PSYC 4323.001 Clinical Interviewing and Counseling
Stephen F. Austin State University
Summer 2024
Online/Livestream

Professor:
Dr. Catherine Pearte
Department of Psychology
Email: peartec@sfasu.edu

Professor’s Office Hours:
Online by appt

Required Text:

Course Description:
This course will review various interviewing and counseling theories as well as cultural and social factors impacting effective counseling techniques. Students will be introduced to a variety of interviewing and counseling techniques used in mental health settings and taught how to apply those techniques in practical settings. Students also will practice and be given feedback on newly learned interviewing and counseling skills.

Course Objectives:
The purpose of this course is to provide students with an introduction to basic counseling/therapy skills used by mental health professionals as well as practice in these skills.

Course Policies and Expectations

Academic Integrity:
The Code of Student Conduct and Academic Integrity outlines the prohibited conduct by any student enrolled in a course at SFA. It is the responsibility of all members of all faculty, staff, and students to adhere to and uphold this policy.

Articles IV, VI, and VII of the new Code of Student Conduct and Academic Integrity outline the violations and procedures concerning academic conduct, including cheating, plagiarism, collusion, and misrepresentation. Cheating includes, but is not limited to: (1) Copying from the test paper (or other assignment) of another student, (2) Possession and/or use during a test of materials that are not authorized by the person giving the test, (3) Using, obtaining, or attempting to obtain by any means the whole or any part of a non-administered test, test key, homework solution, or computer program, or using a test that has been administered in prior classes or semesters without permission of the Faculty member, (4) Substituting for another person, or permitting another person to substitute for one’s self, to take a test, (5) Falsifying research data, laboratory reports, and/or other records or academic work offered for credit, (6) Using any sort of unauthorized resources or technology in completion of educational activities.

1 Optional livestream conducted via zoom livestream on Tuesdays from 3:30-4:45pm. You may use this link to attend: https://sfasu.zoom.us/j/94491777834?pwd=SC3lvYsBaPVJviRZQQVvbIFd5gDx.1
Plagiarism is the appropriation of material that is attributable in whole or in part to another source or the use of one’s own previous work in another context without citing that it was used previously, without any indication of the original source, including words, ideas, illustrations, structure, computer code, and other expression or media, and presenting that material as one’s own academic work being offered for credit or in conjunction with a program course or degree requirements. Please note that the use of CHAT GPT or any other AI (artificial intelligence) is prohibited unless you receive written permission from Dr. Pearte. Any student using CHAT GPT, an AI program, or any other tool that misrepresents the identity of the person who composed any part of whole of an assignment has committed an act of plagiarism and will be subject to the same disciplinary actions as any other student who has been accused of plagiarism.

Collusion is the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any provision of the rules on academic dishonesty, including disclosing and/or distributing the contents of an exam.

Misrepresentation is providing false grades or résumés; providing false or misleading information in an effort to receive a postponement or an extension on a test, quiz, or other assignment for the purpose of obtaining an academic or financial benefit for oneself or another individual or to injure another student academically or financially.

*Withheld Grades:* Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.

*Disputes about Course Grades:* In the event of a grade dispute, it is the student’s responsibility to prove that a grade has been calculated incorrectly. Hence, you should keep all copies of your graded assignments. Please refer to university policy: http://www.sfasu.edu/policies/academic_appeals_students.asp

*Students with Disabilities:* To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 936-468-3004 / 936-468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to http://www.sfasu.edu/disabilityservices/.

*Civility in the Classroom:* You are expected to maintain a classroom environment that is conducive to learning. All students are expected to respect other students and their ideas. Disruptive, distracting, or disrespectful behavior (including but not limit to texting, emailing, or making excessive noise) will not be tolerated. Classroom behavior should not interfere with the instructor’s ability to conduct the class or the ability of other students to learn from the instructional program (see the Student Conduct Code, policy 10.4). Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic or other penalties. This prohibition applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom.
Recording Lectures: Students are not permitted to record class lectures unless a student has a documented need to do so as indicated by the Office of Disability Services.

Late Assignments: Late assignments are not accepted. Students are well aware of due dates in advance, and thus late assignments are not accepted. The instructor will not take electronic papers (i.e., sent via email) nor will she accept papers left in her box (unless previous arrangements have been arranged between the student and teacher). If you are not planning on being in class on the day an assignment is due, you should make arrangements with a classmate or someone else to turn in your assignment for you.

Make-up Exams/Presentations: If you know ahead of time that you will be absent on an exam day, please speak with the teacher and make arrangements to take the exam before the regularly scheduled exam day listed in the syllabus. On the other hand, if you are suddenly ill or have an emergency on an exam or presentation day and won’t be able to make it to class, you must meet two requirements in order to be eligible to take a make-up exam or reschedule your presentation. 1) You must inform the teacher no later than the start of class that you will be absent and state the reason for your absence. If you fail to notify her either by phone, email, or in person, before the class starts, you will not be eligible to take a make-up exam or reschedule your presentation. 2) In addition, students must have a formal, university-approved excuse. A make-up exam or presentation date will be scheduled as soon as is reasonably possible depending on the circumstances, and the formal excuse will be required at that time. If you do not bring your excuse to the make-up exam or rescheduled presentation, you forfeit your opportunity to take the make-up exam or presentation.

Personal Problems:
If you are experiencing some type of ongoing problem that is preventing you from attending class and/or turning in your assignments (such as depression, grieving, family members’ health problems, etc.) please talk to Dr. Pearte. She can try to work with you if she knows there are problems beforehand, but if you wait until after you’ve missed assignments she cannot help you regarding the assignments you’ve already missed. If you find yourself struggling in this class, please meet with her as soon as possible so that together you can find ways to help you do your best in this class.

Please know that, although I am steadfastly committed to protecting your privacy, school policy and (in some cases) federal law requires that I disclose information that students have shared about themselves or other students to certain administrators, who are in charge of monitoring the health and safety of students. In short, if you tell me about a personal problem of your own or of another student, I may not be able to keep the information in complete confidence.

Mental Health: SFASU values students’ mental health and the role it plays in academic and overall student success. SFA provides a variety of resources to support students mental health and wellness. Many of these resources are free, and all of them are confidential.

On-campus Resources:
SFASU Counseling Services
www.sfasu.edu/counselingservices
3rd Floor Rusk Building, 936-468-2401

SFASU Human Services Counseling Clinic
www.sfasu.edu/humanservices/139.asp
Human Services Room 202, 936-468-1041
Crisis Resources:
Burke 24-hour crisis line 1(800) 392-8343
Suicide Prevention Lifeline 1(800) 273-TALK (8255)
Crisis Text Line: Text HELLO to 741-741

Campus Referrals: Students who do not attend class regularly, who consistently perform poorly on class projects/exams, or who display emotional or behavioral problems may be referred to the iCare Early Alert Program. This program alerts school officials of student problems and subsequently students are sought out by a school official with recommendations for resources or other assistance in order to help the student succeed.

Policies Not Discussed Elsewhere:
1. While I welcome your comments and questions during class, please limit self-disclosure of personal information (your own or anyone else’s) during class discussion as this type of participation in class discussion can be associated with an adverse effect on yourself and others. If you are not sure if you should share a piece of personal information, email me and ask.
2. As Instructor, I reserve the right to drop students for inappropriate behavior.
3. The course outline that follows is subject to change based on students’ level of comprehension, mastery of material presented, and/or extraneous circumstances.
4. Should you require any additional information, reference books, or simply in doubt, feel free to contact me.

Course Requirements

Assignments (190 points): There are 19 assignments that will require you to watch a video and use a prompt to create a response paper (directions detailed elsewhere). Each one of these assignments will be submitted through d2l dropbox and is worth 10 points each. Assignments for a given week will be opened by 10am on Monday at the start of each week. Assignments for the week are due on Tuesdays the week after they are assigned by 11:59pm with the exception of Module 7, which is due on the date of our final exam by 11:59pm (Wed, Aug 7). See dropboxes and online course calendar for further information.

Some tips: In completing assignments be aware that you in addition to answering the question, you are demonstrating your knowledge and attention to detail. Main things that you should be aware of: 1) Define all terms and explain how they pertain to the specific scenario in question 2) Avoid the use of generative AI or copying and pasting. This is plagiarism. 3) Reread your work before submitting. Look for missing words, spelling, pronoun use, run on sentences. 4) Keep it simple, straight forward, and address the writing prompt completely. I will always grade the last version of an assignment that you turn in. Your assignments must be submitted as a Microsoft office word doc (All students have access to word through mySFA).

Word of caution/free advice: Do NOT limit your course engagement to completing these assignments. Each module includes a previously recorded lecture and ppts to go with that lecture. I strongly suggest that you attend lecture in the same manner you would for an in-person course- take notes so that you can study, read book chapter before lecture on a given topic opens, etc. The book is what I used to generate the lectures and the lectures are what I use to make the test questions. I would be frightened for myself if I tried to complete this course without the book and without watching lectures because I would not have a realistic shot at earning more than a low passing grade.
Exams (120 points each): The course will have three exams, which are comprised of 20 multiple choice questions and 2 short answer/short essay questions. You will have 75 minutes to complete and submit your exams. Exams 1 and 2 will become available on Thurs before noon during weeks 2 and 3, respectively, and you will have until 11:59pm on the subsequent Mondays to submit your completed exams. Exam 3 will become available before noon on Wednesday, August 7 and will need to be completed by 11:59pm on Friday, August 9. Please see d2l for course calendar and further details.

Some things to keep in mind about our exams so that you can prepare wisely…you will need to use your time well during that exam period:

1. The exams will be conducted online
2. Exams will be completed independently (see Academic Dishonesty policy above)
3. Exams are non-cumulative
4. The exams are closed-note and may be electronically proctored
5. Each student will be presented questions and responses in a different order.
6. You will not be able to go back once you submit an answer
7. You will only be presented with one question at a time.
8. Right click will be disabled.

Studying for Exams and Getting Help: Exams will cover material from lecture (including videos), the required text, and supplemental readings. Questions on the exam will require demonstration of knowledge of terms and topics as well as a deeper understanding of the client–clinician relationship. To do well in this class, you will need to complete all of the required readings and attend class. This class will cover a lot of material so it is imperative that you contact me as soon as possible if you feel that you are having difficulty. You are encouraged to email me with specific questions and/or contact me to set up a meeting time.

Grading Policy:
Final grades for the course are based on the coursework described above and below. All grades will be posted in the D2L website. Your course grade is calculated as the percentage of total points earned in the course.

Evaluation and Grading:
Exams (360 points)
Assignments (190 points)
Total Points Earned/Total Points Available = % of Points Earned

Grading Scale (percentage of total points you earned)
A 90 - 100 percent
B 80 - 89 percent
C 70 - 79 percent
D 60 - 69 percent
F less than 60 percent

Course Justification: PSY 481 (4323) “Clinical Interviewing and Counseling” (3 credits) is designed to introduce students to clinical interviewing and counseling by covering various interviewing and counselling theories as well as cultural and social factors impacting effective counseling techniques. Students typically have significant weekly reading assignments, writing assignments, are expected to take regular tests, watch and take notes on recorded lectures or other video content. These activities average at a minimum 6 hours of work each
week to prepare outside of classroom hours. Online course sections contain extensive written content that includes the same information students in a face-to-face lecture sections receive, requiring students to engage the online modules for at least three hours per week. For every hour a student spends engaging with the online content, he/she spends at least two hours completing associated activities and assessments.

**Approximate Course and Assignment Schedule**

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic/Reading</th>
<th>Assignments</th>
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</thead>
<tbody>
<tr>
<td>Week 1</td>
<td>Becoming a Professional Responsible Practice: Difference and Diversity, Values, and Ethics</td>
<td>Modules 1&amp; 2</td>
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<tr>
<td>Week 2</td>
<td>Getting Started</td>
<td>Module 3</td>
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<tr>
<td></td>
<td></td>
<td>Exam 1</td>
</tr>
<tr>
<td>Week 3</td>
<td>Attending and Listening</td>
<td>Module 4</td>
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<tr>
<td></td>
<td></td>
<td>Exam 2</td>
</tr>
<tr>
<td>Week 4</td>
<td>Support and Empathy: A Sustained Presence Exploration and Elaboration</td>
<td>Module 5 &amp; 6</td>
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<tr>
<td>Week 5</td>
<td>Assessment, Formulation, and Goal-Setting</td>
<td>Module 7</td>
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<tr>
<td></td>
<td></td>
<td>Exam 3</td>
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</tbody>
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**The above timeline of assigned readings and topics is subject to change as necessary to better address the needs and interests of the class. Students will be notified prior to any changes**