

AUBURN UNIVERSITY  
SYLLABUS

SPECIAL EDUCATION, REHABILITATION, COUNSELING/SCHOOL PSYCHOLOGY

**Spring Semester 2010**

**COURSE NUMBER: RSED 4910**

**Course Title: Rehabilitation and Disability Studies Practicum**

**Credit Hours: 1-2**

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**Date Syllabus Prepared:** January, 2010

**Schedule:** This course will meet a total of six times during the course of the semester. The proposed meeting dates are:

**January 14- first meeting**

**January 28- practicum proposal form must be turned in no later than today**

**February 18**

**March 11**

**April 22**

**April 29 last class meeting, reflection paper due**

**I. Course Purpose and Objectives:**

The purpose of this course is to provide the student with a supervised beginning experience in a human service organization. This experience should expose the student to issues affecting the rehabilitation process and/or the delivery of rehabilitation services.

***The practicum experience is 60-100 hours at an approved rehabilitation site.***

***Objectives that each student must, at a minimum, accomplish are:***

1. To become familiar with the organizational structure of the unit or agency including the role and function of staff.

2. To become familiar with the philosophy, mission, and goals of the unit or agency exclusive to the agency.
3. To become aware of potential legal issues that may affect the effective functioning of the unit or agency regarding delivery of services.
4. To become aware of unit or agency standards that assures quality of care and services provided.

## **II. Textbooks**

There are no required textbooks for this course

## **III. Instructional Method**

In addition to the 60-100 hours of field experience, the student must attend all scheduled class meetings. These class meetings will consist of discussing each student's practicum experience and the course objectives.

## **IV. Course Requirements**

### **A) Practicum**

To initiate practicum, the student proposal form must be turned in with site information prior to the semester of the practicum being proposed. This is to allow for proper approval of the practicum site. The practicum site selected must be approved by the course instructor. Submission of all requested information and forms must be completed before beginning Practicum hours at selected site.

### **B) Attendance Policy**

**It is expected that each student will attend the scheduled class meetings. The student will report to class on time, and be prepared with any assignments for that class meeting. This class will be meeting approximately seven times during the semester. Only under extreme circumstances will an absence be excused, preferably with prior notice of absence requested and approved by the class Instructor.**

### **C) Journal**

As a part of the practicum experience, each student will keep a **weekly** log or journal of their experiences for each week of the Practicum. These entries should reflect on: new learning, experiences during the week, your personal thoughts on the activities you participated in or shadowed, and general thoughts regarding the week. **Journal entries**

should be approximately *one to two (1-2) pages* in length and turned in weekly via e-mail, fax, campus mailbox, or dropped off at my office.

#### **D) Log of Hours**

Each student will fill out a weekly log documenting the hours at the Practicum site. The log will be supplied to you. This log must be filled out weekly and turned in at each class meeting.

#### **E) Reflection**

Each student will need to write and turn in a Reflection paper pertaining to their practicum experience. This will be similar to the journal, but more comprehensive. This Reflection should be a minimum of *two to four (2-4) pages* in length and in APA style. This assignment is due on the last day of class.

#### **F) Verification of Hours/Practicum**

Each student will be given a form to be signed by the practicum supervisor. This form will verify that the student has completed the amount of hours reflected in the log of hours. This will be completed at the end of the semester.

### **V. CORE Accreditation**

Auburn University's Rehabilitation Counseling program is fully accredited by the Council on Rehabilitation Education (CORE). This course meets the standards set for the supervised clinical practicum experience.

### **VI. Liability Coverage**

Student's officially registered and enrolled at Auburn University are covered by professional liability insurance in the amount of \$1,000,000. Students who may need to document this coverage may request such from the College of Education's Educational Services Office. The phone number for this office is (334) 844.4448

### **VII. Class Policy Statements**

**Classroom Attendance:** RSED's attendance policy is that (a) only one (1) absence is permitted for a semester course that meets **once** a week, and (b) only two (2) absences are permitted for a semester course that meets two or more times a week. Failure to meet this standard will result in a grade of "FA" (failure for excessive absences) unless the student

withdraws from the class prior to the withdrawal date (see university semester calendar). At the discretion of individual instructors, verified absences may be excused under unusual circumstances (see ***Tiger Cub***). In order for the absence to be considered excusable, however, the instructor must be in receipt of the documentation within seven days from the class in which the absence occurred.

**Auburn University Policy on Classroom Behavior:** “... Behavior in the classroom that impedes teaching and learning and creates obstacles to this goal [learning] is considered disruptive and therefore subject to sanctions ... Students have the responsibility of complying with behavioral standards... Examples of improper behavior in the classroom (including the virtual classroom of e-mail, chat rooms, telephony, and web activities associated with courses) may include, but are not limited to the following: \$ arriving after a class has begun \$ eating or drinking \$ use of tobacco products \$ monopolizing discussion \$ persistent speaking out of turn \$ distractive talking, including cell phone usage \$ audio or video recording of classroom activities or the use of electronic devices without the permission of the instructor \$ refusal to comply with reasonable instructor directions \$ employing insulting language or gestures \$ verbal, psychological, or physical threats, harassment, and physical violence.” (See ***Tiger Cub***).

**Accommodations for Students with Disabilities:** Students who need accommodations are asked to arrange a meeting during office hours the first week of classes, or as soon as possible if accommodations are needed immediately. If you have a conflict with my office hours, an alternate time can be arranged. To set up this meeting, please contact me by e-mail. Bring a copy of your Accommodation Memo and an Instructor Verification Form to the meeting. If you do not have an Accommodation Memo but need accommodations, make an appointment with The Program for Students with Disabilities, 1244 Haley Center at 844-2096 (V/IT).

**Cheating:** The Auburn Academic Honesty Code (Policy) is found in both the ***Tiger Cub*** and the Student Government Association’s Code of Laws. Students are to read the honor code carefully, making sure they understand the policy, its implications for their work (e.g., tests, reports, papers, projects), and the consequences of code violation. Non-compliance with this policy will result in formal action with the university academic honesty procedures. Among other things, are responsible for understanding the definition of plagiarism. Individuals are to (a) reference materials they use, and (b) reference only material they access directly. Individuals who copy or use ideas from the works of others without properly acknowledging the author, risk grave consequences.

**Assignments:** All written assignments are expected to conform to the current style manual of the American Psychological Association (APA). Written assignments are expected to be typewritten, grammatically accurate, and free of spelling and typographical errors. Assignments are to be of a quality that would be expected of a professional.

**Student Academic Grievance Policy:** The purpose of this university policy is to “resolve academic grievances of students, which results from actions of faculty or administration. This resolution should be achieved at the lowest level and in the most equitable way. The burden of proof rests with the complainants.” See *Tiger Cub* (page 96) for steps toward redress.

**Professionalism:** As faculty, staff and students interact in professional settings, they are expected to demonstrate professional behaviors as defined in the College’s conceptual framework. These professional commitments or dispositions are · Engage in responsible and ethical professional practices · Contribute to collaborative learning communities · Demonstrate a commitment to diversity, and · Model and nurture intellectual vitality.