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, 2012
Last day to enroll or drop without penalty: August 3, 2012

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: Dr. Susan Marcus-Mendoza
Mailing Address: Physical Sciences Building, Room 727
Telephone Number: (405) 325-1756 HR Office
E-mail Address: smmendoza@ou.edu
Virtual Office Hours: Please contact the professor for this information.
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 405-325-7140 (outside the U.S.).


4. Materials posted on the OU Desire to Learn (D2L) system: Access D2L at 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/ 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.

Assignments, Grading, and Due Dates:
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.

The following summarizes the 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 accessible at: www.learn.ou.edu.

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: 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: 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: The final paper is an integrative one. Students will discuss how the readings, weekly written exercises and students’ responses, and paper assignments have added to their learning and professional development. (75 points)
Discussion Boards

Since most all of 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 discussion. 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 and issues will be posted to which each student must respond. These will invariably expand on the readings or related material. All of the information needed to complete these assignments will be found on D2L. Deadline dates will vary but the time will always be 11:59 p.m. on the date due

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 discussion boards by the posted deadlines.

Grading

This is a letter graded course: A, B, C, D, or F. The discussion boards are graded based on clarity, substance, completeness, thoughtfulness, and accuracy.

All student grades will be posted on D2L in the *Grades* section. Paper assignment grades will be posted concurrently with written feedback.

The course grade will be comprised of the following:

<table>
<thead>
<tr>
<th>Assignments</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Responses to Weekly Postings</td>
<td>130</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><strong>Total</strong></td>
<td><strong>430</strong></td>
</tr>
</tbody>
</table>

Final Grade will be assigned as shown:

- A = 387+ Points
- B = 344 - 386 Points
- C = 301 - 343 Points
- D = 258 - 300 Points
- F = Less than 258 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 for Late Work:**

Please contact the professor regarding his/her policy for late work

**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
and 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

• 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
Susan Marcus-Mendoza, PhD.

Education
- 1983  B.S in Psychology, University of Houston
- 1987  M.S. in Clinical/Community Psychology, Texas A&M
- 1988-89 Pre-doctoral internship in Clinical/Community Psychology, Baylor College of Medicine, Houston, Texas
- 1990  Ph.D. in Clinical/Community Psychology, Texas A&M

Current Positions
- Professor of Human Relations
- Professor of Women’s and Gender Studies
- Licensed Psychologist in Oklahoma
- Advanced Programs Professor since 1993

Frequently Taught Advanced Programs Courses
- HR 5463  Counseling Skills
- HR 5473  Women and Mental Health
- HR 5003  Theoretical Foundations of Human Relations
- HR 5013  Current Problems in Human Relations

Major Areas of Teaching and Research Interest
- Female inmates
- Prison programming

Representative Publications and Presentations

Major Professional Affiliations
- American Psychological Association
- Association of Women in Psychology