# Document N: Course and Program Development:
# IMPACT AND APPROVAL SIGNATURES

See Course and Program Development Policy and Procedures (www.ubalt.edu/provost) for instructions.

**SCHOOL:** ○ LAW ○ MSB ◉ CAS ○ CPA

**CONTACT NAME:** Elaine **PHONE:** Johnson

**DEPARTMENT/DIVISION:** Applied Behavioral Sciences **DATE PREPARED:** 8/13/14

**PROPOSED SEMESTER OF IMPLEMENTATION:** ○ fall ◉ spring **YEAR:** 2015

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**TYPE OF ACTION:** ○ add (new) ○ deactivate ◉ modify ○ other

**LEVEL OF ACTION:** ○ noncredit ○ undergraduate ◉ graduate ○ other

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**ACTION BEING REQUESTED** (select one category, either Course Actions or Program Actions):

◉ ***COURSE ACTIONS*** ○ ***PROGRAM ACTIONS***

**Original Subject Code/Course Number:** APPL 602

**Original Course Title:** Ethics and Legal Issues in the Practice of Psychology

**Original Program Title:**

*Select one or multiple actions from **one** of the lists below (review the list of necessary documents and signatures):*

| | COURSE ACTIONS |
|---|---|
| | 1. Experimental Course |
| ✓ | 2. Course Title |
| | 3. Course Credits |
| | 4. Course Number |
| | 5. Course Level |
| | 6. Pre- and Co-Requisite |
| ✓ | 7. Course Description |
| | 8. New Course |
| | 9. Deactivate Course |
| | 22. Other |

| | PROGRAM ACTIONS |
|---|---|
| | 10. Program Requirements |
| | 11a. Undergraduate Specialization (24 credits or fewer) |
| | 11b. Master's Specialization (12 credits or fewer) |
| | 11c. Doctoral Specialization (18 credits or fewer) |
| | 12. Minor (add or delete) |
| | 13. Closed Site Program |
| | 14. Program Suspension |
| | 15. Program Reactivation |
| | 16a. Certificate Program (UG/G) exclusively within existing degree program |
| | 16b. Certificate Program (UG/G) outside of or across degree programs (12 or more credits) |
| | 17. Off-Campus Delivery of Existing Programs |
| | 18a. Undergraduate Concentration (exceeds 24 credits) |
| | 18b. Master's Concentration (exceeds 12 credits) |
| | 18c. Doctoral Concentration (exceeds 18 credits) |
| | 19. Program Title Change |
| | 20. Program Termination |
| | 21. New Degree Program |
| | 22. Other |

**ADDITIONAL DOCUMENTATION** (check all appropriate boxes of documents included; *review the list of necessary documents*):

☑ summary proposal (O) ☑ course definition document (P) ☐ full five-page MHEC proposal (Q)

☐ financial tables (MHEC) (R) ☐ other documents as may be required by MHEC/USM (S) ☐ other (T)

**IMPACT REVIEW** *(review the list of necessary signatures)*:

| Impacted Entity | Signature | Date |
|---|---|---|
| **a.** Library<br>❑ no impact ❑ impact statement attached | | |
| **b.** OTS<br>❑ no impact ❑ impact statement attached | | |
| **c.** University Relations<br>❑ no impact ❑ impact statement attached | | |
| **d.** Admissions<br>❑ no impact ❑ impact statement attached | | |
| **e.** Records<br>❑ no impact ❑ impact statement attached | | |

**APPROVAL SEQUENCE** *(review the list of necessary signatures)*:

| Approval Level | Signature | Date |
|---|---|---|
| **A.** Department/Division (Chair) | | 9/5/14 |
| **B.** General Education (for No. 7, 8) | | |
| **C.** Final Faculty Review Body Within Each School (Chair) | | 9/29/14 |
| **D.** Dean | Sandra Hill | 9/30/14 |
| **E.** University Faculty Senate (Chair) | | |
| **F.** University Council (Chair)[1] | | |
| **G.** Provost and Senior Vice President for Academic Affairs | | 10-7-14 |
| **H.** President | | |
| **I.** Board of Regents (notification only) | | |
| **J.** Board of Regents (approval) | | |
| **K.** MHEC (notification only) | | |
| **L.** MHEC (approval) | | |
| **M.** Middle States Association notification | Required only if the University's mission is changed by the action | |

[1] University Council *review* (for recommendation to the president or back to the provost) shall be limited to curricular or academic policy issues that may potentially affect the University's mission and strategic planning, or have a significant impact on the generation or allocation of its financial resources.

# Document O: Course and Program Development: SUMMARY PROPOSAL

See Course and Program Development Policy and Procedures (www.ubalt.edu/provost) for instructions.

**SCHOOL:** ○ LAW ○ MSB ◉ CAS ○ CPA

**CONTACT NAME:** Elaine **PHONE:** Johnson

**DEPARTMENT/DIVISION:** Applied Behavioral Sciences **DATE PREPARED:** 8/13/14

**PROPOSED SEMESTER OF IMPLEMENTATION:** ○ fall ◉ spring **YEAR:** 2015

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**ACTION BEING REQUESTED** (select one category, either Course Actions or Program Actions):

◉ ***COURSE ACTIONS*** ○ ***PROGRAM ACTIONS***

**Original Subject Code/Course Number:**

APPL 602

**Original Course Title:**

Ethics and Legal Issues in the Practice of Psychology

**Original Program Title:**

*Select one or multiple actions from **one** of the lists below (review the list of necessary documents and signatures):*

| | COURSE ACTIONS |
|---|---|
| | 1. Experimental Course |
| ✓ | 2. Course Title |
| | 3. Course Credits |
| | 4. Course Number |
| | 5. Course Level |
| | 6. Pre- and Co-Requisite |
| ✓ | 7. Course Description |
| | 8. New Course |
| | 9. Deactivate Course |
| | 22. Other |

| | PROGRAM ACTIONS |
|---|---|
| | 10. Program Requirements |
| | 11a. Undergraduate Specialization (24 credits or fewer) |
| | 11b. Master's Specialization (12 credits or fewer) |
| | 11c. Doctoral Specialization (18 credits or fewer) |
| | 12. Minor (add or delete) |
| | 13. Closed Site Program |
| | 14. Program Suspension |
| | 15. Program Reactivation |
| | 16a. Certificate Program (UG/G) exclusively within existing degree program |
| | 16b. Certificate Program (UG/G) outside of or across degree programs (12 or more credits) |
| | 17. Off-Campus Delivery of Existing Programs |
| | 18a. Undergraduate Concentration (exceeds 24 credits) |
| | 18b. Master's Concentration (exceeds 12 credits) |
| | 18c. Doctoral Concentration (exceeds 18 credits) |
| | 19. Program Title Change |
| | 20. Program Termination |
| | 21. New Degree Program |
| | 22. Other |

*For changes to existing courses:*

**OLD TITLE** Ethics and Legal Issues in the Practice of Psychology **SUBJECT CODE/COURSE NO.** APPL 602 **CREDITS** 3

**NEW TITLE** Professional Identity, Ethics, and Legal Issues in the Practice of Counseling and Psychology **SUBJECT CODE/COURSE NO.** APPL 602 **CREDITS** 3

**DESCRIBE THE REQUESTED COURSE/PROGRAM ACTION** (additional pages may be attached if necessary):

Change the name and the catalog description of the course.

**SET FORTH THE RATIONALE FOR THIS PROPOSAL:**

The name and current catalog description suggest that the content of this course is limited to issues in the practice of psychology. In fact, to meet professional credentialing and licensure requirements, the course must focus primarily on the practice of counseling. The Maryland Board of Professional Counselors and Therapists requires, for licensure as a Professional Counselor, a course in ethics that focus primarily on the ethical standards of the American Counseling Association (ACA). Also, the National Board of Certified Counselors (NBCC), with whom UB participates in an "early test" program for the National Counseling Examination (the national "licensing exam") has requested a name and course description changes that reflect this content. Our NBCC reviewer also stressed the importance of professional identity in this course. In fact, the content of the course has been modified to emphasize ACA standards and also emphasize professional identity issues, but the existing name and course description do not mirror these changes.

The name change is as requested above.

The new course description should read:

Focuses on the development of professional identity, pathways to credentialing and licensure and legal and ethical issues in professional counseling and psychology. Students examine professional organizations, credentialing bodies and the ethical codes relevant to the practice of counseling and psychology. Emphasis on ethical standards of the American Counseling Association and resolution of ethical dilemmas through the application of an ethical decision-making model.

# DOCUMENT P: COURSE DEFINITION

See Course and Program Development Policy and Procedures (http://www.ubalt.edu/template.cfm?page=257) for instructions.

**1. DATE PREPARED**

8/13/2014

**2. PREPARED BY**

Elaine Johnson

**3. DEPARTMENT/DIVISION**

Applied Behavioral Sciences

**4. COURSE NUMBER(S) with SUBJECT CODE(S)**

APPL 602

**5. COURSE TITLE**

Professional Identity, Ethics, and Legal Issues in the Practice of Counseling and Psychology

**6. CREDIT HOURS**

3

**7. CATALOG DESCRIPTION**

Focuses on the development of professional identity, pathways to credentialing and licensure and legal and ethical issues in professional counseling and psychology. Students examine professional organizations, credentialing bodies and the ethical codes relevant to the practice of counseling and psychology. Emphasis on ethical standards of the American Counseling Association and resolution of ethical dilemmas through the application of an ethical decision-making model.

**8. PREREQUISITES**

none

**9. COURSE PURPOSE** (how the course is to be used in the curriculum; e.g., required for the major, elective, etc.)

Required for Counseling Psychology track and both Science and Practitioner Specializations within the APPL program

**10. GENERAL EDUCATION AREA** (if applicable; e.g., social sciences, humanities, mathematics, etc.)

N/A

**11. COURSE TYPE/COMPONENT** (clinical, continuance, discussion, field studies, independent study, laboratory, lecture, practicum, research, seminar, supervision, thesis research, tutorial or workshop; **this must match PeopleSoft 9.0 coding, so check with your dean's office if you**

**are unsure of the correct entry)**

Lecture/Discussion

**12. FACULTY QUALIFIED TO TEACH COURSE**

**Elaine Johnson, Courtney Gasser, John Donahue, Meade Eggleston**

**13. CONTENT OUTLINE**

This course is designed to provide students with knowledge of the major ethical and legal issues in the practice of counseling and psychotherapy today. It also includes the broader issues of professional identity and professional development of students in graduate training and beyond. This course meets the State of Maryland LCPC licensure requirement for a course in Professional, Legal, and Ethical Responsibilities.

**14. LEARNING GOALS**

At the conclusion of this course, the students will be able to

1. discuss the history and philosophy of the professions of counseling and psychology, including similarities and differences.
2. describe professional standards for the training of counseling professionals, and their evolution over time
3. describe the APA, the ACA, and their divisions, branches, and affiliates that are relevant to the individual student's career path, including membership benefits, activities, services, and current emphases in the profession.
4. describe professional credentialing, including certification, licensure, and accreditation practices and standards, and the effects of public policy on these issues.
5. apply the ethical standards of the ACA and the APA to individual counseling and to counseling specializations, and relate them to legal issues that arise in counseling practice.
6. Describe the role of professionals in advocating on behalf of the professions and their clients in public policies.

**15. ASSESSMENT STRATEGIES**

Course assessment strategies may include papers, exams, projects, and class participation. For example, papers and/or projects can be used to assess students' learning of the major professional organizations related to their career paths (learning goal #3), or of professional credentialing processes (learning goal #4). Active class participation and exams may assess how students apply ethical and legal standards (learning goal #5). Exams can also assess knowledge of ethical standards and their application (learning goal #5), as well as the history and philosophy of the professions (learning goal #1) and standards for training (learning goal 2). Projects can engage students in learning about and participating in advocacy (learning goal #6).

**16. SUGGESTED TEXT(S) and MATERIALS** (e.g. textbooks, equipment, software, etc., that students must purchase)

American Counseling Association. (2014). ACA Code of ethics. Alexandria, VA: Author. http://www.counseling.org/Resources/aca-code-of-ethics.pdf

American Psychological Association. (2009). Publication Manual of the American Psychological Association. (6th ed.). Washington, D.C.: Author.

American Psychological Association. (2010). Ethical principles of psychologists and code of conduct. www.apa.org/ethics/code/index.aspx

Corey, G., Corey, M.S. & Callahan, P. (2011). *Issues and ethics in the helping professions* (8th ed.). Belmont, CA: Thomson Brooks/Cole.

Hazler, R.J., & Kottler, J.A. (2005). *The emerging professional counselor: Student dreams to professional realities* (2nd ed.). Alexandria, VA: American Counseling Association.

Selected journal articles drawn from such journals as *the Journal of Counseling Psychology, Journal of Counseling and Development, and The Counseling Psychologist.*

Websites of the American Counseling Association (www.counseling.org) and American Psychological Association (www.apa.org)

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**17. SPECIAL GRADING OPTIONS** (if applicable)

n/a

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**18. SUGGESTED CLASS SIZE**

15-20

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**19. LAB FEES** (if applicable)

None