

Educational Policies Council Date:  
Revision Effective Date: ~~Spring 2010~~Fall 2015

# Kent State University

## Official Course Outline

**Department:** Lifespan Development and Educational Sciences  
**College:** Education, Health and Human Services  
**Course Subject:** CHDS - Counseling and Human Development Services  
**Course Number:** 67531  
**Course Title:** ~~Individual Counseling Procedures~~Skills and Techniques  
**Title Abbreviation:** ~~Indiv Counsel Procedures~~ Counseling Skills  
**Credit Hours:** 3.00

### I. Basic Course Information

#### Catalog Description:

(

~~Cross-~~

cross listed with

~~CHDS~~

CES 77531) Didactic and experiential training in basic interviewing and counseling techniques prepares the student for practicum through role playing, videotaped feedback and simulation. Prerequisite: Graduate

~~standing:~~

Standing

#### Prerequisite(s):

Graduate standing.

**Corequisite(s):** None

**Special Approval(s):** None

**Pre/Corequisite(s):** None

**Lecture Hours:** 3.00

**Lab Hours:** None

**Other Hours:** None

**Attributes:** None

**Cross-Listed:** ~~CHDS 77531~~None

**Slash Course:** ~~None~~ 77531

**Repeat for Credit:** No

**Course Level:** Graduate

**Grade Rule:** Standard letter

**Schedule Type:** Lecture

**Credit By Exam:** N-Credit by exam - Not Approved

## II. Course Content

Content hours per course topic

0 15

Didactic presentation of basic counseling procedures (e.g. empathy, therapeutic questions, immediacy).

15 Practice basic counseling skills.

5 Introduction to Conducting a structured counseling session.

3 Introduction to appropriate documentation of client records.

7 Introduction to selected content areas (e.g. ethics, substance abuse, violence, suicide, etc.).

45 Total Contact Hours

## III. Outcomes/Objectives

**Upon Satisfactory completion of this course, the students will be able to:**

1. Acquiring basic interviewing, assessment, and counseling skills.
2. Knowledge of counselor and client characteristics and behaviors that influence helping processes.
3. Ability to conduct a structured interview with warm-up, action, and processing and closure.

### **Activities that support outcomes:**

In-Class:

Lecture, discussion and/or exams on individual counseling procedures.

Class activities such as practicing skills, small group activities, and/or additional activities assigned by the professor.

Out-Of-Class:

Readings to support class discussions.

Written assignments such as self exploration papers, counseling interviews, and/or additional assignments from the instructor.

**Methods of assessment and/or evaluation of student learning:** Exams, Papers, Projects, Class Participation, Final  
**Additional Assessment Information:**

Projects: interview sessions and transcripts, video reflection of introductory counseling skills. Additional paper for doctoral students.

## IV. Textbooks and Other Materials

### **Textbooks:**

1. Ivey, A. E., Ivey, M. B., & Zalaquett, C. P., *Intentional interviewing and counseling: Facilitating client development in a multicultural society*, 8 ed., Belmont, CA: Brooks/Cole, 2013
2. Meier, S. T., & Davis, S. R., *The elements of counseling*, 7 ed., Belmont, CA: Thomson Brooks/Cole, 2011

### **Manuals:**

### **Periodicals:**

# Proposal Summary Report

<b>Department:</b> CHDS - Lifespan Development and Educational Sciences
<b>Course Subject</b> CHDS - Counseling and Human Development Services
<b>Course Title:</b> Counseling Skills and Techniques
<b>College:</b> Education, Health and Human Services
<b>Course Number:</b> 67531
<b>Explain the purpose for this proposal:</b>
<ul style="list-style-type: none"><li>The purpose of this proposal is to change the title from <i>Individual Counsel Procedures</i> to <i>Counseling Skills and Techniques</i> to clarify course content. The subject is revised from CHDS to CES to reflect a change in the name of the major. The content, methods of assessment/evaluation, textbook and instructor information are also being updated.</li></ul>
<b>Explain how this proposal affects program requirements and students in your unit:</b>
<ul style="list-style-type: none"><li>No impact</li></ul>
<b>Explain how this proposal affects courses, program requirements and students in other units:</b>
<ul style="list-style-type: none"><li>No impact</li></ul>
<b>Are existing facilities sufficient to support this course offering?</b>
<ul style="list-style-type: none"><li>Yes</li></ul>
<b>Is there an existing instructor(s) for this course, or will an additional instructor(s) need to be hired?</b>
<ul style="list-style-type: none"><li>existing CES instructors: Storlie, Mostade</li></ul>
<b>Name of instructor(s) contributing to content development:</b>
<ul style="list-style-type: none"><li>Storlie</li></ul>
<b>Units consulted (other departments, programs or campuses affected by the proposal):</b>
<ul style="list-style-type: none"><li>Course required in the following programs: MED Clinical Mental Health Counseling, MED School Counseling. Any internal documents/websites will have to update the course title and subject.</li></ul>



first

Click on the changed parts for a detailed description. Use the left and right arrow keys to walk through the modifications.

last



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#### Catalog Description:

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~~CHDS~~

CES 67531) Didactic and experiential training in basic interviewing and counseling techniques prepares the student for practicum through role playing, videotaped feedback and simulation. Prerequisite: Doctoral

~~standing:~~

Standing

#### Prerequisite(s):

Doctoral standing.

**Corequisite(s):** None

**Special Approval(s):** None

**Pre/Corequisite(s):** None

**Lecture Hours:** 3.00

**Lab Hours:** None

**Other Hours:** None

**Attributes:** None

**Cross-Listed:** ~~CHDS 67531~~None

**Slash Course:** ~~None~~ 67531

**Repeat for Credit:** No

**Course Level:** Graduate

**Grade Rule:** Standard letter

**Schedule Type:** Lecture

**Credit By Exam:** N-Credit by exam - Not Approved

## II. Course Content

Content hours per course topic

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## III. Outcomes/Objectives

**Upon Satisfactory completion of this course, the students will be able to:**

1. Acquiring basic interviewing, assessment, and counseling skills. ~~x000D~~
2. Knowledge of counselor and client characteristics and behaviors that influence helping processes. ~~x000D~~
3. Ability to conduct a structured interview with warm-up, action, and processing and closure.

### Activities that support outcomes:

In-Class:

Lecture, discussion and/or exams on individual counseling procedures. ~~x000D~~

Class activities such as practicing skills, small group activities, and/or additional activities assigned by the professor.

Out-Of-Class:

Readings to support class discussions. ~~x000D~~

Written assignments such as self exploration papers, counseling interviews, and/or additional assignments from the instructor reflecting the level of this course.

**Methods of assessment and/or evaluation of student learning:** Exams, Papers, Projects, Class Participation, Final  
**Additional Assessment Information:**

Projects: interview sessions and transcripts, video of introductory counseling skills. Additional paper required for doctoral students.

## IV. Textbooks and Other Materials

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### Manuals:

### Periodicals:

### Software:

### Other:

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