



**DEPARTMENT OF ARTS AND EDUCATION
COURSE OUTLINE – WINTER 2011**

ED 4420 INTRODUCTION TO COUNSELING B3 – 3 (3-0-0) 45 Hours

INSTRUCTOR: Cheryl Bereziuk **PHONE:** 780 539 2739
OFFICE: C301 **E-MAIL:** CBereziuk@gprc.ab.ca
OFFICE HOURS: Tuesday 1 - 2:30 p.m. and Wednesday 2:30 - 4 p.m.

PREREQUISITE(S)/COREQUISITE: ED 2000 or PY 1050 or equivalent

REQUIRED TEXT/RESOURCE MATERIALS:

Counseling: A comprehensive Profession (6th edition) by Samuel T. Gladding

CALENDAR DESCRIPTION:

This course is an introduction to counseling and guidance services and is designed to appeal to student who plan to work in the fields of psychology and mental health, rehabilitation, education and other human services occupations. Students will be exposed to a variety of theoretical perspectives in counseling and will be assisted in acquiring basic transtheoretical micro counseling skills.

CREDIT/CONTACT HOURS:

ED 4420 consists of three hours of instructional time each week.

DELIVERY MODE:

The course work includes lectures, class discussions, in-class group and individual work.

OBJECTIVES:

As a result of taking this course, students will gain the abilities to define, explain, demonstrate, evaluate and articulate:

- the major theories of counseling and their application to specific psychological issues
- the professional aspects of being a counselor
- professional ethics and models of ethical decision making
- theories of working with multicultural and diverse populations
- building the therapeutic relationship
- transtheoretical micro counseling skills
- termination of the therapeutic relationship
- theories of group therapy

- mental health/community counseling
- school counseling
- The basics of APA format (6th edition)

TRANSFERABILITY:

GPRC has transfer agreements with the University of Alberta, the University of Calgary, the University of Lethbridge, Athabasca University, and Grant MacEwan University. Students should check with the receiving institution concerning transferability as all arrangements are subject to change.

**Grades of D or D+ may not be acceptable for transfer to other post-secondary institutions. Students are cautioned that it is their responsibility to contact the receiving institution to ensure transferability.

GRADING CRITERIA:

Grades will be assigned on the Letter Grading System.

GRANDE PRAIRIE REGIONAL COLLEGE			
GRADING CONVERSION CHART			
Alpha Grade	4-point Equivalent	Percentage Guidelines	Designation
A⁺	4.0	90 – 100	EXCELLENT
A	4.0	85 – 89	
A⁻	3.7	80 – 84	FIRST CLASS STANDING
B⁺	3.3	77 – 79	
B	3.0	73 – 76	GOOD
B⁻	2.7	70 – 72	
C⁺	2.3	67 – 69	SATISFACTORY
C	2.0	63 – 66	
C⁻	1.7	60 – 62	
D⁺	1.3	55 – 59	MINIMAL PASS
D	1.0	50 – 54	
F	0.0	0 – 49	FAIL
WF	0.0	0	FAIL, withdrawal after the deadline

EVALUATIONS:

Exam #1 (Chapters 2, 3, 4, 5)	20%
Exam #2 (Chapters 6, 7, 8, 11)	25%
Paper	25%
In Class Activities	10%
Exam #3 (Chapters 9, 10, 20, 17)	20%
Total	100%

Note: In order to pass this class all three exams and the paper must be completed.

STUDENT RESPONSIBILITIES:

EXAMS: If a student has a valid reason for being unable to attend an exam, the instructor must be advised via email before the exam is administered. Failure to notify the instructor of an absence and/or lack of a valid reason will result in a grade of 0 with no option to write a deferred exam or make up assignment. Permission to grant a deferred exam is at the discretion of the instructor and is contingent on a valid reason. Multiple requests for deferred exams or assignments are not typically granted irrespective of reason(s). Deferred exams are written in the testing center A205. Once permission from the instructor has been granted, contact Natasha Hipkiss at NHipkiss@gprc.ab.ca or 780 539 2954 to schedule the exam and then advise the instructor via email of the day and time well ahead of time.

Exams can consist of multiple-choice, short and long answer questions. Students are not permitted to leave the exam room once the exam has started until the exam has been completed and turned in. All electronic devices are prohibited from use at any time during class and especially during exams. This includes I-pods and cell phones. The instructor reserves the right to confiscate and keep any cell phone that rings during class time.

All exam marks are final. This means you cannot rewrite an exam because of a poor grade and there are no written assignments to make up for a poor exam grade.

ASSIGNMENTS: All take home assignments must be word-processed. It is important to save a copy of any written work handed in for credit or grading.

The paper in this course will be a summary of a particular type of psychotherapy. You will chose a particular form of psychotherapy, conduct academic research on that type of therapy and summarize the key theoretical ideas and fundamental strategies for intervention suggested by that form of therapy. The paper should be no more than seven pages in length (typed and double spaced). These seven pages would include a title page and reference page with no more than five pages of written text. Papers must be stapled (not in fancy cover) and written in proper and current APA format (6th edition). Please use plain white paper, 12 point font, and a one inch margin on all sides of your text. Spelling, grammar, sentence structure will also be graded. You must also include a photocopy of the first page of each source you reference in the paper. Plagiarism will be treated as a serious academic offense.

Assignments are due on the dates set by the instructor at the beginning of class. Unauthorized late assignments will have a 5% per day late penalty applied to the assigned grade (including weekend days). If there is a valid reason for an extension, it must be requested prior to the due date although students should be advised that extensions are rarely granted in lieu of the late penalty.

If a student does not hand in an assignment when it is due, the procedure is as follows:

1. Advise the instructor via email that the assignment has not been submitted and confirm the date it will be submitted.
2. Deliver the assignment directly to the instructor or to the Cashier's Office where it will be placed in the instructor's mailbox.
3. Confirm with the instructor the receipt of the assignment. The assignment will be considered submitted the day the instructor receives or picks up the assignment not the day it is placed in the mailbox.

IN CLASS ACTIVITIES: In class activities will consist of a variety of exercises to practice your counseling skills as well as discussions pertaining to that day's chapter. Sometimes you will be required to hand in an assignment based on the activity. Failure to be in class and not handing in an assignment will result in a grade of 0 with no opportunity for a make-up assignment. The exception to this is if you have an excused absence for a valid reason in advance of class time. Please do this via email and be sure to specify exactly which course you are in (i.e., ED 4420 section B3). In these cases you will not get a makeup assignment but neither will you be docked marked for noncompliance. These assignments will range from a written response to a question, group activity/experiment, worksheets, summary of films/chapter material, pop quiz etc. Grading for these assignments will be: 0 if not submitted or an obvious lack of effort, 1 for adequate but many errors/lack of understanding and 2 for good effort with minimal errors. Your full name (first and last) must be on all submitted assignments or marks will be docked during grading.

Because of the experiential nature of this course and the use of role-play and practice interviewing and counseling it may be possible for a colleague to reveal personal and confidential information. It is critical that you maintain the confidentiality and trust of your classmates. These principles are critical to successful completion of this course and for counseling itself. At the same time, there are legal limits of confidentiality. You have no legal right to maintain confidentiality if you were instructed by a judge to answer a specific question by an attorney in court. You should also come to the instructor if you at any time suspect that a classmate may be injuring themselves or others or if you suspect a child or elder is being endangered. These instances must be reported by law in Alberta and are part of the codes of ethics for all helping professions. All other breaches of confidentiality and trust by a person involved in this course is a serious violation of the ethics codes of the counseling profession and may have serious consequences to self and others. Never divulge personal information learned in this class to others without written permission from that person or persons involved.

When role playing, as the client you have the right to stop, or not participate, at any time. At the same time, if you find yourself not wishing to engage in the counseling exercises at all, despite assurance of confidentiality, you should perhaps consider dropping the course. You also have the right and responsibility to only share of yourself what you want to talk about. You are not required to disclose any personal information that you do not want to share with your classmates. The topics or situations that you choose to discuss in simulated counseling session may be hypothetical or contrived.

You are also expected to take care of yourself throughout this course, physically, psychologically, emotionally, socially and spiritually. If you find yourself having difficulty in this course, please contact the instructor immediately for assistance.

Regular attendance is critical to success in this course. Should a student be unable to attend a class, it is the student's responsibility to acquire the missed material and to complete the assigned readings. The instructor does not lend out lecture notes. If you are unwell, please do stay home until you are feeling better. However, be advised that the instructor reserves the right to bar you from writing the final exam if you accumulate more than 10% of unexcused absences.

Learning is an active process that will take effort on your part. Students are expected to read the chapters in advance of lectures, participate in activities and discussions in the classroom, and communicate with the instructor when difficulties are encountered with the course material. Students are responsible for learning all of the assigned chapters, even if all the material has not been covered in lecture, as well as any other topic or video covered during class time.

Students are expected to display a professional attitude and behavior in the classroom including academic honesty, respect for and cooperation with your colleagues and the instructor, attention to colleague's questions and the instructor's response, and a determination to meet deadlines. Students who are unable to meet these expectations will be required to leave the class in the interest of preserving the learning environment for the other students.

If you have a disability, please self-identify to the instructor if you require any specialized supports.

Please be sure to familiarize yourself with moodle as all communication with students outside of class and office hours will be done via email to your gprc email account. Be sure to check your college email often. Please also be sure to specify exactly which course you are in when contacting the instructor.

STATEMENT ON PLAGIARISM AND CHEATING:

Please refer to pages 48-50 of the College calendar regarding plagiarism, cheating and the resultant penalties. There are serious issues and will be dealt with severely. The instructor reserves the right to use electronic plagiarism detection services.

COURSE SCHEDULE/TENTATIVE TIMELINE:

January 6	Class begins
January 11	Last day to add a class
January 19	Last day to drop a class
February 1	Exam #1 (Chapters 2, 3, 4, 5: Professional aspects, ethics, multicultural theory, dealing with diverse populations)
February 17	Paper due
February 22, 24	Holiday - No class
March 8	Exam #2 (Chapters 6, 7, 8, 11: the therapeutic relationship, counseling skills, termination of the relationship, groups in counseling)
March 15	Last day to withdraw from a class
April 12	Last scheduled lecture
	Exam #3 (Chapters 9, 10, 20, 17: theories of counseling, mental health/ community counseling, school counseling)

The dates listed on this outline are tentative and subject to change.

