



The Graduate Counseling Program
Course Syllabus

Jacksonville, FL Campus

Course	COUN 5220 / JA / Assessment	
Term	Fall 1, 2009 – Saturday #1 – 8:00 am – 5:00 pm 8/15, 8/29, 9/12, 9/26, 10/7 (Wednesday 6-10pm)	
Instructor	Name:	Dave Houtler, Ph.D.
	Home Phone:	(904) 571-4644
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Catalog Description	The student examines the various frameworks for understanding the individual, including methods of data gathering and interpretation, individual and group testing, case study approaches, and the study of individual differences. Ethnic, cultural and gender factors are considered.	
Prerequisites	COUN 5020 and COUN 5850	
Course Level Outcome Objectives	<i>Upon successful completion of this class students will be able to:</i> <ol style="list-style-type: none">1. Demonstrate understanding of the historical development of assessment in society.2. Demonstrate understanding of statistical concepts including scales of measurement, central tendencies, indices of variability, types of distributions, and correlations.3. Demonstrate appropriate use of both formal and informal assessment methods.4. Utilize the general principles of assessment in the diagnoses of mental and emotional status.	
Materials	Anastasi, A. & Urbina, S. (1997). Psychological Testing . (7 TH Edition). Prentice Hall. Upper Saddle River, NJ. ISBN# 0-02-303085-2 To Order Textbooks go to the local North FL website at www.webster.edu/jack and click on Order Textbooks to select a vendor. Note: Textbooks must be ordered 2 weeks prior to class to ensure delivery Supplemental Readings: <ul style="list-style-type: none">• Instructor may provide or require supplemental handouts, readings, or films in addition to above listed items.	

- **Research Paper Guidelines and Sample Paper** – See website @ www.webster.edu/jack and click on the Student Resources category

Methods of Learning

Students will learn through a variety of methods which include, but are not limited to lecture, text readings, discussion, research, and development of testing methods.

Grading

Assignments	Maximum Points
Quizzes (2 @ 10 points each)	20 Points
Examinations (2 @ 20 points each)	40 Points
PassPorts Internet Research	5 Points
Class Project	10 Points
Research Paper	10 Points
In-Class Presentations	5 Points
Class Participation and Attendance	10 Points
TOTAL	100 Points

Letter grades will be assigned pursuant to the following scores based on the percent of the total possible points (weighted according to the scale above) that you

Percentage of Total Points	Grade
95%-100%	A
90%-94%	A-
88%-89%	B+
84%-87%	B
80%-83%	B-
70%-79%	C
Below 70%	F

<p>Activities</p>	<p>Quizzes:</p> <ul style="list-style-type: none"> • There will be two quizzes. • Each quiz is worth 10 points. • Each quiz is comprised of multiple choice, true/false, short answer and/or essay questions, based on combination of text readings and class discussion. 20 Points Possible. <p>Examinations:</p> <ul style="list-style-type: none"> • There will be two examinations. • Each examination is worth 20 points. • Each examination is comprised of multiple choice, true/false, short answer and/or essay questions, based on combination of text readings and class discussion. 40 Points Possible. <p>Passports Internet Research:</p> <ul style="list-style-type: none"> • Passports Internet Research is worth 5 points. • Demonstrated fluency in researching topic. <p>Class Project:</p> <ul style="list-style-type: none"> • Class Project is worth 10 points. Points awarded will be an average, based on 1) a self-rating of your own participation in the project, 2) anonymous ratings of your performance by members of your workgroup, 3) observations by the class instructor, and 4) your level of involvement in the classroom presentation. • You will be assigned to a small workgroup. Your workgroup will have the task of developing a testing instrument to predict future risk or success in some area (as determined via class brainstorming). The development of the instrument and administration of the instrument to a normative group forms the basis for your research paper. <p>Research Paper:</p> <ul style="list-style-type: none"> • Research Paper is worth 10 points. • Professional quality research paper which includes title page, table of contents, introduction (to include review of previous research), hypothesis, method, sample, results, discussion, and minimum of five references. • Approximate length of paper: 10–15 pages. <p>In-Class Presentations:</p> <ul style="list-style-type: none"> • There will be 2 presentations. • Review of a published testing instrument (3 points). The presentation should incorporate information from at least two reference articles. • Research paper presentation (2 points). 5 Points Possible.
	<p>Class Participation and Attendance:</p> <ul style="list-style-type: none"> • Class Participation and attendance is worth 10 percent of the final grade. • Class participation points <i>must be earned</i>. • Students are expected to actively participate in all class discussions. • Students are expected to discuss all reading assignments, papers and

homework assignments with the class.

- The student who does not come to class fully prepared will lose points from the final grade.
- Students are expected to be on time for class.
- Participants are expected to arrive on time and be actively involved in the learning experience. Each student should desire to learn, participate, and proactively contribute to the learning of others during each discussion and exercise.
- Students are to participate in classroom discussions. The discussions are an opportunity for students to reveal their understanding of the assignments made for the current and previous classes.
- Assignments are given to prepare the student to participate in class discussions; therefore, it is imperative that reading assignments and associated questions for discussion be completed prior to class.
- A maximum of 10 points will be awarded based on the level and quality of participation and preparation.
- All assignments are due as detailed in the Course Schedule.
- Students are expected to attend all class sessions of every course for the full 36 contact hours. In the case of unavoidable absence, the student must contact the instructor. The student is subject to appropriate academic penalty for incomplete or unacceptable makeup work, or for excessive or unexcused absences. Generally, a student who misses more than one four-hour course period (per course) without a documented military or medical excuse and advanced permission of the instructor should withdraw from the class. The University reserves the right to involuntarily drop enrolled students from classes, which they do not attend. **PLEASE BE ADVISED:** Students who do not attend the first class session, who have not made prior arrangements with the instructor for being absent, will be dropped from their courses.
- Attendance the last day of class is mandatory to ensure that all work is completed and to be awarded a passing grade. An Incomplete will not be acceptable without documental proof (Death Notice, Doctor's Letter, etc.) as to absence relating to non-completion of class work. These must be faxed 904-262-1459 or dropped off to Webster University by the Monday after the term ends.
- Participants are expected to arrive on time and be actively involved in the learning experience. Each student should desire to learn, participate, and proactively contribute to the learning of others during each discussion and exercise.
- Students are to participate in classroom discussions. The discussions are an opportunity for students to reveal their understanding of the assignments made for the current and previous classes.
- Assignments are given to prepare the student to participate in class discussions; therefore, it is imperative that reading assignments and associated questions for discussion be completed prior to class.
- A maximum of 10 points will be awarded based on the level and quality of participation and preparation.
- Failure to turn in an assignment within one week will result in a grade of "0" for that assignment. In addition, failure to submit an assignment will lower the final grade by an additional two points.
- All assignments are due as detailed in the Course Schedule.

	<ul style="list-style-type: none"> • Late assignments will be accepted, if they are turned in <i>no later</i> than one week later, but will be penalized one letter grade. Furthermore, late assignments will lower the student's final grade by an additional one point. • Late assignments will not be accepted for the final assignments the last week of the course to allow timely completion and grades to be submitted.
<p>Policy Statements: University Policies</p>	<p>University policies are provided in the current course catalog and course schedules. They are also available on the university website. This class is governed by the university's published policies. The following policies are of particular interest:</p> <p>Academic Honesty</p> <p>The university is committed to high standards of academic honesty. Students will be held responsible for violations of these standards. Please refer to the university's academic honesty policies for a definition of academic dishonesty and potential disciplinary actions associated with it.</p> <p>Drops and Withdrawals</p> <p>Please be aware that, should you choose to drop or withdraw from this course, the date on which you notify the university of your decision will determine the amount of tuition refund you receive. Please refer to the university policies on drops and withdrawals (published elsewhere) to find out what the deadlines are for dropping a course with a full refund and for withdrawing from a course with a partial refund.</p> <p>Special Services</p> <p>If you have registered as a student with a documented disability and are entitled to classroom or testing accommodations, please inform the instructor at the beginning of the course of the accommodations you will require in this class so that these can be provided.</p> <p>Disturbances</p> <p>Since every student is entitled to full participation in class without interruption, disruption of class by inconsiderate behavior is not acceptable. Students are expected to treat the instructor and other students with dignity and respect, especially in cases where a diversity of opinion arises. Students who engage in disruptive behavior are subject to disciplinary action, including removal from the course.</p> <p>Student Assignments Retained</p> <p>From time to time, student assignments or projects will be retained by The Department for the purpose of academic assessment. In every case, should the assignment or project be shared outside the academic Department, the student's name and all identifying information about that student will be redacted from the assignment or project.</p>

Contact Hours for this Course

It is essential that all classes meet for the full instructional time as scheduled. A class cannot be shortened in length. If a class session is cancelled for any reason, it must be rescheduled.

Weekly Schedule**Pre-Assignments for Session 1:**

- Read Chapters 1-3 in Anastasi text.

Session 1**A.M. Session (8-NOON)****THEME: Psychological Assessment and Testing****Topics:**

- Review Syllabus
- Assessment versus Testing
- Review of basic statistical procedures relevant to testing

Session 2**P.M. Session (1-5PM)****THEME: Score Transformations****Topics:**

- Z-Score transformations
- Norms and the meaning of test scores
- On-line search for normative sample of assigned test instrument
- Presentation of normative sample information
- Overview of case study analyses

Assignments for Sessions 3 & 4:

- Read Chapters 4 and 5 in Anastasi Text

Session 3**A.M. Session (8-NOON)****THEME: Reliability and Validity in Testing****Topics:**

- Correlation coefficients
- Types of reliability
- Types of validity
- **Quiz I: Chapters 1-3 and Classroom Discussion**

Session 4**P.M. Session (1-5PM)****THEME: Testing as a basis of prediction****Topics:**

- Criterion prediction procedures
- Review of published testing instruments
- Case study – Intelligence testing

Assignments for Sessions 5 and 6:

- Read Chapters 6 and 8 in Anastasi Text

	Session 5	<p>A.M. Session (8-NOON) THEME: Validity and Intelligence Testing Topics:</p> <ul style="list-style-type: none"> • Validity Coefficient and Error of Estimate • Intelligence Testing • Weschler Adult Intelligence Scale – III • Exam I: Chapters 1 – 5 and Classroom Discussions
	Session 6	<p>P.M. Session (1-5PM) THEME: Testing protocols to answer referral questions Topics:</p> <ul style="list-style-type: none"> • Screening versions of tests • Review of published testing instruments • Case study – Memory Testing <p>Assignments for Sessions 7 & 8:</p> <ul style="list-style-type: none"> • Read Chapters 9 and 14 in Anastasi Text
	Session 7	<p>A.M. Session (8-NOON) THEME: Personality Testing Topics:</p> <ul style="list-style-type: none"> • Self-report personality inventories • Measuring interests and attitudes • Projective testing techniques • Quiz II: Chapters 6 & 8 and Classroom Discussions
	Session 8	<p>P.M. Session (1-5PM) THEME: Attitude Surveys Topics:</p> <ul style="list-style-type: none"> • Review of published testing instruments • Class project presentations • Case Study – Personality Testing <p>Assignments for Session 9:</p> <ul style="list-style-type: none"> • Prepare for class project presentations • Prepare for Examination II
	Session 9	<p>P.M. Session (1-5PM) THEME: Ethical Considerations and Responsibilities Topics:</p> <ul style="list-style-type: none"> • Test use in clinical and counseling psychology • Ethical issues • User qualifications and profession competence • Communicating test results • Review of popular testing instruments • Class project presentations • Examination II: Chapters 6, 8, 9, and 14 and Classroom Discussion

Additional Information**Course Attendance:**

The University reserves the right to drop students who do not attend class the first two weeks of the term/semester. Students are expected to attend all class sessions of every course. In the case of unavoidable absence, the student must contact the instructor. The student is subject to appropriate academic penalty for incomplete or unacceptable makeup work, or for excessive or unexcused absences.

Make-Up Requirements

- For each class hour missed, a one (1) page, double-spaced, typed paper, with one (1) reference will be submitted by the end of the term. The instructor will assign the topic. A four (4) hour class will require four (4) pages supported with (4) references from popular or academic press.
- This paper will be graded and incorporated in the class participation grade. If the make-up work is not submitted, the student's final grade will be reduced one (1) letter grade.
- Students are responsible for any class material presented during their absence, and any assignments due should be submitted prior to the absence, if possible.

Conduct:

Students enrolling in a degree program at Webster University assume the obligation of conducting themselves in a manner compatible with the University's function as an education institution. Misconduct for which students are subject to discipline may be divided into the following categories:

1. All forms of dishonesty, cheating, plagiarism, or knowingly furnishing false information to the University.
2. Obstruction or disruption of teaching, research, administration, disciplinary procedures, or other University activities or of other authorized activities on University premises.
3. Classroom disruption. Behavior occurring within the academic arena, including but not limited to classroom disruption or obstruction of teaching, is within the jurisdiction of Academic Affairs. In case of alleged campus and/or classroom disruption or obstruction, a faculty member and/or administrator may take immediate action to restore order and/or to prevent further disruption (e.g. removal of student[s] from class or other setting). Faculty members have original jurisdiction to address the immediacy of a situation, as they deem appropriate. When necessary and appropriate, Public Safety and/or the local [or military] police may be contacted to assist with restoring peace and order. Faculty response is forwarded to the academic dean (or his or her designee) for review and, if necessary, further action. Further action might include permanent removal from the course. Repeated offenses could lead to removal from the program and/or the University.
4. Theft of or damage to property of the University. Students who cheat or plagiarize may receive a failing grade for the course in which the cheating or plagiarism took place.

Students who engage in any of the above misconducts may be subject to

	<p>dismissal from the University on careful consideration by the executive vice president of the University or his designee. To the extent that penalties for any of these misconducts (e.g. theft or destruction of property) are prescribed by law, the University will consider appropriate action under such laws.</p> <p>Students are subject to the Student Code of Conduct and Judicial Procedure described in the Online Student Handbook.</p> <p>Course Contact Hours:</p> <ul style="list-style-type: none"> • Unless a course has enrolled fewer than four students, faculty have a contractual obligation to meet the full complement of contact/meeting hours (36 for graduate courses). Not to meet this full complement of hours may be construed as a breach of contract and may also endanger Webster University's accreditation by The Higher Learning Commission, a commission of the North Central Association of Colleges and Schools, and its licensure by the State of Florida. Finally, course meetings which are missed for any reason must be made up. <p>Disclaimer</p> <ul style="list-style-type: none"> • This syllabus is intended to provide a basic structure to this course. Adherence to this syllabus is subject to change at the discretion of the instructor without the prior notification or consent of the student. • Assignment Papers Retention: All papers will be held for one term and then discarded. Students are asked to pick these up after their class ends.
	<p>For Webster University policies and procedures, please refer to the Catalog and Student Handbook. If you have a documented disability as described in Section 504 of the 1973 Rehabilitation Act of the Americans with Disability Act (ADA), you can contact our Academic Resource Center (ARC) at www.webster.edu/acadaffairs/asp/arc.htm, or call 800-981-9801 ext 7620, to make arrangements for services. Also, please notify your site administrator if you are attending an extended campus.</p> <p>Reviewed by: <u>Dr. Stephanie Varilala</u></p> <p>Job Title: <u>Counseling Coordinator</u></p> <p>Date: <u>7/21/09</u></p>

Revised 12/7/07