

# All Fields Report

## Basic Course Information

College	Cañada College
Discipline	HMSV-Human Services
Course Number	121
Full Course Title	Social Work and Human Services Seminar
Catalog Course Description	This course provides the student who is participating in a supervised field experience in a community organization, agency, or institution with a weekly class meeting that provides the academic element to the experiential course offering. The application of concepts gained in the prerequisite or corequisite course to the field experience are be emphasized. This course is designed to provide the student with an opportunity to develop skills that would facilitate gaining employment in the human services field.

## Proposal Information

Proposed Start	Year: 2022 Semester: Fall
Proposed Curriculum Committee Meeting Date:	12/10/2021
Deadline for submission to Dean's Queue:	11/04/2021
Deadline for submission of curriculum proposal to the Technical Review Committee:	11/16/2021
Proposal Origination Date:	06/10/2021
Justification For Board Report OR Curriculum Inventory update:	<p>1. <b>For NEW Courses:</b> Provide a brief justification statement describing the need for the course, its place in the curriculum, and pertinent information such as the role of advisory committees. New courses require approval of the SMCCCD Board of Trustees. The justification statement will be included on the annual Curricular Board report. Use complete sentences and present tense.</p> <p>2. <b>For all types of Course MODIFICATIONS (modifications, banking, deletions and reactivations):</b> Provide a brief justification statement describing the need for the change. The justification statement will be used for course updates in the State Curriculum Inventory as necessary. Use complete sentences and present tense.</p> <p>In accordance with recommendations of the human services advisory committee, we are proposing two new courses to replace the existing fieldwork course HMSV 300. The State C-ID system has updated HMSV 300 Field Experience to be divided into two required corequisite courses: HMSV 121 Social Work and Human Services Seminar (1 unit) and HMSV 122 Social Work &amp; Human Services Fieldwork (2 units). The two courses are core requirements of both the ADT in Human Services and the newly proposed Certificate of Achievement.</p>
Honors Course	No
Open Entry/Open Exit	No 0

## Equivalent Courses

Will this course replace an	No
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existing course in the catalog, or an experimental course?	
If yes, identify and explain.	
<b>Similar Courses</b>	
Is there a similar or equivalent course in SMCCCD?	No
Added Similar Courses	

<b>Units/Hours</b>				
Unit Types	Fixed			
Units	Min: 1.00			
Variable Range	Range (or)			
<b>Hours</b>				
Please enter hours as per term values				
<b>Method</b>	<b>Min Hours</b>	<b>Max Hours</b>	<b>Min Faculty Load</b>	<b>Min Units</b>
Lecture	16.00	18.00	0.00	1.00
Lab	0.00	0.00	0.00	0.00
TBA	0.00	0.00	0.00	0.00
Work Experience	0.00	0.00	0.00	0.00
Field Experience	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00
Homework	32.00	36.00	0.00	0.00
Other Hours				
<b>Course Details</b>				
Repeatable for Credit	No			
Grading Methods	Letter Grade Only			
Audit	Yes			

<b>Materials Fee</b>	
Fee Required?	No

<b>Student Learning Outcomes</b>	
Upon successful completion of this course, a student will meet the following outcomes:	
1. Establish measurable social work/human services -related learning skills and performance objectives at the workplace.	
2. Critically assess one's social work/human services experiences to guide and inform practice.	
3. Demonstrate the ability to find and access legal and social services resources that assist client to stabilize and be successful in the community.	

<b>Course Objectives</b>	
Upon successful completion of this course, a student will be able to:	
1. Identify and characterize the major components of social work and human services practice.	

2. Apply a basic code of ethics (e.g., NASW or NOHS) to field work experience.
3. Reflect upon the application of ethical and professional standards to use of self within specific agency settings.
4. Demonstrate knowledge of fundamental legal guidelines, privacy and information management related to the standards of professional practice.
5. Explain the purpose and skills of cultural engagement and humility (i.e., recognizing cultural competence, multiculturalism, and cross-cultural collaboration as areas for ongoing professional development).
6. Demonstrate personal self-awareness, non-judgmental assessment and support capability, and readiness for professional development including feedback from supervision.

### Course Lecture Content

1. The developmental journey of becoming a social worker or human services practitioner and the nature of social work and human services practice as a helping profession.
  1. Foundational knowlege through course work
  2. Completion of supervised field wrok
  3. Refelctive practice
2. Codes of Ethics (e.g., NASW or NOHS) and social justice principles.
  1. Service
  2. Social justice
  3. Dignity and worth of the person
  4. Importance of human relationships
  5. Integrity
  6. Competence
3. Legal context of social work practice/human services, and the role of supervision in the professional development journey.
  1. Interagency collbaration
  2. Professional guidance and mentorship
4. Resources and services that clients need and depend upon.
  1. Public insitutions
  2. Private insitutions
  3. Accessing benefits
5. Examination of the needs, interests, resources, values and opportunities of people who vary in terms of race, nationality, ethnicity, sexuality, spirituality, gender, age, abilities, economic status, or language.
  1. Reflecting on experiences
  2. Identifying bias
  3. Examing historically marginalized population and structures that exist
6. Exploring the progressive nature and skills of generalist practice.
  1. The study human development
  2. Person and environment
  3. Examining community and populations served

### Course Lab Content

### TBA Hours Content

### Frequently Recommended Preparation

**Frequently Recommended**

Eligibility for ENGL 100.

**Writing**

1. Use complex sentences as well as correct punctuation and mechanical conventions.
2. Demonstrate basic knowledge of essay requirements.

**Reading**

1. Read material at the 11th grade level applying literal and inferential comprehension skills.
2. Determine word meanings of vocabulary used in material at this level.

**Justification for Frequently Recommended Preparation**

**Why is the knowledge of the recommended course(s), skill(s) or information necessary for students to succeed in the "target" course? Specify the relationship between the recommended knowledge and skills required of students and those taught in the "target course? (Please list the specific proficiencies students must possess in order to succeed in the "target" course.)**

Students in the HMSV 120 and 121 courses will be required to read college-level textbooks, professional journals and documents and write up professional-level reports during their fieldwork experience.

**Other Recommended Preparation**

*You have no defined requisites.*

**Prerequisites/Corequisites**

**Drag and Drop to Reorder**

<b>Edit/Delete</b>	<b>Requisites</b>	<b>Analysis</b>
	<b>Prerequisite</b> HMSV 100	
	<b>Corequisite</b> Concurrent enrollment in	
	<b>Corequisite</b> HMSV 122	

**Content Review**

HMSV 100 - Prerequisite  
(Objective to Objective)  
\*Launched\*

HMSV 122 - Corequisite  
(Objective to Objective)  
\*Launched\*

**Mode of Delivery****Modes of Delivery**

Online  
Hybrid  
Lecture

## Representative Instructional Methods

### Methods

Lecture  
Critique  
Discussion  
Guest Speakers

### Other Methods

## Representative Assignments

### Writing Assignments

(List all assignments, including library assignments. Outside assignments are not required for lab-only courses, although they can be given.)

1. Written one-page paper discussing one workplace challenge.
2. Written one-page paper discussing an ethical issue that presented itself in the workplace and how the student resolved it.

### Reading Assignments

(List all assignments, including library assignments. Outside assignments are not required for lab-only courses, although they can be given.)

1. Read 20-25 pages per week of required textbooks.
2. Read the National Association of Social Workers (NASW) and National Organization of Human Services (NOHS) Code of Ethics, approximately 20 pages one time in semester.

### Other Outside Assignments

(List all assignments, including library assignments. Outside assignments are not required for lab-only courses, although they can be given.)

- None

### To be Arranged Assignments

(List all assignments, including library assignments. Outside assignments are not required for lab-only courses, although they can be given.)

- Not applicable.

## Representative Methods of Evaluation

This section defines the ways students will demonstrate that they have met the student learning outcomes.

Student grades will be based on multiple measures of student performance. Instructors will develop appropriate classroom assessment methods and procedures for calculating student grades, including the final semester grade. The following list displays typical assessment methods appropriate for this course. The actual assessment methods used in a particular classroom and section will be listed in the instructor's syllabus.

Methods must effectively evaluate critical thinking. Credit courses must include written communication, problem solving, and/or skills demonstrations.

Multiple measures may include, but are not limited to, the following:

<b>Methods</b>	<ul style="list-style-type: none"> <li>• Class Participation</li> <li>• Class Performance</li> <li>• Class Work</li> <li>• Exams/Tests</li> <li>• Group Projects</li> <li>• Homework</li> <li>• Oral Presentation</li> <li>• Papers</li> <li>• Portfolios</li> <li>• Written examination</li> </ul>
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### Representative Texts

Textbooks such as the following are appropriate:

**Formatting Style**      APA

<b>Textbooks</b>	
	1. Warley, R.. <i>Essential Theories, Ideas and Skills for Effective Social Work Practice: An Integrative Workbook</i> , ed. New York, NY: Routledge, 2021
	2. Grobman, L.M., Wehrmann, K.C.. <i>Days in the Lives of Social Workers: 62 Professionals Tell</i> , 5th ed. Harrisburg, PA: The New Social Worker Press, 2019
	3. Reamer, F.. <i>Social Work Ethics Casebook: Cases and Commentary</i> , ed. Cary, NC: NASW Press, 2018

<b>Manuals</b>	<i>You have no manuals defined.</i>
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<b>Periodicals</b>	<i>You have no periodicals defined.</i>
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<b>Software</b>	<i>You have no software defined.</i>
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<b>Other</b>	
	1. NASW Code of Ethics
	2. NOHS Code of Ethics

### Degree/Certificate Applicability

<b>Designation</b>	Degree Credit
<b>Proposed For</b>	AA-T/AS-T

Certificate/Skill Award

**Course Designation Text**

Are there degrees/certificates to which this course applies? 1. AS-T Social Work and Human Services, 2. Human Services Paraprofessional Certificate of Achievement

### General Education/Degree/Transfer Course

Page Last Saved on Thursday, Jun 10, 2021 at 12:55 PM  
By Patricia Hall

**CSU Transfer Course**

Transfers to CSU Approved

### Course Distance Education

<b>Distance Ed Supplement</b>	New distance education supplement
<b>Distance Education</b>	Distance education component was developed by an instructor with training in online pedagogy. Training: Faculty have completed @One, QOTL or equivalent.
<b>Method of Distance Education</b>	Online, Hybrid, Web Assisted Course; (If there are limitations on how this course would be offered please explain below)
<b>Online Method Limitations</b>	This course may be offered face-to-face, online only or hybrid.
<b>Other Methods</b>	
<b>Course Content and Methodology</b>	The objectives and content of the course are adequately covered by the methods of instruction, assignments, evaluation of student outcomes, and instructional materials. If this course is currently taught in a lecture mode, the department faculty have determined that the same objectives can be achieved in a distance learning mode. The instructional equipment and materials are sufficient. The preparation and training of faculty are sufficient. Regular personal contact between students and instructor is sufficient. Methods of student evaluation are designed to maintain examination security. Evaluation of student outcomes is sufficient to permit review and assessment of the effectiveness of distance education for this course and to provide information for the annual distance education report.
<b>Instructional Methodologies (How will you deliver the course content?):</b>	Announcements/Bulletin Boards Chat Rooms Electronic Forum Online Presentations Resource Links Two-Way Video conferencing (Two-way interactive video and audio)
<b>Representative Courseware/Textbooks Materials:</b>	Online course will use similar text to face-to-face.
<b>Methods of Evaluation of Student Performance:</b>	Class participation Class Work Homework Oral Presentation Papers Projects
<b>How are you ensuring that students with disabilities can access your course in accordance with Section 508?</b>	Course will provide structured documents, descriptions of images, transcripts of audio, and closed captioning of video. Students working with DRC will receive appropriate accommodations.

**Plan for Regular Effective Communication Contact Between Faculty and Student (Title 5, 55204). "Local policies should establish and monitor minimum standards of regular effective contact."**

**Announcements/Bulletin Boards** - Weekly

**Chat Rooms** - Offered in course management system.

**Discussion Boards** - Weekly

**Email Communication** - As necessary; responses will be provided within 24 - 48 hours.

**FAQ** - Posted in course management system.

**Resource Links** - Posted in course management system.

**Office hours** - Weekly and as requested by student.

**Resources Needed**

<b>Adequate Library Resources</b>	Consultation with the Coordinator of Library Services regarding the adequacy of campus and online information resources to fulfill course objectives is required prior to course approval. Inadequate to support the course Please Specify:
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<b>Affected Resources</b>	Which of the following resources do you expect to be affected by the offering of this class? Check as many as appropriate.
	None of the above

**Explain what effect the areas you have checked will have upon this college:**

**Comparable Transfer Course Information**

<b>Are there comparable courses?</b>	Yes
<b>Edit/Del</b>	<b>College Info</b>

**Minimum Qualification**

No Minimum Qualifications For this Course

**CB Codes**

<b>CB03 TOP Code</b>	2104.00 - Human Services
<b>CB04 Course Credit Status</b>	D - Credit - Degree Applicable
<b>CB05 Course Transfer Status</b>	B = Transferable to CSU only
<b>CB08 Course Basic Skill Status (PBS Status)</b>	2N = Course is not a basic skills course.
<b>CB09 SAM Code</b>	C - Occupational
<b>CB11 California</b>	Y - Credit Course



<b>Classification Codes</b>	
<b>CB21 Levels Below Transfer</b>	Y = Not Applicable
<b>CB23 Funding Agency Category</b>	Y = Not Applicable
<b>CB25 Course General Education Status</b>	Y - Not Applicable
<b>CB26 Course Support Course Status</b>	N - Course is not a support course

Codes/Dates	
<b>Entry of Special Dates</b>	
<b>Instruction Office Review</b>	12/10/2021
<b>Last Outline Revision</b>	12/10/2021
<b>Content Review</b>	12/10/2021
<b>CC Approval</b>	12/10/2021
<b>DE Approval</b>	12/10/2021
<b>Effective Term</b>	Term: Year: 2022
<b>Web Catalog</b>	
<b>Course Family</b>	
<b>Web Catalog</b>	<input type="checkbox"/> Exclude from Web Catalog
<b>Instructional Services</b>	
<b>Implementation Date</b>	
<b>Originator</b>	Angelene Musawwir
<b>Origination Date</b>	06/10/2021
<b>Proposal Type</b>	Cañada New Course
<b>C-ID Numbers</b>	
<b>CB00 State ID</b>	
<b>CB03 TOP Code</b>	2104.00 - Human Services
<b>CB04 Course Credit Status</b>	D - Credit - Degree Applicable
<b>CB05 Course Transfer Status</b>	B = Transferable to CSU only
<b>CB08 Course Basic Skill Status (PBS Status)</b>	2N = Course is not a basic skills course.
<b>CB09 SAM Code</b>	C - Occupational
<b>CB10 Course COOP Work Exp-ED</b>	N = Not part of Coop Work Exp
<b>CB11 California Classification Codes</b>	Y - Credit Course
<b>CB13-Special Class Status</b>	N - Not Special
<b>CB21 Levels Below Transfer</b>	Y = Not Applicable
<b>CB22 Non Credit Course Category</b>	Y - Not Applicable
<b>CB23 Funding Agency Category</b>	Y = Not Applicable

<b>CB24-Program Course Status</b>	1 = Program Applicable
<b>CB25 Course General Education Status</b>	Y - Not Applicable
<b>CB26 Course Support Course Status</b>	N - Course is not a support course

## Web Catalog Metadata