Instructor: Marvarene Oliver, Ed.D., LPC-S, LMFT-S
Office/Office Hours: FC 179C (primary), ECDC 149
Tentative – M & T 3:00 – 4:30
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Course Description
This course is designed to identify effective consultation approaches/styles and advocacy action planning. Students will acquire skills in assessing needs of counselors in training, developing programs and techniques for change, and program evaluation.

Rationale
Counselor educators must understand and be able to utilize various approaches to consultation and advocacy. A foundation in theories and methods of consultation and social change theories as related to multicultural issues, and an understanding of political and topical issues that impact the field are critical components of leadership in the field.

Course Topics

Major topics to be considered include but are not limited to advocacy competencies and models, current issues in counselor advocacy for the profession and for clients at local, state, and national levels, policy issues relevant to clients and the counseling profession, and consultation.

Learning Outcomes

This course is designed to meet 2016 CACREP doctoral standards. The following standards represent learning objectives established for this course. Upon completion of the course, students will demonstrate knowledge of and/or skills in:

- CACREP Doctoral Standard B.5.g: Strategies of leadership in consultation, as evidenced by 85% of students receiving a rating of good or above on professor’s rubrics for the Team Consultation Project and for the Critiques of Peer Team Consultation Projects.
- CACREP Doctoral Standard B.5.i: Role of counselors and counselor educators advocating on behalf of the profession and professional identity, as evidenced by 85% of students obtaining rating of good or above on professor’s rubric for Advocacy Leadership project.
- CACREP Doctoral Standard B.5.j: Models and competencies for advocating for clients at the individual, system, and policy levels, as evidenced by 85% of students obtaining rating of good or above on professor’s rubric for discussion threads.
- CACREP Doctoral Standard B.5.l: Ethical and culturally relevant leadership and advocacy practices, as evidenced by 85% of students earning rating of good or above on professor’s rubric for Advocacy Leadership Project.

Major Course Requirements

1) Team Consultation Project (30%): Course participants will conduct a team consultation project in an actual setting (i.e., mental health agencies, schools, professional associations, etc.). This project
should be both meaningful and challenging. Teams will have no more than 3 members. As a group, you will conduct this project based on consultation models, stages, and strategies appropriate for the site and project. You have two weeks to gather information from the setting you chose to study. The instructor will serve as a supervisor of consultation teams. Before implementing theories/models and techniques into practice, your team and project must be approved by the instructor.

2) Once you have obtained the information required, you will complete three assignments: a) write the consultation paper (15 pts.), b) conduct a semi-formal class presentation (9 pts.), and c) submit a personal journal (6 pts.). The paper and presentation will describe your consultation project from the beginning to end including a) consultation model/theory used, b) case conceptualization, c) stages of consultation (in detail), and d) final report to be presented to consultee. Please note that you will need to incorporate professional literature in your paper to support your consultation methods. A personal journal is intended to help you be self-reflective about your thoughts, feelings, and decisions during the consultation process. You will write this journal individually and submit it directly to the instructor. This journal will be kept confidential from your consultation team members and classmates.

3) Your paper will be critiqued by the instructor and peers. You, as a team, are responsible to make all appropriate corrections from the constructive feedback you receive. The final report will be sent to the consultation setting you chose as a contribution.

4) Critiques (10%): Each consultation team will critique two peer Team Consultation plans, providing useful and appropriate feedback and suggestions that demonstrate ability to critically examine professional work of peers. The critique should include at minimum (a) strengths and challenges of the plan, (b) comments regarding implementation of the plan, (c) multicultural considerations, and recommendations and/or suggestions. Critiques must be written and submitted to each team critiqued as well as to the professor. Critiques should be at the level of professorial feedback.

5) Article discussion threads (15%): Each individual will select, summarize, and present two professional journal articles pertaining to advocacy to classmates and the instructor. Presentation will be in a thread established by the instructor. The individual will be responsible for initiating and managing a discussion within the thread about each article. Bibliographic information and an outline of the article, including main points, shall be included in the initial post to each thread in order to orient peers to the article and its content. Clear invitation to peers that indicates what you would like them to consider in the thread should also be included.

6) Advocacy Leadership Project (30%): Each individual will design a seminar concerning a specific aspect of advocacy that is appropriate for presentation to a professional conference. The seminar should reflect a specific focus on advocacy for the profession, for professional identity, or for consumers of counseling services at the individual, system, and/or policy levels. The seminar should include discussion of policies that impact the chosen focus. In addition, discussion of an advocacy model and references appropriate for the focus should be included. Utilize a PowerPoint or similar format that you would use in a professional presentation.

7) Use of On-Line Community (15%): Each individual is responsible for active and timely participation in the on-line venues of this course. For instance, timely and full participation in the discussion threads that indicate thoughtful consideration of whatever topic is under discussion is expected. Participation in each thread by class members is required. Responses should be thoughtful and add to scholarly discussion. Responses may include reference to additional articles and previous learning on the topic of article being discussed. Failure to participate fully in discussion thread responses may result in loss of up to half of available points. Class members should keep in mind two things: (a) this
is a blended class, which means that over half of your class time will be spent in other than a face-to-face setting—this does not mean you have less responsibility in the class; and (b) organizations and associations are making increasing use of on-line environments to accomplish the work of various groups. It is an economic and efficient use of people’s time and association/organization resources. However, successful use of on-line environments requires those responsible for tasks to give on-line work as much attention as would be given in a face-to-face meeting. I take this very seriously.

8) **Attendance & Participation:** Most of the work of this course is done online or in teams. Attendance and participation in scheduled classes are critical to the learning process, as is full participation in team work and on-line work. This includes participation in on-line forums that are not graded. Failure to participate in a professional manner consistent with being a counselor educator may result in a reduction of up to one letter grade.

**Grade Distribution**

A = 90-100%  B = 80-89%  C = 70-79%  D = 60-69%  F = <60

**Required or Recommended Readings:**

**Textbook:**

**You may also wish to utilize:**

Other reading materials will be assigned in class as it fits discussion and projects.

**Below is a sample of articles concerning advocacy, social justice, and multicultural issues in counseling. Part of the requirement of this course is that you find CURRENT articles regarding advocacy; thus, these are presented as a backdrop of older material in the literature.**


**Course Policies**

**Attendance**

Students are expected to attend each scheduled class session. When unexpected events or emergencies such as personal illnesses, family crises, or a death in the family arise, students are asked to communicate with their instructor as soon as possible so the instructor is aware of the situation and can work together with the student to devise a mutually agreeable course of action. Under these circumstances, absences will be considered “excused” upon receipt of appropriate documentation (doctor’s note, court paperwork, obituary, etc.). Additional excused absences for participation in a religious holy day as outlined in the University catalog may be granted if addressed in advance with the course instructor.

**Communication**
Each TAMUCC student has access to an individual e-mail account assigned to them by the university. This is the primary method through which I will communicate with you throughout the semester. At the beginning of the course, students should make sure they have activated their account and make plans to check the account regularly. Students can expect a response to their questions from me within 48 hours (excluding weekends & university-recognized holidays).

Late Submissions of Student Work

Papers will be submitted online via BlackBoard or as otherwise directed for specific assignments. Late work is not acceptable. Please see policies for this specific course, located after the course schedule.

Extra Credit: Extra credit opportunities will not be extended in this course.

Academic Integrity and Plagiarism

Students who violate academic honesty and integrity standards are subject to the department’s Student Review, Remediation, and Dismissal Process. In addition, TAMUCC standards apply. See the TAMUCC Graduate Catalogue (please refer to current version).

University students are expected to conduct themselves in accordance with the highest standards of academic honesty. Academic misconduct for which a student is subject to penalty includes all forms of cheating, such as illicit possession of examinations or examination materials, forgery, or plagiarism (plagiarism is the presentation of the work of another as one's own work).

Disciplinary action for academic misconduct is the responsibility of the faculty member assigned to the course. The faculty member is charged with assessing the gravity of any case of academic dishonesty, and with giving sanction to any student involved. Penalties that the instructor might possibly apply to individual cases of academic dishonesty include:

- Written reprimand
- Requirement to re-do work in question
- Requirement to submit additional work
- Lowering of grade on work in question
- Assigning grade of "F" to work in question
- Assigning grade of "F' for course
- Recommendation for more severe punishment, such as dismissal from program or University

If the faculty member determines that assigning a grade of "F" to the course is the appropriate penalty and this disciplinary action occurs prior to the deadline for dropping courses, the student forfeits his/her right to drop the course in question.

If the faculty member recommends more severe punishment, such as dismissal from the program or from the University, the faculty member will notify the appropriate chair/college dean, who in turn will notify the Office of Student Affairs. If dismissal from the University is recommended,
the Office of Student Affairs will follow its procedure for such cases.

The faculty member must file a record for each case of academic dishonesty, including a description of the disciplinary action taken, along with any materials involved, with his or her college dean, who will forward a copy to the Office of Student Affairs. The office of the academic dean of the college in which the offense took place will maintain records of all cases of academic dishonesty reported for a period of five years. The Office of Student Affairs will also maintain records of such cases for a period of five years. The Office of Student Affairs will inform the Graduate Dean as appropriate.

Any student who has been penalized for academic dishonesty has the right to appeal the judgment or the penalty assessed. Students who wish to appeal an academic dishonesty decision should contact the Office of Student Affairs for guidance on the appropriate steps for initiating the process.

Dropping a Class

I hope that you never find it necessary to drop this or any other class. However, events can sometimes occur that make dropping a course necessary or wise. Please consult with me before you decide to drop to be sure it is the best thing to do. Should dropping the course be the best course of action, **YOU** must initiate the process to drop the course by going to the Student Services Center and filling out a course drop form. Simply discontinuing your attendance and participation **WILL NOT** automatically result in you being dropped from the class. Students are responsible for checking the official academic calendar for the last day to drop a course with an automatic grade of “W” for the semester.

Classroom/Professional Behavior

Texas A&M University-Corpus Christi, as an academic community, requires individuals to respect the needs of others to study and learn in a peaceful atmosphere. Under Article III of the Student Code of Conduct, classroom behavior that interferes with either (a) the instructor’s ability to conduct the class or (b) the ability of other students to profit from the instructional program may be considered a breach of the peace and is subject to disciplinary sanction outlined in article VII of the Student Code of Conduct. Students engaging in unacceptable behavior may be instructed to leave the classroom. This prohibition applies to all instructional forums, including classrooms, electronic classrooms, labs, discussion groups, field trips, etc.

In addition, counselor education students are required to behave in accordance with standards established by the field and reflected in the ACA Code of Ethics.

Statement of Civility

Texas A&M University-Corpus Christi has a diverse student population that represents the population of the state. The University’s goal is to provide you with a high quality educational experience that is free from repression. To assist in meeting this goal, you are responsible for following the rules of the University, city, state, and federal government. You are expected to behave in a manner that is dignified, respectful, and courteous to all people; regardless of gender,
ethnic/racial origin, religious background, age, sexual orientation or disability. Behaviors that infringe on the rights of another individual will not be tolerated.

Grade Appeals

As stated in University Procedure 13.02.99.C2.01, Student Grade Appeal Procedures, a student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. The burden of proof is upon the student to demonstrate the appropriateness of the appeal. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details, including the responsibilities of the parties involved in the process and the number of days allowed for completing the steps in the process, see University Procedure 13.02.99.C2.01, Student Grade Appeal Procedures. These documents are accessible through the University Rules Web site at http://www.tamucc.edu/provost/university_rules/index.html. For assistance and/or guidance in the grade appeal process, students may contact the Dean’s office in the college in which the course is taught or the Office of the Provost.

Disabilities Accommodations

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please call or visit Disability Services at (361) 825-5816 in Corpus Christi Hall 116.

If you are a returning veteran and are experiencing cognitive and/or physical access issues in the classroom or on campus, please contact the Disability Services office for assistance at (361) 825-5816.

Statement of Academic Continuity

In the event of an unforeseen adverse event, such as a major hurricane and classes could not be held on the campus of Texas A&M University–Corpus Christi; this course would continue using Blackboard and/or email. In addition, the syllabus and class activities may be modified to allow continuation of the course. Ideally, University facilities (i.e., emails, web sites, and Blackboard) will be operational within two days of the closing of the physical campus. However, students need to make certain that the course instructor has a primary and a secondary means of contacting each student.

Tentative Class Schedule

Course Schedule: The schedule below, including F2F/Online plan, is tentative and may be adapted to meet the needs of the group. Deadlines for submitted work, however, are firm. Please inform instructor of conflicts for professional meetings as early as possible in the course.
<table>
<thead>
<tr>
<th>Week</th>
<th>F2F/Online</th>
<th>Topic(s)</th>
<th>Assignments &amp; Readings Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>F2F 7:00-8:30</td>
<td>Introduction to Course Discussion of Assignments, Teams Review of Consultation Theory</td>
<td>Text, Intro to Part I</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Advocacy Competencies Review Q&amp;A, discussion re consultation planning</td>
<td>Text, Chapters 2-4</td>
</tr>
<tr>
<td>2</td>
<td>F2F 7:00-8:00</td>
<td>Pragmatics of Working with Organizations Leading Teams</td>
<td>Text, Chapter 5-6 Consultation Site Selection*</td>
</tr>
<tr>
<td>3</td>
<td>Online</td>
<td>Team meetings Initiation of Discussion Thread 1</td>
<td>Submit Written Consent from a Selected Consultation Site*(BbMessages Oliver)</td>
</tr>
<tr>
<td>4</td>
<td>Online</td>
<td>Team meetings; appointments with professor as needed</td>
<td>Text, Chapters 9-10 Initial data gathering visit to consultation site</td>
</tr>
<tr>
<td>5</td>
<td>Online</td>
<td>Q&amp;A re consultation projects Impact of policies on clients, counselors, and educators</td>
<td>Text, Chapters 11-12 Report: Progress and Difficulties (in class discussion)</td>
</tr>
<tr>
<td>6</td>
<td>F2F 7:00-8:30</td>
<td>Plans in Consultation Advocacy Discussion; Q&amp;A about Advocacy Leadership Project; Topic selection Discussion: Advocacy Articles,</td>
<td>Report: Progress and Difficulties (the End of Data Collection) Responses to Discussion Threads should be on-going (Bb Discussions)</td>
</tr>
<tr>
<td>7</td>
<td>Online</td>
<td>Discussion: Professional Journal Articles, Advocacy Online – ongoing discussion</td>
<td>Readings as assigned Report: Progress and Difficulties</td>
</tr>
<tr>
<td>8</td>
<td>Online</td>
<td>Multicultural Issues in Consultation and Advocacy (Discussion thread by professor) Team meetings by appointment as needed</td>
<td>Report: Progress and Difficulties Other Required Readings</td>
</tr>
<tr>
<td>9</td>
<td>Online</td>
<td>Legal and Ethical Considerations Other Issues in Consultation and Collaboration</td>
<td>Text, Chapter 7 Team Consultation Report Initial Draft Due</td>
</tr>
<tr>
<td>11</td>
<td>Online</td>
<td>Report Preparation</td>
<td>Advocacy Leadership Project Due Critiques of Consultation Plan Due (Oliver &amp; critiqued team)</td>
</tr>
<tr>
<td>12</td>
<td>F2F 7:00-9:00</td>
<td>Consultation presentations in class</td>
<td>Presentations of Projects Individual Journals Due (hard copy or BBMessages to Oliver)</td>
</tr>
</tbody>
</table>
| 13   | Online     | Individual/team meetings by appointment as needed | Final Consultation Report Due (BB Forum &
Specific Policies for this Course

This is a blended course, which means that up to 85% of the course may be delivered online. Blended courses do not require less work! As you look at assignments, including reading and any discussion in the community that I may post throughout the course, remember that your level of performance should account for the reality that over 70% of the time you would otherwise spend in class is now available for you to schedule as you wish, as long as deadlines are met. You should NOT expect to complete the work in that time period, however. You should anticipate an additional number of out-of-class as you would need to spend in any other class.

Attendance/Participation: Attendance and participation is required for face-to-face meetings. Experiences conducted within the course are highly interactive and they cannot be replicated. Excessive absence will impact the grade, as indicated above. Likewise, full participation in on-line discussions is required.

Late Work: Late work is not appropriate for this course. Work depends in large part on collaboration among class colleagues. If for any reason you are unable to be prepared for a class, it is your responsibility to notify your team members and me.

Preparation: It is important and expected that you complete assignments prior to coming to class on those nights we meet face-to-face, including any assigned readings and other practice-based assignments. I will not generally facilitate by covering all the material in the assigned readings; however, you are responsible for any information assigned and expected to draw from assigned readings in completing assignments.

Writing: To get full credit on written assignments, course participants are required to strictly follow the guidelines in the Publication Manual of the American Psychological Association (6th ed.) insofar as they apply to the specific assignment. Written assignments are assessed mechanics, structure, completeness, and content.

Note: Student presentations will be scheduled according to the total enrollment in the class. The syllabus and schedule are subject to change in the event of extenuating circumstances. If you are absent from class, it is your responsibility to check on announcements made while you were absent.
GRADING RUBRICS

Team Consultation Project

The project should reflect a particular consultation model, including relevant stages and strategies for the model. The final project will have three parts: the written consultation paper (25%), the class presentation (15%), and the journal (10%). Instructions for the assignment (presented earlier in this syllabus) should be reviewed and adhered to carefully.

Excellent—(score of 27 or above of 30 available points). Paper: Clear and thorough discussion of the model, clear case conceptualization, detailed discussion of the stages in the project, appropriate plan. Professional literature to support the use of the model in the setting is included. Consideration of multicultural issues is included. Presentation: Includes concise and clear description of the above, allowing peers to have an accurate understanding of what is being done. Journal: Demonstrates self reflective process concerning your development as a leader in consultation, your strengths as well as areas for growth, and the progress of the project overall. Well organized and logically presented. Grammar, punctuation, spelling, citations, and references are correct.

Good—(score of 24-26 or above of 30 available points). Paper: Generally clear discussion, but may be somewhat difficult to follow. Includes elements listed above, but may not always demonstrate excellent analysis of information. Presentation: Includes description of the above, but may not be as clear or concise, and may leave peers with some questions. Journal: Demonstrates self reflective process concerning your development as a consultant, your strengths as well as areas for growth, and the progress of the project overall. Major mechanics of the material are strong, despite occasional mistakes.

Adequate—(score of 21-23 or above of 30 available points). Paper: Discussion of material may be unclear, vague, or offer insufficient information. Elements outlined above are present, but are not well presented, or essential concepts are not fully covered. Presentation: May reflect similar lack of clarity or insufficient information. Journal: May demonstrate only limited insight about one’s own development in consultation, or may indicate lack of care in documenting process of development. Errors in punctuation, citation, style, spelling, and other mechanics may be present.

Inadequate—(score of 20 or below) Paper: Demonstrates minimal effort or comprehension. Presentation: Discussion difficult to understand. Journal: Demonstrates little or no regard for journaling assignment, little understanding of reflective process. Significant mechanical problems, and frequent major errors in APA style, punctuation, and spelling may be present.

Critique of Peer Consultation Projects*
*(combination of two critique scores)

Excellent—(score of 9 or above of 10 points). Critique reflects thorough understanding of the model being used, and includes all elements listed in assignment. Feedback is constructive, useful, and appropriate. Strengths and challenges are clearly identified. Critique is appropriate for a faculty member’s feedback to a student and is clearly helpful to the consultation team. Writing is clear, concise, and free of errors.

Good—(score of 8 of 10 points). Critique reflects understanding of the model being used, and includes all elements listed in the assignment. Feedback may lack clarity or be somewhat difficult to follow. Most strengths and challenges are identified. May be more appropriate for peer-to-peer feedback rather than faculty member’s feedback to a student. Major writing mechanics of the paper are strong, though there may be some mistakes.
Adequate—(score of 7 of 10 points). Critique reflects basic understanding of the model, but lacks clarity. Some minor elements of assignment may be lacking, and feedback may be somewhat lacking in utility. Some strengths and challenges are identified. Of limited help to consultation team. Errors in punctuation, citation, style, spelling, and other mechanics may be present.

Inadequate—(score of 6 or below). Critique reflects little understanding of the model, or major elements listed in the assignment are missing. Feedback is inappropriate for the model or the setting. There is little evidence of thoughtfulness about strengths or challenges. Not helpful to consultation team. Significant mechanical problems, and frequent major errors in APA style, punctuation, and spelling may be present.

**Article Discussion Thread**

Excellent—(score of 13.5 or above of 15 points). Summary is clear, concise, and well-organized. Initiation of thread discussion is appropriate and at the level a new faculty member might provide for a class. Discussion and ability to respond to peer questions and comments reflect thorough understanding of the material presented.

Good—(score of 12-13.49 of 15 points). Summary is clear, though it may lack some organization. May have limitations in initiation of discussion. Discussion and ability to respond to peer questions and comments generally reflect understanding of the material presented.

Adequate—(score of 10-11.5 of 15 points). Summary may be somewhat confusing. Initiation of the discussion may be awkward. There may be too much reliance on referring to the article itself in order to provide summary. Discussion and ability to respond to peer questions and comments may reflect some difficulty with the material.

Inadequate—(below 10). Summary not clear, is confusing, or demonstrates lack of familiarity with article. Initiation of thread is cursory. Discussion and ability to respond to peer questions and comments may demonstrate lack of understanding of material or a failure to prepare.

**Use of On-Line Community**

Excellent—(score of 13.5 or above of 15 points). Responses are clear, concise, and well-organized. Responses to thread discussion is appropriate and at the level a new faculty member might provide for a class. Introduction of questions, information from additional sources, and addition to scholarly discourse is evident.

Good—(score of 12-13.49 of 15 points). Responses are clear, though may lack some organization. Responses to thread discussions may be limited in some ways and may not contribute fully to scholarly discourse about the topic/article presented. Some evidence of thoughtful consideration is provided.

Adequate—(score of 10-11.5 of 15 points). Responses may be confusing and/or limited. While some evidence of thought given to the topic/article is present, the response may appear to be off topic and connections may not be made. There may be little attempt to gain more information or understand.

Inadequate—(below 10). Responses are not clear or are confusing. Response appears to be made simply to complete the task rather than engage in scholarly discussion. Response to thread, whether initial post or of on-going discussion, appears cursory and demonstrates little thought.
TEAM MEMBER EVALUATION

Submit the following directly to the instructor via BlackBoard Messages for each team member, INCLUDING YOURSELF. These evaluations are confidential. Please copy and paste the form below and create as many documents as you need to evaluate your team members.

Your Name: ________________________________________________________________

Team Member Evaluated: __________________________________________________________

<table>
<thead>
<tr>
<th>Item</th>
<th>Rating (1-5*)</th>
<th>Comments/Justification for Rating</th>
</tr>
</thead>
<tbody>
<tr>
<td>Was engaged and active throughout all stages of the consultation project</td>
<td></td>
<td></td>
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<tr>
<td>Made critical contributions to the project (specify)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Was collaborative, easy to work with</td>
<td></td>
<td></td>
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<tr>
<td>Worked to understand the needs of the consultee</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Demonstrated growth as a consultant during the consultation project</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Is someone I would work with again on a consultation program</td>
<td>N/A</td>
<td>(Note: Leave blank on self evaluation!)</td>
</tr>
</tbody>
</table>

*1 = poor; 5 = excellent