



Note to Students:

THE DRUG AND ALCOHOL ABUSE COUNSELING (DAAC) COURSES REQUIRED BY ODESSA COLLEGE TO COMPLETE THE AA IN SUBSTANCE ABUSE COUNSELING MAY OR MAY NOT TRANSFER TO OTHER INSTITUTIONS AS ACADEMIC COURSES. STUDENTS SHOULD CHECK WITH INSTITUTIONS AT WHICH THEY PLAN TO CONTINUE THEIR EDUCATION ABOUT THE TRANSFERABILITY OF COURSES.

*****To be eligible for the 300 hour LCDC practicum, students must maintain a 3.0 or higher average across all of the DAAC courses*****

BASIC COUNSELING SKILLS DAAC 1317(630) – Fall 2013

Instructor information:

Anna Taylor
(432) 634-3880
ataylor@odessa.edu

Meeting time/place:

Wed. 6:00 – 8:50 pm
Wilkerson Hall Rom. 239

No office hours – Available immediately after class, via email or phone.

Textbook: Counseling and Therapy Skills. 3rd ed. Martin, David G. Waveland Press, Inc.
(ISBN-13: 978-1-57766-642-4)

Selected readings from various other books will be referred to during class. Excerpts will be copied and handed out as needed. The list below is just for your information:

Alter, G., Resurrection Psychology. Loyola University Press. Chicago, Illinois, 1994.
Frankl, V., Man's Search for Meaning. Beacon Press, Inc. Boston, Massachusetts, 2006.
Nichols, Ph.D., The Lost Art of Listening. The Guilford Press, New York, 1995.
Walters, S., The Truth About Lying. Sourcebooks, Inc., Naperville, Illinois, 2000.

Supplies: Bring pen/pencil and paper to every single class. Textbook will be used **frequently** as well.

Participation: Throughout the semester, each student **MUST** participate as “counselor” and “client” in mandatory in-class practice sessions that will be gently critiqued and reviewed by the instructor and class as a whole (this will not be a “slam-fest!”). These practice sessions are for you to practice and demonstrate knowledge and technique, but also for the **immensely** important need for experiential knowledge. You can study, observe, and monitor a rollercoaster from an emotionally detached position and cognitively recognize the mechanics of the rollercoaster understand and predict its actions and state its effects.... But you have **no idea** of what a rollercoaster **actually is** until you climb the steps, strap yourself in and take a ride....! Participation is mandatory. I will keep track of dates and participants. If you do not participate as both counselor and client – your end of semester grade will be reduced by up to 40%.

Grades: Tests (including Final Exam): 60%; Participation: 40%;
90-100 = A; 80-89 = B; 70-79 = C; 60-69 = D; 0-59 = F

Tests: There will be 3 tests and a **comprehensive final exam**. You are expected to take tests at the scheduled time. If you miss a test, **you will be responsible to make it up**. Makeup Exams are to be scheduled with the teacher and may be taken after class the following week.

Term Project: (this is tentative at this time): The term project will be a well written paper on a subject to be announced later. There will be at least 2 or 3 options for you to choose from. The importance of proper spelling, grammar and punctuation cannot be emphasized enough. Lack of attention to these details will result in a lower grade.

General Comments and Stipulations: You must take personal responsibility for how well you do in this class. I will help you in any way I can – but you must do your part! Due to the potentially emotional and personal nature of this class, I must **insist** you demonstrate respect to each individual in the classroom. I do, however encourage critical thinking – express your thoughts and opinions and get involved in the classroom discussions!

****NOTE TO THOSE IN EXTRA-CURRICULAR ACTIVITIES**:** I encourage people to be involved in different pursuits for leisure and fun and believe it is vital for mental and emotional well-being. However, you will still be held responsible for the work involved in the classes you signed up for. No exceptions will be made for athletes, musicians, cheerleaders, Zen Buddhists, etc.

ATTENDANCE: *Class attendance is **critical** for this class.* **PLEASE NOTE:** A great deal of information will be presented during class that is not in your textbook, so if you miss a class, it is crucial that you get the notes from someone else because this information will be included on tests. It is very difficult to do well in this course unless you: 1) attend class, 2) actively listen, 3) take notes, 4) keep up on the reading and 5) study your notes and the textbook material **between** class sessions. Do not be afraid to ask questions or to talk to me if you start having difficulty in the class. I realize that there are circumstances that make absences unavoidable. An absence will be excused if there is a bona fide emergency and/or an unavoidable circumstance, **and you notify me prior to, or the day of the absence.**

PERSONAL CONDUCT AND ACADEMIC HONESTY:

- ☐ You may bring drinks and snacks to class, but when it interferes with the class, it will be discontinued.
- ☐ Cheating, plagiarism, disrespect, or any conduct which interferes with the teaching of this course, or conduct which endangers the well-being of class members (or members of the Odessa College community) **will not be tolerated under any circumstances!** *Plagiarism is representing someone else's work as your own.*
- ☐ Turn off/silence your cell phones. You will be asked to leave if you are texting during the lecture time.
- ☐ **Texting** during someone else's practice session is rude and inconsiderate, shows a lack of respect and concern for others and is not befitting of a person who considers themselves a candidate for counseling positions. You will be asked to leave, receive an absence and will have points taken off your participation score if you are texting during someone else's practice session each time it happens.
- ☐ **Talking** during another person's practice session shows even more callous disregard:
- ☐ The **first time** you are **talking during someone else's practice session**, you will be asked to leave, receive an absence, and have points taken from your participation grade.
- ☐ The **second time** you are **talking during another's practice session**, you will not be allowed back to class for the rest of the semester.

I take this very seriously and will not tolerate a person feeling diminished or unimportant by your inconsiderate actions.

Incompletes: A grade of "incomplete" may be given only if (1) the student has passed all work completed, and (2) he/she has completed a minimum of 75% of the required coursework. A grade of "I" will only be assigned when the conditions for completions have been discussed and agreed upon by the instructor and the student.

Special needs students: Odessa College complies with Section 504 of the Vocational Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990. If you have any special needs or issues pertaining to your access to and participation in this or any other class at Odessa College, please feel free to contact me to discuss your concerns. You may also call the Office of Disability Services at 335-6861 to request assistance and accommodations.

Substance Abuse Counseling Majors: TAP 21 (Addiction Counseling Competencies) is available for free download on the SAMHSA website: <http://store.samhsa.gov/product/SMA08-4171>

It's available in PDF format and html format and is way too long to print out – so get your own!

Course Schedule

The following chart is a general outline for the course. You will be informed of specific information to study and the test dates. In-class practice sessions will be held throughout the semester.

<u>Wk/Date:</u>	Chapters/Information
1- Aug. 28	ORIENTATION TO THE COURSE: Intro to Basic Counseling Skills Excerpts: The “Why” before the “How”
2-Sept. 4	The “Why” before the “How” cont. Excerpts: The Truth About Lying
3- Sept. 11	The Truth About Lying cont. Excerpts: The Lost Art of Listening
4- Sept. 18	The Lost Art of Listening cont. Excerpts: The Practice of Silence
5- Sept. 25	Textbook - Ch. 3: Finding the Words
6- Oct. 2	Emotions and Examination of your own feelings on feelings Excerpts: Forgiveness, Law, Perfectionism, Value & Worth, Responsibility
7-Oct. 9	Body Language
8- Oct. 16	Textbook - Ch. 4: Confronting Experience (it’s not a dirty word!) Textbook - Ch. 5: The Client as Problem Solver Excerpts: Danger of Certainty, Vocation of Concern, Inner Voice
9- Oct. 23	Textbook – Ch. 6: Relationship Issues Textbook – Ch. 11: Ethics
10- Oct. 30	Textbook – Ch. 10: Assessments Textbook – Ch. 12: Beginning and Ending Counseling
11-Nov. 6	Textbook - Ch. 13: Other Formats: Building on the Foundation Textbook - Ch. 14: Taking Care of Yourself
12- Nov. 13	Textbook - Ch. 15: Why Theory and Evidence Textbook - Ch. 16: The Nature of Emotional Problems
13- Nov. 20	Textbook - Ch. 17: A Theoretical Understanding of Therapy Excerpts: Search for Meaning, Significance of Scars
14- Nov. 27	THANKSGIVING BREAK
15- Dec. 3	Textbook - Ch. 18: Research
16 -Dec. 10	Final Exam

Syllabus is subject to change at instructor’s discretion

