**Wayland Mission Statement**

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**

**Course**

: CNSL 5307 VC 01 – Ethics and Legal Issues in Counseling

**Campus**

: WBUonline

**Term/Session**

**:** Spring 1 2022

**Instructor**

**:** Dr. Joseph Holloway

**WBU Email Address**

**:** [joseph.holloway@wayland.wbu.edu](mailto:joseph.holloway@wayland.wbu.edu)

**Office Hours, Building, and Location**

**:** By Appointment Only

**Class Meeting Time and Location**

**:** Asynchronous Online

**Textbook Information**

**Required Textbook(s) and/or Required Materials**

**:**

Corey, G., Corey, M. S., & Corey, C. (2019). *Issues and ethics in helping professions* (10th ed.). Cengage. **ISBN: 9781337406291**.

*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*](https://bookstore.wbu.edu/site_inclusive.asp) *page.*

**Course Information**

**Catalog Description**

**:**  Review of critical issues in the practice of school and mental health counseling; ethical standards, legal requirements, client rights, and practice issues with special populations, and licensure/certification.

This course is designed to emphasize Professional Counseling Ethics by providing a broad understanding of professional counseling ethics, legal standards, and responsibilities. This coursework does not include material in an adjunctive therapeutic area.

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

**Course Outcome Competencies**

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

* Explain and apply ethical standards and legal responsibilities in the profession
* Demonstrate knowledge of state regulations and licensure requirements for mental health counselors
* Describe the professional issues and organizations related to the profession
* Evaluate available practicum placements in the community and successfully secure a practicum placement
* Demonstrate preparation to begin the supervised practice of mental health counseling in an ethical and professional manner

**Attendance Requirements**

WBUonline (Virtual Campus)

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**

**Statement on Plagiarism and Academic Dishonesty**

**:** Wayland Baptist University observes a zero tolerance policy regarding academic dishonesty. Per university policy as described in the academic catalog, all cases of academic dishonesty will be reported and second offenses will result in suspension from the university.

**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 Director of Counseling, Career and Disability Services serves as the coordinator of students with disability and should be contacted concerning accommodation request at (806) 291-3765. 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. Trish Ritschel-Trifilo, [trifilot@wbu.edu](mailto:trifilot@wbu.edu) or call (806) 291-3745.

**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.

WBU Catalog

**Course Requirements and Grading Criteria**

|  |  |  |
| --- | --- | --- |
| Item | Points | Grading Criteria |
| Discussion Boards | 80 | Eight Discussion Boards. These will be practical applications where students will apply their reading assignments to practical implications of counseling. Students are responsible for multiple weekly posts (One initial post and one reply post). The initial post is due by Wednesday of that week and the reply post is due by the end of the week. |
| Homework Assignments | 120 | You will be required to complete three assignments over the course of the semester. You will be graded on grammatical correctness and organization of your paper as well as ability to follow instructions. |
| Exams – One Midterm & One Final Exam | 200 | The exams are multiple choice and open book. There are 100 questions per exam, and you must complete the exam in one sitting. Each question is worth 1 point. The exam will open on the Monday of the week it is due. |
| Total | 400 |  |

360 – 400 is an “A”

320 – 359 is a “B”

280 – 319 is a “C”

240 – 279 is a “D”

Below 240 is an “F”

**Evaluation of student performance**:

**Instructor Notes on Written Assignments**

All assignments must be prepared in APA format (7th ed.).

**Discussion Boards**

To receive credit for the Weekly Discussion Boards (a total of 20% of your final grade), students are to select one Suggested Activity in **each** Chapter and answer the question(s) presented in that activity. Be sure to answer in full detail. After submitting their initial post, students are to respond to one classmate with insightful comments and/or questions adding to his or her post. Add to your classmate’s post by comparing your own thoughts and/or actions of either personal experience(s) or what you might do in that situation. If the activity requires you to participate with others, as in a group setting or conversation, you can answer this individually as though you are in a group. Each post should be no less than 250 words in length and students should submit their initial post to the discussion board in Blackboard by 11:59 PM Wednesday of that week. No two discussion posts should be submitted on the same day.

**Exams**: (25% each or a total of 50% of your final grade) – Two-unit exams will be administered during the semester. The exams will consist of objective questions. The tests may consist of items from either the textbook(s) or from material discussed in class. There are 100 questions for each exam and each question is worth 1 point each.

**Homework Assignments:** (a total of 30% of final grade) – You will be required to complete three assignments over the course of the semester. You will be graded on grammatical correctness and organization of your paper as well as ability to follow instructions.

**Assignment # 1 – Moral, Ethical, & Legal Issues:** There are moral, ethical, and legal issues identified in most situations. Often, they are not in agreement. Describe 4 completely different situations that demonstrate moral, ethical, and/or legal disagreement. How would you go about navigating the best course of action to take? Explain your opinions thoroughly. Your paper should be at least 3 pages in length and include the 2014 ACA Code of Ethics.

**Assignment # 2 – Code of Ethics Comparison Assignment:** Read the following codes of ethics—APA (American Psychological Association), ACA (2014), MFT (Marriage and Family Therapy), ASCA (American School Counseling Association) and ASGW (Association for Specialist in Group work). Discuss some areas in which they are similar and some of the areas in which they disagree. What is your opinion on the disagreements? This paper should be at least 4 pages in length.

**Assignment # 3 – Real Cases:** Each student select a past licensure discipline case and will write a paper (at least 3 pages long) about where the disciplinary situation went wrong and what could have been done differently.

**Late Assignments**

Assignments are due at 11:59 PM US CST on their due date (see tentative schedule below for due dates). Late assignment submissions will not be accepted unless prearranged (before the day due) or there is a medical emergency.

**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.

**Tentative Schedule**

Note: this is an Eight-week course

| Week | Assignments | Due Date |
| --- | --- | --- |
| Week 1 | Read Chapter 1 | 1/16/22 |
|  | Discussion Board 1 | 1/16/22 |
| Week 2 | Read Chapters 2 & 3 | 1/23/22 |
|  | Discussion Board 2 | 1/23/22 |
| Week 3 | Read Chapters 4 & 5 | 1/30/22 |
|  | Discussion Board 3 | 1/30/22 |
|  | Homework Assignment One | 1/30/22 |
| Week 4 | Read Chapter 6 | 2/6/22 |
|  | Discussion Board 4 | 2/6/22 |
|  | Midterm | 2/6/22 |
| Week 5 | Read Chapters 7 & 8 | 2/13/22 |
|  | Discussion Board 5 | 2/13/22 |
|  | Homework Assignment Two | 2/13/22 |
| Week 6 | Read Chapters 8 & 9 | 2/20/22 |
|  | Discussion Board 6 | 2/20/22 |
|  | Homework Assignment Three | 2/20/22 |
| Week 7 | Read Chapter 10 & 11 | 2/27/22 |
|  | Discussion Board 7 | 2/27/22 |
| Week 8 | Read Chapters 12 and 13 | 3/5/22 |
|  | Discussion Board 8 | 3/5/22 |
|  | Final exam | 3/5/22 |

**Additional Information**

Note: The instructor reserves the right to add, delete, or revise segments of this course syllabus, including course schedule and assignments.