

COURSE SYLLABUS



COURSE TITLE: PSYC-256: Introduction to Counselling

CLASS SECTION: 001

TERM: S2023

COURSE CREDITS: 3

DELIVERY METHOD(S): On campus

Camosun College campuses are located on the traditional territories of the Lək̓ʷəŋən and W̱SÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here.

Learn more about Camosun's [Territorial Acknowledgement](#).

For COVID-19 information please visit <https://legacy.camosun.ca/covid19/index.html>.

Camosun College requires mandatory attendance for the first class of each course. If you do not attend, and do not provide your instructor with a reasonable explanation in advance, you will be removed from the course and the space offered to the next waitlisted student.

INSTRUCTOR DETAILS

NAME: Cate Pelling, MA, R.C.C.

EMAIL: pellingc@camosun.ca

OFFICE: F308B

HOURS: Mondays 3:30 pm-4:20 pm; Wednesdays 11:30 am-12:20 pm or by appointment.

As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.

CALENDAR DESCRIPTION

This course is designed to enhance the communication and helping skills of students interested in health, education or human services. Areas of focus will include the helping/counselling relationship and attitude, advanced listening skills, structured interview skills, the process of personal change and self-awareness and the helping process and issues.

PREREQUISITE(S):

One of:

- C in PSYC 154
- C in MHA 115

CO-REQUISITE(S):

Not Applicable

EXCLUSION(S):

Not Applicable

COURSE LEARNING OUTCOMES / OBJECTIVES

Upon completion of this course a student will be able to:

1. Describe and demonstrate basic and advanced communication skills.
2. Outline and evaluate theories involving counseling values, beliefs, attitudes and issues.
3. Perform a structured interview within the context of a simulated helping/counseling exercise.
4. Apply a helping model to a simulated counseling exercise.
5. Describe how the actions and thoughts of the counselor can affect the helping process.

REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

Egan, G. and Reese, RJ. (2019). The Skilled Helper (11th Edition or 6th Edition): A Problem Management & Opportunity Development Approach to Helping. Cengage Learning, Inc., Boston, MA

D2L course content

COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

The following schedule and course components are subject to change with reasonable advance notice, as deemed appropriate by the instructor.

| WEEK or DATE RANGE | ACTIVITY or TOPIC | OTHER NOTES |
|--------------------|----------------------------------|--|
| May 3 | Introduction | D2L Week 1 course slides |
| May 10 | The Helping Relationship | Chapters 1 & 2 |
| May 17 | Listening | Chapters 3 & 4 QUIZ #1 |
| May 24 | Empathy & Highlights | Chapter 5 Group Presentations begin |
| May 31 | Empathy, Highlights, Validation | Chapter 5 |
| June 7 | Prompts, Probes, Summarizing | Chapter 6 QUIZ #2 |
| June 14 | Challenging | Chapter 7 |
| June 21 | MIDTERM (chapters 1-7) | |
| June 28 | Challenging Skills | Chapter 7 |
| July 5 | Help the Client Tell Their Story | Chapter 9 TAPE SESSION |
| July 12 | Goals | Chapter 10 PROJECT DUE |

| WEEK or DATE RANGE | ACTIVITY or TOPIC | OTHER NOTES |
|--------------------|-----------------------------------|---|
| July 19 | Plans | Chapter 11 QUIZ #3 |
| July 26 | Implementation | Chapter 8 IN-CLASS ASSIGNMENT |
| Aug 2 | Termination | D2L Course Slides |
| | FINAL EXAM (chapters 7-11) | |

Students registered with the Centre for Accessible Learning (CAL) who complete quizzes, tests, and exams with academic accommodations have booking procedures and deadlines with CAL where advanced notice is required. Deadlines can be reviewed on the [CAL exams page](http://camosun.ca/services/accessible-learning/exams.html). <http://camosun.ca/services/accessible-learning/exams.html>

EVALUATION OF LEARNING

| DESCRIPTION | WEIGHTING |
|-----------------------------------|-------------|
| Quizzes: 3 Quizzes (5% each) | 15% |
| Exams: Midterm (20%); Final (25%) | 45% |
| Project | 20% |
| Group Presentation | 10% |
| In-class Assignment | 5% |
| Participation | 5% |
| TOTAL | 100% |

If you have a concern about a grade you have received for an evaluation, please come and see me as soon as possible. Refer to the [Grade Review and Appeals](http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf) policy for more information.

<http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf>

COURSE GUIDELINES & EXPECTATIONS

Examination and Quizzes: There are 2 examinations in this course. They are composed of short answer, fill in the blank questions, multiple-choice questions, and questions **based on class activities and exercises**. *Students who miss class will find it more difficult to answer midterm and final exam questions.* The final exam also has one long answer question.

The midterm is worth 20% of the final grade and the final exam is worth 25% of the final grade. The final exam is not cumulative.

There are three quizzes in the course. **There are no make-up quizzes.** *Students who miss a quiz need to communicate with the instructor before the next class.* Quizzes are based on specific chapters or on the group presentations. Students are encouraged to take advantage of practice quizzes available online from the text publisher.

Projects are due at the beginning of the class on assigned due date. Late projects will be penalized 3% per day. Extension requests must be received 24 hours before due date. **NOTE:** No projects will be accepted **7 days** after due date without documentation to support the late submissions.

Completion of the Skill Analysis Project is a course requirement.

Participation

- Be prepared for novel activities in a protected and supportive atmosphere.
- Be prepared also to take considerable responsibility for your own learning. You will be talking personally about your life and listening to classmates talk about their life.
- Active participation in the classroom exercises and discussions allows you to learn on an **experiential** level as well as a theoretical level - thus facilitating your ability to **apply** the learning to your personal and professional life.
- It is expected that you will participate actively, helpfully, with sensitivity, and will contribute to the safe and supportive learning environment of yourself and others. Mere attendance is not enough for this course. Many of the skills need active practice.

5% Participation mark is based on:

- attendance
- attentiveness in class
- respectful behavior and conduct toward others and being mindful of the shared learning environment
- participation in class activities
- being prepared for class (doing course readings before class; D2L content)

Confidentiality: *Because of the nature of this course, any personal information shared in class and in assignments is to be held in strictest confidence.*

STUDENT RESPONSIBILITY

Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College property, and assume responsibility for their education by researching academic requirements and policies; demonstrating courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

SUPPORTS AND SERVICES FOR STUDENTS

Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit <http://camosun.ca/students/>.

| | |
|-------------------------------------|---|
| Academic Advising | http://camosun.ca/advising |
| Accessible Learning | http://camosun.ca/accessible-learning |
| Counselling | http://camosun.ca/counselling |
| Career Services | http://camosun.ca/coop |
| Financial Aid and Awards | http://camosun.ca/financialaid |
| Help Centres (Math/English/Science) | http://camosun.ca/help-centres |
| Indigenous Student Support | http://camosun.ca/indigenous |
| International Student Support | http://camosun.ca/international/ |
| Learning Skills | http://camosun.ca/learningskills |
| Library | http://camosun.ca/services/library/ |
| Office of Student Support | http://camosun.ca/oss |
| Ombudsperson | http://camosun.ca/ombuds |
| Registration | http://camosun.ca/registration |
| Technology Support | http://camosun.ca/its |
| Writing Centre | http://camosun.ca/writing-centre |

If you have a mental health concern, please contact Counselling to arrange an appointment as soon as possible. Counselling sessions are available at both campuses during business hours. If you need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

Academic Accommodations for Students with Disabilities

The College is committed to providing appropriate and reasonable academic accommodations to students with disabilities (i.e. physical, depression, learning, etc). If you have a disability, the [Centre for Accessible Learning](#) (CAL) can help you document your needs, and where disability-related barriers to access in your courses exist, create an accommodation plan. By making a plan through CAL, you can ensure you have the appropriate academic accommodations you need without disclosing your diagnosis or condition to course instructors. Please visit the CAL website for contacts and to learn how to get started:

<http://camosun.ca/services/accessible-learning/>

Academic Integrity

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.13.pdf> for policy regarding academic expectations and details for addressing and resolving matters of academic misconduct.

Academic Progress

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.1.pdf> for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

Course Withdrawals Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit <http://camosun.ca/learn/fees/#deadlines>.

Grading Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf> for further details about grading.

Grade Review and Appeals

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf> for policy relating to requests for review and appeal of grades.

Mandatory Attendance for First Class Meeting of Each Course

Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable reason in advance, you will be removed from the course and the space offered to the next waitlisted student. For more information, please see the "Attendance" section under "Registration Policies and Procedures" (<http://camosun.ca/learn/calendar/current/procedures.html>) and the Grading Policy at <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf>.

Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal. Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.8.pdf> to learn more about the process involved in a medical/compassionate withdrawal.

Sexual Violence and Misconduct

Camosun is committed to creating a campus culture of safety, respect, and consent. Camosun's Office of Student Support is responsible for offering support to students impacted by sexual violence. Regardless of when or where the sexual violence or misconduct occurred, students can access support at Camosun. The Office of Student Support will make sure students have a safe and private place to talk and will help them understand what supports are available and their options for next steps. The Office of Student Support respects a student's right to choose what is right for them. For more information see Camosun's Sexualized Violence and Misconduct Policy: <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.9.pdf> and camosun.ca/sexual-violence. To contact the Office of Student Support: oss@camosun.ca or by phone: 250-370-3046 or 250-3703841

Student Misconduct (Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun also expects that all students to conduct themselves in a manner that contributes to a positive, supportive, and safe learning environment. Please review Camosun College's Student Misconduct Policy at <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.5.pdf> to understand the College's expectations of academic integrity and student behavioural conduct.

Changes to this syllabus: Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.