

**Fond du Lac Tribal and Community College  
COURSE OUTLINE FORM**

**Updated 11/25/14**

Please return this form to the college vice president of academic affairs and the chairperson of the Academic Affairs and Standards Council (AASC)

**1. Prepared by:** \_\_\_\_\_

**2. Date submitted:** \_\_\_\_\_

3. Date approved: \_\_\_\_\_ Date revised 10/13/15

**4. Department/discipline:** Human Services

**5. Department(s) endorsement(s):** \_\_\_\_\_

**(Signatures of the person(s) providing the endorsement are required.)**

6. Course Title: Counseling Skills

Abbreviated course title (25 characters or less): \_\_\_\_\_

7. Course Designator: HSER

8. Course Level: 2010

9. Number of Credits: Lecture 4

Lab \_\_\_\_\_

10. Control Number (on site) 40

Control Number (online) \_\_\_\_\_

11. Catalog/Course description:

This course is designed to increase the student's level of competency in conducting effective counseling interviews and establishing and developing counseling relationships. Using case study, classroom participation, and videotape, the student will develop competency in listening, influencing, and intervention skills, basic counseling skills, and the skills involved in conducting full interviews, including skills in working with special populations and situations, including cultural and gender issues. (Prerequisite: HSER 1010 The Helping Process or consent)

12. Course prerequisite(s) or co-requisite(s): Accuplacer scores/ Other courses

Prerequisite(s): HSER 1010 The Helping Process or consent

Co-requisite:

13. **Course Materials** (Recommended course materials and resources. List all that apply, e.g. textbooks, workbooks, study guides, lab manuals, videos, guest lecturers).

The textbook used will depend upon the current consensus of professional focus regarding accepted and prevailing counseling techniques and modalities.

Videotapes, supplemental handouts concerning current counseling techniques.

Students will video tape skills demonstrations, role play counseling scenarios and technique demonstrations, and process videotaped students and professional counseling sessions.

14. **Course Content** (Provide an outline of major topics covered in course)

1. Communication Skills

- a. attending behavior
  - b. active listening
  - c. person centered techniques for developing the counseling relationship
  - d. observation skills
2. Organizing the Interview
    - a. encouraging, paraphrasing, summarizing
    - b. levels of empathy
    - c. client resistance
    - d. questioning
    - e. reflecting feelings and content
  3. Helping client generate solutions
    - a. confrontation
    - b. reframing
    - c. behavioral methods
    - d. affective/cognitive interpretation
    - e. eliciting and reflecting meaning
    - f. influencing skills
  4. Skill integration
    - a. developing an integrative approach
    - b. eclectic understanding
    - c. choosing the most appropriate integration of skills
    - d. determining a personal style
  5. Ethical concerns
    - a. professional ethics
    - b. boundary issues
    - c. transference
    - d. confidentiality

**15. Learning Goals, Outcomes, and Assessment**

At FDLTCC we have 4 Competencies Across the Curriculum (CAC) areas. They are as follows:

- A. Information Literacy (the ability to use print and/or non-print tools effectively for the discovery, acquisition, and evaluation of information)
- B. Ability to Communicate (the ability to listen, read, comprehend, and/or deliver information in a variety of formats.)
- C. Problem Solving (the ability to conceptualize, apply, analyze, synthesize, and/or evaluate information to formulate and solve problems.)
- D. Culture (knowledge of Anishinaabe traditions and culture, knowledge of one's own traditions and culture, knowledge of others' traditions and cultures, culture of work, culture of academic disciplines and/or respect for global diversity.)

Course Learning Outcomes will fulfill the identified competencies.

*Course Learning Outcomes.*

Upon completion of this course, the student will be able to:

1. Competently access and assess resource information, particularly online research studies and information regarding current trends in the field. (A, C)
2. Communicate effectively in a variety of formats. (B, C)

- 3. Utilize counseling theories based practice for presentations. (B, C)
- 4. Demonstrate knowledge of cultural diversity issues in assessment methods. (B, C, D)

16. **Minnesota Transfer Curriculum (MnTC):** If this course fulfills an MnTC goal area, state the goal area and list the goals and outcomes below:

See [www.mntransfer.org](http://www.mntransfer.org)

Goal Area(s): \_\_\_\_\_