

**Psychology Internship I - 10844 - PSYC 5384 - 110**

**Psychology Internship II- 10845 - PSYC 5385 - 110**

**Psychology Practicum I - PSYC 10846 - 110**

**Practicum and Internship Supervision**

Spring 2021

Texas A&M University-Central Texas

This is a 100% online course, and uses the A&M-Central Texas Canvas Learning Management System [<https://tamuct.instructure.com/>]. This course will meet in person on select Wednesdays from 6:00 to 7:30. Please see course calendar for meeting dates. The course meetings will be held via WebEx through Canvas. The course begins on January 19th, 2021 and concludes on May 14th, 2021. There will be no class on March 17th, 2021 for Spring Break.

**INSTRUCTOR AND CONTACT INFORMATION**

Instructor: Becki Oakley, Ph.D.

Email: [becki.oakley@tamuct.edu](mailto:becki.oakley@tamuct.edu) or Canvas inbox

Office Hours: Daily virtual hours as needed. Email me to schedule a WebEx meeting.

Requests and emails will be answered within 48 hours, although usually much sooner.

**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.

**COVID-19 SAFETY MEASURES**

To promote public safety and protect students, faculty, and staff during the coronavirus pandemic, Texas A&M University-Central Texas has adopted policies and practices to minimize virus transmission. All members of the university community are expected to adhere to these measures to ensure their own safety and the safety of others. Students must observe the following practices while participating in face-to-face courses, course-related activities (office

hours, help sessions, transitioning to and between classes, study spaces, academic services, etc.) and co-curricular programs:

- **Self-monitoring**—Students should follow CDC recommendations for self-monitoring. Students who have a fever or exhibit symptoms of COVID-19 should participate in class remotely and should not participate in face-to-face instruction. Students required to quarantine must participate in courses and course-related activities remotely and must not attend face-to-face course activities. Students should notify their instructors of the quarantine requirement. Students under quarantine are expected to participate in courses and complete graded work unless they have symptoms that are too severe to participate in course activities.
- **Face Coverings**— Face coverings must be worn inside of buildings and within 50 feet of building entrances on the A&M-Central Texas Campus. This includes lobbies, restrooms, hallways, elevators, classrooms, laboratories, conference rooms, break rooms, non-private office spaces, and other shared spaces. Face coverings are also required in outdoor spaces where physical distancing is not maintained. The university will evaluate exceptions to this requirement on a case by case basis. Students can request an exception through the Office of Access and Inclusion in Student Affairs.
  - o If a student refuses to wear a face covering, the instructor should ask the student to leave and join the class remotely. If the student does not leave the class, the faculty member should report that student to the Office of Student Conduct. Additionally, the faculty member may choose to teach that day's class remotely for all students.
- **Physical Distancing**—Physical distancing must be maintained between students, instructors, and others in the course and course-related activities.
- **Classroom Ingress/Egress**—Students must follow marked pathways for entering and exiting classrooms and other teaching spaces. Leave classrooms promptly after course activities have concluded. Do not congregate in hallways and maintain 6-foot physical distancing when waiting to enter classrooms and other instructional spaces.
- The university will notify students in the event that the COVID-19 situation necessitates changes to the course schedule or modality.

### **Course Overview and description (Internship):**

The purpose of this course is to help students transition from supervised to independent practice. Major emphasis is placed on the student's involvement in successful practices in educational and/or mental health settings focused on school aged children. Students have met all academic and professional standards of practice before placement. Students are required to complete a minimum of 600 clock hours per semester. Weekly supervision is provided by the on-site supervisor.

### **Student Learning Outcomes:**

The National Association of School Psychology standards can be downloaded at: [https://www.nasponline.org/assets/Documents/Standards%20and%20Certification/Standards/1\\_Graduate\\_Preparation.pdf](https://www.nasponline.org/assets/Documents/Standards%20and%20Certification/Standards/1_Graduate_Preparation.pdf)

This course addresses all 10 NASP Standards which evaluated by weekly quizzes and the Final Exam.

### **Required Reading and Textbook(s):**

National Association for School Psychology (2010). NASP Code of Ethics. Can be downloaded at

<https://www.nasponline.org/assets/Documents/Standards%20and%20Certification/Standards/1%20Ethical%20Principles.pdf>

### **COURSE REQUIREMENTS**

Course Requirements: Students must complete supervised internship experiences that total a minimum of 600 clock hours over a minimum 10 week academic term. Practicum students must log 150 hours. Each student's internship includes all of the following:

1. A combination of direct and indirect service with actual students that contributes to the development of counseling, assessment and/or consultation skills.
2. Weekly interaction that averages one hour per week of individual and/or triadic supervision throughout the internship by a program faculty member, a student supervisor, or a site supervisor who is working in biweekly consultation with a program faculty member in accordance with the supervision contract.
3. An average 2 hours per month of group supervision that is provided on a regular schedule throughout the internship by a program faculty member.
4. The development of program-appropriate audio/video recordings for use in supervision or live supervision of the student's interactions with clients.
5. Evaluation of the student's performance throughout the internship, including documentation of a formal evaluation after the student completes the internship.

Evaluation of the student's performance will be based on the student's ability to demonstrate:

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).

## **Supervision**

Students will attend online meetings with the faculty supervisor. They will also receive weekly individual/triadic supervision that averages one hour per week throughout the internship (this is usually performed by the onsite supervisor).

## **Ethical and Professional Conduct**

Internship students must behave in accordance with the NASP Ethical Standards and other standards of accepted professional conduct, including attire appropriate to professional counseling. Special attention is called to standards of confidentiality.

## **COURSE REQUIREMENTS**

### **Attendance and Collaborative Participation**

Students are expected to attend all class meetings on WebEx. Student participation and interaction is essential to the success of this course. Class participation is based upon student attendance, student readiness, participation in class discussions, and professionalism. Student's participation in class discussions will be determined by the student's ability to answer questions, provide input and relative current issues during discussions and demonstrated professionalism.

### **Professionalism**

Students demonstrate professionalism when they: (a) attend all classes on time, (b) remain in class/observation for the duration, (c) are prepared for class discussions, (d) attend to class discussion, (e) meet time lines, (f) are flexible to schedule changes, (g) respect the opinion and rights of others, (h) refrain from inappropriate conversations with others, talking on cell phones or texting, during lectures and class exercises; (i) work collaboratively with colleagues, (j) and engage in ethical practices as defined in the student code of conduct and class rules related to informed consent, confidentiality, and sharing of information.

### **Hour Logs**

Students will maintain a log of hours for the internship or practicum experience. The spreadsheet can be maintained in a spreadsheet of personal choice.

### **Weekly Journal**

The purpose of the journal is for students to write a weekly report of their internship activities. In these weekly reports students will (a) highlight the major activities and accomplishments of the week, (b) provide a self-appraisal of their progress, and (c) identify what self-care strategies they have employed. Each journal entry should be about 1/2 to one page in length. Each journal entry is due at or near the end of the month.

### **Quizzes (3)**

You will be assigned 3 quizzes that will cover what we discuss in class (available on class powerpoints) and class assignments for readings or podcast videos.

One of the quizzes (Quiz 3) will be questions answered about a topic of personal interest relevant to school psychology. Examples of topics include: a specific disability, counseling technique or strategy, a specific assessment, or a legal issue.

### **Evaluations**

Students will receive an evaluation from their site supervisor at mid-term and as a final. Students will evaluate their site supervisor and their site at final

## **Statements of Informed Consent**

Students will complete the Statement of Informed Consent every semester.

## **Posting of Grades**

Assignments and submissions will be graded within 1 week with grades being posted on Canvas.

## **Grading Policies**

Students will be expected to follow the due dates as posted in the calendar for all assignments.

## **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](mailto: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 Dynamic Form through Warrior Web.

[<https://dynamicforms.ngwebsolutions.com/casAuthentication.ashx?InstID=eaed95b9-f2be-45f3-a37d-46928168bc10&targetUrl=https%3A%2F%2Fdynamicforms.ngwebsolutions.com%2FSubmit%2FForm%2FStart%2F53b8369e-0502-4f36-be43-f02a4202f612>].

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](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. 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](mailto: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 Spring 2021 semester, all services will be online as a result of the COVID-19 pandemic. The hours of operation are from 10:00 a.m.-5:00 p.m. Monday thru Thursday with satellite hours Monday thru Thursday from 6:00-9:00 p.m. The UWC is also offering hours from 12:00-3:00 p.m. on Saturdays.

Tutors are prepared to help writers of all levels and abilities at any stage of the writing process. 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. While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. 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 WOnline [<https://tamuct.mywconline.com/>]. In addition, you can email Dr. Bruce Bowles Jr. at [bruce.bowles@tamuct.edu](mailto: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>].

For Spring 2021, all reference service will be conducted virtually. Please go to our Library website [<http://tamuct.libguides.com/index>] to access our virtual reference help and our current hours. \_\_\_\_\_

### **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, 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](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.

## COURSE OUTLINE AND CALENDAR

University Calendar:

<https://www.tamuct.edu/registrar/academic-calendar.html>

| Module                          | Date   | Prepare before class date        | Due:   |
|---------------------------------|--|----------------------------------|--|
| 1: Introductions and Procedures | January 20th:<br><b>MANDATORY<br/>ONLINE MEETING</b> | Internship or Practicum Contract | -Internship or Practicum Contract Uploaded<br>- Statement of Informed Consent Uploaded<br>-Site Supervisor Contact Info uploaded |
| 2: Procedures and Paperwork     | January 27th   |                                  |  |
| 3: Monthly Journal              | February 3rd   |                                  | Monthly Journal Uploaded   |
| 4: Individual Check-Ins         | February 10th  | Respond to email from Dr. Oakley | Respond to email from Dr. Oakley   |

|                                       |   |   |   |
|---------------------------------------|---|---|---|
| 5: Useful counseling strategies       | February 17th<br><b>MANDATORY ONLINE MEETING</b>  | Handouts provided on Module   | Bring favorite ice breaker(for counseling) to class (e.g, coloring page, book, game)  |
| 6: Monthly Journal                    | February 24th   | Monthly Journal<br>Quiz 1 handed out  | Monthly Journal Uploaded  |
| 7: Legal Issues                       | March 3rd   | Watch podcast School Psyched on youtube:<br><a href="https://www.youtube.com/channel/UCw9nxVmNKe8Uh_I9zz1omhg/videos">https://www.youtube.com/channel/UCw9nxVmNKe8Uh_I9zz1omhg/videos</a><br><br>Pick a video of your choice to watch on School Psyched and complete Quiz 1 on the content.   | Quiz 1 uploaded   |
| 8: Jurisprudence And Case Conferences | March 10th<br><b>MANDATORY ONLINE MEETING</b><br><br>(NO ASSIGNMENTS MARCH 17th for SPRING BREAK) | Access to <a href="https://www.bhec.texas.gov/wp-content/uploads/2020/10/October-2020-Psychology.pdf">https://www.bhec.texas.gov/wp-content/uploads/2020/10/October-2020-Psychology.pdf</a><br><br>Bring a summary of an interesting or complicated case to class. (Counseling or Assessment) | Access to <a href="https://www.bhec.texas.gov/wp-content/uploads/2020/10/October-2020-Psychology.pdf">https://www.bhec.texas.gov/wp-content/uploads/2020/10/October-2020-Psychology.pdf</a> |
| 9: Midterm                            | March 24th  | Midterm Evaluations   | Midterm Evaluation Uploaded   |
| 10: Monthly Journal                   | March 30th  | Monthly Journal<br>Quiz 2 handed out  | Monthly Journal Uploaded  |
| 11: Research Articles                 | April 7th   | Watch 120 second Videos on School Psychology Review<br><a href="https://www.youtube.com/watch?v=...">https://www.youtube.com/watch?v=...</a>  |   |

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|-------------------------------|--|--|--|
|                               |  | <a href="https://www.youtube.com/channel/UCKFCSDApFFyRg91IW7FRrsw">com/channel/UCKFCSDApFFyRg91IW7FRrsw</a> to complete Quiz 2 |  |
| 12: Case Conference Continued | April 14th:<br><b>MANDATORY ONLINE MEETING</b> | Continue discussing and updating cases from previous classes   | Quiz 2 uploaded  |
| 13:                           | April 21st                                     | No Assignments   |  |
| 14: Monthly Journal           | April 28th                                     | Monthly Journal Quiz 3 handed out  | Monthly Journal Uploaded   |
| 15: Topic of interest         | May 5th  |  | Upload Quiz 3 (Description of topic of interest, links to resources)         |
| 16: Last day of Class         | May 12th:<br><b>MANDATORY ONLINE MEETING</b>   |  | Final Evaluation uploaded<br>Hour Log (signed by onsite supervisor) uploaded |