



WACO, TEXAS

---

**COURSE SYLLABUS  
AND  
INSTRUCTOR PLAN**

**Substance-Related & Addictive Disorders  
DAAC 1319.01**

**Professor Ted Robles**

**Note: This is 16-week Course**

**COVID 19 Notice:**

McLennan Community College is committed to providing you with every resource you need to reach your academic goals including your safety. We will continue to monitor the evolving situation with COVID 19 and adjust our safety guidelines to make sure we offer a safe environment for you and our faculty. Please make sure to consult your faculty and the MCC website on any changes to these guidelines.

Substance-Related and Addictive Disorders  
DAAC 1319.01

---

**Course Description:**

**DAAC 1319.01 – Substance-Related and Addictive Disorders**

An overview of causes and consequences of substance-related and addictive disorders, the major drug classifications, and the counselor's code of ethics. Semester Hours: 3 (3 lec.)

**Prerequisites and/or Corequisites:**

There are no prerequisites for this course

**Course Notes and Instructor Recommendations:**

DAAC 1319 is only offered in the fall semester.

**Instructor Information:**

Instructor Name:	Professor Ted Robles
MCC E-mail:	<a href="mailto:trobles@mclennan.edu">trobles@mclennan.edu</a>
Office Phone Number:	254-299-8758
Office Location:	CSC 129 D
Office Hours:	Monday 9:00 a.m. – 12:30 p.m. Tuesday 2:30 - 3:30 p.m. Wednesday 9:00 a.m. – 12:30 p.m.

Please click this URL to start or join.  
<https://mclennan.zoom.us/j/97855436171>

Or, go to <https://mclennan.zoom.us/join>  
and enter meeting ID: 978 5543 6171

Other Instruction Information: \*All communication will be conducted via email. If you call my telephone number, please leave a message, and follow up with an email. If you need to speak with me verbally, we can set up a zoom meeting during my posted office hours.

**Required Text & Materials:**

Drugs in Perspective Causes, Assessment, Family, etc (RRMCG)  
Edition: 10th  
ISBN: 9781260240672  
Author: Fields

**Methods of Teaching and Learning:**

Methods such as lecture, discussion groups, group projects, written reports/papers, and exams will be used in this course. This list is not all-inclusive and is adaptive to fit the needs of the class.

**Course Objectives and/or Competencies:**

1. Explain the drug classification system
2. Identify the stages of addiction
3. Define psychoactive substances
4. List concepts of types of treatment and treatment planning
5. Define ethical standards of the addiction counselor

**COURSE COMPETENCIES**

1. Become familiar with the four major perspectives of alcohol/drugs.
2. Become better acquainted in understanding models, theories, and contributing factors of drug and alcohol use.
3. Understand familial drug characteristics.
4. Understand the motivation, intervention, co-occurring disorders, prevention, recovery, and relapse prevention

**Course Outline or Schedule:**

**This is a tentative schedule and the professor reserves the right to change the schedule as needed. If this is the case, you will be made aware before the fact. IMPORTANT\*\*\*\* All chapters should be read prior to the week of the lecture.**

Week 1	Orientation – Syllabus, Introductions, NAADAC Code of Ethics; DSHS Code of Ethics
Week 2	Putting Drugs in Perspective

Substance-Related and Addictive Disorders  
DAAC 1319.01

---

Week 3	Why People Use and Abuse Drugs and Alcohol
Week 4	Drug-Specific Information
Week 5	Assessment: Substance Abuse, Dependence, Addiction, and Suicidality
Week 6	<b>Exam I</b> ; Discussion
Week 7	Substance Abuse and Family Systems
Week 8	Parents and Family: At-Risk Factors for Substance Abuse
Week 9	Growing Up in an Alcoholic Family System: Adult Children of Alcoholics (ACA)
Week 10	<b>Exam II</b> ; Discussion
Week 11	Motivation and Change
Week 12	Intervention; <b>Substance Abuse Papers Due/Presentations Start</b>
Week 13	Prevention of Substance Abuse Problems; <b>Substance Abuse Presentations</b>
Week 14	Disorders Co-Occurring with Substance Abuse; <b>Substance Abuse Presentations</b>
Week 15	Recovery, Suicide, Alcohol/Drugs and Relapse Prevention (RP)
Week 16	<b>FINAL EXAM</b>

**Course Grading Information:**

**Description of Major Assignments**

**Exams (300 pts.)**

There will be 3 exams throughout the semester. Each exam will be worth 100 points. The exams will only cover the material discussed up to the time of the exam. The final exam will not be comprehensive.

**Substance Abuse Presentation (Paper) (250 pts.)**

Students will pick, with the assistance of the professor, a drug that they choose to research. The student will write a five (5) page paper (with appropriate APA citations) addressing:

- 1) The history of the drug
- 2) The lethality and potential consequences for individuals due to the drug
- 3) Problems and consequences for society due to the drug
- 4) Interventions for the drug
- 5) New interventions/treatments for the drug
- 6) The significance of why you chose the drug to present.

Lastly, the student will give a 20-minute presentation to the class on the contents of their paper.

Substance-Related and Addictive Disorders  
DAAC 1319.01

---

**EVALUATION/GRADING**

Letter grades will be awarded based on the points earned on all of the assignments during the semester.

Exams	3 @ 100	300	Points
Substance Abuse Paper	1 @ 150	150	Points
Substance Abuse Paper Presentation	1 @ 100	100	Points
Participation		25	Points
<b>Total Points Possible</b>		<b>575</b>	<b>Points</b>

<b>Letter Grade</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>F</b>
<b>Total Points</b>	575 – 517.5	517.4 – 460	459 – 402.5	345 – 401.4	401.3 or Below

**W WITHDREW** - this grade is given for an instructor or student-initiated course withdrawal through the 12th week of a semester (fourth week, summer day term; sixth week, summer nine-week term). After the 12th week or until the end of the semester (fourth week, Summer day term; sixth week, summer nine-week term), if a student withdraws from a course the instructor will either assign a W if passing work was being accomplished or an F if the student was doing failing work.

**I INCOMPLETE** - is given when a course is incomplete because of a student's absence caused by reasons acceptable to the instructor. To be eligible, the student must have essentially completed the course. If work is not made up within the following long semester, the "I" will be changed to and "F" and the course must be repeated if credit is to be given.

**Late Work, Attendance, and Make Up Work Policies:**

Students will be permitted to make up class work and assignments missed due to absences caused by (1) authorized participation in official College functions, (2) a death in the immediate family, or (3) the observance of a religious holy day. Also, the instructor has the prerogative of determining whether a student may make up work missed due to absences for other reasons. It is the student's responsibility to inform the instructor of the reason for an absence and to do so in a timely fashion.

### Make-Up Test Policy

Students are expected to complete all tests at the time designated by their instructor.

- Should it be necessary to miss a test, there will be an automatic deduction of 15 points.
- Makeup tests are to be completed within one week of the regularly scheduled test.
- If the test is not taken within the first week after the original test, the grade for the test will become a zero.
- Students will only be allowed to make up one test per course for each semester.

### Late Work

**I DO NOT ACCEPT LATE WORK!!!**  
**NO EXCEPTIONS. ALL WORK TURNED IN**  
**AFTER A DUE DATE WILL RECEIVE A**  
**GRADE OF “0”. \*Once I begin taking roll,**  
**assignments are considered late.**

### Ethics

Cheating will not be tolerated. Any student found to be cheating will be subject to grade reduction, re-doing of assignments, and/or dismissed from the course. Examples of cheating include but are not limited to:

- Copying the work of another student
- Seeking excused absences/tardies under false pretenses
- Plagiarism (claiming as your own work the work of another)

### **Student Behavioral Expectations or Conduct Policy:**

In general, students are expected to maintain classroom decorum that includes respect for other students and the instructor, prompt and regular attendance, and an attitude that seeks to take full advantage of the education opportunity. The Highlander Guides describes the rights, privileges and obligations of students affiliated with MCC.

Learning should be fun and not torture. However, there are expected guidelines for each class.

### **Participation (25 pts)**

Class participation is so important to me that I give points for participating. This means that the student should participate in discussions, role play demonstrations, and exercises. I believe that through participation, the students' learning potential is enhanced. These points are at the discretion of the instructor.

**Courtesy and Respect**

Students should demonstrate courtesy and respect to all instructors, guests, and fellow students. While honest discussion and debate of topics is expected and encouraged, such interactions should not involve aggressive, derogatory, or hostile behaviors (verbal or otherwise). The instructor reserves the right to act to protect the decorum of the learning environment and the image of MCC.

**Punctuality**

For this class, 2 tardies equals 1 absence.

**Cell Phones**

It is expected that you maintain appropriate usage of cell phones. Please make sure that your cell phones are muted while in class, this includes zoom. If you must take a phone call, please “step out of class”.

**2022 - 2023**

**Statement of Workplace and Foundation Competencies**

McLennan Community College is determined to prepare you with the knowledge and skills you need to succeed in today's dynamic work environment. Towards this end, the following workplace competencies and foundation skills have been designed into the curriculum for:

**Mental Health Programs:**

**COMMON WORKPLACE COMPETENCIES**

<b>Manage Resources:</b>	Time / Money / Materials / Space / Staff
<b>Exhibit Interpersonal Skills:</b>	Work on teams/ Teach others / Serve customers / Lead work teams/ Negotiate with others
<b>Work with Information:</b>	Acquire & evaluate data / Interpret & communicate data
<b>Apply Systems Knowledge:</b>	Work within social systems / Work within technological systems / Work within organizational systems / Monitor & correct system performance / Design & improve systems
<b>Use Technology:</b>	Select equipment and tools

**FOUNDATION SKILLS**

<b>Demonstrate Basic Skills:</b>	Arithmetic & Mathematics / Speaking / Listening
<b>Demonstrate Thinking Skills:</b>	Creative thinking / Decision making / Problem solving / Thinking logically
<b>Exhibit Personal Qualities:</b>	Self-esteem / Self-management / Integrity

Course Number: DAAC 1319 Course Name: Substance-Related and Addictive Disorders	Relevant Competencies (Identify by Competency Number)
<b>SCANS COMPETENCIES.</b> <b>1. Managing Resources:</b> <ul style="list-style-type: none"> <li>a. Manage time</li> <li>b. Manage money</li> <li>c. Manage materials</li> <li>d. Manage space</li> <li>e. Manage staff</li> </ul>	<ul style="list-style-type: none"> <li>a. 3, 4, 6</li> <li>b. 3, 6,</li> <li>c. 3, 5, 6</li> <li>d. 2, 3, 4, 5, 6</li> <li>e. 1, 2, 3, 4, 5, 6</li> </ul>
<b>2. Exhibiting Interpersonal Skills:</b> <ul style="list-style-type: none"> <li>a. Work on teams</li> <li>b. Teach others</li> <li>c. Serve customers</li> <li>d. Lead work teams</li> <li>e. Negotiate with others</li> <li>f. Work with different cultures</li> </ul>	<ul style="list-style-type: none"> <li>a. 1, 2, 3, 4, 6</li> <li>b. 1, 2, 3, 4, 5, 6</li> <li>c. 1, 2</li> <li>d. 2, 6</li> <li>e. 2, 4, 6</li> <li>f. 1, 2, 3, 4, 5, 6</li> </ul>
<b>3. Working with Information:</b> <ul style="list-style-type: none"> <li>a. Acquire/evaluate data</li> <li>b. Organize/maintain information</li> <li>c. Interpret/communicate data</li> <li>d. Process information with computers</li> </ul>	<ul style="list-style-type: none"> <li>a. 1, 2, 3, 4, 5, 6</li> <li>b. 1, 2, 3, 4, 5, 6</li> <li>c. 1, 2, 3, 4, 5, 6</li> <li>d. 3, 4</li> </ul>
<b>4. Applying systems Knowledge:</b> <ul style="list-style-type: none"> <li>a. Work within social systems</li> <li>b. Work within technological systems</li> <li>c. Work within organizational systems</li> <li>d. Monitor/correct system performance</li> <li>e. Design/improve systems</li> </ul>	<ul style="list-style-type: none"> <li>a. 2, 3, 5, 6</li> <li>b. 2, 3, 5, 6</li> <li>c. 2, 3, 5, 6</li> <li>d. 2, 3, 5, 6</li> <li>e. 2, 3, 5, 6</li> </ul>
<b>5. Using Technology:</b> <ul style="list-style-type: none"> <li>a. Select equipment and tools</li> <li>b. Apply technology to specific tasks</li> <li>c. Maintain/troubleshoot technologies</li> </ul>	<ul style="list-style-type: none"> <li>a. 2, 3, 6</li> <li>b. 2, 3, 6</li> <li>c. 2, 3, 6</li> </ul>
<b>SCANS FOUNDATIONS.</b> <b>6. Demonstrating Basic Skills:</b> <ul style="list-style-type: none"> <li>a. Reading</li> <li>b. Writing</li> <li>c. Arithmetic/Mathematics</li> <li>d. Speaking</li> <li>e. Listening</li> </ul>	<ul style="list-style-type: none"> <li>a. 2, 3, 4, 5, 6</li> <li>b. 1, 2, 3, 4, 5, 6</li> <li>c. 3, 4</li> <li>d. 2, 3, 4, 5, 6</li> <li>e. 1, 2, 3, 4, 5, 6</li> </ul>
<b>7. Demonstrating Thinking Skills:</b> <ul style="list-style-type: none"> <li>a. Creative thinking</li> <li>b. Decision making</li> <li>c. Problem solving</li> <li>d. Thinking logically</li> <li>e. Seeing with the mind's eye</li> </ul>	<ul style="list-style-type: none"> <li>a. 1, 2, 3, 4, 5, 6</li> <li>c. 1, 2, 3, 4, 5, 6</li> <li>d. 1, 2, 3, 4, 5, 6</li> <li>e. 1, 2, 3, 4, 5, 6</li> </ul>
<b>8. Exhibiting Personal Qualities:</b> <ul style="list-style-type: none"> <li>a. Individual responsibility</li> <li>b. Self-esteem</li> <li>c. Sociability</li> <li>d. Self-management</li> <li>e. Integrity</li> </ul>	<ul style="list-style-type: none"> <li>a. 1, 2, 3, 5, 6</li> <li>b. 1, 2, 3, 4, 5, 6</li> <li>c. 1, 2, 3, 5, 6</li> <li>d. 1, 2, 3, 5, 6</li> <li>e. 1, 2, 3, 5, 6</li> </ul>

# McLennan

C O M M U N I T Y

# COLLEGE

---

## ACADEMIC RESOURCES/POLICIES

### **Accommodations/ADA Statement:**

Any student who is a qualified individual with a disability may request reasonable accommodations to assist with providing equal access to educational opportunities. Students should contact the Accommodations Coordinator as soon as possible to provide documentation and make necessary arrangements. Once that process is completed, appropriate verification will be provided to the student and instructor. Please note that instructors are not required to provide classroom accommodations to students until appropriate verification has been provided by the Accommodations Coordinator. For additional information, please visit <https://www.mclennan.edu/disability/>.

Students with questions or who require assistance with disabilities involving physical, classroom, or testing accommodations should contact:

[disabilities@mclennan.edu](mailto:disabilities@mclennan.edu)

254-299-8122

Room 319, Student Services Center

### **Title IX:**

We care about your safety, and value an environment where students and instructors can successfully teach and learn together. If you or someone you know experiences unwelcomed behavior, we are here to help. Individuals who would like to report an incident of sexual misconduct are encouraged to immediately contact the Title IX Coordinator at [titleix@mclennan.edu](mailto:titleix@mclennan.edu) or by calling Dr. Drew Canham (Chief of Staff for Diversity, Equity & Inclusion/Title IX) at (254) 299-8645. Individuals also may contact the MCC Police Department at 299-8911 or the MCC Student Counseling Center at MCC at (254) 299-8210. The MCC Student Counseling Center is a confidential resource for students. Any student or employee may report sexual harassment anonymously by visiting <https://www.lighthouse-services.com/mclennan/incidentLandingPageV2-MCC.asp>.

Go to McLennan's Title IX webpage at <https://www.mclennan.edu/titleix/>. It contains more information about definitions, reporting, confidentiality, resources, and what to do if you

or someone you know is a victim of sexual misconduct, gender-based violence or the crimes of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence.

**Student Support/Resources:**

MCC provides a variety of services to support student success in the classroom and in your academic pursuits to include counseling, tutors, technology help desk, advising, financial aid, etc. A listing of these and the many other services available to our students is available at <http://www.mclennan.edu/campus-resource-guide/>.

College personnel recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources or want to explore strategies for balancing life and school, we encourage you to contact a Success Coach by calling (254) 299-8226 or emailing [SuccessCoach@mclennan.edu](mailto:SuccessCoach@mclennan.edu). Students may visit the Completion Center Monday-Friday from 8 a.m.-5 p.m. to schedule a meeting with a Success Coach and receive additional resources and support to help reach academic and personal goals. Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff based on household size. Text (254) 870-7573 to schedule a pantry appointment. The Completion Center and pantry are located on the Second Floor of the Student Services Center (SSC).

**MCC Foundation Emergency Grant Fund:**

Unanticipated expenses, such as car repairs, medical bills, housing, or job loss can affect us all. Should an unexpected expense arise, the MCC Foundation has an emergency grant fund that may be able to assist you. Please go to <https://www.mclennan.edu/foundation/scholarships-and-resources/emergencygrant.html> to find out more about the emergency grant. The application can be found at [https://www.mclennan.edu/foundation/docs/Emergency\\_Grant\\_Application.pdf](https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf).

**MCC Academic Integrity Statement:**

Go to <https://www.mclennan.edu/academic-integrity/> for information about academic integrity, dishonesty, and cheating.

**Minimum System Requirements to Utilize MCC's D2L|Brightspace:**

Go to <https://www.mclennan.edu/center-for-teaching-and-learning/Faculty-and-Staff-Commons/requirements.html> for information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system.

**Minimum Technical Skills:**

Students should have basic computer skills, knowledge of word processing software, and a basic understanding of how to use search engines and common web browsers.

**Backup Plan for Technology:**

In the event MCC's technology systems are down, you will be notified via your MCC student email address. Please note that all assignments and activities will be due on the date specified in the Instructor Plan, unless otherwise noted by the instructor.

**Email Policy:**

McLennan Community College would like to remind you of the policy regarding college email, which can be found at <https://www.mclennan.edu/employees/policy-manual/docs/E-XXXI-B.pdf>. All students, faculty, and staff are encouraged to use their McLennan email addresses when conducting college business.

A student's McLennan email address is the preferred email address that college employees should use for official college information or business. Students are expected to read and, if needed, respond in a timely manner to college emails. For more information about your student email account, go to <https://www.mclennan.edu/student-email/>.

**Instructional Uses of Email:**

Faculty members can determine classroom use of email or electronic communications. Faculty should expect and encourage students to check the college email on a regular basis. Faculty should inform students in the course syllabus if another communication method is to be used and of any special or unusual expectations for electronic communications.

If a faculty member prefers not to communicate by email with their students, it should be reflected in the course syllabus and information should be provided for the preferred form of communication.

**Email on Mobile Devices:**

The College recommends that you set up your mobile device to receive McLennan emails. If you need assistance with set-up, you may email [Helpdesk@mclennan.edu](mailto:Helpdesk@mclennan.edu) for help.

You can find help on the McLennan website about connecting your McLennan email account to your mobile device:

- [Email Setup for iPhones and iPads](#)
- [Email Setup for Androids](#)

**Forwarding Emails:**

You may forward emails that come to your McLennan address to alternate email addresses; however, the College will not be held responsible for emails forwarded to an alternate address that may be lost or placed in junk or spam filters.

For more helpful information about technology at MCC, go to [MCC's Tech Support Cheat Sheet](#) or email [helpdesk@mclennan.edu](mailto:helpdesk@mclennan.edu).

**Disclaimer:**

The resources and policies listed above are merely for informational purposes and are subject to change without notice or obligation. The College reserves the right to change policies and other requirements in compliance with State and Federal laws. The provisions of this document do not constitute a contract.