



**COUN5000 Student Process Group**  
**New Orleans Baptist Theological Seminary**  
**Counseling Division**  
**Fall 2020**

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Facilitator:

**Mission Statement**

New Orleans Baptist Theological Seminary and Leavell College prepare servants to walk with Christ, proclaim His truth, and fulfill His mission.

**Mission Statement of the Counseling Program**

The mission of the NOBTS Counseling Program is to provide training and supervised experience in evidence-based counseling methods to help people deal with life issues in a biblically sound way and prepare students for licensure in counseling and counseling-related professions. We seek to produce graduates who have the values, knowledge, skills, and personal disposition to promote the mental health and holistic wellness of clients across diverse populations.

**Core Value Focus**

The seminary has five core values: Doctrinal Integrity, Spiritual Vitality, Mission Focus, Characteristic Excellence, and Servant Leadership. The core value focus for this academic year is Mission Focus.

**Curriculum Competencies**

All graduates of NOBTS are expected to have at least a minimum level of competency in each of the following areas: Biblical Exposition, Christian Theological Heritage, Disciple Making, Interpersonal Skills, Servant Leadership, Spiritual and Character Formation, and Worship Leadership. The curriculum competencies addressed in this course are: Disciple Making, Interpersonal Skills, and Servant Leadership.

**Course Description**

This course is designed to allow students the opportunity to identify and explore areas for personal growth important to their development as counselors and to help students begin developing interpersonal and communication skills necessary for counseling. This course is designed as a process group. The groups meet for 13 weeks. Students will participate fully by attending group meetings, setting goals related to emotional growth, developing their own homework, and providing feedback to fellow members. Students are required to achieve a pass in this pass/fail course.

**Program Objective:**

#2. To train students to have the necessary academic and clinical skills to obtain professional licensure.

<b>Key Performance Indicators</b>	<b>Learning Experiences</b>	<b>Assessments</b>
2.F.1.k. Strategies for personal and professional self-evaluation and implications for practice.	<p><i>Activities</i> Students will identify and discuss individual goals in the identified areas for personal growth, especially in the area of emotional expression, reactivity and incongruencies.</p> <p><i>Readings</i> “About Process Groups” (pp.16-18) <i>NOBTS Master’s Counseling Program Handbook</i></p>	<p><i>Signature Assignment</i></p> <p><i>Course Assignment</i> Prepare Individual Goals for Growth for 13 weeks of Process Group</p>

**Course Objectives**

<b>Course Objectives</b>	<b>Learning Experiences</b>	<b>Assessments</b>
Students will identify strengths and growth areas in their personal lives as they enter the counseling profession. (CACREP 2:C; 2.F.1.k)	<p><i>Activities</i> Students will identify and discuss individual goals in the identified areas for personal growth, especially in emotional expression and reactivity.</p> <p><i>Readings</i> “About Process Groups” (pp.16-18) <i>NOBTS Master’s Counseling Program Handbook</i></p>	<p><i>Course Assignments</i> Set Individual Goals for Growth in emotional expression and reactivity (an ongoing assignment). Prepare personal homework.</p>
Students will begin developing interpersonal skills essential for counselors (CACREP 2:C; 2.F.1.k)	<p><i>Activities</i> Recognize and share thoughts and feelings as they happen in group: talk about what’s going on in the “here and now”</p>	<p><i>Course Assignments</i> Listen carefully to others and respond with empathy and understanding. Note any tendencies to give advice.</p>
Students will experience the opportunity to receive perspectives, support, encouragement and feedback	<p><i>Activities</i> The purpose of feedback is to help others identify patterns, personal presentations,</p>	<p><i>Course Assignments</i> Give and receive feedback during the Process Group meetings.</p>

from other group members and become more self-aware. (CACREP 2:C; 2.F.1.k)	unrecognized attitudes, and inconsistencies		
Attendance and Participation: No more than 2 absences	Students are expected to attend all meetings, but are allowed 2 absences, and are expected to fully participate.	Pass	At end of the semester
Attendance: Missing more than 2 meetings.	Students who miss more than 2 meetings, or who fail to participate in the group activities will not receive a “Pass” grade.	Fail	At the end of the semester.

**Textbooks, required:** None

**Supplemental Reading, required**

“About Process Groups” (pp.16-18) *NOBTS Master’s Counseling Program Handbook*

**Course Teaching Methodology**

Participation in a Process Group, facilitated by a trained student counselor.

**Technical Resources and Competencies**

Students in the NOBTS Counseling Program are expected to have access to a home computer or laptop, Internet access, and basic Microsoft Office software (Word, PowerPoint, and Excel). Desktop computers are available for use by students in the Information Technology Center (ITC), 2<sup>nd</sup> floor, Hardin Student Center, New Orleans Campus. The online version of Microsoft Office is [available free](#) to enrolled NOBTS students through the seminary ITC. In addition, students should develop competencies in the following areas. These competencies are based on the Association for Counselor Education and Supervision (ACES) Technical Competencies.

1. Be able to use productivity software to develop group presentations, letters, and reports.
2. Be able to use such audiovisual equipment as video recorders, audio recorders, projection equipment, video conferencing equipment, and playback units.
3. Be able to use email.
4. Be able to help clients search for various types of counseling-related information via the internet, including information about careers, employment opportunities, educational & training opportunities, financial assistance/scholarships, treatment procedures, and social and personal information.
5. Be able to subscribe, participate in, and sign off counseling related listservs.
6. Be able to access and use counseling related CD-ROM and online databases.
7. Be knowledgeable of the legal and ethical codes which relate to counseling services via the Internet.
8. Be knowledgeable of the strengths and weaknesses of counseling services provided via the Internet.
9. Be able to use the Internet for finding and using continuing education opportunities in counseling.

10. Be able to evaluate the quality of Internet information.

These competencies meet or exceed the recommendations of both the American Counseling Association and the Council of Standards in Human Services Education.

**Grading Scale:**

The following grading scale is used at NOBTS:

A: 93-100 B: 85-92 C: 77-84 D: 70-76 F: below 70

**Course Policies, Academic Conduct, and Professional Conduct**

**Academic Honesty Policy**

All graduate and undergraduate NOBTS students, whether on-campus, internet, or extension center students, are expected to adhere to the highest Christian standard of honesty and integrity when completing academic assignments for all courses in every delivery system format. The Bible provides our standard for academic integrity and honesty. This standard applies whether a student is taking tests, quizzes, exams, writing papers, completing Discussion Boards, or any other course requirement.

**Academic Policies**

Academic policies relating to absences, grading scale, final examination schedules, and other topics can be found in the current online catalog: [\*New Orleans Baptist Theological Seminary Academic Catalog\*](#).

**Classroom Parameters**

Please arrive on time.  
Turn off cell phones. Utilize laptops and other technology for class purposes only.  
Respect the professor and other members of the class.  
Maintain confidentiality when someone shares personal information.  
Participate in class and group discussions.

**Classroom Participation/Active Dialogue**

Student participation is expected. Class interaction is an important and valuable aspect of the learning environment where we can experience the truth of the Great Commandment by truly knowing one another.

**Disabilities and Accommodations**

New Orleans Baptist Theological Seminary does not discriminate against applicants/students on the basis of personal disabilities. The Seminary, in voluntary compliance with the American Disabilities Act, will provide reasonable institutional accommodations, modifications, and adjustments to enable and empower students with disabilities to participate in Seminary programs and activities to the fullest extent possible. However, NOBTS cannot support accommodations that place undue hardship on the Seminary or its resources or which alter the essential requirements of curriculum and academic progress. While the seminary does not provide direct assistance to students in the form of equipment or personnel, accommodations may be made by individual professors at their

discretion. These accommodations usually take the form of early access to lecture materials in electronic format and additional time to complete tests and assignments. The most efficient way to pursue such accommodations is to provide the Director of Testing and Counseling (Dr. Jeff Nave, [jnave@nobts.edu](mailto:jnave@nobts.edu), 504-282-4455 ext. 8004) with documentation of the condition for which you seek accommodation, an explanation of helpful accommodations received in the past, and a description of the specific accommodations you desire. The Director of Testing and Counseling will document your request and communicate on your behalf with the professors who teach the course(s) for which you are registered. The seminary reserves the right to consider each request for “special” accommodations on a case by case basis pursuant to the criteria enumerated above.

### **Diversity**

The Counseling Program at NOBTS affirms the Christian doctrinal position that God created man in His own image, and that Christ died for man; therefore, every person of every race possesses full dignity and is worthy of respect and Christian love. We believe the counseling profession affords our students and graduates the opportunity to be “salt and light” (Matthew 5:13-16) whatever their places of service, and that a robust appreciation for and sensitivity to human diversity is key to that end. Further, a learning environment diverse in its people, curricula, scholarship, research, and creative activities expands opportunities for intellectual inquiry and engagement, helps students develop critical thinking skills, and prepares students for social and civic responsibilities. Students and faculty benefit from diversity. The quality of learning, research, scholarship, and creative activities are enhanced by a climate of inclusion, understanding, and appreciation of the full range of human experience. We are committed to nurturing and training a diverse student body in an atmosphere of mutual respect and appreciation of differences. As a result, the counseling program is committed to diversity and equal opportunity and recognizes that it must represent the diversity inherent in American society, reflected in our local community, and aligned with the core values of the NOBTS community.

### **Emergencies:**

In cases of emergency, such as hurricanes, disease outbreaks, or other disasters, go to the seminary website ([www.nobts.edu](http://www.nobts.edu)) for information. The seminary administration will post information, such as the nature of the emergency, instructions for response, and evacuation and return dates. Please check Blackboard for information specific to this course. Because Blackboard is available, the course will continue even if the main campus is closed. Please consider registering for the seminary’s priority text messaging service through SelfServe. This service is used only in emergencies, and will allow the seminary to deliver urgent information to you as needed.

### **Extra Credit**

No extra credit is available in this course.

### **Netiquette**

Netiquette refers to appropriate online behavior in Blackboard or other online discussions. Each student is expected to demonstrate appropriate Christian behavior when working online on Discussion Boards or whenever interaction occurs through web, digital, or other electronic medium. The student is expected to interact with other students in a fashion that will promote learning and respect for the opinions of others in the course. A spirit of Christian charity is expected at all times in the online environment.

### **Plagiarism on Written Assignments**

NOBTS has a no tolerance policy for plagiarism. Plagiarism in certain cases may result in expulsion from the seminary. See the NOBTS Student Handbook for definition, penalties, and policies associated with plagiarism.

### **Policy for Graduating Seniors**

Graduating Seniors are responsible for alerting the professor of your intention to graduate. All of your assignments must be completed by noon (12:00 PM) on the Wednesday prior to commencement exercises.

### **Professor's Policy on Late Assignments**

All work is due on the assigned date in the syllabus. The grade for late assignments will automatically be reduced by one letter grade per week late.

### **Professional Conduct**

Students are expected to adhere to the appropriate codes of ethics for their particular programs. Any behavior deemed unethical will be grounds for dismissal from the program.

### **Professor's Availability and Assignment Feedback**

The student may contact the professor at any time using the email address provided in the course syllabus. The professor will make every effort to return answers to emailed questions within a 24-hour period of time. Assignments requiring grading will be returned to the student within a reasonable period of time. Student feedback on graded assignments will be provided through the grading rubric located in the student's Blackboard Grade Book. The student will find comments in the grading rubric, as well as on graded paper assignments. The student may also email the course grader with questions regarding grading.

### **Reading Assignments**

Students are responsible for completing all reading assignments.

### **Technical Assistance**

For assistance regarding technology, consult the NOBTS Information Technology Center (ITC) at 504-816-8180 or the following websites:

1. [Selfserve@nobts.edu](mailto:Selfserve@nobts.edu) - Email for technical questions/support requests with the [Selfserve.nobts.edu](http://Selfserve.nobts.edu) site (Access to online registration, financial account, online transcript, etc.)

2. [BlackboardHelpDesk@nobts.edu](mailto:BlackboardHelpDesk@nobts.edu) - Email for technical questions/support requests with the NOBTS Blackboard Learning Management System  
[NOBTS.Blackboard.com](http://NOBTS.Blackboard.com).
3. [ITCSupport@nobts.edu](mailto:ITCSupport@nobts.edu) - Email for general technical questions/support requests.
4. [www.NOBTS.edu/itc/](http://www.NOBTS.edu/itc/) - General NOBTS technical help information is provided on this website.

### Writing Center

NOBTS has adopted a Quality Enhancement Plan to improve English writing at the graduate level. As part of this effort, NOBTS has established a writing center located in the Hardin Student Center (290B). Visit the official [NOBTS Writing Center](#) online help site for writing academic papers and essays. You will discover writing guides, tips, and valuable information to help you become a better writer. Go here for Turabian and APA style helps and guidelines. You will also find language fonts for Greek and Hebrew. More information about how to set up an appointment for writing assistance is available on the writing center page.

### Writing Style

All papers in counseling courses are to be written in American Psychological Association (APA) style. Please see the latest edition of the Publication Manual of the American Psychological Association.

### Course Schedule

Week of:	Reading & Assignments Schedule	Learning Experiences
<b>8/24</b>	Groups do not start until the 2 <sup>nd</sup> week of classes	
<b>8/31</b>	Group Meeting #1: “About Process Groups” (pp.16-18) <i>NOBTS Master’s Counseling Program Handbook</i>	Informed Consent, Group Rules, Goal Setting
<b>9/7</b>	Group Meeting #2	
<b>9/14</b>	Group Meeting #3	
<b>9/21</b>	Group Meeting #4	
<b>9/28</b>	Group Meeting #5	
<b>10/5</b>	Group Meeting #6	
<b>10/12</b>	Group Meeting #7	
<b>10/19</b>	Fall Break	
<b>10/26</b>	Group Meeting #8	
<b>11/2</b>	Group Meeting #9	
<b>11/9</b>	Group Meeting #10	
<b>11/16</b>	Group Meeting #11	
<b>11/23</b>	Thanksgiving Break	

	ALL CLASSES VIRTUAL	BlueJeans
<b>11/30</b>	Group Meeting #12	
<b>12/7</b>	Group Meeting #13	<b>Required: Complete Evaluation.</b> <b><a href="https://forms.gle/6BFsgfm3C4nf9fNG8">https://forms.gle/6BFsgfm3C4nf9fNG8</a></b>

**Selected Bibliography**

Corey, M. S., Corey, G., & Corey, C. (2014). *Groups: Process and practice*. Belmont, CA: Cengage.

Faculty. (2017). "About Process Groups" (pp.16-18) *NOBTS master's counseling program handbook*

Berg, R.C., Landreth, G. L., & Fall, K. A. (2018). *Group counseling: Concepts and procedures* (6<sup>th</sup> ed.)