

## Wayland Mission Statement

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Wayland Baptist University exists to educate students in an academically challenging, learning-focused, and distinctively Christian environment for professional success, and service to God and humankind.

## Contact Information

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**Course:** CNSL 5310 Section VC 01 - – Professional Orientation

**Campus:** WBUonline

**Term/Session:** Fall 2025

**Instructor:** Dr. Warren P. Walker, LCDC, LBSW, LPC-S, ADC, IADC

**Office Phone Number:** (806) 292-0017

**WBU Email Address:** warren.walker@wayland.wbu.edu

**Office Hours, Building, and Location:** 12-2p.m. MWF, and Tu, Thu 2-4p.m.

**Class Meeting Time and Location:** Online- Blackboard

## Course Information

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**Catalog Description:** Overview of ethical and legal aspects of the practice of a Licensed Professional Counselor, including the maintenance of records and business and family law. Special attention will be given to issues of confidentiality, record keeping/management/retention, electronic record security and current state and national board rules.

**There is no prerequisite for this course.**

## Textbook Information

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### Required Textbook(s) and/or Required Materials:

BOOK	AUTHOR	ED	YEAR	PUBLISHER	ISBN#
Applied Ethics and Decision-Making in Mental Health	Moyer	1st	2017	Sage	9781506346526
Various Research Articles are available in the WBU Library.	Various				
ACA Code of Ethics	ACA				

Optional Materials: None

*The textbook for this course is part of the **Wayland's Automatic eBook** program. You will have access to an eBook and interactive learning material on the first day of class through your Blackboard course site. The cost of this Automatic eBook will be billed directly to your student account when you register for the course. You will be notified via email with access instructions and additional information. If you do not wish to participate in the Automatic eBook program, you will have the first 12 days of class to opt-out of the program (additional details will be outlined in your email instructions). For more information on the Automatic eBook program, visit the Wayland Bookstore [Automatic eBook FAQ](#) page.*

**Optional Materials: None**

**Course Outcome Competencies:** Upon completion of this course, students will be able to:

- Understand and apply the American Counseling Association Code of Ethics
- Understand and apply the American School Counselor Association Code of Ethical Standards for School Counselors
- Understand and apply the American Association for Marriage and Family Therapy Code of Ethics
- Understand and apply the American Psychological Association Ethical Principles of Psychologists and Code of Conduct
- Understand and apply good records management practices

## Attendance Requirements

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WBUonline

### WBUonline

Students are expected to participate in all required instructional activities in their courses. Online courses are no different in this regard; however, participation must be defined in a different manner. Student "attendance" in an online course is defined as active participation in the course as described in the course syllabus. Instructors in online courses are responsible for providing students with clear instructions for how they are required to participate in the course. Additionally, instructors are responsible for incorporating specific instructional activities within their course and will, at a minimum, have weekly mechanisms for documenting student participation. These mechanisms may include, but are not limited to, participating in a weekly discussion board, submitting/completing assignments in Blackboard, or communicating with the instructor. Students aware of necessary absences must inform the professor with as much advance notice as possible in order to make appropriate arrangements. Any student absent 25 percent or more of the online course, i.e., non-participatory during 2 or more weeks of an 8-week session, may receive an F for that course. Instructors may also file a Report of Unsatisfactory Progress for students with excessive non-participation. Any student who has not actively participated in an online class prior to the census date for any given session is considered a "no-show" and will be administratively withdrawn from the class without record. To be counted as actively participating, it is not sufficient to log in and view the course. The student must be submitting work as described in the course syllabus. Additional attendance and participation policies for each course, as defined by the instructor in the course syllabus, are considered a part of the university's attendance policy.

# University Policies

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[Link to Statement on Academic Integrity](#) , and reference one of the following in regard to how generative artificial intelligence (GAI) such as ChatGPT may or may not be used in this course:

- a. No use of any generative AI tools permitted.
  - i. Students are required to create and produce all the work themselves or with assigned group members. Any work submitted that has used an AI generative tool like Chat GPT will be in immediate violation of the academic integrity policies for the course and WBU.
  - ii. All assignments must be fully created, designed, and prepared by the student(s).
  - iii. Any work that uses generative AI will be treated as plagiarism.

**Disability Statement:** In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university. The Disability Services Coordinator and Academic Coach serves as the coordinator of students with disabilities and must be contacted concerning accommodation requests (office (806) 291-1057. Documentation of a disability must accompany any request for accommodations.

Accessibility issues with content in WBUonline courses or in Blackboard should be addressed to the WBU accessibility coordinator, Dr. Rick Hammer, [hammerr@wbu.edu](mailto:hammerr@wbu.edu) or call (806) 292-9150.

## Course Requirements and Grading Criteria

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Grading System:	Points
Discussion Board Assignments (50 points each)	300 points
Peer Responses (6- worth 25 points each).	150 points
Midterm Exam	100 points
Final Exam	100 points
	650 total points

### Course Outcome Competencies:

Upon completion of this course, the student should be able to apply ethical principles and understand the procedural knowledge guiding the practice of professional counseling. Students will be able to apply decision-making to guide professional development with ethical dilemmas. Understand that ethical guidelines guide the practice of counseling to enhance the development of professional competencies and accountability.

1. Learn and utilize an ethical decision-making model.
2. Explore ethical case examples to increase ethical awareness and competencies.
3. Develop a professional identity and assimilate ethics and standards of practice that guide the profession of counseling.

## Course Assignments:

### Discussion Board Assignments

Each weekly assignment is due each Sunday at midnight CST.

The assignment will be 1-4 questions that you need to answer using the assigned readings for the week. Each question will state that the answer should be a synthesis of the readings, not a summary. The entire set of questions for the week will be worth 50 points.

Summaries of the assigned text, videos, journal articles, etc. will result in a grade of zero.

### Peer Responses

A peer response will be due for two of your peers in response to their discussion post using one outside journal article in comparison or contrast to their discussion board post. The peer response will be worth 25 points. Peer Responses are due each Thursday at 9am following the previous week.

### Midterm Exam

A midterm exam will be administered consisting of 30-50 multiple-choice questions. The exam will be submitted and will cover the reading and written assignments in weeks 1-3. The exam is an open-book exam, and you will have a two-hour limit.

### Final Exam

A final exam will be administered consisting of 30-50 multiple-choice questions. The exam will be submitted and will cover the reading and written assignments in weeks 5-7. The exam is an open-book exam, and you will have a two-hour limit.

### The University has a standard grade scale:

A = 90-100, B = 80-89, C = 70-79, D = 60-69, F = below 60, W = Withdrawal, WP = withdrew passing, WF = withdrew failing, I = incomplete. An incomplete may be given within the last two weeks of a long term, within the last week of an 8-week session, or within the last two days of a microterm to a student who is passing, but has not completed a term paper, examination, or other required work for reasons beyond the student's control. A grade of "incomplete" is changed if the work required is completed prior to the last day of the next long 16-week term or 8-week session, unless the instructor designates an earlier date for completion. If the work is not completed by the appropriate date, the I is converted to an F.

**Student Grade Appeals:** Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic academic standards, just evaluation procedures, or appropriate grading, may appeal the final grade given in the course by using the student grade appeal process described in the Academic Catalog. Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals are limited to the final course grade, which may be upheld, raised, or lowered at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Vice President of Academic Affairs to the Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.

## Tentative Schedule

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	<b>Week One</b> <b>Chapters 1-2</b> <b>Journal Articles</b> <b>Discussion Board</b>
<b>WEEK 1</b> 08-11-2025	
<b>WEEK 2</b> 08-18-2025	<b>Week Two</b>  <b>Chapters 3-4</b> <b>Journal Articles</b> <b>Discussion Board</b>
<b>WEEK 3</b> 08/25/2025	<b>Week Three</b> <b>Chapters 5-6</b> <b>Journal Articles</b> <b>Discussion Board</b>
<b>WEEK 4</b> 09-01-2025	<b>Week Four</b> <b>Midterm Exam</b>
<b>WEEK 5</b> 09-08-2025	<b>Week Five</b> <b>Chapters 7, 8 and 9</b> <b>Journal Articles</b> <b>Discussion Board</b>
<b>WEEK 6</b> 09-15-2025	<b>Week Six</b> <b>Chapters 10-11 and 13</b> <b>Journal Articles</b> <b>Discussion Board</b>
<b>WEEK 7</b> 09-22-2025	<b>Week Seven</b> <b>Chapters 11-12 and 14</b> <b>Journal Articles</b> <b>Discussion Board</b>
<b>WEEK 8</b> 09-29-2025	<b>Week Eight</b> <b>Final Exam</b>

**The schedule is tentative and is subject to change**