

Basic Course Information

Semester	Spring 2018	Instructor Name	M. Robin Staton
Course Title & #	Psych/ADS 120	Email	Robin.staton@imperial.edu
CRN #	ADS 20869 & Psych 20868	Webpage (optional)	
Room	402	Office	Room 409
Class Dates	2/14 -6/6/2018	Office Hours	M8-9:30; T 8:30-9:30; W 6-6:30;TH 1:-2:00
Class Days	Wednesday	Office Phone #	760-355-6149
Class Times	6:30-9:40	Office contact if student will be out for emergency	760-355-6144
Units	3		

Course Description

A study of the theory, process, and practice of interviewing and counseling in community service and other counseling situations. The course is designed to assist the student to gain knowledge and develop skills in order to help a client or interviewee in counseling situations. Theories of counseling and basic helping skills will be presented, demonstrated, and practiced. (Same as ADS 120)(CSU)

Student Learning Outcomes

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

1. Present active listening skills using body language and empathetic paraphrasing. (ILO1, ILO2, ILO3)
2. Demonstrate advanced cognitive behavioral therapy techniques. (ILO1, ILO2, ILO3)
3. Research a counseling theory and present material in class. (ILO1, ILO2, ILO3, ILO4, ILO5)

Course Objectives

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

1. Name therapies such as summarize, and explain the principal methods of techniques used in client centered, Gestalt, rational, emotive, family systems, and psychoanalytic forms of counseling or psychotherapy, and will be able to compare and contrast each method or technique with the others.
2. Listen and empathize with a client for five minutes and then verbally reflect back (repeat using other words) the gist of what the clients has expressed.
3. Explain the personal and professional characteristics of an effective counselor.
4. Demonstrate advanced empathetic understanding.
5. Explain which of the methods of counseling he prefers and will be able to justify that choice.
6. Counsel a fellow-student (client) for one thirty-minute session.

Textbooks & Other Resources or Links

1. Corey, Gerald (2013). *Theory and Practice of Counseling and Psychotherapy* (9th/e). Cengage. ISBN: 13:978-08400-2854-9
2. Phelps, L (2011). *Intervention, Treatment & Recovery: A Practical Guide to the TAP 21 Addiction Counseling Competencies* (1st/e). Kendall Hunt Publishing. ISBN: 9780757587955

Course Requirements and Instructional Methods

Students will be required to read assigned chapters; participate in class discussions, dyads, triads, small and large group activities, practice active and advanced active listening, research and present counseling theories, critique counseling demonstrations. Instructional methods also include lecture, discussion, film reviews, and group 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

Grades will be calculated by the following criteria:

-20 Pts. Class participation

-10 Pts. Journal

-10 Pts. Group presentations

-30 Pts. Quizzes

-30 Pts. Final (written & oral exam)

A=90-100; B=80-89; C=70-79; D=60-69; F= below 60

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. Students using cell phones during class will be asked to leave class.

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.

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. This includes coming into class late, and personal chit chat or side discussions which distract your instructor or other students.

Children in the classroom: Due to college rules and state laws, no one who is not enrolled in the class may attend, including children.

□ During test taking there will be nothing allowed on your desk or chairs next to you. This will prevent cheating and /or the appearance of cheating during test time. Cell phones must be completely put away and out of sight. During tests no one will be allowed to come into class late and disrupt the testing environment.

Academic Honesty

Required Language

- **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 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 School 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 Help – Discretionary Section and Language

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.

- **CANVAS LMS.** Canvas is Imperial Valley College's main Learning Management System. To log onto Canvas, use this link: [Canvas Student Login](#). The [Canvas Student Guides Site](#) provides a variety of support available to students 24 hours per day. Additionally, a 24/7 Canvas Support Hotline is available for students to use: 877-893-9853.
- **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.

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Feel free to contact the teacher directly to get additional help or tutoring.

Disabled Student Programs and Services (DSPS)

Required Language: 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, 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 Student Health Fee.

- **Student Health Center.** A Student Health Nurse is available on campus. In addition, Pioneers Memorial Healthcare District provide basic health services for students, such as first aid and care for minor illnesses. Contact the IVC [Student Health Center](#) at 760-355-6128 in Room 1536 for more information.
- **Mental Health Counseling Services.** Short-term individual, couples, family and group counseling services are available for currently enrolled students. Services are provided in a confidential, supportive, and culturally sensitive environment. Please contact the IVC Mental Health Counseling Services at 760-355-6310 or in the building 1536 for appointments or more information..

Veteran's Center

[Required language.]

The mission of the [IVC Military and Veteran Success Center](#) is to provide a holistic approach to serving military/veteran students on three key areas: 1) Academics, 2) Health and Wellness, and 3) Camaraderie; to serve as a central hub that connects military/veteran students, as well as their families, to campus and community resources. Their goal is to ensure a seamless transition from military to civilian life. The Center is located in Building 600 (Office 624), telephone 760-355-6141.

Extended Opportunity Program and Services (EOPS)

[Required language.]

The Extended Opportunity Program and Services (EOPS) offers services such as priority registration, personal/academic counseling, tutoring, book vouchers, and community referrals to qualifying low-income students. EOPS is composed of a group of professionals ready to assist you with the resolution of both academic and personal issues. Our staff is set up to understand the problems of our culturally diverse population and strives to meet student needs that are as diverse as our student population.

Also under the umbrella of EOPS our CARE (Cooperative Agency Resources for Education) Program for single parents is specifically designed to provide support services and assist with the resolution of issues that are particular to this population. Students that are single parents receiving TANF/Cash Aid assistance may qualify for our CARE program, for additional information on CARE please contact Lourdes Mercado, 760-355- 6448, lourdes.mercado@imperial.edu.

EOPS provides additional support and services that may identify with one of the following experiences:

- Current and former foster youth students that were in the foster care system at any point in their lives
- Students experiencing homelessness

- Formerly incarcerated students

To apply for EOPS and for additional information on EOPS services, please contact Alexis Ayala, 760-355-5713, alexis.ayala@imperial.edu.

Student Equity Program

[Required language.]

The Student Equity Program strives to improve Imperial Valley College's success outcomes, particularly for students who have been historically underrepresented and underserved. The college identifies strategies to monitor and address equity issues, making efforts to mitigate any disproportionate impact on student success and achievement. Our institutional data provides insight surrounding student populations who historically, are not fully represented.

Student Equity addresses disparities and/or disproportionate impact in student success across disaggregated student equity groups including gender, ethnicity, disability status, financial need, Veterans, foster youth, homelessness, and formerly incarcerated students. The Student Equity Program provides direct supportive services to empower students experiencing insecurities related to food, housing, transportation, textbooks, and shower access. We recognize that students who struggle meeting their basic needs are also at an academic and economic disadvantage, creating barriers to academic success and wellness. We strive to remove barriers that affect IVC students' access to education, degree and certificate completion, successful completion of developmental math and English courses, and the ability to transfer to a university. Contact: 760.355.5736 or 760.355.5733 Building 100.

- The Student Equity Program also houses IVC's Homeless Liaison, who provides direct services, campus, and community referrals to students experiencing homelessness as defined by the McKinney-Vento Act. Contact: 760.355.5736 Building 100.

Student Rights and Responsibilities

Required Language: Students have the right to experience a positive learning environment and due process. For further information regarding student rights and responsibilities, please refer to the IVC General Catalog available online at

http://www.imperial.edu/index.php?option=com_docman&task=doc_download&gid=4516&Itemid=762

Information Literacy

Required Language: Imperial Valley College is dedicated to helping students skillfully discover, evaluate, and use information from all sources. Students can access tutorials at <http://www.imperial.edu/courses-and-programs/divisions/arts-and-letters/library-department/info-lit-tutorials/>

This is the planned schedule for the semester :

Wk 1- Introduction
Wk 2- Probing Questions; Body Language: Active Listening
Wk 3- Active Listening, Advanced Active Listening; Values: Chap 1
Wk 4- Chap 2 & 3, Counselor: Personal & Professional; Ethics
Wk 5- Suicide Prevention, Confidentiality Assignment due, Chap 7
Wk 6- Quiz 1; Practice Suicide Prevention Practice, Presentation Groups
WK 7-Spring Break
Wk 8- Drug Alcohol Counseling, Information, Resources
Wk 9- Core Functions of Counselor, Intake and Referral practice
Wk 10- Quiz; Theory Presentation Group Work; Gestalt Demonstration
Wk 11- Fact Sheet Due; Cognitive Behavioral Therapy; Chap 10
Wk 12- CBT Demonstration and Practice
Wk 13- Theory Group Presentations
Wk 14- Theory Group Presentations;
Wk 15- Theory Presentation quiz, Oral finals
Wk 16- Continued Oral Finals
Wk 17- Written Final

This schedule is tentative and may change without prior notice.