

Counseling 301 ORIENTATION TO THE COUNSELING PROFESSION
FALL 2013 SYLLABUS

Instructor: Timothy Sneed

Office Location: CHEC

Office Hours: Mondays 4:30 p.m. - 7:10 p.m.

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COURSE INFORMATION

Course Text

Required:

- 1.) Capuzzi, D., & Gross, D.R. (2013). Introduction to the counseling profession (6th ed.)
New York, NY: Routledge.
- 2.) ACA Code of Ethics
- 3.) Title 22 (Examining Boards) Texas Administrative Code Part 30 Chapter 681: Rules relating to the Licensing and Regulation of Professional Counselors

Optional (*but highly recommended*):

American Psychological Association Publication Manual (6th ed). Washington, DC:
American Psychological Association

Course Description

A study of general professional issues including ethics, history, credentialing, professional associations and the role of counselors in various settings.

Objectives

Goals/Rationale of the Course

The goals of this class include, but are not limited to:

- Creating an insight for the students to understand the inner workings of the counseling profession, its history, development, and the role of the counselor in various settings.
- Developing an understanding of the relationship between counselors and other mental health professionals.
- Providing students with information to help them better determine how congruent the discipline of counseling is with their future academic and professional goals.

Student Learning Outcomes

The student will:

1. Be an active and engaged participant in discussions by analyzing, constructing/creating, and evaluating information presented within the textbook, external readings/resources, student research, and class activities and sharing personal observations and opinions.
2. Become familiar with professional peer-reviewed Counseling journal publications and APA style of writing
3. Differentiate between counselors and other mental health professionals
4. Identify basic counseling theoretical orientations and their founders
5. Understand the history of the counseling profession and the fundamentals of the credentialing process.

FLEXIBLE COURSE REQUIREMENTS

Method of Instruction

This course will utilize lecture, class discussions, role plays, experiential activities and possibly, video demonstrations, to achieve the learning objectives.

Assignments

This is an introductory course. We are going to be discussing a lot of material from a lot of different sources. You will be exposed to information from the textbook, professional organizations, law, and other supplemental material. Even though you will have the opportunity to learn as much as you want about the counseling profession, it is my goal for this to remain an introductory level course. For this reason, your grade will be based on writing assignments and in-class work, not on quizzes or tests. That being said, if I see that your writing assignments are not up to the standards expected and discussed in class, or there is not sufficient class participation, I will adjust the Course Requirements to include quizzes and tests.

In grading your written assignments I will be looking at three areas:

- The degree to which you completed all aspects of the assignment
- To what degree were you engaged in self-exploration
- To what degree was your paper in line with APA format

APA Writing Assignments 1 & 2 (10 pts. each): A discussion of appropriate writing style and technique will be ongoing throughout the semester, especially in the beginning. To enhance your understanding of these discussions, you will prepare 2, very short, APA assignments.

Instructions for completing each assignment will be given during the class each assignment is scheduled to be assigned (see course schedule below) and will be due the following week (see course schedule below).

APA Writing Assignment 3 (30 points): The third and final APA assignment will be a brief literature review (2-3 pages). Instructions for completing this assignment will be given during the class it is scheduled to be assigned (see course schedule below) and will be due on 10/28/2013.

Counselor Identity Paper (100 pts.): You will complete a counselor identity paper regarding your beliefs about the helping professions (psychology, counseling, social work, etc.). You will use the guidelines below in preparing your paper.

The purpose of this paper is for you to consider your personal beliefs regarding the helping professions and the professional practice of counseling. Please answer the following questions in conjunction with your desired career goals in the helping fields (psychology, counseling or social work). This is a personal reflection paper, not a research paper. Therefore your responses to the questions will be in your own words, without reference to other authors/sources.

- 1.) How do you define the role/job of a professional helper? Define this in your own words. Be thorough in your response.
- 2.) What has led you to consider the helping fields?
- 3.) Based on your beliefs, experiences, etc., what are the 3 most important things a counselor does during a counseling session?
- 4.) Based on your beliefs, experiences, etc., what are the 3 most important things a counselor

- does not do during a counseling session (do not simply state the opposite of your response above)? Be thorough.
- 5.) What two or more personality characteristics of yours do you believe may serve as personal strengths in your role as a helping professional?
 - 6.) What two or more personality characteristics of yours do you believe may serve as personal barriers in your role as a helping professional?
 - 7.) With what client population do you think you would have the easiest time counseling? Explain thoroughly.
 - 8.) With what client population do you think you would have the most difficult time counseling? How do you think you would deal with this when that particular client comes to you asking for help?
 - 9.) How would you define the appropriate dress code for the setting in which you hope to work?
 - 10.) Many helping professionals consider themselves to be role models in the community, even when they are not “on the clock” at their work setting. Are there any behaviors you believe helping professionals should expressly avoid doing, even when they have their “civilian hats” on? Explain them and your reasoning behind your opinion.
 - 11.) Self-care is a particularly important task of the helping professional. How do you plan to take care of yourself and prevent professional burnout should you go into a helping profession?

Grading

Total possible points for the semester = 250

Attendance/Participation (100)

APA Assignments (50)

Attendance & Participation (100)

A	225-250 points
B	200-224 points
C	175-199 points
D	150-174 points
F	< 174 points

Late Assignment Policies

All assignments are due on the given assignment date, at the beginning of class. Computer problems are not an excuse for missed/late assignments. Do not email assignments to me unless you have discussed the situation with me and I have given you permission via email to send the document. **Remember the subject line should read “Counseling 301”.**

COMMUNICATION AND SUPPORT

The best way to communicate with me between classes is email. Please use “Counseling 301” in the subject of your email. In the content part of your email be sure to include your first and last name and the best phone number in which I can contact you, if necessary. I respond to my emails daily. If you do not hear from me within 24 hours, please contact me at 903-957-4820, leaving your first and last name and, again, the best number I can contact you. Also, I will be more than

happy to meet with you if needed. Contact me so that we can set up a convenient time and location.

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Academic Integrity

Academic integrity is the pursuit of scholarly work free from fraud and deception and is an educational objective of this institution. Texas A&M University-Commerce has explicit rules and regulations governing academic dishonesty and academic misconduct. As the University states, **“All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment.”** These policies are stated in detail in the Student’s Guide Handbook. Each student is expected to read this document and abide by the contained policies. These university policies will be followed in this class. The minimum penalty for an act of academic dishonesty will be the assignment grade of “0” on the homework assignment. The maximum penalty is expulsion from the University. Texas A&M University-Commerce does not tolerate *plagiarism* and other forms of academic dishonesty. Conduct that violates generally accepted standards of academic honesty is defined as academic dishonesty. “Academic dishonesty” includes, but is not limited to, plagiarism (the appropriation or stealing of the ideas or words of another and passing them off as one’s own), cheating on exams or other course assignments, collusion (the unauthorized collaboration with others in preparing course assignments), and abuse, (destruction, defacing or removal of resource material.

If you are unsure what constitutes plagiarism and how to avoid it, visit the following websites:

<http://www.plagiarism.org/>

<http://www.unc.edu/depts/weweb/handouts/plagiarism.html>

<http://www.indiana.edu/~wts/pamphlets/plagiarism.html>

Attendance and Participation Students are expected to attend all scheduled classes. More than 3 absences (excused or unexcused) will negatively affect your grade. Participation in class activities, including discussion groups and in-class assignments, is a component of attendance. Failure to prepare and participate effectively will negatively impact the learning processes devised for the class. “All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment” (Student Guide Book, pp. 67-73). Arrive to class on time and **do not pack up early**. If you know ahead of time you will be late or will need to leave early please notify me by email at least a day in advance. Contributions, on a regular basis, to class discussions are expected. Reading assigned work and course material is expected. **Turn off all cell phones**. Students who fail to do so may be asked to leave the class. **It is inappropriate and disrespectful to “surf” the web, check email or text during class.**

Students may choose to use their laptop computers for note taking (if necessary).

If students choose to use their laptop or other electronic device for *internet access* during class time they will be asked to turn off the device and put it away. Once the student has been found accessing the internet during class time they will no longer be allowed to use their laptop or other electronic device during class. If use of the internet persists students may be asked to leave the class.

Withdrawal Policy

Every student has the right to drop the course without penalty until the last drop-date. Students dropping the course during this period will be given a DP (drop while passing). A grade of DP is GPA neutral, but a grade of DF counts as an F on your transcript. If you choose to stop attending class, you may be dropped from the course due to excessive absences. If you are not satisfied with your grade in the course and wish to drop, it is YOUR responsibility to drop the course. Once the grade of DP or DF has been registered, I will not be able to change it. A student may drop a course by logging into their myLEO account and clicking on the hyperlink labeled “Drop a class” from among the choices found under the myLEO section of the web page.

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

Gee Library 132

Phone (903) 886-51512 or (903) 886-5835

Fax (903) 468-8148

StudentDisabilityServices@tamu-commerce.edu

Student Disability Resources & Services

Student Conduct

Polite and civil interactions with all members of the class is expected. (“All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment.” (See Student’s Guide Handbook, Policies and Procedures, Conduct). All students are expected to conduct themselves in a professional manner at all times.

- **All electronic games, radios, CD players, or other devices must be turned off when you enter the classroom.**
- **All communication devices must be on silent (we all know “vibrate” is not silent).**
- **I expect every student to have the utmost respect for their peers in class, especially when discussing experiences of a sensitive or personal nature. Students are reminded disclosures in the classroom setting are to be kept confidential.**
- **Discriminatory, rude and, inappropriate language will not be tolerated in this class and the student(s) choosing to act in a discriminatory or rude manner or use inappropriate language will be asked to leave the class. Disruption of class or inconsiderate behavior will not be tolerated. If the student continues to act in the same manner during future classes, the instructor reserves the right to drop the student from the course.**

University closing due to weather

Check <http://www.tamu-commerce.edu> regarding class cancellations. Also KETR radio on 88.9 FM and Channel 4, 5 and 8 (Channel 7 for Tyler and Longview area).

COURSE OUTLINE/CLAENDAR

Flexible Schedule

<i>CLASS DATE:</i>	<i>TOPIC/ DISCUSSION</i>	<i>READING/ ASSIGNMENTS</i>
08/26/2013	APA Style, Development of Counseling Field, Counseling Microskills, Assign APA Assignment 1	Introduction, Syllabus, Chapters 1 & 2
09/02/2013	University Closed	Labor day-No Class
09/09/2013	APA Style, Ethics, Law, Cultural Considerations, Assign APA Assignment 2	Chapters 3 & 4/ <u>APA Assignment 1 due</u>
09/16/2013	Professional Development, Self-Care	Chapter 5/ <u>APA Assignment 2 Due</u>
09/23/2013	APA Style, Research & Writing, Assign APA Assignment 3	Chapter 6
09/30/2013	Use of technology in Counseling	Chapter 7
10/07/2013	Working with Individuals	Chapter 8
10/14/2013	Working with Groups	Chapter 9
10/21/2013	Creative Approaches	Chapter 10
10/28/2013	Assessment, Diagnosis, and Treatment	Chapters 11 & 12/ <u>APA Assignment 3 Due</u>
11/04/2013	Addictions Counseling	Chapter 13
11/11/2013	Career and Guidance Counseling	Chapters 14 & 18
11/18/2013	Systems Approaches	Chapter 16
11/25/2013	School Counseling	Chapter 17/ <u>Counselor Identity Paper Due</u>
12/02/2013	TBD	TBD
12/09/2013	TBD	TBD