Term Information

Effective Term
Summer 2014

General Information

Course Bulletin Listing/Subject Area
Educ Sts: Counselor Education

Fiscal Unit/Academic Org
School/Educ Policy&Leadership - D1280

College/Academic Group
Education & Human Ecology

Level/Career
Graduate, Undergraduate

Course Number/Catalog
5194

Course Title
Group Studies: Counselor Education

Transcript Abbreviation
Group Studies: CE

Course Description
In conjunction with the instructor, students will engage in group study projects.

Semester Credit Hours/Units
Variable: Min 1 Max 15

Offering Information

Length Of Course
14 Week, 7 Week, 4 Week (May Session), 12 Week (May + Summer)

Flexibly Scheduled Course
Sometimes

Does any section of this course have a distance education component?
No

Grading Basis
Satisfactory/Unsatisfactory

Repeatable
Yes

Allow Multiple Enrollments in Term
Yes

Max Credit Hours/Units Allowed
24

Max Completions Allowed
24

Course Components
Independent Study

Grade Roster Component
Independent Study

Credit Available by Exam
No

Admission Condition Course
No

Off Campus
Sometimes

Campus of Offering
Columbus

Prerequisites and Exclusions

Prerequisites/Corequisites
Permission of instructor

Exclusions

Cross-Listings

Cross-Listings

Subject/CIP Code

Subject/CIP Code
13.1101

Subsidy Level
Doctoral Course

Intended Rank
Masters, Doctoral, Professional
Requirement/Elective Designation

The course is an elective (for this or other units) or is a service course for other units

Course Details

Course goals or learning objectives/outcomes

• Group Study in content areas not covered by other courses

Content Topic List

• Determined in consultation with instructor

Attachments

• Group Study Syllabus.doc: Sample syllabus
  (Syllabus. Owner: Richardson, Chinyere)

Comments

• Upload a generic sample syllabus. (by Wheaton, Joe Edward on 10/11/2013 11:11 AM)

Workflow Information

<table>
<thead>
<tr>
<th>Status</th>
<th>User(s)</th>
<th>Date/Time</th>
<th>Step</th>
</tr>
</thead>
<tbody>
<tr>
<td>Submitted</td>
<td>Richardson, Chinyere</td>
<td>10/11/2013 09:23 AM</td>
<td>Submitted for Approval</td>
</tr>
<tr>
<td>Revision Requested</td>
<td>Wheaton, Joe Edward</td>
<td>10/11/2013 11:11 AM</td>
<td>Unit Approval</td>
</tr>
<tr>
<td>Submitted</td>
<td>Odum, Sarah A.</td>
<td>12/16/2013 04:15 PM</td>
<td>Submitted for Approval</td>
</tr>
<tr>
<td>Approved</td>
<td>Zabloudil, Deborah A.</td>
<td>12/17/2013 08:56 AM</td>
<td>Ad-Hoc Approval</td>
</tr>
<tr>
<td>Approved</td>
<td>Wheaton, Joe Edward</td>
<td>12/23/2013 12:35 PM</td>
<td>Unit Approval</td>
</tr>
<tr>
<td>Pending Approval</td>
<td>Achterberg, Cheryl L.</td>
<td>12/23/2013 12:36 PM</td>
<td>College Approval</td>
</tr>
<tr>
<td></td>
<td>Warnick, Bryan R.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Odum, Sarah A.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Zircher, Andrew Paul</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
SAMPLE SYLLABUS

The Ohio State University
Educational Studies
Course number (1 – 3 semester hours)
Group Studies

Instructor:  [Instructor Name]
Office:  [Office Location]
Phone:  [Phone Number]
Office Hours: by appointment
Email:  [Email Address]
Cell Phone:  [Cell Phone Number]

Description/Rationale:
The purpose of this course is for students to have the opportunity to participate in research. This can include, but is not limited to:

- Participating in the development of a study through various group activities (e.g., conducting a literature review, reviewing various measurement options, assisting with the design)
- Assisting the instructor with data collection, data entry, and/or analysis of the data for an on-going study
- Developing a study individually, relevant to the instructor’s research areas of interest and expertise, to be submitted to a local, state, or national conference
- Assisting students with their research projects as part of a group
- Participate in study group to review of articles (this will assist you in how to effectively evaluate research as well as with your own research writing skills)

Students’ Rights:
Students with special needs that affect their ability to participate fully in the class or to meet all course requirements should bring this to the instructor’s attention so that appropriate accommodations can be arranged. University recognized accommodations (ADA accommodations) will be provided only for students who have a formal relationship with the Office for Students with Disabilities. Requesting for these accommodations is the sole responsibility of the student. As an instructor, I will make every effort to address the special needs of students while maintaining the integrity of the learning experience.

Academic Integrity:
The department has set forth clear policies and procedures regarding academic misconduct. These procedures can be found in the program handbook on the department website, and students are expected to read and follow these policies. All projects and tests will represent your own work unless otherwise specified. The student is responsible for understanding the limits of collaboration on all work in this class. Any use of others’ ideas and words without proper citation of sources is plagiarism and will result in a formal response from the instructor and university. Additionally, all assignments submitted in the course should be work produced specifically for this course. Academic misconduct will be handled on an individual basis; however, in most cases, students will receive the strictest consequences given by the University as explained in the academic misconduct policy. For additional information, see the Code of Student Conduct.
http://studentaffairs.osu.edu/resource_csc.asp

Q:\13-14 Curriculum\Spring 2014\January meeting materials\Group_Study_Syllabus.doc
**Attendance:**
Class attendance is mandatory. Students are expected to contact the instructor prior to an absence except in the case of an emergency. Deductions in a student's final grade due to absences are at the discretion of the instructor. Students are also expected to be punctual and complete all assignments on time. Late assignments must be discussed with the instructor. The instructor reserves the right to deduct points for late assignments and/or return papers at the instructor's convenience.

Incomplete will be given only when discussed with the instructor at least one week prior to the due date for the last assignment. Incompletes will be given for uncontrollable extenuating circumstances only. Students are encouraged to discuss class difficulties with the instructor as soon as possible.

**Diversity Statement:**
The National Association of School Psychology (NASP), the American Psychological Association (APA), and the American Counseling Association (ACA) have explicit policies regarding issues related to race, gender, class, sexual orientation, disability, religion, etc. You may find this information in the APA publication manual, standards and ethics for each organization, and on the organizations’ respective home pages. In this class, you will be expected to reflect the standards and ethics of your profession. Any use of written or verbal language should be consistent with that specified by NASP, APA, and ACA. These policies should also be reflected in your conceptualization of client needs, interpretation and use of assessment results, critical analysis of assessment tools, and creation of services provided to clients. You will be evaluated accordingly on these skills.

**Professional Statement:**
As graduate students and future professionals, you are required to obtain competencies in numerous areas including writing skills, presentation skills, clinical skills, and research skills.

Standards for this class are compatible with professional standards. You are expected to have a good understanding regarding ethics and standards set forth by your professional organizations. You will be evaluated on various skills that are necessary to being a professional and competent professional. In addition to academic skills, and academic behaviors, you will also be evaluated on your professional judgment. Although there is no separate point allotment for professional conduct, your grade and success in this class can be influenced by poor professional judgment and conduct, and by poor academic performance and behaviors. These behaviors include, but are not limited to, working well with other professionals, other students, and clients, meeting deadlines for the class, dressing appropriately when working in the schools, and representing the program and the department in a professional manner. You are expected to behave like a professional and to engage in self-regulated learning while in this class. The instructor has the right to deduct points on an individual assignment or a final grade for unprofessional or unethical behavior of any kind. Depending on the severity of the violation, additional consequences may also be pursued.

**Students' Rights:**
According to University Policies, available from the Division of Student Affairs, if you have a problem with this class, "You should seek to resolve a grievance concerning a grade or academic practice by speaking first with the instructor or professor: Then, if necessary, with the department chairperson, college dean, and provost, in that order. Specific procedures are outlined in Faculty Rule 3335-7-23, which is available from the Office of Student Life, 208 Ohio Union." "Grievances against graduate, research, and teaching assistants should be submitted first to the supervising instructor, then to the chairperson of the assistant's department.

**Technology Statement:**
To be consistent with professional standards, students maybe expected to demonstrate certain technological skills in this class. These skills include using e-mail, searching the internet, and
understanding basic word processing and power point. Students will also be expected to have e-mail accounts and access the school psychology list serve on a regular basis. Much of the out-of-class communication with students is done via Carmen or e-mail. And students may also be required to download Word and Power Point documents for class.

**Course Requirements:**

In order to participate in research, it is expected that you have completed or will complete the Collaborative Institutional Training Initiative (CITI) web-based human research course. This can be found through the website for the Office of Responsible Research Practices (ORRP) at: [http://orrp.osu.edu](http://orrp.osu.edu). You will need to submit information to the instructor indicating your successful completion of the training.

Also, you will be required to participate in research. This can be on-going research that the instructor is conducting or development of your own research project related to the research interest and expertise of the instructor. Various options for participation will be discussed and you will have an option to choose tasks or you will be assigned tasks.

Meetings for this course will be scheduled on an as needed basis. The frequency and durations of meetings will be dependent upon the research that is being conducted.

This is a 1-3 credit course. You will be expected to participate in a manner consistent with the number of credit hours you have signed up for. For example, if you have signed up for 3 credits, your work load should be consistent with that of a 3 credit course (i.e., the time you would spend in lecture, completing readings, and completing assignments).

Activities that you will be expected to engage in include:

- **CITI Training** (if not already completed)
- **Article Reviews**
  - Must complete at least two reviews (dependent upon availability). Please note that I will provide you with the final review. It is expected that your second review is more fully developed in comparison to the first.
- **Research Assistance**
  - Literature review
  - IRB development
  - Database development
  - Data collection
  - Data entry
- **Conference Proposals**
  - Assist with writing and submitting conference proposals
  - Contribute to accepted conference proposals
  - Review and provide feedback to conference presentations in preparation.
- **Writing**
  - Contribute to current writing projects.