP), Certified School Career Development Advisor (CSCDA), and the Certified Master of Career Services (CMCS).
* **Credential name and focus change –** With the introduction of the new Career Practitioner Supervision Training Program, the Commission discussed the need to rename and refocus the intent of the Certified Clinical Supervisor of Career Counseling (CCSCC). The new name for this credential is the Certified Supervisor of Career Practitioners (CSCP). All logos, certificates, communications, and marketing have been updated. **Update:** The Commission has identified SMEs to begin crafting scenarios that will align with the newly created training curriculum with the stated goal to have them approved by the time the first cohort completes the new training.
* **Needs Assessment and Report: Coaching Credential –** During 2024/2025, the Commission investigated the demand for a career development-focused coaching credential. A complete environmental scan was performed, and after review and discussion, the Commission will be handing over to the Board a recommendation to move forward with the creation of this certification.
* **New NCDA Exhibit Booth -** Credentialing Commission and TEC members managed the NCDA exhibit booth during the 2025 NCDA Global Conference. TEC and Credentialing Commission members have also provided volunteer coverage for NCDA at multiple industry conferences. Marketing follow-up touches have been initiated to continue the conversation with this professional discipline.
* **Launch of the All-New CCSP Multiple-Choice Exam –** The Commission worked with CDA to build, test, analyze and create three new exam forms (80 questions each). To date, nearly 300 professionals have attempted the exam with a passing rate of 95% (avg. score is 82%). **UPDATE:** The Commission has approved keeping the scenario-based assessment active until 12/31/2025and hopes to achieve a critical mass of multiple-choice exam testers so that follow-up analysis can be conducted in order to establish the most appropriate cut-score (passing rate).
* **Audit Panel Refresh –** The Commission sent out a Call for Audit Panel Volunteers. The result was the addition of 4 new panelists. The Commission is also nearing completion of newly defined recertification timelines and associated actions as a result of missing the new renewal guidelines.

**Projected Plan of Work**

* Upon Board approval, begin the large process of developing NCDA’s Career Development Coaching Credential.
* Review and onboard new Commissioners – CMCS, CSCP & CSCDA.
* Work with TEC to implement the new Overcoming Employment Barriers Module (the new module is scheduled to be completed by December 31, 2025) and create new exam questions and preparation materials.
* Conduct in-depth item (question) analysis on the CCSP M/C exam in order to create an appropriate cut-score.
* Introduction of an online, secure professional exam delivery platform.
* Work with International partners to launch the CCSP multiple-choice exam in Arabic (with Spanish to come – TBD).
* Work with the TEC to modify training offerings with an eye on continued global growth AND resulting in large credential growth.
* Continue sending Credentialing Commission and TEC volunteers to industry conferences with the NCDA Exhibit Booth. Recommend conferences for fall 2025/winter 2026 are NAWDP Youth Symposium, ACTE, and Cannexus. Additional conferences will be added as requested by the NCDA Board of Directors.
* Investigate restarting a program to bring GCDF credential-holders into the NCDA/CCSP fold.
* Initiating a program aimed at CACREP institutions to bring greater awareness of our credentials.

**Budget Requests:**

$100,000 Coaching Certification Build-out

$10,000 Reviewers

$10,000 Retaining Career Development Alliance (doing test validation)

$3,000 CSCP Case Study Assessment Creation

$200 Google Drive Subscription for document sharing with Audit Panel

$117,500 Exam delivery platform ($50 per exam based on 2350)

$12,000 SM Apply Subscription

$22,500 Meeting/Travel for Midyear Commission Meeting