

# The University of Oklahoma

## College of Continuing Education

### Advanced Programs – Course Syllabus

#### Course Title:

Ethical Issues in Human Relations Counseling

#### Course Number:

HR 5453-493

#### Course Description:

Counselors and other professionals need to operate under personal and professional codes of ethics. However, these guidelines leave many questions unanswered as there is no single "right" answer that exists for many ethical dilemmas. It is critical to develop an understanding of ethics and ethical reasoning, and to know current professional, ethical, and legal issues that confront counselors in a variety of settings.

#### Course Dates:

May 1– August 31, 2017

Last day to enroll or drop without penalty: April 2, 2017

#### Site Director:

This is a three-credit hour online course. Please see your local Site Director or e-mail our online site coordinator at [aponline@ou.edu](mailto:aponline@ou.edu)

#### Professor Contact Information:

Course Professor:	Susan Marcus-Mendoza, PhD
Mailing Address:	University of Oklahoma Department of Human Relations PHSC 727 Norman, OK 73019
Telephone Number:	(405) 325-1756
E-mail Address:	<a href="mailto:smendoza@ou.edu">smendoza@ou.edu</a>
Virtual Office Hours:	Contact professor for this information.
Professor availability:	The professor will be available via e-mail to students during the above listed Virtual Office Hours and other methods by arrangement.

#### Textbook(s) and Instructional Materials:

Student materials are available at the OU Follett Bookstore located at 1185 Asp Avenue; Norman, OK, and can be ordered online, by phone, by email, or by fax. Ordering online at <http://www.bkstr.com/oklahomastore/home> is strongly recommended – students can track the status of their order within 48 hours. If an order has not been shipped within three days, students can contact the Follett textbook manager by phone (405) 325-3511, (800) 522-0772 (toll-free) or email [0831mgr@fheg.follett.com](mailto:0831mgr@fheg.follett.com). Phone orders (ask for the textbook manager and identify yourself as an Advanced Programs student) can be placed 8 a.m. to 6 p.m. Monday through Thursday; 8 a.m. to 5 p.m. on Friday; 10 a.m. to 4p.m. on Saturday (CST). Summer hours: 9 a.m. to 5 p.m. Monday through Friday (CST). Fax orders can be placed 24 hours a day at (405) 325-7770. Text prices are available online.

1. Pope, K. S., & Vasquez, M. J. T. (2010). *Ethics in psychotherapy and counseling: A practical guide* (4<sup>th</sup> ed.). Hoboken, NJ: Wiley & Sons. ISBN 9780470633076.
2. Kidder, R. M. (2009). *How good people make tough choices: Resolving the dilemmas of ethical living*. New York: Harper Collins. ISBN 9780061743993.

3. Materials posted on the OU Canvas learning management system: Access Canvas at <https://oklahoma.instructure.com/>, enter your OU NetID and password, and select course to access material. Please contact your local Site Director if you require assistance.

Note: Follett is the Advanced Programs contractual textbook provider. Should text changes become necessary after publication of the course syllabus, Advanced Programs will facilitate text returns/refunds only for texts purchased through Follett.

### **OU E-Mail:**

All official correspondence from distance learning instructors will be sent only to students' ou.edu address.

### **Online Orientation:**

The College of Arts and Sciences offers an online orientation for students who are enrolled in online or blended courses. The purpose of the orientation is to ensure that students are well prepared both technically and practically to take online courses. The orientation can be found on their website at:

<http://www.ou.edu/content/cas/online/student-online-orientation.html>

The College of Arts and Sciences Online and Academic Technology Services office is here to assist you with any questions, problems, or concerns you may have. For assistance visit their website at

<http://www.ou.edu/content/cas/online/student-information.html> or contact them by telephone at: (405) 325-5854 or email: [casonline@ou.edu](mailto:casonline@ou.edu)

### **Course Objectives:**

A main objective of this course is to challenge you to formulate your own position on ethical issues and to develop your ability to think critically and creatively about cases, and to help you articulate how you might deal with ethical issues involved in specific case vignettes. This course will also familiarize you with feminist, multicultural and social justice perspectives on ethics, and to examine ethical and professional issues related to these perspectives.

### **Assignments, Grading, and Due Dates:**

This course will be comprised of readings, discussion boards, web-based activities, and written assignments. Specific assignments, due dates, and guidelines will be posted on the class Canvas site in detail.

### **The Kidder Text: What is Ethics and why should we study it?**

Using the Kidder text, we will explore why ethics is important, different paradigms of ethics, and how to resolve ethical dilemmas. This text will be read first, and the activities for this part of the course will be discussion boards, and a paper worth

### **Pope/Vasquez text**

Using this text, we will study ethics in the helping professions. Activities will include discussions about the text and web-based videos.

### **Weinberg and Yalom cases**

These case studies are available on Canvas, and you will write answers to a series of short answer question.

### **Final paper:**

The final paper will be a chance to bring together everything that you have learned and apply it to your life. Specific instructions and a grading rubric will be provided for each paper.

**Grading:**

This is a letter-graded course: A, B, C, D, or F. The discussion and activities will count for 50% of the grade, the Kidder paper will count for 20% of your grade, the Weinberg/Yalom answers will count for 10% of your grade, and your final paper will count for 20% of your grade. All assignments will have a point value with an explanation of how you earn maximum points for each assignment.

Grading scale: A=90-100%, B=80-89%, C=70-79%, D=60-69%, F=59% and below

**Notice:** Failure to meet assignment due dates could result in a grade of I (Incomplete) and may adversely impact Tuition Assistance and/or Financial Aid.

**Statement on Respect:**

The online classroom is a forum for exploration, discussion, and learning, irrespective of the format in which the instruction is delivered. Each participant brings his/her own values, expectations, and experiences to our virtual classroom. Human Relations is a professional program and as such, students should conduct themselves accordingly. Every student has the right to express his/her viewpoint and be able to do so without the fear of reprisal or assault. Expressing opinions about beliefs, ideas, or sharing information is encouraged provided it is done respectfully and neither humiliates nor otherwise deliberately offends others.

Should any student have a problem or issue with any of the course content or students in the class please contact me so that we can discuss the situation and work toward a successful resolution.

**Policy for Late Work:**

Please contact the professor regarding his/her policy for late work

**Attendance Policy:**

In addition to interaction via Canvas and email contact, students are required to contact the instructor via email or telephone **before** the beginning of the course term for an initial briefing. Although physical class meetings are not part of this course, participation in all interactive, learning activities is required.

Student assignments and student/instructor communications will be conducted via Canvas, although students may contact the instructor via telephone, postal mail, email, or fax as needed

**Incomplete Grade Policy:**

A grade of "I" is not automatically assigned, but rather must be requested by the student.

**Technical Support Information:**

If you experience technical problems, contact Information Technology by visiting their website at: <http://webapps.ou.edu/it/> or contacting them by telephone at: (405) 325-HELP (4357).

**Procedures for Completion of Course Evaluation:**

Upon completion of the course students should go to the [Advanced Programs Online Learning Information webpage](#) and click on the applicable semester link under "Online Course Evaluation" which will direct them to the evaluation. The evaluation will take approximately five minutes to complete. Completion of the online evaluation is an important tool allowing Advanced Programs to gain information and student feedback for improvement of courses.

Your responses will be kept confidential. They will be reviewed by the department and only supplied to the professor once grades for the course have been submitted.

## **POLICIES AND NOTICES**

### **Attendance/Grade Policy**

**Note:** Attendance/absences do not apply to online courses. However, participation in all course activities is extremely important to student success in online courses.

Excused absences are given for professor mandated activities or legally required activities such as emergencies or military assignments. It is the policy of the University to excuse absences of students that result from religious observances and to provide without penalty for the rescheduling of examinations and additional required class work that may fall on religious holidays. Unavoidable personal emergencies, including (but not limited to) serious illness; delays in getting to class because of accidents, etc.; deaths and funerals, and hazardous road conditions will be excused.

If you are obtaining financial assistance (TA, STAP, FA, VA, Scholarship, etc.) to pay all or part of your tuition cost, you must follow your funding agency/institution's policy regarding "I" (Incomplete) grades unless the timeline is longer than what the University policy allows then you must adhere to the University policy. Students who receive Financial Aid must resolve/complete any "I" (Incomplete) grades by the end of the term or he/she may be placed on "financial aid probation." If the "I" grade is not resolved/completed by the end of the following term, the student's Financial Aid may be suspended making the student ineligible for further Financial Aid.

Students are responsible for meeting the guidelines of Tuition Assistance and Veterans Assistance. See the education counselor at your local education center for a complete description of your TA or VA requirements.

### **Academic Integrity and Student Conduct**

Academic integrity means honesty and responsibility in scholarship. Academic assignments exist to help students learn; grades exist to show how fully this goal is attained. Therefore all work and all grades should result from the student's own understanding and effort.

Academic misconduct is any act which improperly affects the evaluation of a student's academic performance or achievement. Misconduct occurs when the student either knows or reasonably should know that the act constitutes misconduct. Academic misconduct includes: cheating and using unauthorized materials on examinations and other assignments; improper collaboration, submitting the same assignment for different classes (self-plagiarism); fabrication, forgery, alteration of documents, lying, etc...in order to obtain an academic advantage; assisting others in academic misconduct; attempting to commit academic misconduct; destruction of property, hacking, etc...; intimidation and interference with integrity process; and plagiarism. All students should review the Student's Guide to Academic Integrity at [http://integrity.ou.edu/students\\_guide.html](http://integrity.ou.edu/students_guide.html)

Students and faculty each have responsibility for maintaining an appropriate learning environment. All students should review policies regarding student conduct at <http://studentconduct.ou.edu/>

### **Accommodation Statement**

The University of Oklahoma is committed to making its activities as accessible as possible. For accommodations on the basis of disability, please contact your local OU Site Director.

### **Adjustment for Pregnancy/Childbirth-Related Issues**

Should you need modifications or adjustments to your course requirements because of documented pregnancy-related or childbirth-related issues, please contact me as soon as possible to discuss. Generally, modifications will be made where medically necessary and similar in scope to accommodations based on temporary disability. Please see <http://www.ou.edu/content/eoo/faqs/pregnancy-faqs.html>.

### **Title IX Resources**

For any concerns regarding gender-based discrimination, sexual harassment, sexual misconduct, stalking, or intimate partner violence, the University offers a variety of resources, including advocates on-call 24/7, counseling services, mutual no-contact orders, scheduling adjustments, and disciplinary sanctions against the perpetrator. Please contact the Sexual Misconduct Office at [smo@ou.edu](mailto:smo@ou.edu) or (405) 325-2215 (8-5), or the Sexual Assault Response Team at (405) 615 -0013 (24/7) to report an incident. To learn more about Title IX, please visit the Institutional Equity Office's website at <http://www.ou.edu/content/eoo.html>

### **Course Policies**

Advanced Programs policy is to order books in paperback if available. Courses, dates, and professors are subject to change. Please check with your OU Site Director. Students should retain a copy of any assignments that are mailed to the professor for the course.

Any and all course materials, syllabus, lessons, lectures, etc. are the property of professor teaching the course and the Board of Regents of the University of Oklahoma and are protected under applicable copyright.

For more information about Advanced Programs, visit our website at: <http://www.goou.ou.edu/>

## INSTRUCTOR VITA

**Susan Marcus-Mendoza, Ph.D.**

### Education

- 1983 B.S in Psychology, University of Houston
- 1987 M.S. in Clinical/Community Psychology, Texas A&M
- 1988-89 Pre-doctoral internship in Clinical/Community Psychology, Baylor College of Medicine, Houston, Texas
- 1990 Ph.D. in Clinical/Community Psychology, Texas A&M
- 1991 Post-Doctoral Internship, University of Oklahoma

### Current Positions

- Professor of Human Relations
- Professor of Women's and Gender Studies
- Licensed Psychologist in Oklahoma
- Advanced Programs Professor since 1993

### Frequently Taught Advanced Programs Courses

- HR 5463 Counseling Skills
- HR 5473 Women and Mental Health
- HR 5003 Theoretical Foundations of Human Relations
- HR 5013 Current Problems in Human Relations
- HR 5453 Ethical Issues in HR Counseling
- HR 5623 Posttraumatic Stress Disorder
- HR 5013 Current Problems in Human Relations

### Major Areas of Teaching and Research Interest

- Female inmates
- Prison programming

### Representative Publications and Presentations

- Sharp, S., Marcus-Mendoza, S. T., Cameron, K. & Daniels, E. (2016). Across the spectrum of Women and Crime: Theories, Offending, and the Criminal Justice System. Durham, NC: Carolina Academic Press.
- Marcus-Mendoza, S. T. (2016). Total system failure. In S. Sharp, S. Marcus-Mendoza, K. Cameron, & E. Daniels (eds). Across the spectrum of Women and Crime: Theories, Offending, and the Criminal Justice System. Durham, NC: Carolina Academic Press.
- Marcus-Mendoza, S.T. (2016). Incarcerated women in the United States. In C. Marcum & T. Freiburger (Eds.). Women in the Criminal Justice System: Tracing the Journey of Females and Crime. Boca Raton, FL: CRC Press Inc.
- Marcus-Mendoza, S. T. (2014). Special needs of children of incarcerated parents. In L.H. Cousins & J. G. Golson (Eds.), Encyclopedia of Human Services and Diversity. Thousand Oaks, CA: Sage Publications, Inc.
- Marcus, M. T., Taylor, W. C., Walker, T., Carroll, D. D., Cron, S. G., Marcus-Mendoza, S. T., Liehr, P. (2013). Project smart: An interdisciplinary collaboration to design and test a mentored health promotion program for school children. *Journal of Addictions Nursing*, 24 (1), 20-28.
- Marcus-Mendoza, S. T. (2012). The sociology of women criminals. In W. R. Miller (Ed.), *Social history of crime and punishment in America*. Thousand Oaks, CA: Sage Publications, Inc.
- Marcus-Mendoza, S. T. (2011). Feminist therapy with incarcerated women: Practicing subversion in prison. *Women & Therapy*, 34 (1&2), 77-92.
- Marcus-Mendoza, S. T. (2011). Review of the book *The fat studies reader*. *Feminism & Psychology*, 21, 273-276.

### **Major Professional Affiliations**

- American Psychological Association
- Association of Women in Psychology