Curriculum Committee

FLORIDA SOUTHWESTERN STATE COLLEGE

Change of Course Proposal

School or Division	School of Health Professions
Program or Certificate	Social and Human Services Program
Proposed by (faculty only)	Dr. Terry McVannel-Erwin, Professor Pamela Peters, Professor Susan Patti
Presenter (faculty only)	Dr. Terry McVannel-Erwin
Note that the presenter (faculty) listed above must be present at the Curriculum Committee meeting or the proposal will be returned to the School or Division and be resubmitted for a later date.	
Submission date	11/13/2018
Current course prefix, number, and title	HUS 2302 Basic Counseling Skills

All Curriculum proposals require approval of the Curriculum Committee and the Interim Provost for Academic Affairs. Final approval or denial of a proposal is reflected on the completed and signed proposal.

☒ Approve ☐ Do Not Approve

Mary R. Myers — *Curriculum Committee Chair Signature*

12/11/18 — *Date*

☑ Approve ☐ Do Not Approve

Glen M — *Interim Provost for Academic Affairs Signature*

12-12-18 — *Date*

All Curriculum proposals require review by the Office of Accountability & Effectiveness.

☑ Reviewed

Barbara D. Miley — *Office of Accountability & Effectiveness Signature*

1-4-19 — *Date*

Section I, Important Dates and Endorsements Required

NOTE: Course and Program changes must be submitted by the dates listed on the published Curriculum Committee Calendar. Exceptions to the published submission deadlines must receive prior approval from the Interim Provost for Academic Affairs' Office.

Term in which approved action will take place	Fall 2019
Provide an explanation below for the requested exception to the effective date.	
N/A	

Any exceptions to the term start date requires the signatures of the Academic Dean and Interim Provost for Academic Affairs prior to submission to the Dropbox.		
Dean	**Signature**	**Date**
N/A	N/A	N/A
Interim Provost for Academic Affairs	**Signature**	**Date**
Dr. Eileen DeLuca	N/A	N/A

Required Endorsements	**Type in Name**	**Select Date**
Department Chair or Program Coordinator/Director	Dr. Terry McVannel-Erwin	11/13/2018
Academic Dean or Interim Provost for Academic Affairs	Dr. Denis Wright Denis E. Wright	11/13/2018 11/8/18

List all faculty endorsements below. (Note that proposals will be returned to the School or Division if faculty endorsements are not provided).
Dr. Terry McVannel-Erwin, Professor Pamela Peters, Professor Susan Patti

Revised: 11/11, 6/12, 6/13, 7/14, 8/15, 8/16, 8/17, 3/18, 5/18, 6/18; 10/18

Section II, Proposed Changes

Change to course prefix and number Lecture/lab course combined must include "C" / lab course must include "L"	N/A
Do any of the changes affect the AA focus? (If so, a Change of Program proposal is also needed.)	☐ Yes X No
Provide justification for the proposed prerequisite(s).	N/A
Change to course title	N/A
Does the Course Title Change affect other courses? (Ex: If Guitar I becomes Intro to Guitar, should Guitar II become Guitar I?)	N/A
Change of School, Division, or Department	N/A
Change to course prerequisite(s) and minimum grade(s) (must include minimum grade if higher than a "D")	From: N/A To: N/A
Change to course co-requisites	From: N/A To: N/A
Provide justification for the proposed co-requisite(s).	
Is any co-requisite for this course listed as a co-requisite on its paired course? (Ex. CHM 2032 is a co-requisite for CHM 2032L, and CHM 2032L is a co-requisite for CHM 2032)	No N/A
Change to course credits or clock hours	From: N/A To: N/A
Change to contact hours (faculty load)	From: N/A To: N/A
Are the Contact hours different from the credit/lecture/lab hours?	N/A
Change to grade mode	Choose an item.
Change to credit type	Choose an item.
Change to course description (provide below)	

Revised: 11/11, 6/12, 6/13, 7/14, 8/15, 8/16, 8/17, 3/18, 5/18, 6/18; 10/18

N/A

Change to general topic outline (type in entire new outline below)

- N/A

Change to Learning Outcomes: For information purposes only.

IV. Course Competencies, Learning Outcomes and Objectives

A. General Education Competencies and Course Outcomes

1. Integral *General Education Competency or competencies*: COMMUNICATE

Show knowledge and skills to analyze and assess the needs of clients or clients groups as it relates to basic counseling skills.

2. Supplemental *General Education Competency or competencies*:

B. In accordance with Florida Statute 1007.25 concerning the state's general education core course requirements, this course meets the general education competencies for ....
Part B would only be included in the course outlines of those courses are included in the FSW Catalog as a General Education Core Course. If this is not a core course, then outline letter C would become B.

C. Other Course Objectives/Standards

1. Discuss the context and role of diversity (including, but not limited to ethnicity, culture, gender, sexual orientation, learning styles, ability, and socio-economic status) in determining and meeting human needs as it relates to basic counseling skills. (CSHSE 12.f. KM)
2. Demonstrate ability to obtain, synthesize, and clearly report information from various sources as it relates to basic counseling skills. (CSHSE 14.a. SH)
3. Explain the importance of upholding confidentiality and using appropriate means to share information as it relates to basic counseling skills. (14.c. KM)
4. Show knowledge and skills to analyze and assess the needs of clients or clients groups as it relates to basic counseling skills. (CSHSE 15.a. SM)
5. Describe theory and knowledge bases of prevention, intervention, and maintenance strategies to achieve maximum autonomy and functioning as they relate to basic counseling skills. (CSHSE 16.a. TKM)
6. Demonstrate ability to clarify client expectations as they relate to basic counseling skills. (CSHSE 17.a. KSH)
7. Model establishing rapport with clients as it relates to basic counseling skills. (CSHSE 17.c. SH)
8. Illustrate client self-determination as it relates to basic counseling skills. (CSHSE 18.b. KM)

9. Discuss strategies for self-care as it relates to basic counseling skills. (CSHSE 19.d. KM)

Section III (must complete each item below)

Should any major restrictions be listed on this course? If so, select "change" and list the appropriate major restriction codes or select no change.	No change N/A
Change course to an "International or Diversity Focus" course?	No, not International or Diversity Focus
Change course to a General Education course?	No
Change course from General Education to non-General Education?	No
Change course to a Writing Intensive course?	No
Change course from Writing Intensive to non-Writing intensive?	No
Change course to repeatable? (A repeatable course may be taken more than one time for additional credits. For example, MUT 2641, a 3 credit hour course can be repeated 1 time and a student can earn a maximum of 6 credits). *Not the same as Multiple Attempts or Grade Forgiveness	No N/A

Impact of Change of Course Proposal	
Will this change of course proposal impact other courses, programs, departments, or budgets?	No
If the answer to the question above is "yes", list the impact on other courses, programs, or budgets?	N/A
Have you discussed this proposal with anyone (from other departments, programs, or institutions) regarding the impact? Were any agreements made? Provide detail information below.	
N/A	

Impact of Change of Course Proposal	
Will this change of course proposal impact library services or budgets?	No
If the answer to the question above is "yes", list	N/A

Revised: 11/11, 6/12, 6/13, 7/14, 8/15, 8/16, 8/17, 3/18, 5/18, 6/18; 10/18

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Have you discussed this proposal with anyone (from other departments, programs, or institutions) regarding the impact? Were any agreements made? Provide detail information below.	
N/A	

Section IV, Justification for proposal

Provide justification (below) for each change on this proposed curriculum action.
The Council for Standards in Human Service Education updated their accreditation standards July 2018. This update to the Course Objectives/Standards aligns this course with the new accreditation standards.