Instructor: DeAnna Harris-McKoy, PhD  
Office: Warrior Hall 318K  
Phone: 254-519-5774  
Email: d.harris-mckoy@tamuct.edu  
Office Hours: Tuesdays 9am-10am, 1pm-2pm, Thursdays 9am-11am and by appointment

Method of Instruction and Course Access:  
This course is a hybrid course, and will use TAMUCT’s Blackboard (Bb) system (http://TAMUCT.blackboard.com) for turning in some assignments and for selected portions of the course.

This course will be conducted primarily as a seminar and will include experiential components. For this process to be successful, students are expected to participate fully by reading assigned materials, attending class, and participating in class exercises and discussions in face-to-face class meetings, as well as within the Bb environment.

Student-Instructor Interaction:  
I will be available to meet to discuss and resolve class-related issues during my office hours. If you cannot come to my office hours, send an email so we can schedule an appointment time. I will also check and reply to emails during all office hours. Remember that there is only 1 of me and many of you, so allow at least 24 hours for a response.

Class Decorum:  
It is intended that the class environment will be conducive to increasing your knowledge about the topic and promoting self-discovery and personal growth. In order for that to occur, it is expected that every student be respectful of the thoughts, emotions, and behaviors of others in this course.

UNILERT:  
UNILERT is an emergency notification service that gives TAMUCT the ability to communicate health and safety emergency information quickly via email and text message. By enrolling in UNILERT, university officials can quickly pass on safety-related information, regardless of your location. Please enroll today at www.ct.tamus.edu/unilert.

COURSE INFORMATION

1.0 Course Overview

This course is oriented towards those students who are preparing for field placement. It is designed to provide interviewing and training skills in the Marriage and Family Therapy program. MFT’s in training are expected to gain an understanding of the role of the therapist, how clients change, and basic therapeutic strategies. Students will be exposed to basic skills and tools necessary to become competent clinicians. Role-playing, videotapes, and use of the video camera will be utilized as part of the learning process. Also, a review of the on-campus clinic policies will be addressed.

Prerequisites: MFT 501
2.0 Intended Student Outcomes

Course Learning Outcomes – this course targets three of the MFT program’s Student Learning Outcomes:

(SLO-1)- Demonstrate knowledge and appropriate application of classical and postmodern MFT theories.

(SLO-2)- Demonstrate basic and systemic therapeutic techniques.

(SLO-3)- Assess how contextual issues affect individual lives and relational dynamics.

(SLO-4)- Formulate treatment plans based on individual issues, relational dynamics, and contextual issues.

It targets these SLO’s through the following Course Learning Outcomes:

2.1 Students will gain knowledge of and practice conceptual skills including: (a) assessment, (b) case planning, and (c) therapeutic relationship, (d) treatment planning, through a systemic lens. (SLO-1, SLO-2, SLO-3, & SLO-4)

2.2 Students will become familiar with policies and procedures of TAMUCT’s Couple and Family Therapy Center and other mental health agencies/organizations in the local area. (SLO-4)

2.3 Students will learn and practice principles of professional dress, conduct, and ethics of marriage and family therapy. (SLO-4)

3.0 Required Reading

This course does not have a required textbook. However, you will be required to read various articles. Students are required to read 5 articles. Reading requirements are listed below and in the course calendar. It is expected that students will have read and critically thought about the articles before class.


• Marriage and Family Therapy Core Competencies


COURSE REQUIREMENTS

4.0 Course Requirements

All writing submitted to the professor should be a final draft, free of spelling, grammatical, stylistic, and typographical errors. Students are encouraged to allow ample time for writing, keeping in mind the frequency of
computer glitches. It is also expected that students will have read the required readings and be prepared to discuss them in class.

Assignments:

4.1 **Class Participation** - Students will engage in multiple role-plays throughout the semester to practice using key concepts, theories, and techniques.

4.2 **Self Care Management** – Students will complete a self-care assessment and then complete a self-care maintenance plan.

4.3 **Journal Entry** - Each student will be provided a private space in Blackboard to respond to prompts, to ask questions and reflect on readings. **No credit will be awarded for quoted (or plagiarized) content. ALL content should be written in the student’s own words.** There will be six journal entries over the course of this semester. Students may not duplicate content in journals. Any duplicate content will not receive credit. Journal entries must be at least 250 words. The journal entries are due by 11:59pm on the due date.

5.0 **Grading Criteria Rubric and Conversion**

<table>
<thead>
<tr>
<th>Category</th>
<th>Points</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Class Participation</td>
<td>50</td>
<td>A 90-100</td>
</tr>
<tr>
<td>Self Care Management</td>
<td>20</td>
<td>B 80-89</td>
</tr>
<tr>
<td>Journal Entry</td>
<td>30</td>
<td>C 70-79</td>
</tr>
<tr>
<td></td>
<td></td>
<td>D 60-69</td>
</tr>
<tr>
<td></td>
<td></td>
<td>F &lt; 68</td>
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</tbody>
</table>

Total 100 points

6.0 **Posting of Grades**

All student grades will be posted on the Bb Gradebook. Students should monitor their grade status through this tool.

TECHNOLOGY

7.0 **Technology Requirements and Support**

Requirements

This course will use the new TAMUCT Blackboard Learn learning management system for class communications, content distribution, and assessments.

Log on to [https://tamuct.blackboard.com](https://tamuct.blackboard.com) to access the course.

Username: Your Tarleton email address (the complete email address, e.g. john.doe@go.tarleton.edu)
Initial password: Your DuckTrax ID (UID)

For this course, you will need reliable and frequent access to a computer and to the Internet. You will also need a headset with a microphone or speakers and a microphone to be able to listen to online resources and conduct other activities in the course. If you do not have frequent and reliable access to a computer with Internet connection, please consider dropping this course or contact me (your email and phone number) to discuss your situation.
Blackboard supports the most common operating systems:
Mac: Mac OS 10.6 “Snow Leopard®”, Mac OS 10.5 “Leopard®”, Mac OS 10.4 “Tiger®”

Check browser and computer compatibility by following the “Browser Check” link on the TAMUCT Blackboard logon page. ([https://tamuct.blackboard.com](https://tamuct.blackboard.com)). This is a CRITICAL step as these settings are important for when you take an exam or submit an assignment.

Upon logging on to Blackboard Learn, you will see a link to *Blackboard Student Orientation* under the *My Courses* tab. Click on that link and study the materials in this orientation course. The new Blackboard is a brand-new interface and you will have to come up to speed with it really quickly. This orientation course will help you get there. There is also a link to *Blackboard Help* from inside the course on the left-hand menu bar. The first week of the course includes activities and assignments that will help you get up to speed with navigation, sending and receiving messages and discussion posts, and submitting an assignment. Your ability to function within the Blackboard system will facilitate your success in this course.

*Technology issues are not an excuse for missing a course requirement – make sure your computer is configured correctly and address issues well in advance of deadlines.*

**7.1 Support**
For technological or computer issues, students should contact the TAMUCT Blackboard Support Services 24 hours a day, 7 days a week:

Support portal with online chat: [http://www.ct.tamus.edu/bbsupport](http://www.ct.tamus.edu/bbsupport)
Phone: (855)-661-7965

For issues related to course content and requirements, contact your instructor.

**8.0 Tentative Course Calendar**

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>Readings</th>
<th>ASSIGNMENT DUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mon July 11th (online)</td>
<td>Introduction to Course</td>
<td></td>
<td>Journal Entry</td>
</tr>
<tr>
<td>Tues July 12th (online)</td>
<td>Marriage and Family Therapy as a Profession</td>
<td>Visit the following websites: American Association for Marriage and Family Therapy American Family Therapy Academy International Family Therapy Association</td>
<td></td>
</tr>
<tr>
<td>Wed July 13th</td>
<td>Professionalism Practicum/Internship Requirements</td>
<td></td>
<td></td>
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<tr>
<td>Thurs July 14th</td>
<td>Professionalism- Ethics</td>
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<tr>
<td>Tues July 19th (online)</td>
<td>Building Therapeutic Relationship</td>
<td></td>
<td>Journal Entry</td>
</tr>
<tr>
<td>Date</td>
<td>Topic</td>
<td>Notes</td>
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<tr>
<td>Wed July 20th</td>
<td>Building therapeutic Relationships</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thurs July 21th</td>
<td>Building Therapeutic Relationships</td>
<td></td>
<td></td>
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<tr>
<td>Mon July 25th (online)</td>
<td>General Therapy Skills</td>
<td>Marriage and Family Therapy Core Competencies</td>
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<tr>
<td>Tues July 26th (online)</td>
<td>General Therapy Skills</td>
<td>Video: Tools and Techniques For Family Therapy</td>
<td>Journal Entry</td>
</tr>
<tr>
<td>Wed July 27th</td>
<td>General Therapy Skills</td>
<td></td>
<td></td>
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<tr>
<td>Thurs July 28th</td>
<td>General Therapy Skills</td>
<td></td>
<td></td>
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<tr>
<td>Tues Aug 2nd (online)</td>
<td>Clinical Notes</td>
<td></td>
<td>Journal Entry</td>
</tr>
<tr>
<td>Wed Aug 3rd</td>
<td>Clinical Notes</td>
<td></td>
<td></td>
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<tr>
<td>Thurs Aug 4th</td>
<td>Clinical Notes</td>
<td></td>
<td></td>
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<tr>
<td>Tues Aug 9th (online)</td>
<td>Case Conceptualization/ Treatment Plan</td>
<td></td>
<td>Journal Entry</td>
</tr>
<tr>
<td>Thurs Aug 11th</td>
<td>Self-Care</td>
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<td>Journal Entry</td>
</tr>
</tbody>
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**COURSE AND UNIVERSITY PROCEDURES AND POLICIES**

9.0 **Drop Policy**

If you discover that you need to drop this class, you must go to the Records Office and ask for the necessary paperwork. Professors cannot drop students; this is always the responsibility of the student. The record’s office will provide a deadline for which the form must be returned, completed and signed. Once you return the signed form to the records office and wait 24 hours, you must go into Duck Trax and confirm that you are no longer enrolled. Should you still be enrolled, FOLLOW-UP with the records office
immediately? You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the deadline or fail to follow the procedure, you will receive an F in the course.

10.0 **Academic Integrity**
Texas A&M University - Central Texas expects all students to maintain high standards of honor in personal and scholarly conduct. Any deviation from this expectation may result in a minimum of a failing grade for the assignment and potentially a failing grade for the course. All academic dishonesty concerns will be reported to the university's Office of Student Conduct. Academic dishonesty includes, but is not limited to, cheating on an examination or other academic work, plagiarism and improper citation of sources, using another student's work, collusion, and the abuse of resource materials. When in doubt on collaboration, citation, or any issue, please contact me before taking a course of action. More information can be found at [http://www.tamuct.edu/departments/studentconduct/academicintegrity.php](http://www.tamuct.edu/departments/studentconduct/academicintegrity.php)

11.0 **Disability Support Services**
If you have or believe you have a disability and wish to self-identify, you can do so by providing documentation to the Disability Support Coordinator. Students are encouraged to seek information about accommodations to help assure success in their courses. Please call (254) 501-5831 or visit Founder's Hall 114, Suite 114. Additional information can be found at [http://www.tamuct.edu/departments/disabilitysupport/index.php](http://www.tamuct.edu/departments/disabilitysupport/index.php)

12.0 **Tutoring**
Tutoring is available to all TAMUCT students, both on-campus and online. Subjects tutored include Accounting, Finance, Statistics, Mathematics, and Writing. Tutors are available at the Tutoring Center in Warrior Hall, Room 111. Visit [www.ct.tamus.edu/AcademicSupport](http://www.ct.tamus.edu/AcademicSupport) and click "Tutoring Support" for tutor schedules and contact info. If you have questions, need to schedule a tutoring session, or if you're interested in becoming a tutor, contact Academic Support Programs at 254-501-5830 or by emailing tutoring@ct.tamus.edu.

Chat live with a tutor 24/7 for almost any subject on your computer! Tutor.com is an online tutoring platform that enables TAMU-CT students to log-in and receive FREE online tutoring and writing support. This tool provides tutoring in Mathematics, Writing, Career Writing, Chemistry, Physics, Biology, Spanish, Calculus, and Statistics. To access Tutor.com, log into your Blackboard account and click "Online Tutoring."

13.0 **Library Services**
INFORMATION LITERACY focuses on research skills which prepare individuals to live and work in an information-centered society. Librarians will work with students in the development of critical reasoning, ethical use of information, and the appropriate use of secondary research techniques. Help may include, yet is not limited to: exploration of information resources such as library collections and services, identification of subject databases and scholarly journals, and execution of effective search strategies. Library Resources are outlined and accessed at [http://www.tamuct.edu/library](http://www.tamuct.edu/library)

14.0 **Absences and Grading**
Students are required to attend and actively participate in every class meeting. An initial 5 points will be deducted for all assignments submitted after the deadline. An additional 5 points will be deducted for every additional day an assignment is late.

15.0 **Instructor's Personal Statement**
It is intended that the class environment will be conducive to increasing your knowledge about the topic and promoting self-discovery and personal growth. In order for that to occur, it is expected that every student be respectful of the thoughts, emotions, and behaviors of others in this course.