Texas A&M University Central Texas
PSYC 5389    CRN
Special Topics: Summer Practicum
Summer 2020

COURSE DATES, MODALITY, AND LOCATION
This course meets 100% online in Canvas between June 1 and July 24, 2020.

Instructor: Jeremy Berry, Ph.D., LPC-S, NCC
Office: 318F
Email: jeremy.berry@tamuct.edu
Office Hours: Tues and Wednesday 10-5
Class Time: Online
Class Location: Warrior Hall, Room 313
Mode of instruction and course access:
This course is a fully online course. You will be required to maintain and recurring online presence.
This course uses the A&M-Central Texas Canvas Learning Management System [https://tamuct.instruc-ture.com]

WARRIOR SHIELD
Emergency Warning System for Texas A&M University-Central Texas
Warrior Shield is an emergency notification service that gives Texas A&M University-Central Texas the ability to communicate health and safety emergency information quickly via email, text message, and social media. All students are automatically enrolled in Warrior Shield through their myCT email account.

Connect to Warrior Shield by 911Cellular [https://portal.publicsafetycloud.net/Account/Login] to change where you receive your alerts or to opt out. By staying enrolled in Warrior Shield, university officials can quickly pass on safety-related information, regardless of your location.

COURSE INFORMATION
Course Overview and description
Examine different topics each semester with a focus on contemporary issues in counseling. This course may be repeated for credit as the topic changes.

Course Objective or Goal
Gain experience working as an LSSP intern in the public schools.

Student Learning Outcomes
1) Demonstrate the ability to conduct psychoeducational and psychological testing with public school students.
2) Demonstrate the ability to present assessment results in an accurate and meaningful way.
3) Demonstrate the ability to work with children and families in a public school setting.

Required Reading and Textbook(s):
Readings as assigned
COURSE REQUIREMENTS

Course Requirements:

1. Ability to approach teachers, parents, and youth in a manner that encourages the formation of a trusting and cooperative relationship and which allows others to feel comfortable with the internship student throughout the consultation and intervention process (NASP 2.2, 2.4, 2.7).

2. A habit of promptness and predictability in all aspects of the field placement. This includes keeping regular hours at the internship site, being prepared, and meeting timelines (NASP 2.2).

3. Understanding of cultural, ethnic, and/or linguistic diversity and cultural-sensitivity in working with diverse teachers, students, and families (NASP 2.8).

4. Knowledge of the provisions of the Individuals with Disabilities Education Act (IDEA 2004) and the Texas Administrative Code (TAC) relevant to early intervention, 14 scientifically-based research practices, and response to intervention (NASP 2.10).

5. Skills in effectively collaborating with teachers, parents, and others to address the academic needs of students in school and home settings (NASP 2.2, 2.3, 2.7).

6. Skills in using consultation models during collaboration with diverse groups of teachers and parents in K-12 settings. Knowledge of a variety of consultation models and the consultation and collaboration process at the group and system levels (NASP 2.2, 2.5, 2.6).

7. Skills in using data gathered through observation, interview, and direct assessment (e.g. curriculum-based assessment) to design, implement, and monitor interventions. At all phases of the consultation and intervention process, students will use data-based decision making to assess the positive impact of interventions on children in K-12 schools (NASP 2.1, 2.2, 2.9).

8. Knowledge of the characteristics of effective, evidence-based instruction at the universal, targeted, and individual levels. (NASP 2.6, 2.9).

9. Knowledge of evidence-based prevention models that promote cognitive academic development at the individual, group, and schoolwide levels (NASP 2.3, 2.9).

10. Skills in using computer-based tools for compiling and analyzing data to design and evaluate the positive impact of academic and behavioral interventions for students in K-12 schools (NASP 2.9).

Grading Criteria Rubric and Conversion

Supervisor Evaluation (10 points)
A summary evaluation will be conducted by the site supervisor rating the student from between 1 and 10 points. The summary evaluation form will be provided by the University.

Portfolio (90 points)
As part of the evaluation for the semester, students will assemble a portfolio documenting their learning from their involvement in the following activities. Minimally the portfolio should include the following components

1. Course syllabus
2. NASP Code of Ethics & at least one other Code.
3. Proof of your liability insurance.
5. Counselor/Client Agreement (Consent forms).
6. Assessment or treatment plan for an individual or group counseling session.
7. Two articles relating to the treatment of issues related to current client.
8. Outline and description of group counseling for a special population or for a special type of problem.
9. Summary of assessments used at your setting.
10. Description of counseling services (brochures, forms, handouts, descriptions of counseling activities, etc.).
11. Listing of referral resources and other community agencies where there is collaboration with counselors in your setting.
12. Description of any presentation or workshop that you planned or attended.
13. Brochures from professional meetings you attended.
14. Resume
15. Log of your hours signed by your site supervisor. Log must indicate total hours, Direct and Indirect Hours.
16. Copies of any evaluations you received.
17. Agency administrative structure—decision making processes.
18. Personnel policies related to evaluation.
19. Class Handouts.

The portfolio will be yours to keep. You should bring the portfolio to the mid-term and final evaluation meeting with your University Professor. Some components of this portfolio may have been generated during Internship and/or will be generated during students’ second semester of Internship. At the final evaluation meeting you should bring completed assessments of your internship supervisor(s) and internship site. The University Professor will provide you with these forms.

Grades
Grades will be posted in Canvas and feedback will be given as parts of the portfolio are completed.
90-100 points: A
80-89 points: B
70-79 points: C
60-69 points: D
Below 60 points: F

COURSE OUTLINE AND CALENDAR
Complete Course Calendar
- List each week/date, and include Week-by-week account of Topics, Readings, Quizzes, Exams, Due Dates, and clear expectations.
- Include the dates for the term (16-week, 1st or 2nd 8-week)
Important University Dates
https://www.tamuct.edu/registrar/academic-calendar.html

TECHNOLOGY REQUIREMENTS AND SUPPORT

Technology Requirements
This course will use the A&M-Central Texas Instructure Canvas learning management system. **We strongly recommend the latest versions of Chrome or Firefox browsers. Canvas no longer supports any version of Internet Explorer.**

Logon to A&M-Central Texas Canvas [https://tamuct.instructure.com/] or access Canvas through the TAMUCT Online link in myCT [https://tamuct.onecampus.com/]. You will log in through our Microsoft portal.

  - Username: Your MyCT email address. Password: Your MyCT password

Canvas Support
Use the Canvas Help link, located at the bottom of the left-hand menu, for issues with Canvas. You can select “Chat with Canvas Support,” submit a support request through “Report a Problem,” or call the Canvas support line: 1-844-757-0953. For issues related to course content and requirements, contact your instructor.

Online Proctored Testing
A&M-Central Texas uses Proctorio for online identity verification and proctored testing. This service is provided at no direct cost to students. If the course requires identity verification or proctored testing, the technology requirements are: Any computer meeting the minimum computing requirements, plus web camera, speaker, and microphone (or headset). Proctorio also requires the Chrome web browser with their custom plug in.

Other Technology Support
For log-in problems, students should contact Help Desk Central 24 hours a day, 7 days a week
  - Email: helpdesk@tamu.edu
  - Phone: (254) 519-5466
  - Web Chat: [http://hdc.tamu.edu]

*Please let the support technician know you are an A&M-Central Texas student.*

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UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES

Drop Policy
If you discover that you need to drop this class, you must complete the [Drop Request](https://tamuct.edu/registrar/drop-request) Dynamic Form through Warrior Web.
Faculty cannot drop students; this is always the responsibility of the student. The Registrar’s Office will provide a deadline on the Academic Calendar for which the form must be completed. Once you submit the completed form to the Registrar’s Office, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Registrar’s Office immediately. You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the drop deadline or fail to follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

Academic Integrity
Texas A&M University-Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Academic integrity is defined as a commitment to honesty, trust, fairness, respect, and responsibility. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. Academic misconduct is any act that improperly affects a true and honest evaluation of a student’s academic performance and includes, but is not limited to, working with others in an unauthorized manner, 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. All academic misconduct concerns will be referred to the university’s Office of Student Conduct. Ignorance of the university’s standards and expectations is never an excuse to act with a lack of integrity. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

For more information regarding the Student Conduct process, [https://www.tamuct.edu/student-affairs/student-conduct.html]. If you know of potential honor violations by other students, you may submit a report, [https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=0].

Academic Accommodations
At Texas A&M University-Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to a barrier-free education. The Office of Access and Inclusion is responsible for ensuring that students with a disability receive equal access to the university’s programs, services and activities. If you believe you have a disability requiring reasonable accommodations please contact the Office of Access and Inclusion, WH-212; or call (254) 501-5836. Any information you provide is private and confidential and will be treated as such.
For more information please visit our Access & Inclusion Canvas page (log-in required) [https://tamuct.instructure.com/courses/717]

Important information for Pregnant and/or Parenting Students
Texas A&M University-Central Texas supports students who are pregnant and/or parenting. In accordance with requirements of Title IX and related guidance from US Department of Education’s Office of Civil Rights, the Dean of Student Affairs’ Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. Students should seek out assistance as early in the pregnancy as possible. For more information, please visit Student Affairs [https://www.tamuct.edu/student-affairs/index.html]. Students may also contact the institution’s Title IX Coordinator. If you would like to read more about these requirements and guidelines online, please visit the website [http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf].

Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex and gender—including pregnancy, parenting, and all related conditions. A&M-Central Texas is able to provide flexible and individualized reasonable accommodation to pregnant and parenting students. All pregnant and parenting students should contact the Associate Dean in the Division of Student Affairs at (254) 501-5909 to seek out assistance. Students may also contact the University’s Title IX Coordinator.

Tutoring
Tutoring is available to all A&M-Central Texas students, on a remote online basis. Visit the Academic Support Community in Canvas to view schedules and contact information. Subjects tutored on campus include Accounting, Advanced Math, Biology, Finance, Statistics, Mathematics, and Study Skills. Tutors will return at the Tutoring Center in Warrior Hall, Suite 111 in the Fall 2020. Student success coaching is available online upon request.

If you have a question regarding tutor schedules, need to schedule a tutoring session, are interested in becoming a tutor, success coaching, or have any other question, contact Academic Support Programs at (254) 501-5836, visit the Office of Student Success at 212F Warrior Hall, or by emailing studentsuccess@tamuct.edu.

Chat live with a tutor 24/7 for almost any subject from on your computer! Tutor.com is an online tutoring platform that enables A&M-Central Texas students to log in and receive online tutoring support at no additional cost. This tool provides tutoring in over 40 subject areas except writing support. Access Tutor.com through Canvas.

University Writing Center
The University Writing Center (UWC) at Texas A&M University–Central Texas (TAMUCT) is a free service open to all TAMUCT students. For the Summer 2020 semester, all services will be online as a result of the COVID-19 pandemic. The hours of operation are from 10:00 a.m.-4:00 p.m. Monday thru Thursday with satellite hours online Monday thru Thursday from 6:00-9:00 p.m.
This summer, the UWC is also offering hours from 12:00-3:00 p.m. on Saturdays starting June 27th and ending July 18th.

Tutors are prepared to help writers of all levels and abilities at any stage of the writing process. While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. By providing a practice audience for students’ ideas and writing, our tutors highlight the ways in which they read and interpret students’ texts, offering guidance and support throughout the various stages of the writing process. In addition, students may work independently in the UWC by checking out a laptop that runs the Microsoft Office suite and connects to WIFI, or by consulting our resources on writing, including all of the relevant style guides. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the UWC is here to help!

Students may arrange a one-to-one session with a trained and experienced writing tutor by making an appointment via WCOnline [https://tamuct.mywconline.com/]. In addition, you can email Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu if you have any questions about the UWC and/or need any assistance with scheduling.

**University Library**
The University Library provides many services in support of research across campus and at a distance. We offer over 200 electronic databases containing approximately 250,000 eBooks and 82,000 journals, in addition to the 85,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at A&M-Central Texas are available through our website to help students navigate these resources. On campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available 24 hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place on Skype or in-person at the library. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments.

Our 27,000-square-foot facility on the A&M-Central Texas main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our Library website [http://tamuct.libguides.com/index].
OPTIONAL POLICY STATEMENTS

A Note about Sexual Violence at A&M-Central Texas
Sexual violence is a serious safety, social justice, and public health issue. The university offers support for anyone struggling with these issues. University faculty are mandated reporters, so if someone discloses that they were sexually assaulted (or a victim of Domestic/Dating Violence or Stalking) while a student at TAMUCT, faculty members are required to inform the Title IX Office. If you want to discuss any of these issues confidentially, you can do so through Student Counseling (254-501-5955) located on the second floor of Warrior Hall (207L).

Sexual violence can occur on our campus because predators often feel emboldened, and victims often feel silenced or shamed. It is incumbent on ALL of us to find ways to actively create environments that tell predators we don’t agree with their behaviors and tell survivors we will support them. Your actions matter. Don’t be a bystander; be an agent of change. For additional information on campus policy and resources visit the Title IX webpage [https://www.tamuct.edu/compliance/titleix.html].

Behavioral Intervention
Texas A&M University-Central Texas cares about the safety, health, and well-being of its students, faculty, staff, and community. If you are aware of individuals for whom you have a concern, who are exhibiting concerning behaviors, or individuals causing a significant disruption to our community, please make a referral to the Behavioral Intervention Team. Referring your concern shows you care. You can complete the referral online [https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=2].

Anonymous referrals are accepted. Please see the Behavioral Intervention Team website for more information [https://www.tamuct.edu/student-affairs/bat.html]. If a person’s behavior poses an imminent threat to you or another, contact 911 or A&M-Central Texas University Police at 254-501-5800.