Death, Dying, Caretaking Syllabus

Term: Fall 2013 (2013-1)

Course #HSV33312
Instructor: M. Pat Bogash, LPC, LCPC
Office Room #: Online
Phone #: 480-299-8802
E-mail: marilynbogash@yahoo.com
Hours: Available when called.

Instructor Background: Graduated from Governors State University with a Masters in Health Sciences from Governors State University. Have worked in the mental health field for 29 years with a specialty in substance abuse counseling, family counseling and grief counseling.

Course Description: HSV. Death Dying and Caregiving 3 hours. This course will offer an overview of the grief process and the common beliefs and myths about death and dying. The students will increase their awareness about the issues surrounding the death process and how grief impacts loved ones. Students will also have an opportunity to develop the ability to recognize situational grief reactions and secondary losses and explore effective helping interventions.

Prerequisites: None

Learning Outcomes/ Competencies: At the end of this course students will be able to:

1. Summarize the various theories about death and dying.

2. Demonstrate an increase in self-awareness about their own attitudes toward death bereavement through Discussion Board activities and the final paper.

3. Demonstrate the differences between bereavement intervention and other counseling skills.

Textbooks:

Learning Strategies: Lecture, Blackboard Discussion Questions, Final Paper
Assessment:

Formative Assessment:

Student responses to peers in Blackboard Discussion that are clearly written with thought out with appropriate content are indicators of students' participation in class. Participation is evaluated as part of the final grade. However, the primary purpose of these exercises is to provide evidence of how well students are progressing toward mastery of course outcomes.

Summative Assessment:
Blackboard participation with answers totaling at least 250 words and final paper.

Exams (Midterm, Final, Quizzes) $\_50\_\%$ of grade
Class participation/collaboration/attendance/assignments $\_50\_\%$ of grade

Class Policy for Assignments:

Grading Scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Points</th>
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<tbody>
<tr>
<td>A</td>
<td>100-92</td>
</tr>
<tr>
<td>A-</td>
<td>91-90</td>
</tr>
<tr>
<td>B+</td>
<td>89-88</td>
</tr>
<tr>
<td>B</td>
<td>87-82</td>
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<tr>
<td>B-</td>
<td>81-80</td>
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<tr>
<td>C+</td>
<td>79-78</td>
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<tr>
<td>C</td>
<td>77-72</td>
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<tr>
<td>C-</td>
<td>71-70</td>
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<tr>
<td>D+</td>
<td>69-68</td>
</tr>
<tr>
<td>D</td>
<td>67-62</td>
</tr>
<tr>
<td>D-</td>
<td>61-60</td>
</tr>
<tr>
<td>F</td>
<td>59 and below</td>
</tr>
</tbody>
</table>

Class Policy on Attendance: Attendance is required for ALL classes. Students who fail to complete discussion questions or to turn in required papers in a timely fashion can expect to have their grade lowered by one unless previously arranged with the instructor. Students are expected to complete BlackBoard discussion questions by the Friday ending the assigned week. Failure to complete the
assigned questions and participate with peers in discussion during a given week, will be considered absent for that week. Two weeks of non-participation will result in the necessity to withdraw from the course.

**Class Policy on Electronic Devices:** All electronic devices are to be turned off during class time unless there is a medical or family emergency.

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**Course Outline**

<table>
<thead>
<tr>
<th>Class Dates:</th>
<th>Topics</th>
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| **Week 1**   | Introduction  
Discuss correlation between the pictures in *The Last Dance* and personal history  
Deathography exercise |
| **Week 2**   | Read in text Ch. 1, 2, 3  
Socio-cultural Impact on bereavement through history  
Understand how death is portrayed in society |
| **Week 3**   | Read in text Ch. 4,  
Health Care Systems  
Explore personal feelings about dying and home/hospice care |
| **Week 4**   | Read in text Ch. 5 & 7  
Public Policy & End of Life Decisions  
Investigate end-of-life decisions |
| **Week 5**   | Catch up Week  
Finish postings |
| **Week 6**   | Read in text Ch. 6  
Facing Death  
Look at own death fears and the concept of unfinished business |
| **Week 7**   | Read in text Ch. 8,  
The Experience of Loss  
Discuss how to deal with the bereaved as a professional |
| **Week 8**   | Read in text Ch. 9  
Last Rites & Funerals  
Write personal obituary and plan own wake and funeral |
| **Week 9**   | Read in text and workbook Ch. 10  
Children/Teen Death Experiences  
Discuss appropriate responses to children's death questions |
| **Week 10**  | Read in text Ch. 11  
Adults & Death  
Explore parental and child loss |
| **Week 11**  | Read in text Ch. 12  
Suicide  
Discuss suicide and how to work with clients and survivors |
| **Week 12**  | Read in text Ch. 13 |
Risks of Death in Modern World
Look at society and how behavior contributes to premature death

Week 13
Read in text Ch. 14 & 15
Beyond Death & Personal Choices
Discuss views of life after death and course closure

Week 14
Final Comments

All discussion board postings must be done in a timely matter according to the week they are due. This gives everyone the opportunity to interact with each other. Responses that are posted after the week is over will not earn any points.

Student Success Center:
The Student Success Center supports Calumet College of St. Joseph students through an interactive learning experience. Students work with tutors to develop course competencies and study skills such as time management, test preparation, and note taking. In addition, students are provided with tutoring support to help pass courses, to improve grade point average, and to promote continuing education and career advancement. Tutors have a specific charge: to help students learn how to master specific subject matter and to develop effective learning skills. The Student Success Center is open to all students at Calumet College of St. Joseph at no charge and is available to support academic courses at the introductory and advanced levels. For assistance, please contact the Student Success Center at 219 473-4287 or stop by room 413.

The Supplemental Instruction (SI) Program is an academic support program designed to increase student performance and retention. The SI Program provides peer-assisted study sessions to aid students in academic courses that often prove challenging. Weekly study sessions are led by a supplemental instructor, a "peer facilitator" who helps students master course content and practice effective study skills. In SI sessions, students are provided with an opportunity to review lecture notes, clarify difficult concepts, discuss ideas, and study for tests in group settings. SI sessions are for students who need or want supplemental instruction in courses in which SI support is provided. Students may attend as many sessions as they deem helpful. For more information regarding the SI Program, contact the Academic Support Programs Office at 219 473-4352.

Statement of Plagiarism:
If an instructor or other Calumet College of St. Joseph personnel find that a student has plagiarized or been involved in another form of academic dishonesty, the instructor or other personnel may elect to bring the matter up for judicial review. The maximum penalty for any form of academic dishonesty is dismissal from the College. The procedures for judicial review are listed under the section of CCSJ handbook that addresses student grievances.

PLEASE NOTE: All papers can and may be submitted for checks on plagiarism from the Internet/Electronic sources/Databases.

Citation Guidelines:
Calumet College of St. Joseph uses citation guidelines, generally MLA or APA format, to document sources quoted or paraphrased in student papers. Check the syllabus for each course to see what each instructor requires. The Library has reference copies of each manual; the Bookstore has copies for sale when required by the instructor. In addition, there are brief MLA and APA checklists in your spiral “Student Handbook and Planner” and on the Library website and literature rack. These texts show how to cite references from many sources, including electronic media, as well as how to space and indent the “Works Cited” and “References” pages respectively. EBSCO and ProQuest articles provide both formats for you to copy and paste. Proper documentation avoids plagiarism.
Withdrawal from Classes Policy:
After the last day established for class changes has passed (see College calendar), students may withdraw from a course in which they are registered and wish to discontinue. A written request detailing the reason(s) for the withdrawal must be completed with the Office of Academic Advising and filed with the Registrar. The Office of Academic Advising must receive written request for withdrawal by the last day of classes prior to the final examination dates specified in the catalogue. Written requests should be submitted in person or, when an in-person visit is not possible, may be mailed to the Office of Academic Advising, emailed, or faxed to 219-473-4336. Students are to make note of the refund schedule when withdrawing from courses. If the request requires instructor approval per the College calendar, it must be forwarded to the faculty member, who makes the final determination to accept or deny the request.

If the request is honored by the faculty member, the student will receive notification of official withdrawal from the Registrar after meeting or speaking with a member from Academic Advising, Financial Aid and Athletics (if applicable). These departments will notify the student of academic, financial, and athletic eligibility effects of a possible withdrawal.

If the request is denied by the faculty member, the notification will indicate why the withdrawal is disallowed. Please note that if the request does not require instructor approval, the student must still meet or speak with a member from Academic Advising, Financial Aid and Athletics (if applicable) before the withdrawal will be processed.

An official withdrawal is recorded as a "W" grade on the student's transcript. Discontinuing a course without a written request for withdrawal automatically incurs an "FW" grade for the course (see Refund Schedule). Failure to Withdraw (FW) is indicated when the student does not complete withdrawal paperwork with the Office of Academic Advising nor does the student notify the instructor of their intent to withdraw due to an illness, accident, grievous personal loss, or other circumstances beyond the student’s control. This grade is submitted by the instructor at the end of term.

Disability Services:
Disability Services strives to meet the needs of all students by providing academic services in accordance with Americans Disability Act (ADA) guidelines. Students must meet with the Coordinator of Disability Services to complete an intake form in order to request an accommodation and/or an auxiliary aid (e.g., additional time for tests, note taking assistance, special testing arrangements, etc.). It is the student’s responsibility to contact the Academic Support Programs Office to request an accommodation at least one month prior to enrollment for each academic term. Students who are requesting an accommodation and/or an auxiliary aid must submit documentation from a professional health care provider to verify eligibility under Section 504 of the Rehabilitation Act of 1973 and/or the Americans with Disabilities Act of 1990. The cost of obtaining the professional verification is the responsibility of the student.

If a student believes that he or she needs a “reasonable accommodation” of some kind because of a physical, psychological, or mental condition, he or she should contact Disabilities Services. The Coordinator will secure documentation pertinent to the disability and work with faculty and staff, if necessary, to address the matter. All questions and inquiries pertaining to disability services should be directed to the Disability Services Coordinator at 219-473-4349.

CCSJ Alert:
Calumet College of St. Joseph utilizes an emergency communications system that transmits messages via text, email, and voice platforms. In the event of an emergency, of weather related closings, or of other incidents, those students who are registered for the system shall receive incident specific message(s) notifying them of the situation. Please sign-up for this important service at any time on the College’s website. Alternatively, you can register at the time you register for classes. This service requires each user to register once per academic year. Therefore, at the beginning of each academic year, please remember to re-register for the system. This can be done at: http://www.ccsj.edu/alerts/index.html.
Hybrid and On-line Courses

Hybrid and on-line courses have been developed in the Human Services Program in response to the needs of older adult students who, because of the demands of work, family and school, are attending college part-time. The hybrid and on-line courses make it possible for these student to increase the number of credit hours taken in any one semester thereby reducing the amount of time it will take to complete the degree. Hybrid and on-line courses overcome some of the time and space barriers by making it possible for students to engage in a course of study as their schedule permits.

Hybrid and on-line courses can appear to be an easier way to earn college credit. In fact, they are very demanding. Students who take them report that they read more and read more intensely in hybrid and on-line courses. These courses require strong time management skills and a regular weekly schedule that needs to be followed rigorously.

To support student success in this demanding delivery system the following policies have been adapted by the Human Services Program.

1. **Attendance:** In on-line courses completion of weekly assignments and participation in Discussion Board forums, including student-to-student interaction, if required, measure attendance. The College policy is that students are expected to attend class and those who miss two consecutive weeks of class can be administratively withdrawn from a course. This policy will be applied to on-line courses offered in the Human Services Program. Instructors retain discretion with regard to a student's individual circumstances.

2. **Incomplete Grade:** The College policy regarding Incompletes will be followed. The purpose of an Incomplete is to assist students who have actively participated in a course and nearly finish its requirements only to encounter unusual circumstances at the end of the semester that make completing the course difficult or impossible. An Incomplete gives these students the opportunity to finish the remaining requirements. These can include but are not limited to: making up a final exam; submitting a final paper; completing a project. Incompletes are not a means of taking a course as an Independent Study. Some on-line courses are designed to include weekly
interaction between students. Students need to understand that this requirement cannot be made up. Therefore, the Incomplete will be given in on-line courses only to students who have been active in the course throughout the semester and require additional time to submit written work or projects.

3. **Administrative Withdrawal**: Any student who has not begun to participate in an on-line course by the end of the second week of the semester can, at the Instructor’s discretion, be administratively withdrawn from the course.

4. **Proficiency in Using Blackboard**: When students registers for an on-line course, they are, in effect, stating that they have basic proficiency in Blackboard. Basic proficiency is defined as follows. The student can: login to Blackboard; post a thread on a Discussion Board Forum; respond to another student's thread in the Discussion Board; submit written work using Digital Drop Box; complete a test on-line; and enter virtual classroom including downloading whatever free software is needed. Any student who wants to take an on-line course and who is not proficient in the use of Blackboard is required to get training prior to taking on-line courses. Training is available through the Instructional Technologist. The Director of the Human Services Program is available for additional support and assistance.

**School Closing Information:**

**CCSJ Alerts**: An emergency communications system that transmits messages via text, email, and voice platforms. Please sign-up for this important service at any time on the College’s website. This can be done at: [http://www.ccsj.edu/alerts/index.html](http://www.ccsj.edu/alerts/index.html).

**Internet**: [http://www.ccsj.edu](http://www.ccsj.edu)  
http://www.EmergencyClosings.com  
Facility: Calumet College of St. Joseph  
Phone: 219.473.4770

**Radio**:  

WAKE – 1500 AM
WGN - 720 AM
WIJE – 105.5 FM
WLS – 890 AM
WZVN – 107.1 FM
WBBM NEWS RADIO 78

TV Channels:

2, 5, 7, 9, 32