**COUN 409 01W -42475  Group Leadership**
COURSE SYLLABUS: Summer I 2023
Revised 5/01/2023

### INSTRUCTOR INFORMATION

**Instructor**: Vivien Fleming, M.Ed., LBSW-IPR, LCDC
**Office Location**: by appointment
**Office Hours**: by appointment
**University Email Address**: vivien.fleming@tamuc.edu
**Preferred Form of Communication**: 903-833-9823
**Communication Response Time**: 48 hours; M-F

### COURSE INFORMATION

**Required Text**:
Jacobs, E., Schimmel, C., Masson, R., & Harvill, R., (2016).*Group counseling: Strategies and skills* (8th Edition). Cengage, CA USA. ISBN—978-1-305-08730-9

Software Required: This course will use D2L and Cengage/MindTap

**Course Description**
Group Counseling: Strategies and Skills provides an in-depth look at group counseling with an emphasis on practical knowledge and techniques for effective group leadership. The authors discuss the many facets of group counseling and provide examples of how each skill can be applied effectively in a wide range of group settings. Students learn how to start and end a session, as well as how to make the middle phase productive.

**Student Learning Outcomes are not limited to the following:**

1) Students will be able to identify at least four reasons for leading groups and describe four kinds of groups.

2) Students will be able to articulate two different group leadership styles and identify four characteristics that make an effective leader.

3) Students will be able to articulate the three stages that occur in all groups and articulate the difference between process and content in group.

4) Students will be able to identify one negative outcome for a group when the purpose is not clear.

5) Students will be able to compose one productive plan for a first session.

6) Students will be able to articulate the value of active listening in groups.

The *syllabus/schedule are subject to change.*

7) Students will be able to explain the importance of establishing, holding and shifting the focus.

8) Students will list two reasons to use rounds in a group and three different kinds of rounds.

9) Students will be able to list four reasons for using exercises in groups and appropriate times to use exercises.

10) Students will be able to explain the importance of correctly introducing an exercise.

11) Students will be able to identify the importance aspects in planning the middle stage of a group.

12) Students will be able to articulate how counseling theories are used in group counseling.

13) Students will be able to identify two types of therapeutic goals of all therapy groups.

14) Students will be able to explain the value of having an appropriate closing to be group session.

15) Students will be able to identify at least three ways to handle a problem situation in a group.

16) Students will be able to identify three issues specific to conducting children's groups.

## COURSE REQUIREMENTS

### Minimal Technical Skills Needed

This is an online course and will be and all instruction will be conducted in D2L. Students will be required to read lectures, participate in online discussions, and complete quizzes. You will need to utilize other technologies such as Microsoft Word, PowerPoint, etc.

### Instructional Methods

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

This is an online course and utilizes D2L to engage students. Students are expected to regularly log into the course website to read, participate and complete all activities. The weekly assignments open on Monday and close the following Sunday. **Late work will not be accepted**.

Each week there will be videos posted of demonstrations of group sessions. Please review the demonstrations and practice the skills.

**Final Exam**: The final examination: Students are required to submit a 5 minute video of demonstrating them leading a specialized group (school, drug and alcohol recovery, mental health, domestic violence, etc.,) with a minimum of 3 people. In this group you must demonstrate an opening, middle, and closing of the group, including at least one activity. This video must be uploaded into D2L to be graded.

| Assignment | Percentage of Grade |
|---|---|
| Weekly Quizzes | 75 |
| Final Examination - Practical Application (recorded demonstration) | 25 |

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**GRADING**

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

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

## 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 |
| Google® Chrome™ | 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 |

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| Device | Operating System | Browser | Supported Browser Version(s) |
|--------|------------------|---------|------------------------------|
| Apple | iOS® | Safari, Chrome | The current major version of iOS (the latest minor or **point** release of that major version) and the previous major version of iOS (the latest minor or **point** 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.<br><br>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:
  - 512 MB of RAM, 1 GB or more preferred
  - Broadband connection required courses are heavily video intensive
  - Video display capable of high-color 16-bit display 1024 x 768 or higher resolution

- You must have a:
  - 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: JAVA web site 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:
  - Adobe Reader  https://get.adobe.com/reader/
  - Adobe Flash Player *(version 17 or later)* https://get.adobe.com/flashplayer/
  - Adobe Shockwave Player   https://get.adobe.com/shockwave/
  - Apple Quick Time   http://www.apple.com/quicktime/download/

- 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 helpdesk@tamuc.edu**.**

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**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

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. Other support options can be found here:

https://community.brightspace.com/support/s/contactsupport

### Interaction with Instructor Statement

### COURSE AND UNIVERSITY PROCEDURES/POLICIES

### Course Specific Procedures/Policies

Student is expected to log in to D2L in a timely manner each week.

### 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 Student Guidebook.
http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: https://www.britannica.com/topic/netiquette

### TAMUC Attendance

For more information about the attendance policy please visit the Attendance webpage and Procedure 13.99.99.R0.01.
http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx

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
Undergraduate Student Academic Dishonesty Form

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## Students with Disabilities-- ADA Statement

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
Velma K. Waters Library Rm 162
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
Email: studentdisabilityservices@tamuc.edu

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 Carrying Concealed Handguns On Campus document and/or consult your event organizer.

Web url:
http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/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.

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### A&M-Commerce Supports Students' Mental Health

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**

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**Department or Accrediting Agency Required Content**

**COURSE OUTLINE / CALENDAR**

| Week/Date | Reading | | |
|---|---|---|---|
| Week 1<br>June 5, 2023 | Chapter 1:<br><br>Chapter 2:<br><br><br>Chapter 3: | Introduction<br><br>Stages of Groups, Group Process, and Therapeutic Forces<br><br>Purpose of Groups | Quiz |
| Week 2<br>June 12, 2023 | Chapter 4:<br><br>Chapter 5:<br><br>Chapter 6<br><br>Chapter 7:<br><br>Chapter 8 | Planning<br><br>Getting Started: The Beginning Stage and Beginning Phase<br><br>Basic Skills for Group Leaders<br><br>Focus<br><br>Cutting Off and Drawing Out | Quiz |
| Week 3<br>June 19, 2023 | Chapter 9:<br><br>Chapter 10:<br><br>Chapter 11:<br><br>Chapter 12:<br><br>Chapter 13 | Rounds and Dyads<br><br>Exercises<br><br>Introducing, Conducting, and Processing Exercises<br><br>Leading the Middle Stage of a Group<br><br>Using Counseling Theories in Groups | Quiz |
| Week 4<br>June 26, 2023 | Chapter 14:<br><br>Chapter 15:<br><br>Chapter 16:<br><br>Chapter 17: | Counseling and Therapy in Groups<br><br>Closing a Session or Group<br><br>Dealing with Problem Situations<br><br>Working with Specific Populations | Quiz |
| Week 5<br>July 3, 2023 | | Final Examination | |

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