



**WAYLAND BAPTIST UNIVERSITY
SCHOOL OF BEHAVIORAL & SOCIAL SCIENCES
VIRTUAL CAMPUS**

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.

Course Title, Number, and Section: CNSL 5306 - VC01 - Career and Vocational Counseling and Guidance

Term: Summer 2020

Instructor: Dr. Thomas H. Thomson

Office Phone Number and WBU Email Address: Phone 806-773-3264 (This is my cell phone. Feel free to call or text. Please identify yourself in your voicemail or text message.)

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Office Hours, Building, and Location: None. Online course

Class Meeting Time and Location: Online

Catalog Description: Role of career theory and information in counseling for career development; concepts, techniques, and resources to assist students to effectively work with clients throughout the lifespan; practical application of career theory to counseling, group guidance, job search and placement.

This course is designed to emphasize Career Development and Counseling by providing an understanding of career development and related life factors, including the following: Career development theories and decision-making models; Interrelationships among and between work, family, and other life roles and factors including the role of diversity and gender in career development; and Psychotherapy and career counseling processes, techniques, and resources, including those applicable to specific populations.

There is no prerequisite for this course.

Required Textbook(s) and/or Required Material(s): Vernon G. Zunker. **Career Counseling: A Holistic Approach.** Cengage: 9th Edition, 2016. ISBN: 9781305087286.

*The textbook for this course is part of the **Wayland's Inclusive Access** program. You will have access to an e-book and interactive learning material on the first day of class through your Blackboard course site. The cost of this access 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 Inclusive Access 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 Inclusive Access program, visit the Wayland Bookstore [Inclusive Access FAQ](#) page.

Optional Materials: None

Course outcome competencies: Upon completion of this course, students will be able to:

- Students will demonstrate an understanding of salient sociological aspects of career development.
- Students will demonstrate knowledge of prominent theories of vocational development.
- Students will apply theories of vocational development to counseling practice Students will demonstrate knowledge of occupational classification systems and trends in the world of work.
- Students will become aware of several career-related inventories.
- Students will explore and demonstrate some understanding of their own career development patterns.
- Apply career development theories and decision-making models;
- Describe career, vocational, educational, occupational and labor market information resources, visual and print media, computer-based career information systems and other electronic career information;
- Demonstrate career development program planning, organization, implementation, administration, and evaluation;
- State the interrelationships among and between work, family, and other life roles and factors including diversity and gender issues as related to career development;
- Develop career development and educational placement, follow-up and evaluation strategies; Utilize assessment instruments and techniques relevant to career planning and decision-making;
- Demonstrate computer career development applications and strategies, including computer-assisted career guidance and information systems and appropriate world-wide web sites; Demonstrate career counseling processes, techniques and resources including those applicable to specific populations.

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 3 or more weeks of an 11 week term, 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 term 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.

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 Coordinator of Counseling Services serves as the coordinator of students with a disability and should be contacted concerning accommodation requests at (806) 291-3765. Documentation of a disability must accompany any request for accommodations.

Course Requirements and Grading Criteria:

Online discussions (100 points)

Students will participate in online discussions each week. Students are expected to submit postings with punctuality and are expected to check the online class at least three to four times each week and complete weekly postings in the discussion board. This averages out to be about 5-7 hours per week of online activities, as well as navigating and conducting research over the web. All initial posts should be submitted by 11:59 p.m. each Friday and responses to other students be submitted by 11:59 p.m. each Sunday.

Career Counseling Presentation (100 pts)

Each student will prepare a career counseling powerpoint presentation. It should address the question "How Do I Find My Career?" It should be aimed at a target audience of elementary, middle school, high school, or college. The presentation should be a minimum of 20 slides, but it can be longer. Please do not just cut and paste from sources. Make this your presentation. You may use whatever presentation software and format you prefer.

Midterm Exam (100 pts)

The midterm is an open book exam and will cover the learning blocks of materials from Chapters 1-8.

Final Exam (100 pts)

The final is an open book exam and will cover major learning blocks of materials from Chapters 9-17.

Grading Criteria:

Weekly online discussion board assignments	100 pts
Midterm	100 pts
Final exam	100 pts
Career Counseling Presentation	100 pts
Total	400 pts

- A = 360-400**
- B = 320-359**
- C = 280-319**
- D = 240-279**
- F = below 240**

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 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 (10 to 15 weeks) term, 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 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

CNSL 5306 Career Counseling Course Schedule

Week	Readings	Assignment Due
1 May 26-May 31 (May 25th is Memorial Day.)	Ch 1 Historical Development and Some Basic Issues	Discussion Board

2 June 1-7	Ch 2 Theories of Career Development	Discussion Board
3 June 8-14	Ch 3 Career Counseling Models	Discussion Board
4 June 15-21	Ch 4 Integrating Career and Personal Counseling Ch 5 Career Counseling Intake Interview	Discussion Board
5 June 22-28	Ch 6 Using Standardized Tests and Self-Assessment Procedures in Career Counseling Ch 7 The Impact of New Technology on Work, Career Development, and Learning Platforms Ch 8 On Being an Ethical Career Counselor	Discussion Board
6 June 29-July 6 Summer (July 4 Independence Day)	Midterm Week	Midterm
7 July 7-12	Ch 9 Career Counseling for Multicultural Groups Ch 10 Gender Issues and Dual Careers	Discussion Board
8 July 13-19	Ch 11 Career Counseling for Lesbian, Gay, Bisexual, and Transgendered Clients Ch 12 Career Counseling for Individuals with Disabilities	Discussion Board
9 July 20-26	Ch 13 Job Loss and Transitions Ch 14 Career Development and Transitions of Working Adults	Discussion Board
10 July 26-Aug 2	Ch 15 Career Related Programs for Career Development in Elementary Schools Ch 16 Career Related Programs for Career Development in Middle School Ch 17 Career Related Programs for Career Development in High School and Beyond	Discussion Board

	Presentation Due	
11 Aug 3-8	Final Exam Week	Final Exam

This schedule is tentative. Please watch for any changes in the schedule or assignments as the term goes on.

<https://catalog.wbu.edu>

