

SYLLABUS

Student Affairs Services in Higher Education (COUN 606-01W/24461)

Department of Counseling

College of Education and Human Services

SPRING 2024

Monday, 01/29/2024 to Friday, 05/10/2024

INSTRUCTOR INFORMATION

Instructor: Curtis O. Hill, Ed.D., MS, LPC, NCC

Office Location: Virtual

Office Hours: By Appointment Only (Virtual)

Office Phone: 972-896-3991 Mobile

Office Fax: 903-886-5510 University

E-mail Address: Curtis.Hill@tamuc.edu

Preferred form of communication: email (or text if no response within 48 hours)

Communication Response Time: Between the hours of 5:00 p.m. and 10:00 p.m. daily (except weekends)

COURSE DESCRIPTION

Student Affairs Services in Higher Education. Three semester credit hours (**3 SCHs**). As the foundation course for those planning to enter students affairs work in higher education, this course offers students opportunities to examine the historical and contemporary role and scope of college student personnel services. Provides students with an in-depth understanding of major theories of student development and the application of these theories to student development practice.

GENERAL COURSE INFORMATION

This course is a required course for the Student Affairs Practice in Higher Education: *Counseling program option*. As an elective, it is open to both doctoral and masters' students in any major, with consent of instructor. It is particularly valuable to students planning to enter the fields of college or university administration or teaching. The course is designed to acquaint the student with role and scope of the college or university student personnel worker through lectures, class discussions, committee work, and individual study. Materials will focus on the history and philosophies of higher education, student services programs, pertinent research and research forms, student affairs practice, current issues and future trends in higher education, and student development models and theories.

Textbook Required (Digital Textbook embedded within course):

Schuh, J.H., Jones, S.R., and Torres, V. (2016). *Student services: a handbook for the Profession* (6th Ed.). San Francisco, CA: Jossey-Bass, A Wiley Brand. ISBN: 978-1-119- 04959-3

Selected supplementary readings include, but is not limited to, the following:

McClellan, G.S, Stringer, J., and Associates (4th Ed.). *The handbook of student affairs administration*. Jossey-Bass A Wiley Brand: San Francisco, CA.

Bailey, T.R., Jaggars, S.S., and Jenkins, D. (2015) *Redesigning america's community colleges: a clear path to student success*. Harvard University Press, Cambridge, MA.

Wilson, M.E. (2012). *Student services: a handbook for the profession* (Review). Journal of College Student Development, Vol. 53, No. 1, January/February 2012, pp. 169-172.

Anderson, G. (2019) *Defunding student mental health*. Inside Higher Ed.
<https://www.insidehighered.com/news/2019/10/18/mental-health-low-priority-community-colleges>.

The syllabus/schedule are subject to change.

COURSE REQUIREMENTS

Minimal Technical Skills Needed ~ Microsoft Word, MS PowerPoint, and E-Mail (Outlook)

Instructional Methods ~ The course will be delivered through D2L Lecture notes, and instructional methods MAY include assigned readings, transcribed lectures, narrated slide show, YouTube videos, and “Live” (remotely accessed) classroom or Zoom labs for “real-time” discussions.

Student Responsibilities or Tips for Success in the Course ~ Students are expected to regularly log into the course website. The amount of weekly study and participation time expected is six-hours (6) each week

TECHNOLOGY REQUIREMENTS

LMS

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm

YouSeeU Virtual Classroom Requirements:

<https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>

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.

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

I prefer to interact via email (Curtis.Hill@tamuc.edu) or via text (972.896.3991). Typically, I will respond within 24 hours Sunday – Thursday. Emails/texts received on Friday or Saturday MAY NOT be answered until Monday morning.

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures/Policies

Late Assignments

Occasionally, students require “extra” time in order to complete an assignment. One additional week may be “purchased” with 10% of the possible grade for an assignment. For example, Harry is unable to complete and submit his Assessment Instrument Completion and Reaction on time. The maximum grade Harry can receive now on his Assessment Instrument Completion and Reaction is 90%. Extra time cannot be purchased for completing tests.

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.asp> x

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

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/13student s/academic/13.99.99.R0.01.pdf](http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13student%20academic/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/13student s/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

[Graduate Student Academic Dishonesty 13.99.99.R0.10](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13student s/graduate/13.99.99.R0.10GraduateStudentAcademicDishonesty.pdf>

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 Services

<https://www.tamuc.edu/student-disability-services/>

<http://inside.tamuc.edu/CampusLife/MeetTheDean/studentDisabilityResourcesAndServices/toolkit.aspx>

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.

Counseling Services

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

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

ASSESSMENTS

Grading will be based on the following learning activities:

(1) **Discussion Posts**; (2) **Quizzes**; (3) **Journal Critiques**; and (4) **Final Exam/Final Opportunity to Excel**.

COURSE OUTLINE / CALENDAR

TENTATIVE CLASS MEETING SCHEDULE WEEK	LEARNING ACTIVITIES	ASSIGNMENTS DUE & LEARNING LABS	READING ASSIGNMENTS
WK #1 JAN 29	Orientation to Course and Review of Course Syllabus		CHAPTER 1 Historical Overview American Higher Education
WK #2 FEB 05	Discussion Post #1 (DP1)	Sunday, Feb 11, 2024 @ 10:00 p.m.	CHAPTER 2 The History of Student Affairs
WK #3 FEB 12	QUIZ #1 (Q1)	Monday, February 12, 2024 @ 9:00 p.m. (Zoom Meeting ~ Online Learning Lab)	CHAPTER 3 Philosophies & Values
WK #4 FEB 19	Discussion Post #2 (DP2); and Journal Article Critique #1 (JAC1)**	Sunday, February 25, 2024 @ 10:00 p.m.	CHAPTER 5 Campus Climate and Diversity
WK #5 FEB 26		Sunday, Mar 03, 2024 @ 10:00 p.m.	CHAPTER 6 Ethical Professional Practice
WK #6 MAR 04	Discussion Post #3 (DP3); and QUIZ #2 (Q2) ;	Monday, Mar 04, 2024	CHAPTER 7 Legal Foundations & Issues



		@ 9:00 p.m. (Zoom Meeting ~ Online Learning Lab)	
SPRING BREAK MAR 11 – 15, 2024	***No Classes	SPRING BREAK	***No Classes
WK #8 MAR 18		Sunday, Mar 24, 2024 @ 10:00 p.m.	CHAPTER 8 The Nature & Uses of Theory
WK #9 MAR 25	Discussion Post #4 (DP4); and Journal Article Critique #2 (JAC2)**	Sunday, Mar 31, 2024 @ 10:00 p.m.	CHAPTER 9 Holistic Development
WK #10 APR 01	QUIZ #3 (Q3)	Sunday, Apr 7, 2024 @ 10:00 p.m.	CHAPTER 10 Cognitive Development
WK #11 APR 08		Sunday, Apr 14, 2024 @ 10:00 p.m.	CHAPTER 22 Professionalism
WK #12 APR 15	Discussion Post #5 (DP5)	Sunday, Apr 21, 2024 @ 10:00 p.m.	CHAPTER 24 Leadership
WK #13 APR 22	QUIZ #4 (Q4)	Sunday, Apr 28, 2024 @ 10:00 p.m.	CHAPTER 11 Psychosocial and Identity Development
WK #14 APR 29	Review and Preparation for Final Opportunity to Excel	Monday, Apr 29, 2024 @ 9:00 p.m. (Zoom Meeting ~ Online Learning Lab)	CHAPTER 16 Framing Student Affairs Practice
WK #15 MAY 06	Final Exam Week	Wednesday, May 8, 2024 @ 10 p.m.	Final Opportunity to Excel (Final Examination)

DISCUSSION POSTS:

Weekly discussion posts are *required* which represent your reflections on the content from the respective weeks' learning activities. Your response should be written in a clear and concise manner reflective of graduate work based on the subject matter introduced. **ALL Discussion Post are due by SUNDAY at 10:00 PM.**

JOURNAL CRITIQUES:

Submit a review of an article from an *approved* peer reviewed journal (i.e. Journal of Counseling & Development, Journal of Student Affairs, Journal of Student Affairs Research & Practice,

NACADA Journal, College Student Affairs Journal, etc.) related to an area of interest within Student Affairs/Development [Academic Advising, Counseling Center, Fraternity & Sorority Life, Admissions, Registrar, Financial Aid, New Student Orientation, Residential Living & Learning, Student Life (Activities or Programs), Disabilities Services Office, Student Health Services, etc.].

*****Due dates to complete assignments are 10:00 PM Sunday, February 25, 2024 & Sunday, March 31, 2024.**

FINAL OPPORTUNITY TO EXCEL:

This learning activity represents an assessment of your understanding of the content shared in this course. The final opportunity to excel or “final examination” will consist of multiple-choice and true/false questions. **Due date to complete is Wednesday, May 8, 2024 by 10:00 PM (or Final Exam Week).**

QUIZZES:

This learning activity represents an assessment of curriculum introduced during the scope of a given period which is usually two weeks. Each quiz is a preview to what may be presented in the Final Opportunity to Excel. **Due dates are 9:00 PM Monday, February 12, 2024; Monday, March 4, 2024; Sunday, April 7, 2024; and Sunday, April 28, 2024. 2024.**