



CAPILANO UNIVERSITY

COURSE OUTLINE		
TERM: Summer 2024	COURSE NO: PSYC 423	
INSTRUCTOR:	COURSE TITLE: Helping Relationships	
OFFICE: LOCAL: E-MAIL: @capilanou.ca	SECTION NO(S):	CREDITS: 3
OFFICE HOURS:		
COURSE WEBSITE:		

Capilano University acknowledges with respect the Lil'wat7úl (Lil'wat), xʷməθkʷəy̓əm (Musqueam), shíshálh (Sechelt), Skwxwú7mesh (Squamish), and Səlílwətaʔ/Selilwitulh (Tseil-Waututh) people on whose territories our campuses are located.

COURSE FORMAT

Three hours of class time, plus an additional hour delivered through on-line or other activities for a 15-week semester, which includes two weeks for final exams.

COURSE PREREQUISITES

45 credits of 100-level or higher coursework including PSYC 100 and PSYC 101

CALENDAR DESCRIPTION

This foundational course to develop counselling skills will support students in developing their ability to practice empathic listening, responding, and interviewing within the context of helping relationships. Students will digitally record their mock counselling sessions and will build reflective papers based on these digital recordings. Within this experiential course students will explore ethics in counselling relationships as well as theories of interpersonal helping, with a focus on building safety in the context of critical social and cultural issues that affect the counselling process.

COURSE NOTES

PSYC 423 is an approved Experiential course for Cap Core requirements.
PSYC 422 is recommended.

REQUIRED TEXTS AND/OR RESOURCES

Shebib, B. (2020). *Choices: Interviewing and counselling skills for Canadians*. Pearson Education Canada.

COURSE STUDENT LEARNING OUTCOMES

On successful completion of this course, students will be able to do the following:

- Identify basic concepts and models of effective skills in counselling intervention and mental health support.
- Establish effective helping relationships through attention to cognition, affect and meaning.

- Practice self-awareness, self-efficacy, and self-regulation.
- Leverage psychological and biological theory to enhance the helping processes.
- Adopt ethical standards that support the counselling process.
- Construct helping relationships through cultural sensitivity and a trauma-informed practice.

Students who complete this Experiential course will be able to do the following:

- Critically reflect on their progress and development in the context of the course and assess the utility of the acquired knowledge, skills, and values in the learner’s personal, academic, or professional trajectory.
- Apply the skills and knowledge of a given discipline or professional context, including working collaboratively in both leadership and team roles.

COURSE CONTENT

Date	Topic	Chapter Readings
Week 1	Professional Identity: Ethics, Values, and Self-Awareness	Chapter 1
Week 2	Cultural Intelligence	Chapter 2
Week 3	The Process, Skills, and Pitfalls of Counselling	Chapter 3
Week 4	Relationship: The Foundation for Change	Chapter 4
Week 5	Listening & Responding: The Basis for Understanding	Chapter 5
Week 6	Asking Questions: The Search for Meaning	Chapter 6
Week 7	Empathic Connections	Chapter 7
Week 8	Supporting Empowerment and Change	Chapter 8
Week 9	Engaging with Hard-to-Reach Client	Chapters 9
Week 10	Health and Substance Misuse	Chapter 10
Week 11	Neuroscience and Counselling	Chapter 11
Week 12	Trauma-informed practice	Chapter 12
Week 13	Review	Readings on eLearn

Week 14/15	Final Exam Period	
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EVALUATION PROFILE

Class participation*	10%
Digital recording and reflective paper 1	20%
Digital recording and reflective paper 2	20%
Digital recording and reflective paper 3	20%
Digital recording and reflective paper 4	20%
Final paper discussion	10%
Total	100%

*Participation: Class participation grades will be assessed based on class attendance and thoughtful and active participation in in-class discussions.

GRADING PROFILE

A+ = 90-100	B+ = 77-79	C+ = 67-69	D = 50-59
A = 85-89	B = 73-76	C = 63-66	F = 0-49
A- = 80-84	B- = 70-72	C- = 60-62	

Incomplete Grades

Grades of Incomplete "I" are assigned only in exceptional circumstances when a student requests extra time to complete their coursework. Such agreements are made only at the request of the student, who is responsible to determine from the instructor the outstanding requirements of the course.

Late Assignments

Unless otherwise specified, assignments are due at the beginning of the class on the due date listed. If you anticipate handing in an assignment late, please consult with your instructor beforehand.

Missed Exams/Quizzes/Labs etc.

Make-up exams, quizzes and/or tests are given at the discretion of the instructor. They are generally given only in medical emergencies or severe personal crises. Some missed labs or other activities may not be able to be accommodated. Please consult with your instructor. Accommodations can be made to honour community needs and traditional practices.

Attendance

Students are expected to maintain regular class attendance. Students are responsible for all announcements made in class, online to students' my.capilanou.ca email account or course website, and for all material on the course syllabus. Although instructors may discuss only portions of a

chapter in class, students are responsible for studying all of each chapter listed in the course syllabus. Appropriate university behaviour is expected (see the University Calendar).

English Usage

University level writing skills are required in all assignments. American Psychological Association (APA) writing guidelines, including the use of respectful language, must be followed. All assignments must be original and must be used for this course only. Students are expected to proofread all written work for any grammatical, spelling and stylistic errors. Instructors may deduct marks for incorrect grammar and spelling in written assignments.

Electronic Devices

The use of personal technology is permitted in the classroom for note-taking purposes only, and if it is not distracting to others. During an exam, all personal technology must be turned off and removed from the desk.

On-line Communication

Outside of the classroom, instructors will (if necessary) communicate with students using either their official Capilano University email or eLearn; please check both regularly. Official communication between Capilano University and students is delivered to students' Capilano University email addresses only.

UNIVERSITY OPERATIONAL DETAILS

Tools for Success

Many services are available to support student success for Capilano University students. A central navigation point for all services can be found at: <https://www.capilanou.ca/student-services/>

Capilano University Security: download the [CapU Mobile Safety App](#)

Policy Statement (S2009-06)

Capilano University has policies on Academic Appeals (including appeal of final grade), Student Conduct, Academic Integrity, Academic Probation and other educational issues. These and other policies are available on the University website.

Academic Integrity (S2017-05)

Any instance of academic dishonesty or breach of the standards of academic integrity is serious and students will be held accountable for their actions, whether acting alone or in a group. See policy and procedures S2017-05 Academic Integrity for more information: <https://www.capilanou.ca/about-capu/governance/policies/>

Violations of academic integrity, including dishonesty in assignments, examinations, or other academic performances, are prohibited and will be handled in accordance with the Student Academic Integrity Procedures.

Academic dishonesty is any act that breaches one or more of the principles of academic integrity. Acts of academic dishonesty may include but are not limited to the following types:

Cheating: Using or providing unauthorized aids, assistance or materials while preparing or completing assessments, or when completing practical work (in clinical, practicum, or lab settings), including but not limited to the following:

- Copying or attempting to copy the work of another during an assessment;
- Communicating work to another student during an examination;
- Using unauthorized aids, notes, or electronic devices or means during an examination;
- Unauthorized possession of an assessment or answer key; and/or,
- Submitting of a substantially similar assessment by two or more students, except in the case where such submission is specifically authorized by the instructor.

Fraud: Creation or use of falsified documents.

Misuse or misrepresentation of sources: Presenting source material in such a way as to distort its original purpose or implication(s); misattributing words, ideas, etc. to someone other than the original source; misrepresenting or manipulating research findings or data; and/or suppressing aspects of findings or data in order to present conclusions in a light other than the research, taken as a whole, would support.

Plagiarism: Presenting or submitting, as one's own work, the research, words, ideas, artistic imagery, arguments, calculations, illustrations, or diagrams of another person or persons without explicit or accurate citation or credit.

Self-Plagiarism: Submitting one's own work for credit in more than one course without the permission of the instructors, or re-submitting work, in whole or in part, for which credit has already been granted without permission of the instructors.

Prohibited Conduct: The following are examples of other conduct specifically prohibited:

- Taking unauthorized possession of the work of another student (for example, intercepting and removing such work from a photocopier or printer, or collecting the graded work of another student from a stack of papers);
- Falsifying one's own and/or other students' attendance in a course;
- Impersonating or allowing the impersonation of an individual;
- Modifying a graded assessment then submitting it for re-grading; or,
- Assisting or attempting to assist another person to commit any breach of academic integrity.

Sexual Violence and Misconduct

All Members of the University Community have the right to work, teach and study in an environment that is free from all forms of sexual violence and misconduct. Policy B401 defines sexual assault as follows:

Sexual assault is any form of sexual contact that occurs without ongoing and freely given consent, including the threat of sexual contact without consent. Sexual assault can be committed by a stranger, someone known to the survivor or an intimate partner.

Safety and security at the University are a priority and any form of sexual violence and misconduct will not be tolerated or condoned. The University expects all Students and Members of the University Community to abide by all laws and University policies, including B.401 Sexual Violence and Misconduct Policy and B.401.1 Sexual Violence and Misconduct Procedure (found on Policy page <https://www.capilanou.ca/about-capu/governance/policies/>)

Emergencies: Students are expected to familiarise themselves with the emergency policies where appropriate and the emergency procedures posted on the wall of the classroom.