

Basic Course Information

Semester:	Fall 2015	Instructor Name:	DianaMelissa N. Barrios
Course Title & #:	Practicum: Psychology 220/221 and ADS 220/221	Email:	Diana.barrios@imperial.edu
CRN #:	10542,10543 10544,10712	Webpage (optional):	
Classroom:	810	Office #:	Room 809
Class Dates:	August 18-December 11, 2015	Office Hours:	By Appointment
Class Days:	Tuesday	Office Phone #:	760-355-6144
Class Times:	4:45-6:10pm	Emergency Contact:	760-693-7052
Units:	3		

Course Description

A course designed to provide opportunity for the student in Psychology, Human Relations, or Alcohol and Drug Studies to gain experience under supervised conditions such as those involving mental health, child development, youth corrections, welfare, homes for the neglected, homes for the aged, youth recreation, rehabilitation centers for people with physical limitations, and educational settings. Students will be supervised by qualified instructional staff and professionally trained personnel. (Same as PSY 220) (CSU)

Student Learning Outcomes

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

1. Develop field placement activity. (ILO1, ILO2, ILO3)
2. Participate in field placement activity. (ILO1, ILO3)
3. Understand responsibilities of fieldwork. (ILO1, ILO2, ILO3)

Course Objectives

Upon satisfactory completion of the course, students will be able to:

1. Verify that he or she has worked at least 100 hours at his or her fieldwork site.
2. Present a journal that records and analyzes his or her thoughts and reactions to the fieldwork assignment at midterm and again before the final examination. The journal will demonstrate that the student has made an entry after each day of service at the assignment.
3. Recognize and relate fieldwork responsibilities to the instructor and demonstrate his understanding of his role at the fieldwork agency or institution.
4. Present a weekly oral report of what he or she is doing and how he or she is doing at his fieldwork, subject to the restraints of confidentiality placed on him or her by the fieldwork supervisor.

Textbooks & Other Resources or Links

1. Counselor Intern Handbook: 3 rd ed., By: Faiver, Eisengaart & Colona
2. The Internship, Practicum, and Field Placement Handbook A Guide for Helping Professions By: Brian n, Baird

Course Requirements and Instructional Methods

This course will consist of a combination of lectures, class discussion, assigned readings, videos, group and individual's projects as well as performance at Individual Site.

Student Practicum Placement:

It is the student's responsibility to locate a work experience site. You will be volunteering at your site for 100 hours during the semester. You must have your site work completed two weeks before finals week. Anyone who is not involved in their placement three weeks after school starts may be dropped from the class. Your professionalism regarding promptness, reliability, appropriate dress, will be required. This includes being neat and clean, drug and alcohol free, and no clothing gender, racial, drug, alcohol, or gang bias. Your presentation at your site is a reflection of Imperial Valley College and will impact your reputation as a professional

TOPICS

Initial Preparation	Deciding how to help	Stress and self-care
Getting started	The Clinical Interview	Finishing up the internship
Developing Competencies	Practical Issues with Clients	
Ethical and Legal Issues	Working with Diversity	
The Site Supervisor	Along the way	

Class Participation

Attending every class session is expected. Arriving tardy, leaving early or stepping outside during lecture will be noted and count against class participation. Please schedule all appointments outside of class time. At the instructor's discretion, a student may be dropped after 3 absences. However, if you decide not to continue with this course, you are responsible for dropping the class by the drop date. In-class assignments will count toward class participation points.

Late Work

Late work will not be accepted.

Assignments will not be accepted via e-mail and computer related issues are not considered an excuse for late work.

Out of Class Assignments: The Department of Education policy states that one (1) credit hour is the amount of student work that reasonably approximates not less than one hour of class time and two (2) hours of out-of-class time per week over the span of a semester. WASC has adopted a similar requirement.

Course Grading Based on Course Objectives

Class participation	30pts	90-100	A
Journal & Written Assignment	30pts	80-89	B
Thought Paper	10pts	70-79	C
<u>Site Evaluation (Supervisor & Instructor)</u>	<u>30pts</u>	60-69	D
		59 & Below	F
Total=	100pts		

Attendance

- A student who fails to attend the **first meeting** of a class or does not complete the first mandatory activity of an online class will be dropped by the instructor as of the first official meeting of that class. Should readmission be desired, the student's status will be the same as that of any other student who desires to add a class. It is the student's responsibility to drop or officially withdraw from the class. See [General Catalog](#) for details.
- Regular attendance in all classes is expected of all students. **A student whose continuous, unexcused absences exceed the number of hours the class is scheduled to meet per week may be dropped.** For online courses, students who fail to complete required activities for two consecutive weeks may be considered to have excessive absences and may be dropped.
- Absences attributed to the representation of the college at officially approved events (conferences, contests, and field trips) will be counted as 'excused' absences.

Classroom Etiquette

- Electronic Devices: Cell phones and electronic devices must be turned off and put away during class, unless otherwise directed by the instructor.
- Food and Drink are prohibited in all classrooms. Water bottles with lids/caps are the only exception. Additional restrictions will apply in labs. Please comply as directed by the instructor.
- Disruptive Students: Students who disrupt or interfere with a class may be sent out of the room and told to meet with the Campus Disciplinary Officer before returning to continue with coursework. Disciplinary procedures will be followed as outlined in the [General Catalog](#).
- Children in the classroom: Due to college rules and state laws, no one who is not enrolled in the class may attend, including children.

Online Netiquette

- What is netiquette? Netiquette is internet manners, online etiquette, and digital etiquette all rolled into one word. Basically, netiquette is a set of rules for behaving properly online.
- Students are to comply with the following rules of netiquette: (1) identify yourself, (2) include a subject line, (3) avoid sarcasm, (4) respect others' opinions and privacy, (5) acknowledge and return messages promptly, (6) copy with caution, (7) do not spam or junk mail, (8) be concise, (9) use appropriate language, (10) use appropriate emoticons (emotional icons) to help convey meaning, and (11) use appropriate intensifiers to help convey meaning [do not use ALL CAPS or multiple exclamation marks (!!!!)].

Academic Honesty

Academic honesty in the advancement of knowledge requires that all students and instructors respect the integrity of one another's work and recognize the important of acknowledging and safeguarding intellectual property.

There are many different forms of academic dishonesty. The following kinds of honesty violations and their definitions are not meant to be exhaustive. Rather, they are intended to serve as examples of unacceptable academic conduct.

- **Plagiarism** is taking and presenting as one's own the writings or ideas of others, without citing the source. You should understand the concept of plagiarism and keep it in mind when taking exams and preparing written materials. If you do not understand how to "cite a source" correctly, you must ask for help.
- **Cheating** is defined as fraud, deceit, or dishonesty in an academic assignment, or using or attempting to use materials, or assisting others in using materials that are prohibited or inappropriate in the context of the academic assignment in question.

Anyone caught cheating or plagiarizing will receive a zero (0) on the exam or assignment, and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary action. Please refer to the [General Catalog](#) for more information on academic dishonesty or other misconduct. Acts of cheating include, but are not limited to, the following: (a) plagiarism; (b) copying or attempting to copy from others during an examination or on an assignment; (c) communicating test information with another person during an examination; (d) allowing others to do an assignment or portion of an assignment; (e) using a commercial term paper service.

Additional Student Services

Imperial Valley College offers various services in support of student success. The following are some of the services available for students. Please speak to your instructor about additional services which may be available.

- **Blackboard Support Site.** The Blackboard Support Site provides a variety of support channels available to students 24 hours per day.
- **Learning Services.** There are several learning labs on campus to assist students through the use of computers and tutors. Please consult your [Campus Map](#) for the [Math Lab](#); [Reading, Writing & Language Labs](#); and the [Study Skills Center](#).
- **Library Services.** There is more to our library than just books. You have access to tutors in the [Study Skills Center](#), study rooms for small groups, and online access to a wealth of resources.

Disabled Student Programs and Services (DSPS)

Any student with a documented disability who may need educational accommodations should notify the instructor or the [Disabled Student Programs and Services](#) (DSP&S) office as soon as possible. The DSP&S office is located in Building 2100, telephone 760-355-6313. Please contact them if you feel you need to be evaluated for educational accommodations.

Student Counseling and Health Services

Students have counseling and health services available, provided by the pre-paid StudentHealth Fee.

- **[Student Health Center](#)**. A Student Health Nurse is available on campus. In addition, Pioneers Memorial Healthcare District and El Centro Regional Center provide basic health services for students, such as first aid and care for minor illnesses. Contact the IVC [Student Health Center](#) at 760-355-6310 in Room 2109 for more information.
- **[Mental Health Counseling Services](#)**. Short-term individual, couples, family, and group therapy are provided to currently enrolled students. Contact the IVC [Mental Health Counseling Services](#) at 760-355-6196 in Room 2109 for more information.

Student Rights and Responsibilities

Students have the right to experience a positive learning environment and to due process of law. For more information regarding student rights and responsibilities, please refer to the IVC [General Catalog](#).

Information Literacy

Imperial Valley College is dedicated to helping students skillfully discover, evaluate, and use information from all sources. The IVC [Library Department](#) provides numerous Information to assist students in this endeavor.

Anticipated Class Schedule/Calendar

Date or Week	Activity, Assignment, and/or Topic	Pages/ Due Dates/Tests
Week 1	Syllabus & Course Introduction	Buy Book
Week 2	Professional Behavior Discussion/field placement	
Week 3	Field placement/Journal/mock interview	
Week 4	Site report/journal/class discussion	Site located/paperwork due
Week 5	Site report/journal/class discussion	
Week 6	Site report/journal/class discussion	
Week 7	Site report/journal/class discussion	
Week 8	Site report/journal/class discussion	
Week 9	Site report/journal/class discussion	
Week 10	Site report/journal/class discussion	
Week 11	Site report/journal/class discussion	
Week 12	Site report/journal/class discussion	
Week 13	Site report/journal/class discussion	
Week 14	Thanksgiving Break	HAVE FUN
Week 15	Site report/journal/class discussion & Thought Paper Due. ALL DOCUMENTD FIELD	PLACEMENT FORMS COMPLETED AND TURNED IN.
Week 16	Site report/journal/class discussion	

Week 17	Final Progress Report/Journal Check Out	Notebooks Returned
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*****Tentative, subject to change without prior notice*****