COURSE SYLLABUS

Substance Related and Addictive Disorders
DAAC 1319
Number

3 – 0 - 3
Lecture - Lab - Credit

NONE
Prerequisite

This syllabus has been reviewed and is current on the date indicated.

Prepared By Date
Elizabeth Jones 5/30/2015

Reviewed By

Patty Bundick Date
Division Director/Designee 8/12/15
I. Instructor Information

Name: Elizabeth Jones          Phone: (325) 641-5965
Campus Office: Bldg 2, Rm. 121  email: elizabeth.jones@tstc.edu
Office Hours: By appointment    Advisement Hours: As Needed
Department Chair: Patty Bundick  Chair email: patty.bundick@tstc.edu

II. Class Times, Location
This class will be held in Distance Learning Room 124 Bwd.
Class Dates: 8/31/15--12/11/15  Class Times: T/Th 10:00-11:55

III. Program Outcomes
Graduates will demonstrate competence in their ability to apply counseling and criminal justice theories, neurobiological, psychological and social aspects of addiction, cultural sensitivity, ethical boundaries and rules within a therapeutic setting.

IV. Course Description & Introduction
An overview of causes and consequences of substance-related and addictive disorders, the major drug classifications, and the counselor’s code of ethics

V. Learning Outcomes
CO1: Discuss the drug classification system
CO2: Identify the stages of addiction
CO3: Explain services and treatment alternatives
CO4: Identify various etiological models of addiction
CO5: Discuss issues related to drug regulations
CO7: Define psychoactive substances
CO8: Define ethical standards governing the field of the addiction counselor
CO9: List concepts of types of treatment and treatment planning.
CO10: Define ethical standards of the addiction counselor.

VI. Assessment Methods & Grading Policy

TSTC Grading Policy:
(Grades for all Major courses must be C or better)

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percent</th>
<th>Description</th>
<th>Grade Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90-100</td>
<td>Excellent/Superior Performance Level</td>
<td>4</td>
</tr>
<tr>
<td>B</td>
<td>80-89</td>
<td>Above Required Performance Level</td>
<td>3</td>
</tr>
<tr>
<td>C</td>
<td>70-79</td>
<td>Minimum Required Performance Level</td>
<td>2</td>
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</table>
Course Assessments & Grading Scheme:

Grading: Final grade is determined by the following:

10% Individual Essay
10% Weekly assignments and quizzes
20% Team Projects
20% Affective Grade
40% Unit Exams

Description of Graded Elements of the Course:

Individual Essay (Assignment): Each student will complete a 1000 word essay on their life experience and why they are considering this profession as a career. The essay should be typed with a cover page. Late essays will receive a deduction of 10 points for every day late.

Weekly forum Assignments and Quizzes in Moodle: Weekly forum assignments and quizzes will be given at the discretion of the instructor throughout the semester.

Team Projects: Each team will be required to research and develop a presentation on a topic relevant to the etiology of alcohol abuse. This presentation will be used to enhance curriculum and provide students with an opportunity to develop presentation and research skills. The teams will be graded on the presentation rubrics.

Affective Grade: “Affective learning involves attitude, motivation, and values. It is our goal to build and reinforce these values in each student who completes this course of study. Your overall grade can be impacted on a weekly basis depending on your adherence to the affective guidelines. You have the opportunity to receive a “100” in this area each week. Each area will be graded on an objective “yes or no” criterion. Each area assessed will carry a percentage of that weekly objective grade. The breakdown will be: Punctuality 33%, Preparedness/Participation 33%, and Professionalism 34%.

Punctuality – being on time to class, on time back from breaks, turning assignments in on time. Preparedness/Participation will be assessed through your involvement in class discussion, bringing your books, writing utensils, and paper to class. Reading any assigned materials prior to class.
Professionalism: Appearance (clean clothes, no holes, neat, good hygiene) Demonstrating good personal boundaries and judgment, following class rules, no tobacco products or e-cigarettes, cell phones off or on silence. No use of cell phones during class. No caps worn in class, no excessively low tops or short shorts.

Exams: Students will take 2 tests over the material covered in the text. The tests will be multiple choice, true/false, and fill in the blank and essay questions.

VII. Textbook/Reference Materials
“Loosening the Grip” 10th Edition: Jean Kinney

VIII. Additional Resources & Supplies
Computer/laptop/tablet for internet research

IX. Class Participation Policy & Student Conduct

Participation Policy:

A. Policy of this Department:
   • Students are expected to attend all classes and classroom activities. If a student misses more than 20% of the class periods, the instructor will assign the student an “F”. This policy does not affect the right of the student to drop a course before the mandated deadline or the right of the instructor to assign, with approval of the department chair, an IP under the appropriate extenuating circumstances.
   • Responsibility for dropping a course lies solely with the student.

B. Integrity:
   • You are expected to maintain absolute integrity in all scholastic work. This is true in the workplace as well. Therefore, learn and practice it now. As stated in the Student Code of Conduct, TSTC Catalogue:

      “Any attempt on your part to receive credit for work other than your own – by cheating, plagiarizing, or collusion – will be the basis for disciplinary action. An accessory to an act of cheating shares in the guilt with the principal, shares the guilt with the principal, and is dealt with in the same manner.”

   This means a zero will be received on the exam or assignment and/or a failing grade in the course, and/or removal from the program.

C. Behavior:
   • Students are expected to behave in a manner that is respectful of others in the class. Disruptive behaviors will not be tolerated. You will be asked to leave and will not be allowed to make up any work missed. Continual disruption will result in permanent removal
from class.

Other Course Policies:

Late Work:
• Students need to be on time to class sessions. When a student is repeatedly late this is disruptive to the class. If a student is repeatedly late this will reflect in a lower grade for participation and attendance.
• If you are sick or have unforeseen circumstances you must contact the instructor to make arrangements to make up the work.
• If you miss any group projects or Unit Tests you will only have one week to make those up. You will receive a 10 point deduction for late tests and presentations.

XI. Safety
• Campus building occupants are required to evacuate buildings when a fire alarm activates. Alarm activation or announcement requires exiting and assembling outside.
• Familiarize yourself with all exit doors of each classroom and building you may occupy while receiving instructions. The nearest exit door may not be the door you used when entering the building.
• Students requiring evacuation assistance should inform the instructor during the first week of class.
• In the event of evacuation, follow the faculty’s or class instructor’s instructions.
• Do Not re-enter a building unless given instructions by the Fire Department, Campus/Local Police, or Fire Prevention Services.

XII. Special Needs

If you have a documented disability that will impact your work in this class, please contact the ADA Coordinator, so that appropriate arrangements for your accommodations can be made. The counselor on your campus can assist you in this process. In accordance with federal law, a student requesting accommodations must provide documentation of his/her disability to the ADA Coordinator. For more information call 325-236-8292 or email amy.freeman@tstc.edu.
XIII. Course Schedule

(Recommended Timeline)
The following Activities / Assignments are subject to change; however, reasonable notice will be given.

Week 1: Syllabus, Introduction, Chapters 1 Alcohol.

Week 2: Chapters 2 Alcohol and its Costs
Individual Essay Assigned

Week 3: Chapter 3-Alcohol and the Body,

Week 4: Chapter 4-Alcohol Use Disorders

Week 5: Chapter 5-Etiology of Alcohol Use Disorders. Team presentation topic assigned

Week 6: Chapter 6-Medical Complications-Team Presentation topic assigned

Week 7, Chapter 7-The Behavior of Dependence Review

Week 8: Chapter 8-Effects of Alcohol Problems on the Family, Mid-Term Chapters 1-7

Week 9: Chapter 9-Evaluation and Treatment Overview

Week 10: Chapter 10-Treatment Techniques and Approaches, Individual Essay Due

Week 11: Chapter 11-Special Populations

Week 12: Chapter 12-Other Psychiatric Considerations

Week 13: Chapters 13 Drugs of Abuse Other Than Alcohol

Week 14: Chapter 14 Odd n’ Ends Team Presentation (Review for final)

Week 15: Final
### Education

<table>
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<tr>
<th>Name of Institution</th>
<th>Degree Earned</th>
<th>Date Earned</th>
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<tr>
<td>Tarleton State University</td>
<td>Bachelor of Science in Sociology</td>
<td>May 2005</td>
</tr>
<tr>
<td>Texas State Technical College</td>
<td>Associate of Applied Science in Chemical Dependency</td>
<td>May 2007</td>
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<tr>
<td>Central Texas College Corrections Officer</td>
<td>State Certification Program</td>
<td>August 1994</td>
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### Certifications

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<th>Name of Certification</th>
<th>Date Expires</th>
<th>Date Earned</th>
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<tr>
<td>Licensed Chemical Dependency Counselor</td>
<td>April 2014</td>
<td>April 2010</td>
</tr>
<tr>
<td>Certified Department of Criminal Justice</td>
<td>August 1994</td>
<td></td>
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### Industry, Teaching or Training, and Other Experience Relevant To Course

<table>
<thead>
<tr>
<th>Description of Experience Related To Course</th>
<th>Date Ended</th>
<th>Date Began</th>
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<tr>
<td>Texas State Technical College West Texas teaching Chemical Dependency Counseling</td>
<td>Current Position</td>
<td>January 2010</td>
</tr>
<tr>
<td>Gateway Foundation Substance Abuse Counselor at TDCJ, T. R. Havens Unit</td>
<td>January 2010</td>
<td>December 2007</td>
</tr>
<tr>
<td>Trainer statewide for all Gateway Foundation employees</td>
<td>January 2009</td>
<td>January 2008</td>
</tr>
<tr>
<td>Membership with Phi Theta Kappa International Honors Association in Education</td>
<td>Expires 12/2014</td>
<td>May 2005</td>
</tr>
<tr>
<td>Faculty Advisor for TSTC Real Education on Addiction Can Help (REACH) club</td>
<td>Present</td>
<td>January 2010</td>
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<tr>
<td>Ethical Boundaries presenter at Texas Association of Addiction Professionals Conference</td>
<td>June 2012</td>
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Student Acknowledgement:
This is to acknowledge that I have received a copy of the syllabus for the course Introduction to Alcohol and Other Drugs of Abuse DAAC-1319. I understand that it is my responsibility to read and understand the syllabus and to abide by the guidelines presented therein.

__________________________________  ________________________________
Student Printed Name    Signature

___________________________
Date