

Course Syllabus

COURSE: CHLT 1309 COMMUNITY ETHICS
SEMESTER: FALL 2017

CLASS TIMES: Monday/Wednesday 9:30/10:45
Reese Campus RC513

INSTRUCTOR: Mollie McCook-Melton
OFFICE: Reese Center, Building 5, Office 514
528 Gilbert Drive
Lubbock, TX 79416

OFFICE HOURS: Monday and Wednesday afternoons and/or by appointment

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“South Plains College improves each student’s life.”

GENERAL COURSE INFORMATION

COURSE DESCRIPTION

This course provides a discussion of ethics as it pertains to health care and community settings, including ethical decision-making.

STUDENT LEARNING OUTCOMES

Students will:
Be aware and sensitive to ethical issues, particularly ones that have personal and professional relevance.
Know the CRCC Code of Ethics, which governs Rehabilitation Counselors, and other ethical codes that are applicable to student professional practices (e.g. ACA, APA).
Have the ability to reason about ethical issues, as well as utilize and be able to explain strategies for making ethical decisions.
Be aware of relevant laws which affect families and individuals.
Be aware of legal issues associated with the practice of rehabilitation counseling (e.g. malpractice, breach of contract, client rights, confidentiality, duty to warn, informed consent, and expert witness role).
Be aware of legal and ethical issues related to working with clients who are culturally different from the counselor or who have special issues (e.g. sexual orientation, physical handicaps, or gender differences).
Be aware of referral sources and employment opportunities in the counseling field.
Be aware of legal and ethical issues related to research.

COURSE OBJECTIVES - (correlated to Scans and Foundations Skills).

This course’s intent is to provide an opportunity to understand the professional, ethical, and legal issues in rehabilitation counseling. It will assist students in learning the parameters of ethical practice, legal requirements, and certification. This class will assist in helping the student make sound ethical decisions for improving the quality of care involved in various types of professional and counseling relationships. The student will have a broad knowledge of client’s rights, confidentiality, case documentation, and ethical conduct as related to the profession.

At the conclusion of this course, the student will demonstrate effective ethical practice utilizing ethical decision making models; express professional competence in regard to ethical and legal issues; demonstrate a clear understanding of issues related to client confidentiality; recognize the significance of Tarasoff v. Regents; have a clear understanding of general principles of law pertaining to the client-counselor relationship - civil, and criminal liability; understand the relationship between the law and ethics; exhibit the ability to work effectively with diversity, multiculturalism, and minorities; and demonstrate an understanding of the American levels of government and court systems.

EVALUATION METHODS

Student participation is evaluated through weekly classroom discussions on ethical and legal topics through the dissemination of research articles and text material, midterm and final exam assessments, as well as student application of ethical codes and ethical decision-making model(s).

ACADEMIC INTEGRITY

It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension.

Cheating - Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, the use of unauthorized notes during an examination, obtaining information during an examination from the textbook or from the examination paper of another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in the office are examples of cheating. Complete honesty is required of the student in the presentation of any and all phases of coursework. This applies to quizzes of whatever length, as well as final examinations, to daily reports or summaries, and to term papers.

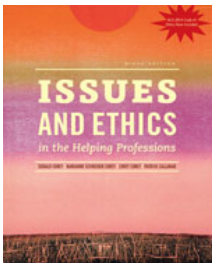
Plagiarism - Offering the work of another as one's own, without proper acknowledgment, is plagiarism; therefore, any student who fails to give credit for quotations or essentially identical expression of material taken from books, encyclopedias, magazines and other reference works, or from themes, reports or other writings of a fellow student, is guilty of plagiarism.

SCANS and FOUNDATION SKILLS

Refer also to Course Objectives. SCANS and Foundation Skills attached.

VERIFICATION OF WORKPLACE COMPETENCIES - CAPSTONE EXPERIENCE

REQUIRED TEXT AND MATERIALS



Gerald Corey; Marianne Schneider Corey; Cindy Corey; Patrick Callanan
ISBN-10: 1-305-38828-3
ISBN-13: 978-1-305-38828-4

Commission on Rehabilitation Counselor Certification. (2010). *Code of professional ethics for rehabilitation counselors*.

Schaumburg, IL: Author. CRC/CCRC Code of Ethics online: <http://www.crc certification.com>

**Download and print the CRCC Code of Ethics

Academic Articles as indicated

SPECIFIC COURSE INFORMATION

ATTENDANCE POLICY

Students are expected to attend all classes in order to be successful and the student maybe administratively withdrawn from the course when absences become excessive, as defined by three (3) or more absences. The student is required to make up any class work missed due to an absence. Please refer to the South Plains College General Online Catalog (2017-2018: refer to enrollment in courses) for specific policies on classroom attendance. The advantages of attending every class and reading course material cannot be overemphasized.

ASSIGNMENT POLICY:

Students are required to maintain weekly readings on the CRC/CCRC Code of Ethics and present academic articles as assigned.

GRADING POLICY - Grades in this course will be determined using the following criteria and range:

Three Examinations	40%
Class Participation and Role Plating	20%
Research Article Presentations	20%
Comprehensive Final Exam	30%

Grades in this course will be determined using the following criteria:
During the course of the semester, there will be no make-up examinations. A student may choose to not participate in one (1) examination during the course of the semester. If a student selects this option, exams will be valued at 40% of the course grade and the final exam is valued at 40% of the course grade. Examinations will be a combination of objective and essay discussions, verbal demonstrations of skills, and demonstrated communications skills.
Please note that the final exam is comprehensive and based on the course competencies and objectives.

Grades are assigned within the following range:

A =	100 - 90
B =	89 - 80
C =	79 - 75
D =	74 - 70
F =	Below 70

COMMUNICATION POLICY

- Electronic communication between instructor(s) and students in this course will utilize the South Plains College email system. Instructor(s) will not initiate communication using private email accounts. Text messaging instructor is not permitted.

CAMPUS CARRY

Campus Concealed Carry - Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to the SPC policy at: (http://www.southplainscollege.edu/human_resources/policy_procedure/hhc.php) Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

STUDENT CONDUCT

- Students in this class are expected to abide by the standards of student conduct as defined in the SPC Student Guide: See SPC Catalog.

SPECIAL REQUIREMENTS

- Each student is expected to successfully achieve program and course objectives. Please contact the instructor if you are experiencing difficulties in reaching the outlined objectives. Together we will attempt to find a solution that meets your individual needs as well as the required Applied Rehabilitation Program standards. Additionally, take some time, organize and prioritize your activities, and be aware of college holidays and important due dates of assignments, as well as the last day courses may be dropped.

ACCOMMODATIONS

DIVERSITY STATEMENT

In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

DISABILITIES STATEMENT

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland Student Health & Wellness Center 806-716-2577, Reese Center (also covers ATC) Building 8: 806-716-4675, Plainview Center Main Office: 806-716-4302 or 806-296-9611, or the Health and Wellness main number at 806-716-2529.

FOUNDATION SKILLS

BASIC SKILLS—Reads, Writes, Performs Arithmetic and Mathematical Operations, Listens and Speaks

F-1 Reading—locates, understands, and interprets written information in prose and in documents such as manuals, graphs, and schedules.

F-2 Writing—communicates thoughts, ideas, information and messages in writing and creates documents such as letters, directions, manuals, reports, graphs, and flow charts.

F-3 Arithmetic—performs basic computations; uses basic numerical concepts such as whole numbers, etc.

F-4 Mathematics—approaches practical problems by choosing appropriately from a variety of mathematical techniques.

F-5 Listening—receives, attends to, interprets, and responds to verbal messages and other cues.

F-6 Speaking—organizes ideas and communicates orally.

THINKING SKILLS—Thinks Creatively, Makes Decisions, Solves Problems, Visualizes and Knows How to Learn and Reason

F-7 Creative Thinking—generates new ideas.

- F-8 Decision-Making—specifies goals and constraints, generates alternatives, considers risks, evaluates and chooses best alternative.
- F-9 Problem Solving—recognizes problems, devises and implements plan of action.
- F-10 Seeing Things in the Mind’s Eye—organizes and processes symbols, pictures, graphs, objects, and other information.
- F-11 Knowing How to Learn—uses efficient learning techniques to acquire and apply new knowledge and skills.
- F-12 Reasoning—discovers a rule or principle underlying the relationship between two or more objects and applies it when solving a problem.

PERSONAL QUALITIES—Displays Responsibility, Self-Esteem, Sociability, Self-Management, Integrity and Honesty

- F-13 Responsibility—exerts a high level of effort and perseveres towards goal attainment.
- F-14 Self-Esteem—believes in own self-worth and maintains a positive view of self.
- F-15 Sociability—demonstrates understanding, friendliness, adaptability, empathy and politeness in group settings.
- F-16 Self-Management—assesses self accurately, sets personal goals, monitors progress and exhibits self-control.
- F-17 Integrity/Honesty—chooses ethical courses of action.

SCANS COMPETENCIES

- C-1 **TIME** - Selects goal - relevant activities, ranks them, allocates time, prepares and follows schedules.
- C-2 **MONEY** - Uses or prepares budgets, makes forecasts, keeps records and makes adjustments to meet objectives.
- C-3 **MATERIALS AND FACILITIES** - Acquires, stores, allocates, and uses materials or space efficiently.
- C-4 **HUMAN RESOURCES** - Assesses skills and distributes work accordingly, evaluates performances and provides feedback.

INFORMATION - Acquires and Uses Information

- C-5 Acquires and evaluates information.
- C-6 Organizes and maintains information.
- C-7 Interprets and communicates information.
- C-8 Uses computers to process information.

INTERPERSONAL—Works with Others

- C-9 Participates as a member of a team and contributes to group effort.
- C-10 Teaches others new skills.
- C-11 Serves Clients/Customers—works to satisfy customer’s expectations.
- C-12 Exercises Leadership—communicates ideas to justify position, persuades and convinces others, responsibly challenges existing procedures and policies.
- C-13 Negotiates-works toward agreements involving exchanges of resources; resolves divergent interests.
- C-14 Works with Diversity—works well with men and women from diverse backgrounds.

SYSTEMS—Understands Complex Interrelationships

- C-15 Understands Systems—knows how social, organizational, and technological systems work and operates effectively with them.

C-16 Monitors and Corrects Performance—distinguishes trends, predicts impacts on system operations, diagnoses systems performance and corrects malfunctions.

C-17 Improves or Designs Systems—suggests modifications to existing systems and develops new or alternative systems to improve performance.

TECHNOLOGY—Works with a Variety of Technologies

C-18 Selects Technology—chooses procedures, tools, or equipment, including computers and related technologies.

C-19 Applies Technology to Task—understands overall intent and proper procedures for setup and operation of equipment.

C-20 Maintains and Troubleshoots Equipment—prevents, identifies, or solves problems with equipment, including computers and other technologies.

COURSE OUTLINE

DATE	ASSIGNMENTS
Week 1:	Introduction to Professional Ethics
Week 2:	Chapter 1: Instruction to Professional Ethics
Week 3:	Chapter 2: Introduction to Professional Ethics
Week 4:	Chapter 3: Values and the Helping Relationship
Week 5:	Chapter 4: Multicultural Perspectives and Diversity Issues
Week 6:	Chapter 5: Client Rights and Counselor Responsibilities <u>Examination 1</u>
Week 7:	Chapter 6: Confidentiality: Ethical and Legal Issues
Week 8:	Chapter 7: Managing Boundaries and Multiple Relationships
Week 9:	Chapter 8: Professional Competence and Training
Week 10:	Chapter 9: issues in Supervision <u>Examination 2</u>
Week 11:	Chapter 10: Issues in Theory and Practice
Week 12:	Chapter 11: Ethical Issues in Couple and Family Therapy
Week 13:	<u>Examination 3</u> <u>Thanksgiving Break</u>
Week 14:	Chapter 13 Community and Social Justice Perspectives
Week 15:	Review of Course Material
Week 16:	Comprehensive Final Exam December 13, 2017 (9:00 – 11:00)

*additional supplemental articles may be added



I _____ have read the South Plains College Student Guide. I understand that I must comply with all areas of the Student Guide as a student in the Applied Rehabilitation Psychology Program and South Plains College.

Signature

Date