COURSE SYLLABUS

Dynamics of Group Counseling

DAAC 2354
Number

3 – 0 - 3
Lecture - Lab - Credit

NONE
Prerequisite

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

Prepared By Date

__________________________ 05/22/15
Elizabeth Ann Jones

Reviewed By

__________________________ 08/12/15
Andy Weaver
Division Director/Designee Date
I. Instructor Information

Name: Elizabeth Jones  
Phone: 325-641-5965

Campus Office: Brownwood  
email: elizabeth.jones@tstc.edu

Office Hours: Tuesday & Thursday 9-5 pm  
Advisement Hours: By Appointment

Department Chair: Patty Bundick  
Chair email: patty.bundick@tstc.edu

II. Class Times, Location, Dates

<table>
<thead>
<tr>
<th>Brownwood Campus: Room 146</th>
<th>Time: M/W Lecture 2:30 – 3:30 pm  Lab 3:30 -4:30 pm</th>
<th>August 31st – December 11th 2015</th>
</tr>
</thead>
</table>

III. Program Outcomes
Graduate will be able to provide all aspects of chemical dependency counseling services in a variety of settings.

IV. Course Description & Introduction:
Exploration of group counseling skills, techniques, stages of group development, and confidentiality and ethics

V. Learning Outcomes

CO1: Students will explore group counseling skills and apply in group settings
CO2: Students will learn techniques of group counseling and practice via group role plays and other exercises
CO3: Students will learn the stages of group development
CO4: Students will identify confidentiality and ethics as applied to groups
CO5: Describe group leadership styles, management styles and participate in group process
CO6: Differentiate between types of groups and their application in the treatment process
CO7: Learn & discuss group documentation and confidentiality agreements.
CO8: Demonstrate methods and techniques of group problem solving, decision-making, addressing group conflict, and appropriate intervention process

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>
</tr>
</tbody>
</table>
Course Assessments & Grading Scheme:

Grading: Final grade is determined by the following:

*It is the student’s responsibility, if absent, to inquire about any possible changes.*

Grading Policy:
20% Affective Assessment
20% Facilitating & Involvement of Process Groups Lab
40% Tests: There will be 4 non-cumulative unit tests worth 10% each
20% Individual Skills Presentation and Individual/Group Project worth 10% each

Description of Graded Elements of the Course:

Affective Assessment: “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 short tops or shorts.

Facilitating & Involvement of Process Groups: Students will be given group exercises to conduct with the class. These exercises will demonstrate various aspects of group work. The student will be given time to prepare the exercise as homework and come back and present it in the next class.

Skills Presentation: Each student will be assigned a topic from Group Treatment for Substance Abuse during the first week of class. The student will be assigned a time and date to present their topic in a
psycho-educational format to the entire class. This will occur during the lab portion of class.

**Group/Individual Project:** Individual students or groups will be given an organization in your community to develop a psycho educational group. You or your group will present your project in a professional manner to the class. You will be given a class time to work on this presentation. This will be in the last 2 weeks of class. It must include the following:

1. **Goals and Purpose**
2. **Rational (reasons) for your proposed group**
3. **State aims, procedures, evaluation process, and reasons a group approach has particular merit.**
4. **Indicate forms and documentation you will use**

*Presentations should be no more than 15 minutes*

**Tests:** 4 Unit Tests 10% each for a total of 40% of final grade

**VII. Textbook/Reference**

<table>
<thead>
<tr>
<th>Tools &amp; Materials Students Will Need To Provide</th>
<th>Quantity</th>
<th>Item Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Substance Abuse Treatment: Group Therapy TIP 41 SAMSHA</td>
<td>1</td>
<td>Instructor will provide link to download</td>
</tr>
<tr>
<td>Group Treatment doe Substance Abuse: A Stages-of-Change Therapy Manual; Velasquez, Maurer, Crouch, DiClemente; Gilford Press, 2001</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

**IX. Additional Resources & Supplies**

None

**X. 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. Instructor’s Policy:
   - I will enforce the department’s participation policy. I will allow 1 scheduled make up class. It will be the student’s responsibility to schedule the make-up class with the instructor.

C. 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 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.

D. 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. Late admission will be based on the individual instructor’s discretion. When a student is repeatedly late this is disruptive to the class and can impede the group assignments. If a student is repeatedly late this will reflect in a lower grade for attendance and can affect their individual grade in the group projects.
- Contact the instructor if you know you have to miss a class. If you are sick or have unforeseen circumstances you must contact the instructor to make arrangements for to make up the work. Try not to wait more than a week as this makes make up more difficult.
- 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 unless a valid doctor’s excuse or other valid excuse is presented to the instructor.

Make-up Work:
- If you have a valid doctor’s excuse or other valid excuse, we will reschedule a due date.
- If you DO NOT have a valid excuse, being permitted to reschedule a due date will depend on your past attendance, performance, class attitude, and advanced notification when possible.

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 the 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

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

Week #1: Lecture: Chapter 1 Groups and Substance Abuse Treatment Part 1: Groups and Substance Abuse Treatment Overview, Introduction, Defining Therapeutic Groups in Substance Abuse Treatment, Advantages of Group Treatment
Lab: group exercises, group skills

Week #2: Lecture: Chapter 1 Groups and Substance Abuse Treatment Part 2: Modifying Group Therapy To Treat Substance Abuse
Lab: group exercises, group skills

Week #3: Lecture: Chapter 2 Types of Groups Commonly Used in Substance Abuse Treatment Part 1: Overview/Introduction, Five Group Model
Lab: group exercises, group skills

Week #4: Monday: Unit Test 1/ Wednesday: Lecture: Chapter 2 Types of Groups Commonly Used in Substance Abuse Treatment Part 2: Specialized Groups in Substance Abuse Treatment
Lab: group exercises, group skills

Week #5: Lecture: Chapter 3 Criteria for the Placement of Clients in Groups Part 1: Overview, Matching Clients with Groups, Assessing Client Readiness for Group, Primary Placement Considerations
Lab: group exercises, group skills

Week #6: Lecture: Chapter 3 Criteria for the Placement of Clients in Groups Part 2: Stages of Recovery, Placing Clients from Racial or Ethnic Minorities, Diversity and Placement
Lab: group exercises, group skills

Week #7: Lecture: Chapter 4 Group Development and Phase Specific Tasks Part 1: Overview, Fixed and Revolving Group Membership Groups, Preparing Client Participation in Groups
Lab: group exercises, group skills

Week #8: Monday: Unit Test 2 Wednesday: Chapter 4 Group Development and Phase Specific Tasks Part 2: Phase Specific Group Tasks
Lab: group exercises, group skills

Week #9: Lecture: Chapter 5 Stages of Treatment
Lab: group exercises, group skills

Lab: group exercises, group skills
DAAC 2354
Dynamics of Group Counseling
Course Syllabus

   Lab: group exercises, group skills

   Lab: group exercises, group skills

Week #13: Lecture: Chapter 7 Training and Supervision
   Lab: group exercises, group skills

Week #14: Lecture: Group/and or Individual Project Presentations
   Lab: Group/and or Individual Project Presentations

Week #15: Lecture: Final Unit Exam/Group/and or Individual Project Presentations
   Lab: Group/and or Individual Project Presentations

XIV. Instructor CV
### Education

<table>
<thead>
<tr>
<th>Name of Institution</th>
<th>Degree Earned</th>
<th>Date Earned</th>
</tr>
</thead>
<tbody>
<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 Counseling</td>
<td>May 2007</td>
</tr>
<tr>
<td>Central Texas College Corrections Officer Academy</td>
<td>State Certification Program</td>
<td>August 1994</td>
</tr>
</tbody>
</table>

### Certifications

<table>
<thead>
<tr>
<th>Name of Certification</th>
<th>Date Earned</th>
<th>Date Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>Licensed Chemical Dependency Counselor, State of Texas</td>
<td>April 2010</td>
<td>April 2014</td>
</tr>
<tr>
<td>Certified Department of Criminal Justice Corrections Officer, State of Texas</td>
<td>August 1994</td>
<td></td>
</tr>
</tbody>
</table>

### 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>
</tr>
</thead>
<tbody>
<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>
</tr>
<tr>
<td>Ethical Boundaries presenter at Texas Association of Addiction Professionals Conference</td>
<td>June 2012</td>
<td></td>
</tr>
</tbody>
</table>
Student Acknowledgement:

This is to acknowledge that I have received a copy of the syllabus for the course Dynamics of Group Counseling DAAC 2354.

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