

# **COUN 548.42E: Advanced Counseling Skills**

Course Syllabus: Fall 2020 Wednesday (7:20pm-10pm) Metroplex Center

#### INSTRUCTOR INFORMATION

**Instructor:** Chris Simpson, PhD, LPC-S

Office Location: Binnion 226B

Office Hours: MW (10am-1pm, Virtual)

University Email Address: chris.simpson@tamuc.edu

**Preferred Method of Communication**: Email **Communication Response Time:** 24-48 hours

### **COURSE INFORMATION**

Materials – Textbooks, Readings, Supplementary Readings

#### **Required Textbook**

Ivey, A., Ivey, M. & Zalaquett, C.P. (2018). *Intentional interviewing and counseling:* Facilitating development in a multicultural society (9th ed.). Boston, MA: Cengage. ISBN-13: 978- 1-337-27776-1

Note: This course will use D2L as it Learning Management System

\*\*Other readings as assigned

## **Required Supplemental Readings**

- Balmsforth, J. (2009). "The weight of class: Clients' experiences of how perceived differences in social class between counsellor and client affect the therapeutic relationship. *Brittish Journal of Guidance & Counselling*, 37(3), p. 375-386.
- Buser, T. & Buser, J.K. (2013). Conceptualizing nonsuicidal self-injury as a process addiction. Journal of Addictions and Offender Counseling, 34(1), p. 16-29.
- Corsini, R.J. & Wedding, D. (Eds.). (2019). *Current psychotherapies* (11th ed.). Boston, MA: Cengage. ISBN: 978-1-305-86575-4
- National Institutes of Health. *U.S. Department of Health & Human Services*. https://www.nih.gov/about-nih/what-we-do/nih-almanac/national-institute-mental-health-nimh
- Polanski, P.J. & Hinkle, J.S. (2011). The mental status exam: Its use by professional counselors.



Journal of Counseling & Development, 78 (3), pp.357-364.

Schwitzer, A.M. & Rubin, L.C. (2014). *Diagnosis & treatment planning skills: A popular culture casebook approach* (2<sup>nd</sup> ed.). Thousand Okas, CA: SAGE.

#### **Recommended Textbook**

American Psychological Association. (2011). *Publication manual of the American Psychological Association* (6th ed.). Washington, D.C.: Author.

## **COURSE DESCRIPTION**

#### **Catalogue Description of the Course**

548. Advanced Counseling Skills. 3 Semester Hours. A laboratory-based, experiential course, Advanced Counseling Skills will merge the continued development of basic skills with theoretically based conceptualization skills and techniques. Students will examine their intrapersonal alignments with chosen theoretical orientations. Students will practice theoretically consistent conceptualization skills and techniques. Students will be expected to adhere to ACA Ethical Standards. A grade of "B" or higher must be earned in COUN 516. Prerequisites: COUN 501, 510, 528 and 516.

#### **General Course Information**

Advanced Skills is designed to develop students' counseling skills beyond the basic level required in Pre-Practicum. The primary emphasis is on merging basic skills acquired in COUN 516-Pre-Paracticum and COUN 510- Counseling Theories. Advanced Skills is a course based on didactic learning, discussion and demonstration of theoretically consistent skills and techniques. Students will learn and practice a variety of counseling strategies. Students are expected to have completed and maintained the performance competencies specified for Pre-Practicum.

The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit www.tamuc.edu/counsel

## **Student Learning Outcomes:**

#### 2016 CACREP Standards Addressed in COUN 548

2010 CheftEl Standards Hadressed in COCH 510					
Core Standard	Learning Activity	Assignment	Assessment	Benchmark	
			Rubric		
2.F.1.k.	Lecture, Readings: Ivey,	1. Skills	1. Skills	1. & 2. ≥	
strategies for	Ivey & Zalaquett Chapter	Recording &	Recording &	80% of	
personal and	11; Corsini & Wedding	Critique	Critique	average	
professional	Chapter 1; Balmsforth		Rubric	rubric scores	
self-evaluation	(2009)			will either	



and implications for practice		2. Personal Counseling Style Paper	2. Personal Counseling Style Paper Rubric	meet (2) or exceed (3) expectation
2.F.5.h. developmentally relevant counseling treatment or intervention plans	Lecture, Readings: Ivey, Ivey & Zalaquett Chapters 9 & 10; Buser & Buser (2013)	1. 1. Skills Recording & Critique	1. Skills Recording & Critique Rubric	1. ≥ 80% of average rubric scores will either meet (2) or exceed (3) expectation
2.F.5.i. development of measurable outcomes for clients	Lecture, Corsini & Wedding Chapters 5, 6 & 7; Polanski & Hingle (2011)	1. Skills Recording & Critique 2. Personal Counseling Style Paper	1. Skills Recording & Critique Rubric 2. Personal Counseling Style Paper Rubric	1.& 2. ≥ 80% of average rubric scores will either meet (2) or exceed (3) expectation
2.F.5.j. evidence-based counseling strategies and techniques for prevention and intervention	Lecture, Readings: Ivey, Ivey & Zalaquett Chapters 1-4, 12; Schwitzer & Rubin Chapters 1-4	1. Skills Recording & Critique	1. Skills Recording & Critique Rubric	1. ≥ 80% of average rubric scores will either meet (2) or exceed (3) expectation
2.F.5.k. strategies to promote client understanding of and access to a variety of community-based resources	https://www.nih.gov/about- nih/what-we-do/nih- almanac/national-institute- mental-health-nimh	2. Personal Counseling Style Paper	2. Personal Counseling Style Paper Rubric	2. ≥ 80% of average rubric scores will either meet (2) or exceed (3) expectation
2.F.5.n. processes for aiding students in developing a personal model of counseling	Lecture, Readings: Ivey, Ivey & Zalaquett Chapters 13 & 14; Corsini & Wedding Chapter 16	1. Skills Recording & Critique 2. Personal Counseling Style Paper	1. Skills Recording & Critique Rubric 2. Personal Counseling Style Paper Rubric	1.& 2. ≥ 80% of average rubric scores will either meet (2) or exceed (3) expectation



## **COURSE REQUIREMENTS**

#### **Minimal Technical Skills Needed**

In this class, you will utilize the Learning Management System (LMS) entitled D2L for portions of instructional and learning methods, submitting assignments, participating in online discussions, and completing quizzes. You will need to utilize other technologies such as Microsoft Word, PowerPoint, etc. If you have issues with this system, it is your responsibility to contact the help desk immediately.

#### **Instructional Methods**

This course consists of lecture and didactic learning methods, small group discussions, and inclass assignments, coupled with experiential learning and practical application. When we are not meeting face to face, you will be expected to participate and complete all online tasks via D2L In addition to this, small lecture, discussion, activities, and workshops may be utilized during this course.

## **Student Responsibilities or Tips for Success in the Course**

As a student in this course, you are responsible for the active learning process. Expectations of this course include the following:

- 1. You are expected to display professionalism at all times. Be respectful of your professor and peers. Be open to feedback, as you will receive this throughout the program.
- 2. Prepare for classes. Complete any and all readings prior to class time.
- 3. Complete all assignments by the deadline.
- 4. Adhere to the university student code of conduct.
- 5. Participate. During face-to-face classes, you are expected to actively participate in all activities and discussion. In the online format, you are expected to participate in all online discussions/activities. This is crucial to your learning.
- 6. All writing assignments must be done according to APA 6<sup>th</sup> edition.
- 7. Regularly check your University email. My suggestion is to check this at least once a day as your instructors and others from the department and University may contact you.
- 8. Begin your readings ASAP. Sometimes it may take more than one attempt to digest the material.
- 9. Deadlines are the last possible moment something is due—not the first moment to start. Work ahead. I realize this may not always be possible; however, when you can, do so.
- 10. Be open to the process. This degree takes time, work, effort, and growth.

# Assignments/Assessments

#### 1. Class Participation & Attendance (30 points)

Due to the nature of this class, attendance and participation are essential. Participation is credited to all activities related to this course. In addition to scheduled meetings and assignments, students will answer discussion questions that will serve as class participation on days when class will not meet in person. Technically each discussion



question will be worth roughly 2 points for each discussion question answered. The following criteria will be used to determine participation & attendance points:

## **Class Participation Rubric**

3 – Exceeds Expectations (27-30 points)	Proactive participation: leading, originating, informing, challenging contributions that reflect in-depth study, thought, and analysis of the topic under consideration. This does not mean dominating discussion or self-disclosure inappropriate to the circumstances. No more than one absence/no evident pattern of lateness
2 – Meets Expectations (24 – 26 points)	Reactive participation: supportive, follow-up contributions that are relevant and of value, but rely on the leadership and study of others, or reflect opinion/personal self-disclosure rather than study, contemplation, synthesis, and evaluation. Two or less absences/no evident pattern of lateness
1 – Does Not Meet Expectations (0-25 points)	Passive participation: present, awake, alert, attentive, but not actively involved or invested; Or Uninvolved: absent, present but not attentive, sleeping, texting/surfing, irrelevant contributions. More than two absences/pattern of lateness evident

2. **Skills Recording & Critique (40 points)** The student will record a 60 minute mock counseling session with a classmate. The primary task of this exercise is to integrate the skills and concepts the student has learned during this class, COUN 548, and the skills learned in COUN 510 and COUN 516 regarding listening skills and influencing skills. Within the recording, the student will choose the best 15 consecutive responses of the recording to transcribe. The student will prepare a verbatim typed script of the best 15 consecutive responses of the mock session, noting both counselor and client responses including nonverbal responses and incidental sounds. Also include an alternative response on each exchange (see below for example).

Then, the student will complete a two page (maximum) critique of the counseling session as evaluated it in its totality. The student will add this critique to the end of the transcript.

The critique will address the following questions:

- -What did I do well?
- -What area(s) do I need improvement?
- -How many reflections of feeling did I complete?
- -Identify each of them.
- -How many questions did I ask? Identify them.
- -Overall reaction to the interaction. How was I feeling? (i.e. nervous, confident)

The recording, a copy of the transcript, and summary are due as a package. Please turn all of these items to the instructor through D2L. A format will be provided for how to submit these items into a dropbox for grading. An example of the transcript follows:



1. Cl: I am so excited... hope to see him.

CO: You are really looking forward to this. You really have missed seeing him.

AR: You are so happy about this reunion.

2. Cl: I am, but I also... just don't know.

CO: You have mixed feelings. You want to see him, but you also have to tell him something painful.

AR: You feel really anxious about seeing him.

**Skills Recording & Critique Rubric** 

Skills Recording & Critique Rubric			
	1 – Does Not Meet	2 – Meets	3 – Exceeds
	Expectation	Expectation	Expectation
Skills and Concepts	Skills and concepts	Skills and concepts	Skills and
(10 points)	were vague and	were fairly clear	concepts were
	incomplete; not	and missing one or	clear and
	representative of	two key points;	complete with no
	graduate level work	representative of	missing
	(0-3.4 points)	graduate level work	information;
		(3.5-4.6 points)	representative of
			graduate level
			work
			(4.7-5 points)
15 Consecutive	15 consecutive	15 consecutive	15 consecutive
Exchanges	exchanges were	exchanges were	exchanges were
(15 points)	incomplete or	fairly complete or	complete with no
	missing; not	missing only one or	missing
	representative of	two exchanges;	exchanges;
	graduate level work	representative of	representative of
	(0-3.4 points)	graduate level work	graduate level
		(3.5-4.6 points)	work
T	T	T	(4.7-5 points)
Transcript	Transcript was not	Transcript was	Transcript was
(5 points)	complete or not	mostly complete or	thoroughly
	completed in the	completed in the	addressed
	method described	method described	without any
	in the instruction	in the instructions	missing information.
	for the assignment	for the assignment;	
	(0-3.4 points)	missing one or two items.	(4.7-5 points)
Critiana	Critique weg not	(3.5-4.6 points)	Critiana was
Critique (10 points)	Critique was not	Critique was mostly	Critique was
(10 points)	complete or not completed in the	complete or completed in the	thoroughly addressed
	method described	method described	without any
	memod described	memod described	willout ally



in the instruction	in the instructions	missing
for the assignment	for the assignment;	information.
(0-3.4 points)	missing one or two	(4.7-5 points)
, , ,	items.	, ,
	(3.5-4.6 points)	

## 3. Counseling Student Competency Evaluation (CSCE)

The Counseling Program is obligated by professional ethics (see ACA Code of Ethics, 2014) and University procedure to assess students as to their potential for meeting the expectations of *professional practice* in the professional counseling field. The competencies outlined in this document (CSCE) are specific to professional counseling and are in addition to academic requirements. The Counseling Program may suspend from the program any students judged incapable of meeting these expectations. Procedures regarding potential dismissal are outlined in the Program's Retention/Dismissal Procedure.

The CSCE may be used by any faculty member with any student enrolled in a Counseling course to provide that student with feedback regarding their potential for meeting the expectations of the professional counseling field and the Department. Completion of a CSCE is required in the following courses: COUN 551, COUN 552, COUN 620, and COUN 660 (i.e., Clinical Supervision, Advanced Practicum, Advanced Internship, Advanced Supervision, Advanced Teaching). **The course instructor in COUN 516 and COUN 548 may choose to implement the CSCE at his/her discretion.** Each use of the CSCE must be placed in the student's Department file along with any remediation plan developed by the faculty in conference with the student.

The Counseling Program has elected to use the CSCE to monitor student's progress in *professional practice*. As a requirement in this course, a final CSCE evaluation will be completed by the course instructor, in consultation with the student, to assess your professionalism, general competency, social and emotional maturity, integrity and ethical conduct, and clinical competency. Please note that the instructor of the course may choose to administer the CSCE at different time intervals throughout the semester (e.g., initial, mid) at his/her discretion. The CSCE can yield an overall average composite score or an average subscale score for each domain. The Department utilizes both overall average composite score and average subscale scores to monitor students' *professional practice*. See rubric below.

**Counseling Student Competency Evaluation (CSCE) Rubric** 

		1- Does Not Meet	2 - Meets	3 - Exceed Expectations
		Expectations	Expectations	
<u>e</u>	Professionalism	Mean score ≥ .63	Mean score of .33	Mean score of 0 to .30
scale	subscale	across	to .60 across	across Professionalism
Subs	(7-items)	Professionalism	Professionalism	items
$\infty$		items	items	



General Competency	Mean score ≥ .63 across General	Mean score of .33 to .60 across	Mean score of 0 to .30 across General
subscale	Competency items	General	Competency items
(7-items)		Competency items	
Social &	Mean score ≥ .63	Mean score of .33	Mean score of 0 to .30
Emotional	across Social &	to .60 across	across Social & Emotional
Maturity subscale	Emotional	Social &	Maturity items
(7-items)	Maturity items	Emotional	
	-	Maturity items	
Integrity &	Mean score ≥ .63	Mean score of .33	Mean score of 0 to .30
<b>Ethical Conduct</b>	across Integrity &	to .60 across	across Integrity & Ethical
subscale	Ethical Conduct	Integrity &	Conduct items
(6-items)	items	Ethical Conduct	
		items	
Clinical	Mean score ≥ .63	Mean score of .33	Mean score of 0 to .30
Competency	across Clinical	to .60 across	across Clinical
subscale	Competency items	Clinical	Competency items
(6-items)		Competency items	
Overall average	Mean score ≥ .63	Mean score of .33	Mean score of 0 to .30
score	across all CSCE	to .60 across all	across all CSCE items
	items	CSCE items	

4. **Personal Counseling Style Paper (30 points):** The student will develop a paper that describes one's personal style of counseling. This paper will include the student's perceived style of working with clients, an understanding of their personal counseling theory, and possible populations with which the student believes their personal style would be most effective. The paper needs to be 6 pages, double-spaced and adhere to APA 6<sup>th</sup> edition standards including a title page and a reference page (use a minimum of five empirical sources). See rubric below.

**Personal Counseling Style Rubric** 

r ersonar Counseling Style Rubi ic			
	1 – Does Not Meet	2 – Meets	3 – Exceeds
	Expectation	Expectation	Expectation
Counseling style	Counseling style	Counseling style	Counseling style
(10 points)	was vague and	was fairly clear and	was clear and
	incomplete; no	missing one or two	complete with no
	empirical evidence	key points;	missing
	provided; not	empirical evidence	information;
	representative of	provided;	empirical evidence
	graduate level work	representative of	provided;
	(0-3.4 points)	graduate level work	representative of



		(3.5-4.6 points)	graduate level work
		(3.3-4.0 points)	(4.7-5 points)
II. 1	II. 1	TT. 1	
Understanding of	Understanding of	Understanding of	Understanding of
theory (10 points)	theory was	theory was fairly	theory was
	incomplete or	complete or	complete with no
	missing; no	missing only one or	missing
	evidence of using	two key points;	information;
	previous literature	evidence of using	evidence of using
	to understand	previous literature	previous literature
	theoretical	to understand	to understand
	orientation; not	theoretical	theoretical
	representative of	orientation;	orientation;
	graduate level work	representative of	representative of
	(0-3.4 points)	graduate level work	graduate level work
	, , ,	(3.5-4.6 points)	(4.7-5 points)
Possible	Possible	Possible	Possible
populations	populations were	populations were	populations were
(5 points)	not addressed or	addressed but	thoroughly
, , ,	addressed vaguely.	missing one or two	addressed without
	(0-3.4 points)	key points.	any missing
		(3.5-4.6 points)	information.
		1 /	(4.7-5 points)
APA	Substantial APA	Some APA errors	Little to no errors
Style/Grammar	errors (> 6 errors).	(3-4 errors). Good	(1-2 errors).
(5 points)	Poor quality, not	quality indicative of	Exceptional quality
/ /	indicative of	graduate level	indicative of
	graduate level	work.	graduate level
	work.	(3.5-4.6 points)	work.
	(0-3.4 points)	(2.2 P 2)	(4.7-5 points)
	( 5.1 Polito)	I	(, 5 points)

## **GRADING**

Final grades in this course will be based on the following scale:

90%-100% A 80%-89% B 70%-79% C 60%-69% D < 59% F

Assignment/Assessment	<b>Point Value</b>
Class Participation & Attendance	30
Skills Recording & Critique	40
Personal Counseling Style Paper	30
CSCE	0



Total points possible = 100. Your Final Grade is determined adding the point values earned from each assignment and then dividing by 100.

Assignments are due on the day noted in the syllabus. Unless noted otherwise, all assignments are due at the beginning of the class period. Late assignments will have 10% deduction per day late from the final score.

## **TECHNOLOGY REQUIREMENTS**

## **Browser support**

D2L is committed to performing key application testing when new browser versions are released. New and updated functionality is also tested against the latest version of supported browsers. However, due to the frequency of some browser releases, D2L cannot guarantee that each browser version will perform as expected. If you encounter any issues with any of the browser versions listed in the tables below, contact D2L Support, who will determine the best course of action for resolution. Reported issues are prioritized by supported browsers and then maintenance browsers.

Supported browsers are the latest or most recent browser versions that are tested against new versions of D2L products. Customers can report problems and receive support for issues. For an optimal experience, D2L recommends using supported browsers with D2L products.

Maintenance browsers are older browser versions that are not tested extensively against new versions of D2L products. Customers can still report problems and receive support for critical issues; however, D2L does not guarantee all issues will be addressed. A maintenance browser becomes officially unsupported after one year.

#### Note the following:

- Ensure that your browser has JavaScript and Cookies enabled.
- For desktop systems, you must have Adobe Flash Player 10.1 or greater.
- The Brightspace Support features are now optimized for production environments when using the Google Chrome browser, Apple Safari browser, Microsoft Edge browser, Microsoft Internet Explorer browser, and Mozilla Firefox browsers.

## **Desktop Support**

Browser	Supported Browser Version(s)	Maintenance Browser Version(s)
Microsoft® Edge	Latest	N/A
Microsoft® Internet Explorer®	N/A	11
Mozilla® Firefox®	Latest, ESR	N/A



Browser	Supported Browser Version(s)	Maintenance Browser Version(s)
Google® Chrome <sup>TM</sup>	Latest	N/A
Apple® Safari®	Latest	N/A

## **Tablet and Mobile Support**

Device	Operating System	Browser	Supported Browser Version(s)
Android™	Android 4.4+	Chrome	Latest
Apple	iOS®	Safari, Chrome	The current major version of iOS (the latest minor or <b>point</b> release of that major version) and the previous major version of iOS (the latest minor or <b>point</b> release of that major version). For example, as of June 7, 2017, D2Lsupports iOS 10.3.2 and iOS 9.3.5, but not iOS 10.2.1, 9.0.2, or any other version. Chrome: Latest version for the iOS browser.
Windows	Windows 10	Edge, Chrome, Firefox	Latest of all browsers, and Firefox ESR.

- You will need regular access to a computer with a broadband Internet connection. The minimum computer requirements are:
  - o 512 MB of RAM, 1 GB or more preferred
  - o Broadband connection required courses are heavily video intensive
  - Video display capable of high-color 16-bit display 1024 x 768 or higher resolution
- For YouSeeU Sync Meeting sessions <u>8 Mbps</u> is required. Additional system requirements found here: <a href="https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements">https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements</a>
- You must have a:
  - o Sound card, which is usually integrated into your desktop or laptop computer



- Speakers or headphones.
- \*For courses utilizing video-conferencing tools and/or an online proctoring solution, a webcam and microphone are required.
- Both versions of Java (32 bit and 64 bit) must be installed and up to date on your machine. At a minimum Java 7, update 51, is required to support the learning management system. The most current version of Java can be downloaded at: <u>JAVA web site</u> http://www.java.com/en/download/manual.jsp
- Current anti-virus software must be installed and kept up to date.

Running the browser check will ensure your internet browser is supported.

Pop-ups are allowed.

JavaScript is enabled.

Cookies are enabled.

- You will need some additional free software (plug-ins) for enhanced web browsing. Ensure that you download the free versions of the following software:
  - o Adobe Reader https://get.adobe.com/reader/
  - o Adobe Flash Player (version 17 or later) https://get.adobe.com/flashplayer/
  - o Adobe Shockwave Player https://get.adobe.com/shockwave/
  - o Apple Quick Time <a href="http://www.apple.com/quicktime/download/">http://www.apple.com/quicktime/download/</a>
- At a minimum, you must have Microsoft Office 2013, 2010, 2007 or Open Office. Microsoft Office is the standard office productivity software utilized by faculty, students, and staff. Microsoft Word is the standard word processing software, Microsoft Excel is the standard spreadsheet software, and Microsoft PowerPoint is the standard presentation software. Copying and pasting, along with attaching/uploading documents for assignment submission, will also be required. If you do not have Microsoft Office, you can check with the bookstore to see if they have any student copies.

#### ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or <a href="https://example.com/helpdesk@tamuc.edu">helpdesk@tamuc.edu</a>.

**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.



## **COMMUNICATION AND SUPPORT**

# **Brightspace Support**

# Need Help?

## **Student Support**

If you have any questions or are having difficulties with the course material, please contact your Instructor.

## **Technical Support**

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778 or click on the **Live Chat** or click on the words "click here" to submit an issue via email.



## **System Maintenance**

Please note that on the 4th Sunday of each month there will be System Maintenance which means the system will not be available 12 pm-6 am CST.

#### **Interaction with Instructor Statement**

Communication with your professors is key to your professional growth. I am here to support and guide you along your academic journey. With that being said, I cannot help you if you do not communicate with me. Please make an appointment if you have any concerns or questions. Because I teach in different locations, email is the best way to reach me. I will attempt to answer all emails within 24 hours, Monday-Friday, but at times will need up to 72 hours to do so. When emailing, please use your university email and address me with courtesy and respect.

#### COURSE AND UNIVERSITY PROCEDURES/POLICIES

#### **Course Specific Procedures/Policies**

Written assignments are due on the day noted in the syllabus. All papers are due at the beginning of the class period. Late papers will have 10% deduction per day late from the final score.

## **Syllabus Change Policy**

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.



## **University Specific Procedures**

#### Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the <a href="Student Guidebook">Student Guidebook</a>.

 $\underline{\text{http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.as}}\\ \underline{\text{px}}$ 

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: Netiquette <a href="http://www.albion.com/netiquette/corerules.html">http://www.albion.com/netiquette/corerules.html</a>

#### **TAMUC Attendance**

For more information about the attendance policy please visit the <u>Attendance</u> webpage and Procedure 13.99.99.R0.01.

http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx

 $\frac{http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf$ 

## **Academic Integrity**

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

Undergraduate Academic Dishonesty 13.99.99.R0.03

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf

Graduate Student Academic Dishonesty 13.99.99.R0.10

 $\frac{http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13stude}{nts/graduate/13.99.99.R0.10GraduateStudentAcademicDishonesty.pdf}$ 

## **ADA Statement**

#### **Students with Disabilities**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that



provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

## Office of Student Disability Resources and Services

Texas A&M University-Commerce Gee Library- Room 162 Phone (903) 886-5150 or (903) 886-5835 Fax (903) 468-8148

Email: <a href="mailto:studentdisabilityservices@tamuc.edu">studentdisabilityservices@tamuc.edu</a>

Website: Office of Student Disability Resources and Services

http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/

#### **Nondiscrimination Notice**

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

## **Campus Concealed Carry Statement**

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the <u>Carrying Concealed Handguns On Campus</u> document and/or consult your event organizer.

#### Web url:

 $\frac{http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34Safet}{yOfEmployeesAndStudents/34.06.02.R1.pdf}$ 

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.



# **COURSE OUTLINE / CALENDAR**

## **Course Calendar**

Date	Topic	CACREP	Readings	Assignments
Date	Topic	Standard(s)	Readings	1 13315 ments
9/01	Introductions,	Standar a(s)		Review Syllabus
Week	Course Overview			
1	and Expectations			
1	and Emperations			
9/08	Strategies for	2.F.1.k.	Ivey, Ivey & Zalaquett	
Week	personal and		Chapter 11 & Appendix II;	
2	professional self-		Corsini & Wedding Chapter	
	evaluation and		1; Balmsforth (2009)	
	implications for			
	practice.			
	Class will meet			
	teaching			
	assistant.			
9/15	Ethical Conduct in		Ivey, Ivey & Zalaquett	Skill Practice
Week	counseling		Chapter 2	with Classmate
3	sessions			(at least 30
	Discussion			minutes)
	Question through			Discussion
	D2L.			Question
				through D2L.
				No physical
				class meeting.
9/22	Individual theories		Ivey, Ivey & Zalaquett	Skill Practice
Week	1		Chapters 3, 4 & 5; 13 & 14	with Classmate
4	Development		-Corsini & Wedding Chapters	(at least 30
	Instructor		4 and 5	minutes)
0.42.0	demonstration			
9/29	Development of	2.F.5.i.	Corsini & Wedding Chapters	Skill Practice
Week	measurable		5, 6 & 7; Polanski & Hingle	with Classmate
5	outcomes for		(2011)	(at least 30
	clients. Discussion			minutes)
	Question through			Discussion
	D2L.			Question
				through D2L.
				No physical
10/06	Davaloning	2.F.5.n.	Ivey, Ivey & Zalaquett	class meeting. Skill Practice
Week	Developing a personal model of	Δ.Γ.J.II.	Chapters 13 & 14; Corsini &	with Classmate
6	counseling		Wedding Chapter 16	(at least 30
	Counseiing		wedding Chapter 10	minutes)
				minutes)



10/13 Week 7	Community-based resources Discussion Question through D2L.	2.F.5.k.	https://www.nih.gov/about- nih/what-we-do/nih- almanac/national-institute- mental-health-nimh	Discussion Question through D2L. No physical class meeting.
10/20 Week 8	Personality development. Instructor Demonstration.		Ivey, Ivey & Zalaquett Chapter 2 & Appendix IV	
10/27 Week 9	Evidence-based counseling strategies and techniques. Discussion Question through D2L.	2.F.5.j.	Ivey, Ivey & Zalaquett Chapters 1-4, 12; Schwitzer & Rubin Chapters 1-4	Discussion Question through D2L. No physical class meeting.
11/03 Week 10	Instructor Demonstration			Skills Recording & Critique due
11/10 Week 11	Neurobiological concerns			
11/17 Week 12	Treatment and intervention plans. Discussion Question through D2L.	2.F.5.h.	Ivey, Ivey & Zalaquett Chapters 9 & 10; Buser & Buser (2013)	Work on Personal Counseling Style Paper. No class meeting.
11/24 Week 13	Thanksgiving Break. No Class Responsibility			Thanksgiving Break. No Class Responsibility
12/01 Week 14	Instructor Demonstration			
12/08 Week 15	Working with challenging issues with clients			-Personal Counseling Style Paper Due
12/09 Week 16	Counseling Student Competency Evaluation			-Counseling Student Competency Evaluation



(CSCE)—	(CSCE)—	
Individual	Individual	
Meetings	Meetings	