Course Title:
Post-Traumatic Stress

Course Number:
HR 5100-490

Course Description:
This course is designed to expose students to an in-depth examination of post-traumatic stress. Specifically, this course concentrates on what constitutes post-traumatic stress, its assessment, diagnosis, and therapeutic intervention. The course will cover different sources of post-traumatic stress, as well as different methods of evidence-based treatment modalities. Special populations are also addressed.

Course Dates:
September 1 – December 31, 2011
Last day to enroll or drop without penalty: August 3, 2011

Site Director:
This is a three-credit hour online course. Please see your local Site Director or e-mail our online site coordinator at aponline@ou.edu

Professor Contact Information:
Course Professor: Catalina Herrerias, M.S.W., Ph.D.
Mailing Address: Department of Human Relations
601 Elm Avenue, PHSC 702
Norman, OK 73019
Telephone Number: (405) 325-1852 (office)
(405) 601-0808 (home)
E-mail Address: cherrerias@ou.edu
Virtual Office Hours: M – F 9:00 am – 9:00 p.m. CST
Professor availability: The professor will be available via e-mail to students during the above listed Virtual Office Hours and other methods by arrangement.

Textbook(s) and Instructional Materials:
Student materials are available at the Follett/AP Bookstore located in the Oklahoma Memorial Union, 900 Asp Ave., Norman, OK. Orders can be placed online at www.oklahomaunion.bkstr.com or by telephone at 866-369-9713 (toll free in the U.S.) or 405-325-5960 (outside the U.S.). E-mail orders may be sent to oklahomaunion@bkstr.com. Representatives are available from 8 a.m. to 6 p.m. CST Monday through Thursday and 8 a.m. to 5 p.m. CST on Friday. Summer hours: 8 a.m. to 4 p.m. CST. Faxed orders may be placed 24 hours a day to 866-223-5607 (toll free in the U.S.) or 405-325-1557 (outside the U.S.).


4. Materials posted on the OU Desire to Learn (D2L) system: Access D2L at [http://learn.ou.edu](http://learn.ou.edu); enter your OU NetID (4+4) and password, and select course to access material. Please contact your local Site Director if you require assistance.

Note: The Follett/AP Bookstore is the Advanced Programs contractual textbook provider. Should text changes become necessary after publication of the course syllabus, Advanced Programs will facilitate text returns/refunds only for texts purchased through the Follett/AP Bookstore.

**OU E-Mail:**

All official correspondence from distance learning instructors will be sent only to students’ ou.edu address.

**Online Learning Resource Center:**

The Online Learning Resource Center of the University of Oklahoma’s College of Arts and Sciences Online Program is here to serve you and assist you with any questions, problems, or concerns you may have. For assistance go to [http://casweb.ou.edu/olr/](http://casweb.ou.edu/olr/) or contact us by telephone at: (405) 325-5854 or Email: casonline@ou.edu

**Course Objectives:**

1. To learn the definition of acute stress, post-traumatic stress, and post-traumatic stress disorder (PTSD).
2. To identify the symptomatology of post-traumatic stress and PTSD and be able to assess its occurrence in individuals.
3. To develop knowledge and skill in a number of treatment modalities used with individuals suffering from post-traumatic stress and PTSD.
4. To develop a knowledge base for working with special populations.

**Course Outline:**

The content for this course is delivered electronically using the Desire2Learn (D2L) course management system. Unless otherwise noted, all references to documents, instructions, articles, examples, or exercises will be found on D2L. All students are expected to have completed an online orientation as a prerequisite to taking this course by the end of the first week of this course.

This course involves a number of different components. First, it involves reading: assignments, written instructions, posted discussion questions, email notices, assignment outlines, and course-related material. Second, the course involves working independently to complete the course requirements. This will challenge students’ planning and organization skills. There will be numerous individual exercises to which students will respond on the D2L discussion page.

The following summarizes the major assignments with due dates. All deadlines are 11:59 p.m., unless otherwise noted. Detailed instructional guidelines and other resources as appropriate will be provided via D2L. Supplemental readings have also been and posted on the Content page of D2L aside from readings from the textbooks. All supplemental readings are for use in conjunction with this course only.
Assignments, Grading, and Due Dates:

Papers:
This course has three papers. Each has a different grade point value. They are summarized below. Details will be provided on the content page of D2L.
1. Paper #1 – Due October 16, 2011 - This paper will be in conjunction with the Van Winkle book. Van Winkle is a combat war veteran. Students will be using the text as the basis for a retrospective assessment and intervention plan. (100 points)
2. Paper #2 – Due December 4, 2011 - This paper will require that students interview someone that has experienced a real-life trauma or serious crisis. This will entail a thorough social history, assessment, intervention, and evaluation of effectiveness plan. (125 points)
3. Paper #3 – Due December 31, 2011 - The final paper is an integrative one. Students will discuss how the readings, weekly written exercises, students’ responses, and paper assignments have added to their learning and professional development over the course of the semester (6-7 pages). No outline is provided for this paper. (75 points)

Individual Exercises (IE):
Since the course content is delivered electronically it is important that we stay connected with one another throughout the course. One way of doing that is through a series of individual exercises (IE) for students to participate in via the discussion page on D2L. This provides an opportunity to maintain the connections made from the beginning of the course with the personal introductions through each of the online learning exercises and assignments. This is an integral part of the course.

Questions or statements will be posted to which each student must respond. These will invariably expand on the readings or related material. Some weeks there may be two assignments. All of the information needed to complete these assignments will be found on D2L, required readings, personal research or critical thinking. Deadline dates will vary but the time will always be 11:59 p.m. on the date due. Discussion exercises count as class participation and, like all assignments, are deadline sensitive. Responses not received by the deadline will receive a “0”.

Course Participation:
As this is an online course, there is no classroom attendance per se. Course participation is used in lieu of classroom attendance. Course participation is counted when students complete the three papers and complete the weekly individual exercises by the posted deadlines. Any late submissions will be assigned a “0” unless arrangements have been previously made with the course instructor. All deadlines are 11:59 p.m. on the date designated.

Grading:
This is a letter-graded course: A, B, C, D, or F. The individual exercises are graded based on clarity, substance, completeness, thoughtfulness, and accuracy. All student grades will be posted on D2L in the Grades section. Individual exercise grades will be posted prior to the next assignment’s deadline to the extent possible. Students will receive written feedback on an evaluation sheet for papers two weeks following their respective deadlines. Paper assignment grades will be posted concurrently with written feedback. There will be no extra credit opportunities in this course.
The course grade will be comprised of the following:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Responses to Weekly Postings</td>
<td>120</td>
</tr>
<tr>
<td>Paper #1</td>
<td>100</td>
</tr>
<tr>
<td>Paper #2</td>
<td>125</td>
</tr>
<tr>
<td>Paper #3</td>
<td>75</td>
</tr>
<tr>
<td>Total</td>
<td>420 Points</td>
</tr>
</tbody>
</table>

Final Grades will be assigned as shown:

- **A** 378 or more Points
- **B** 336 – 377 Points
- **C** 294 – 335 Points
- **D** 252 – 293 Points
- **F** Less than 252 Points

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.

**Policy on Late Papers:**

It is expected that all papers are submitted timely. In the event that this is not the case, there will be a 10% reduction in the grade points for the late submission. In other words, if the assignment is worth 100 points, the late submission will decrease its value by 10 and its worth is thereby 90 points. Moreover, a paper that is four weeks late will be assigned a zero.

**Military Students:**

Anyone who is in the military and is deployed or receives deployment orders while attending the course should inform me of such. We may need to make special arrangements to accommodate deployment so as not to impede course progress or jeopardize the student’s class standing.

**Communication Policy:**

In terms of communication with me, you can expect to hear from me not later than 48 hours from the time you contact me. This is not to say it may not be sooner. This is a reasonable time frame and allows for administrative and other responsibilities, as well as unforeseen circumstances. Do not hesitate to follow-up if you think too much time has passed. I receive many emails daily and it is not uncommon to overlook a communication on occasion. I am here to help you; let me know how best I can do that.

Prior to each semester’s course, I thoroughly review the previous semester’s classes and make changes to improve the materials in an effort to enhance students’ learning experiences. Toward that end, you will have an opportunity to respond to a brief assessment every four weeks that is called the Course Barometer or CB. Each CB consists of 10 questions and the content will vary from month to month. This is to help me gauge where you are in terms of understanding the material, the instructions, timeliness of communication, and overall satisfaction with the course at that point in time. There is also a space for students to write what has been the most helpful, suggested improvement, and open comments. I am hoping this will help to resolve any problems as they arise and make the learning experience better for everyone rather than waiting until the end when it’s too late. This is separate from the end-of-course evaluations that are conducted by the university. I hope that students will be candid on the CB—you have my complete assurance that no one’s grade will be affected by honest responses to these evaluations. I am motivated by developing the best course possible to optimally serve students in their learning. It is toward that end that I endeavor and thank you in advance for your assistance with this effort.
Statement on Respect:

The online classroom is a forum for exploration, discussion, and learning, irrespective of the format in which the instruction is delivered. Each participant brings his/her own values, expectations, and experiences to our virtual classroom. Human Relations is a professional program and as such, students should conduct themselves accordingly. Every student has the right to express his/her viewpoint and be able to do so without the fear of reprisal or assault. Expressing opinions about beliefs, ideas, or sharing information is encouraged provided it is done respectfully and neither humiliates nor otherwise deliberately offends others.

Should any student have a problem or issue with any of the course content or students in the class, please contact me so that we can discuss the situation and work toward a successful resolution.

Attendance Policy:

In addition to interaction via Desire2Learn and E-mail contact, students are required to contact the instructor via E-mail or telephone BEFORE the beginning of the course term for an initial briefing. Although physical class meetings are not part of this course, participation in all interactive, learning activities is required.

Student assignments and student/instructor communications will be conducted via Desire2Learn, although students may contact the instructor via telephone, postal mail, e-mail, or fax as needed.

Incomplete Grade Policy:

A grade of “I” is not automatically assigned, but rather must be requested by the student by submitting to the instructor a “Petition for and Work to Remove an Incompleted Grade” form. An “I” can never be used in lieu of an “F” nor can an “I” be assigned because of excessive failure to participate in class activities.

Technical Support Information:

If you experience technical problems, contact Information Technology by visiting their website at: http://webapps.ou.edu/it/ or contacting them by telephone at: (405) 325-HELP (4357).

Procedures for Completion of Course Evaluation:

Upon completion of the course students should go to the Advanced Programs Distance Learning webpage, http://www.goou.ou.edu/distance_learn.html. Students should click on the applicable semester link under “Course Evaluations” which will direct them to the evaluation. The evaluation will take approximately five minutes to complete. Completion of the online evaluation is an important tool allowing Advanced Programs to gain information and student feedback for improvement of courses.

Your responses will be kept confidential. They will be reviewed by the department and only supplied to the professor once grades for the course have been submitted.
Important information you should know about online courses:

- To sign on to Desire2Learn (D2L), log in using your 4+4 and your OU network password (note that this is the same 4+4 and password that you use to access your OU email). Once you are logged in, please look for “My Courses,” locate your course and click on it. Remember to check your course site on D2L every day.

- Students enrolled in online courses may be required to take the CAS student orientation in Desire 2 Learn. To take the orientation, sign-on to D2L and then click on “Self Registration” at the top left corner of the page. Information about and instructions for the orientation can be found at [http://casweb.ou.edu/olr/public/students/orientation.htm](http://casweb.ou.edu/olr/public/students/orientation.htm)

- If the course is using a course website, you will find a link for the website on the first page of this syllabus. Please click on this link to start your course.

- Course Materials are available at Follett/AP Bookstore. On this syllabus you will find a link to the Follett Bookstore.

- If you need to drop or withdraw from a course, please contact your Site Director. You can drop a course without a penalty up to the add/drop date. You can drop a course after the add/drop date through the first day of class with a penalty. There will be a 25% penalty if you drop 16-29 days before the start of class, 50% penalty if you drop between 15 days before and the start of the class, or 100% penalty if you drop on the first day of class or later.

- After the class has started, you can only withdraw from the course with the professor’s permission; you will not receive a refund for your tuition. You can only drop without a penalty after the add/drop date by providing proper documentation and receiving approval from the Advanced Programs Theater Director. Provide this documentation to your Site Director.
POLICIES AND NOTICES

Attendance/Grade Policy

Note: Attendance/absences do not apply to online courses. However, participation in all course activities is extremely important to student success in online courses.

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. 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 Honesty

Honesty is a fundamental precept in all academic activities and … [you] have a special obligation to observe the highest standards of honesty. Academic misconduct in any form is inimical to the purposes and functions of the University and is therefore unacceptable and is rigorously proscribed. Academic misconduct includes:

- cheating (using unauthorized materials, information, or study aids in any academic exercise), plagiarism, falsification of records, unauthorized possession of examinations, intimidation, and any and all other actions that may improperly affect the evaluation of a student’s academic performance or achievement; assisting others in any such act; or attempting to engage in such acts.

All acts of academic misconduct will be reported and adjudicated as prescribed by the student code of the University of Oklahoma. All students should review the “Student’s Guide to Academic Integrity” found at http://www.ou.edu/provost/integrity

Accommodation Statement

The College of Continuing Education [Advanced Programs] is committed to making its activities as accessible as possible. For accommodations on the basis of disability, please contact your 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.

Copyright

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

Catalina Herrerías, M.S.W., Ph.D.

Education

• 1984  Ph.D., University of Texas at Austin
• 1981  M.S.W., University of Oklahoma
• 1980  B.A., Social Work, University of Oklahoma
• 1978  A.A., Rose State College, Sociology, Midwest City, Oklahoma

Current Positions

• Advanced Programs professor since 2006
• Associate Professor, Dept. Human Relations, University of Oklahoma, August 2000- Present
• Program Administrator, Dept of Human Services, Oklahoma City, OK, December 1996-August 2000

Frequently Taught Advanced Programs Courses

• HR 5363  Program Development, Implementation and Evaluation
• HR 5013  Current Problems in Human Relations
• HR 5110  Post-Traumatic Stress
• HR 5960  Directed Reading: Divorce and Custody Issues
• HR 5960  Directed Reading: Crisis Intervention
• HR 5960  Directed Reading: Family Diversity

Major Areas of Teaching and Research Interest

• American Association of University Women
• Women’s Action Council, Amnesty International

Representative Publications and Presentations

• Herrerías, C. (2003). *Kid’s guide to who you can trust.* Indianapolis, IN: JIST Publications.


**Presentations:**


- “Caregivers, Stress, and Respite Care” Oklahoma Annual Conference on Aging, Oklahoma City, OK. May 22, 2008.


- “A Family of Caregivers: Stretching Resources to the Max.” Presented and facilitated a panel presentation with Adelaida Madison, Jennifer Han, Ruben Caban, and Linda Caban, at the National Respite and Crisis Care Conference, Oklahoma City, Oklahoma, September 14-16, 2005.


- “Latinos: Then and Now” Keynote speaker at Hispanic Heritage Celebration for Social Security Administration, Oklahoma City, OK, November 2001.


Representative Honors and Awards Received

- Who’s Who of American Women, 2004