EDCD 602: Foundations In Counseling
Fall 2005   Mondays 4:30-7:10  Robinson A 349

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Email: cmurphy@gmu.edu  Office: Robinson A334
Office Hours: by appointment

Course Description
Catalog: Provides basic counseling skills. Emphasizes history of counseling, multifaceted role of counselors, professional organizations and memberships, and APA style of research. Introduces portfolio.

Relationship to C&D Program Goals and Professional Organization [Council for Accreditation of Counseling and Related Educational Programs-CACREP]:
EDCD 602 is the core foundation course for master’s degree students in the Counseling & Development [C&D] program, whether they enter the profession in a school or community counseling setting. This course provides a framework in which to analyze assumptions underlying professional roles for which students are preparing to work. Experiences are designed to help students formulate ideas and plan to create realistic definitions of their future roles. Emphasis will be placed on understanding the requirements of C&D’s counseling program, to include program plan and the integrated and ethical use of technology. Additional emphasis will be on C&D’s basic mission statement, stressing the need for counselors to demonstrate Advocacy, Leadership, Social Justice, and Multicultural Competencies. Basic counseling skills, professional student portfolio, and APA format and research will be introduced.
- CACREP-Section II.K.a: An understanding of all aspects of professional functioning; and
- CACREP-Section SCP.A: An understanding of professional functioning in School Counseling.

Student Outcomes
At the end of this course, students should be able to:
1. Identify key stages of evolution of counseling.
2. Describe various responsibilities and settings for school and community agency counselors
3. Evidence an awareness of issues pertaining to social reform & the counselor’s responsibilities to the school and community agency clients.
4. Evidence an understanding of the basic legal/ethical principles of the counseling profession.
5. Demonstrate knowledge of current and developing issues in counseling.
6. Demonstrate knowledge of, and participation in, professional counseling organizations and standards.
7. Define the helping process and its stages; demonstrate the basic active listening skills and basic relationship skills.
8. Evidence understanding of academic requirements and responsibilities required for successful completion of C&D Program.
9. Demonstrate a fundamental mastery of APA writing and research.
10. Demonstrate mastery of basic technology skills.
11. Demonstrate understanding the role of the student’s professional portfolio has in the C&D program.

Nature of Course Delivery
This course is taught using lectures, discussions, role-play scenarios, and case studies.

Required Texts

**NOTE:** All written work submitted in the C&D program courses must conform to APA standards. Students are expected to purchase the APA manual (5th edition) and consistently demonstrate successful application of its content. Sample portions of the APA manual appear in the "Style Guides and Manuals" link on the GMU library web guide at: [http://linguistics.byu.edu/faculty/henrichsenl/apa/apa01.html](http://linguistics.byu.edu/faculty/henrichsenl/apa/apa01.html)

Other Required Readings
5) Selected articles from professional journals. Examples:
   - *Journal of Counseling and Development*. (ACA).

PROFESSIONAL DISPOSITIONS
GMU students are expected to exhibit professional behavior and dispositions. See: [www.gse.gmu.edu](http://www.gse.gmu.edu) for a listing of these dispositions. As counselor trainees, you have additional professional performance standards.

**C&D’s Professional Performance Criteria (Effective February 25, 2003)**
The American Counseling Association code of ethics requires counselors and counselor trainees to maintain standards of professional competence and possess good moral character. Therefore, the Counseling and Development Program in the Graduate School of Education at George Mason University requires its students to exhibit the following:

**Communication Skills**
- Clear presentation and demonstration of multicultural competencies in counseling skills
- Clear oral communication
- Clear written communication
- Clear ability to demonstrate effective and supportive helping skills
- Clear ability to demonstrate effective listening skills

**Collaboration**
- Respect for the opinion and dignity of others
- Ability to collaborate with others
- Ability to demonstrate effective interpersonal skills
- Ability to participate as a colleague and team member in all aspects of professional training

**Professionalism**
- Commitment to multiculturalism and diversity
- Commitment to social justice as it relates to counseling
- Respect of multiculturalism and diverse cultures
- Demonstration of openness, willingness to learn, and positive attitude about multiculturalism and diverse cultures
- Commitment to the psychological well-being, health, and wellness for all people
- Sound judgment
- Integrity and honesty
- Ability to accept personal responsibility
- Ability to receive and reflect upon constructive criticism
- Positive attitude
- Ability to meet deadlines
- Ability to maintain confidentiality with clients, students, and colleagues
- Appropriate assertiveness
- Ability to manage stress
- Ability to meet requirements as stated in course syllabi
- Adherence to ACA ethical guidelines

The Professional Performance Criteria also be found on C&D’s homepage: [http://gse.gmu.edu/programs/counseling/policies.htm](http://gse.gmu.edu/programs/counseling/policies.htm)
GMU’s HONOR CODE
To promote a stronger sense of mutual responsibility, respect, trust, and fairness among all members of George Mason University and with the desire for greater academic and personal achievement, we, the members of George Mason University, have set forth the following code of honor. Any individual who is caught in the act of cheating, attempting to cheat, plagiarizing, or stealing will be brought forth before a council of their peers. In the event that the individual is found guilty, he or she will be punished accordingly.

Please refer to the university Catalog or Website at http://mason.gmu.edu/~montecin/plagiarism.htm for the full honor code.

NOTE: This syllabus is subject to change based on the needs of the class. The Americans with Disabilities Act (ADA) prohibits discrimination against individuals with disabilities in the series, programs, or activities of all State and local Governments. Students with disabilities who seek accommodations in a course must be registered with the GMU Disability Resource Center (DRC) and inform the instructor, in writing, at the beginning of the semester. See www.gmu.edu/student/drc or call 703-993-2474 to access the DRC.

NOTE: All written work submitted in C&D program courses must conform to APA standards. Students are expected to purchase the APA manual (5th edition) and consistently demonstrate successful application of its content. Sample portions of the APA manual appear in the "Style Guides and Manuals" link on the GMU library web guide at: http://linguistics.byu.edu/faculty/henrichsenl/apa/apa01.html. Sample documents are also found on Blackboard. Remember, per APA, papers should be stapled together, not contained in binders, of any sort.

Course Requirements / Assignments
1. Attend each class and complete reading assignments for class. As a graduate student, you are expected to arrive on time and stay for the entire class period. **Missing two classes could result in failing the course.** Meaningful participation to class discussions / activities is required.
   NOTE: Please turn off your cell phone before the start of class.

2. 4:30 Quizzes. Two quizzes on previous week’s readings and lectures. There will be no make-up for missed quizzes or for late attendance on the day of the quiz.

5. Technology Component.
6. Team Reports. Review the grading rubric posted on Blackboard.
   *Examples of Professional Growth Opportunities: CSI sends out some of the PGOs, as they learn of them.
8. Final Examination. Examination will cover materials from class lectures and readings. Exam will include multiple choice and true/false questions. There will be one question, with several response answers, that requires you to fill in the blank. Hint: Know the four components of the C&D Mission Statement

Grades: Grading rubrics are listed on Blackboard.

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<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tr>
<td>A</td>
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<td>A-</td>
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Participation……………5 Team Reports……………..8 Social Justice Paper………30
Weekly Quizzes…………25 PGO assignment………..7 Final Examination………25

Grading on written work will take into account the following factors: quality of written work, knowledge of content area, APA format, and adherence to requirements of assignment. As a graduate student, it is expected that all of your work will be turned in on the assigned dates. If an assignment is accepted at a later date, it is subject to a penalty of 10% of the award for every day it is overdue.
EDCD 602 - Class Schedule

NOTE: Please turn off your cell phone before the start of each class.

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<thead>
<tr>
<th>DATE</th>
<th>ACTIVITY / TOPICS</th>
<th>ASSIGNMENTS DUE</th>
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<tbody>
<tr>
<td>WEEK 1</td>
<td>Overview and Intro. of course; Email account/Blackboard website</td>
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<td>Requirements of C&amp;D program/C&amp;D Mission statement/Procedures</td>
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<td>WEEK 2</td>
<td>Room location: Computer Lab-A352</td>
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<td>APA, Library Resources-Starting Research</td>
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<td>WEEK 3</td>
<td>The Counseling Profession: Historical Perspective</td>
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<td>Professional Associations</td>
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<td>WEEK 4</td>
<td><strong>4:30 Quiz #1</strong></td>
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<td></td>
<td>Ethical and Legal Considerations in Counseling</td>
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<td>WEEK 5</td>
<td>The Helping Relationship:</td>
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<td>WEEK 6</td>
<td>Basic Counseling Skills – Part Two</td>
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<td>WEEK 7</td>
<td><strong>4:30 Quiz #2</strong></td>
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<td>Counseling and Technology</td>
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<td>WEEK 8</td>
<td>Counseling in Specific Settings – School</td>
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<td>Mid-semester evaluation of course</td>
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<td>WEEK 9</td>
<td>Role of the Counselor</td>
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<td>Counseling in Specific Settings – Community Agency</td>
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<td>WEEK 10</td>
<td><strong>PGO Night</strong></td>
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<td>WEEK 11</td>
<td>Team Reports:</td>
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<td>Group #1</td>
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<td>WEEK 12</td>
<td>Team Reports:</td>
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<td>WEEK 13</td>
<td>Team Reports:</td>
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<td>Group #5</td>
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<td>WEEK 14</td>
<td>Professional Growth Opportunity reports</td>
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<td>WEEK 15</td>
<td>Final Exam</td>
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