The University of Oklahoma  
College of Continuing Education  
Advanced Programs – Course Syllabus

Course Title:  
Professional and Ethical Issues in Art Therapy

Course Number:  
HR 5113-116

Course Description:  
This class will cover the basic concepts of ethics and professional practice in a variety of helping professions including counseling, marriage and family therapy and art therapy. Specific focus will be on a clear understanding and application of the ethical standards in each field and the interface and collaborative professional issues in the larger world of mental health and human services. In addition, clarity about credentials both statutory and voluntary will be covered. Students will also be exposed to professional development and job issues and post-graduate training and supervision. Multi-cultural and diversity issues within counseling and art therapy will be interwoven in terms of ethical and practice dimensions. Material will be presented via lecture, discussion, group activities, and written materials/resources.

Class Dates, Location and Hours:  
Dates: February 20-22 & 27-March 1, 2015  
Location: OCCE, Norman, Oklahoma. Classes are held at the Thurman White Forum Building of OCCE, 1704 Asp Avenue.  
Hours: Fri 5:30-9:30 p.m.; Sat 8:30 a.m.-4:30 p.m.; Sun 1:00-5:00 p.m.  
Last day to enroll or drop without penalty: January 22, 2015

Site Director:  
Bethany Neubauer. Phone: 405-325-1263; Fax: 405-325-9148; email: apnorman@ou.edu

Professor Contact Information:  
Course Professor: Joan Phillips, PhD,LMFT,LPC,ATR-BC  
Mailing Address: 123 E.Tonhawa, Suite 108  
                      Norman, OK 73069  
Telephone Number: (405)364-2008  
Fax Number: fax (405)364-4496  
E-mail Address: joanphillips@ou.edu  
Professor availability: The professor will be available via e-mail to students before and after the class sessions. On-site office hours are half an hour before and after each class session, by appointment.

Textbook(s) and Instructional Materials:  
Student materials are available at the OU Follett Bookstore located at 1185 Asp Avenue; Norman, OK, and can be ordered online, by phone, by email, or by fax. Ordering online at www.oklahoma.bkstr.com is strongly recommended – students can track the status of their order within 48 hours. If an order has not been shipped within three days, students can contact the Follett textbook manager by phone (405) 325-3511, (800) 522-0772 (toll-free) or email 0831mgr@fheg.follett.com. Phone orders (ask for the textbook manager and identify yourself as an Advanced Programs student) can be placed 8 a.m. to 6 p.m. Monday through Thursday; 8 a.m. to 5 p.m. on Friday; 10 a.m. to 4 p.m. on Saturday (CST). Summer hours: 9 a.m. to 5 p.m. Monday through Friday (CST). Fax orders can be placed 24 hours a day at (405) 325-7770. Text prices are available online.
Course Objectives:
Upon completion of the course:

- Students will become thoroughly familiar with and be able to apply the codes of ethics in mental health and art therapy
- Students will be able to demonstrate their knowledge of ethics through referencing and accessing appropriate resources
- Students will be introduced to multi-cultural and diversity issues and have both a personal and professional perspective on these including the ethical impact of diversity issues
- Students will devise professional goals and plans relevant to their career choices with an eye toward an appropriate scope of practice relevant to their training

Course Format:
Material will be presented via lecture, film, discussion, student presentations, experiential learning activities in class.

Assignments, Grading and Due Dates:
Students should read the required textbooks prior to the class. Grades will be based on the following requirements:

Pre class assignment:
Students are required to access the code of ethics for their area of human relations work bring it to class (electronic or print). This needs to be specifically for the area they plan to work in, e.g. counseling, career counseling, organizational, criminal, etc. In addition they should read and thoroughly understand the Code of Professional Practice for art therapists found on the Art Therapy Credentials Board website at http://www.atcb.org. On the first night of class they will show the ethics code they printed out.

In-class Presentation of journal article:
To broaden and enhance all students’ general knowledge of ethical issues, each student will be required to select, read, and summarize an article of interest on an ethical topic and present that article to the class the second weekend in a 5 to 10 minute presentation. Each student should write a one to two page summary of the article and put that in the dropbox prior to the second weekend. Each student will present the article topic, outline the ethical issues, and briefly answer questions and lead discussion in class.
In-class presentation of chapter from Tapestry text:
These will be assigned in pairs or more by the Instructor. Each group will develop a 15 minute presentation (maximum time allowed) about their assigned chapter and present it orally in class the second weekend. No use of PowerPoints, handouts are optional. There is no written aspect to this assignment. Grades will be given based on the rubric provided on D2L and focus on clarity and knowledge base of the presentation and professionalism of the oral report.

Final Paper:
The final paper is due 20 days after the end of the class to the D2L dropbox. The writing format should be in modified APA style (no cover page or running head required but all references and citations must be strictly APA), 12 font size, no length requirement but must include the following- 5 references cited in the paper (5 pts), readable and organized writing (5 pts), clarity of discussion of the cultural or ethical issue being addressed (5 pts.) and use of critical thinking in writing (5 pts). Each student may select a topic relevant to his or her current or future occupation or assignment. The topic may be human relations, counseling, military/government service, or social concerns. For example, topics within the counseling realm may include expert opinion, particular treatment issues, confidentiality, etc. The course textbooks can be used as references in the paper, as well as journal articles, on-line reference materials, policy and procedures manuals, government documents, and other sources. Papers are due to the D2L dropbox 20 days after the final class date, March 21, 2015 by midnight Central time.

Class Attendance:
Students are expected to attend all classes, per University of Oklahoma policy.

Tentative schedule and assignments- subject to change:

Pre-assignment:
Obtain and read the Code of Professional Practice for art therapists and locate/print/bring to class the code of ethics for any other relevant area of anticipated practice. Read texts.

Weekend one:
Professional credentials and licensing, overview of the field, self-definition as a professional, ethical consideration in art therapy, ATCB Code of Professional Practice, other codes of practice and standards, job development, post graduate supervision and training.

Weekend two:
Ethics in mental health, psychotherapy, human services, and art therapy. Diversity chapters presented by students (from Tapestry text) and journal articles shared., continued diversity and ethics, final exam take home Sunday (no class for take home exam).

Grading:
This is a letter-graded course: A, B, C, D, or F. 100 points total available. 90-100=A; 80-89=B; 70-79=C; 60-69=D; below 60=F

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<thead>
<tr>
<th>Assignment</th>
<th>Due Date</th>
<th>Points</th>
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<tbody>
<tr>
<td>Code of ethics</td>
<td>First night of class</td>
<td>10</td>
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<tr>
<td>Attendance and participation</td>
<td>All class sessions</td>
<td>20 (10 per weekend)</td>
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<tr>
<td>Presenting one chapter from Tapestry book- in teams/pairs second weekend- rubric will be given for grade</td>
<td>During class sessions</td>
<td>15</td>
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<tr>
<td>Assignment</td>
<td>Due Date</td>
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<td>In class quizzes and reflective writing assignments may include the following</td>
<td>During class sessions</td>
<td>20</td>
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<td>• more-self analysis of influences and culture, reflection on art activities in class, ethics</td>
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<td>• scenarios discussion reflections</td>
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<tr>
<td>Article summary and presentation</td>
<td>During class sessions</td>
<td>15</td>
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<tr>
<td>Final Paper</td>
<td>March 21, 2015</td>
<td>20</td>
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**Notice:** Failure to meet assignment due dates could result in a grade of I (Incomplete) and may adversely impact Tuition Assistance and/or Financial Aid.
POLICIES AND NOTICES

Attendance/Grade Policy

Attendance and participation in interaction, individual assignments, group exercises, simulations, role playing, etc. are valuable aspects of any course because much of the learning comes from discussions in class with other students. It is expected that you attend all classes and be on time except for excused emergencies.

Excused absences are given for professor mandated activities or legally required activities such as emergencies or military assignments. It is the policy of the University to excuse absences of students that result from religious observances and to provide without penalty for the rescheduling of examinations and additional required class work that may fall on religious holidays. Unavoidable personal emergencies, including (but not limited to) serious illness; delays in getting to class because of accidents, etc.; deaths and funerals, and hazardous road conditions will be excused.

If you are obtaining financial assistance (TA, STAP, FA, VA, Scholarship, etc.) to pay all or part of your tuition cost, you must follow your funding agency/institution’s policy regarding “I” (Incomplete) grades unless the timeline is longer than what the University policy allows then you must adhere to the University policy. Students who receive Financial Aid must resolve/complete any “I” (Incomplete) grades by the end of the term or he/she may be placed on “financial aid probation.” If the “I” grade is not resolved/completed by the end of the following term, the student’s Financial Aid may be suspended make the student ineligible for further Financial Aid.

Students are responsible for meeting the guidelines of Tuition Assistance and Veterans Assistance. See the education counselor at your local education center for a complete description of your TA or VA requirements.

Academic Integrity and Student Conduct

Academic integrity means honesty and responsibility in scholarship. Academic assignments exist to help students learn; grades exist to show how fully this goal is attained. Therefore all work and all grades should result from the student's own understanding and effort.

Academic misconduct is any act which improperly affects the evaluation of a student’s academic performance or achievement. Misconduct occurs when the student either knows or reasonably should know that the act constitutes misconduct. Academic misconduct includes: cheating and using unauthorized materials on examinations and other assignments; improper collaboration, submitting the same assignment for different classes (self-plagiarism); fabrication, forgery, alteration of documents, lying, etc…in order to obtain an academic advantage; assisting others in academic misconduct; attempting to commit academic misconduct; destruction of property, hacking, etc…; intimidation and interference with integrity process; and plagiarism. All students should review the Student’s Guide to Academic Integrity at http://integrity.ou.edu/students_guide.html

Students and faculty each have responsibility for maintaining an appropriate learning environment. All students should review policies regarding student conduct at http://studentconduct.ou.edu/

Accommodation Statement

The University of Oklahoma is committed to making its activities as accessible as possible. For accommodations on the basis of disability, please contact your local OU Site Director.

Course Policies

Advanced Programs policy is to order books in paperback if available. Courses, dates, and professors are subject to change. Please check with your OU Site Director. Students should retain a copy of any assignments that are mailed to the professor for the course. Advanced Programs does not provide duplicating services or office supplies.

Any and all course materials, syllabus, lessons, lectures, etc. are the property of professor teaching the course and the Board of Regents of the University of Oklahoma and are protected under applicable copyright.

For more information about Advanced Programs, visit our website at: http://www.goou.ou.edu/
INSTRUCTOR VITA
Joan Phillips, Ph.D.
LMFT, LPC, ATR-BC

Current Positions
Professor Phillips has been in private practice and agency work doing art therapy, counseling and marriage and family therapy for over 30 years. She is a frequent lecturer in the field of art therapy locally, regionally, and internationally. She has contributed chapters to several books and focuses her work on ethics and professional issues; child and family therapy; and abuse and trauma.

Frequently Taught Advanced Programs Courses
- HR 5100 Applications of Art Therapy
- HR 5110 Professional & Ethical Issues in Art Therapy

Major Areas of Teaching and Research Interest
- Basic Counseling,
- Non-verbal behavior
- Diagnosis and Assessment in art therapy
- Developmental art therapy