**PROPOSAL SUMMARY AND ROUTING FORM**

**Proposal Title:** Change contact hours in MSW Courses

**Initiating Individual:** Wendy Samuels  **Initiating Department or Unit:** Social Work

**Contact Person’s Name:** Wendy Samuels  **Email:** WendySamuels@ferris.edu  **Phone:** 591-5896

- [ ] Group I-A – New Degree, major, concentration, minor, or redirection of a current offering
- [ ] Group I-B – Deletion of a degree, major, concentration, or minor
- [x] Group II-A – New Course, modification of a course, deletion of a course
- [ ] Group II-B – Minor Curriculum Clean-up
- [ ] Group III – Certificate (☐ College Credit ☐ Non-credit ☐ New Certificate)
- [ ] Group IV – Other site location (☐ College Credit ☐ Non-credit)

<table>
<thead>
<tr>
<th>PLEASE PRINT AND SIGN YOUR NAME</th>
<th>DATE</th>
<th>VOTE/ACTION * Number Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Representative **</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wendy Samuels</td>
<td>11/11/16</td>
<td>![Signature]</td>
</tr>
</tbody>
</table>

| Department/School/Faculty        |                       |                             |
| Representative Vote **          |                       |                             |
| Wendy Samuels                    | 11/11/16              | ![Signature]                |

| Department/School Administrator  |                       |                             |
| Wendy Samuels                    | 11/11/16              | ![Signature]                |

| College Curriculum Committee/Faculty |                       |                             |
| John Scott Gray                    | 11/11/16              | ![Signature]                |

| UCC Representative                |                       |                             |
| Oluwemikofadeyis                  | 11/11/16              | ![Signature]                |

| Dean                              |                       |                             |
| J. Andrew Karama                  | 04/14/2016            | ![Signature]                |

| University Curriculum Committee **|                       |                             |
|                                  | 04/14/2016            | ![Signature]                |

| Senate **                         |                       |                             |
|                                  |                       | ![Signature]                |

| Academic Affairs                  |                       |                             |

* Support with Concerns or Not Support must include identification of specific concern with appropriate rationale.

** Number Count must be given for all members present and/or voting.

To be completed by Academic Affairs  Date of Implementation: [Click here to enter text].

President (Date Approved)  Board of Trustees (Date Approved)  Academic Officers of MI (Date Approved)
1. Proposal Summary: (Summary is generally less than one page. Briefly state what is proposed with a summary of rationale and highlights)

When we developed the MSW program in 2013, we anticipated needing more contact hours in some of the courses. After two years, we have determined that some of the courses could adequately be taught with one less contact hour. Some of the courses were classified as 2 contact hours for lecture and 2 contact hours for labs. They will be adjusted to reflect a 3cr lecture only.

2. Summary of Curricular Action (Check all that apply to this proposal)

- [ ] Degree
- [ ] Major
- [ ] Minor
- [ ] Concentration
- [ ] Certificate
- [ ] Course
- [ ] New
- [x] Modification
- [ ] Deletion

Name of Degree, Major, etc.: Social Work

3. Summary of All Course Action Required: Click here to enter text.

A. Newly Created Courses to be Added to the Catalog

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Number</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCWK</td>
<td>510</td>
<td>Policy Analysis and Advocacy</td>
</tr>
<tr>
<td>SCWK</td>
<td>520</td>
<td>Generalist Macro Practice</td>
</tr>
<tr>
<td>SCWK</td>
<td>540</td>
<td>Human Behavior &amp; Social Environ</td>
</tr>
<tr>
<td>SCWK</td>
<td>550</td>
<td>Research Methods</td>
</tr>
<tr>
<td>SCWK</td>
<td>560</td>
<td>Diversity and Social Justice</td>
</tr>
<tr>
<td>SCWK</td>
<td>610</td>
<td>Advanced Policy and Advocacy</td>
</tr>
<tr>
<td>SCWK</td>
<td>620</td>
<td>Advanced Group Practice</td>
</tr>
<tr>
<td>SCWK</td>
<td>650</td>
<td>Applied Social Work Research</td>
</tr>
<tr>
<td>SCWK</td>
<td>660</td>
<td>Clinical Assessment and Diagnosis</td>
</tr>
<tr>
<td>SCWK</td>
<td>680</td>
<td>Leadership and Supervision</td>
</tr>
</tbody>
</table>

B. Courses to be Deleted from FSU Catalog

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Number</th>
<th>Title</th>
</tr>
</thead>
</table>

Click here to enter text.

C. Existing Courses to be Modified

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Number</th>
<th>Title</th>
</tr>
</thead>
</table>

Click here to enter text.

D. Addition of existing FSU courses to program

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Number</th>
<th>Title</th>
</tr>
</thead>
</table>

Click here to enter text.

E. Removal of existing FSU courses from program

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Number</th>
<th>Title</th>
</tr>
</thead>
</table>

Click here to enter text.

4. Summary of All Consultations

<table>
<thead>
<tr>
<th>Form Sent (B or C)</th>
<th>Date Sent</th>
<th>Responding Department</th>
<th>Date Received &amp; By Whom</th>
</tr>
</thead>
</table>

Click here to enter text.

5. Will External Accreditation be sought? (For new programs or certificates only)

- [ ] Yes
- [ ] No

If yes, name the organization involved with accreditation for this program. Click here to enter text.

6. Is a PCAF required? [ ] Yes [ ] No

Is the PCAF approved? [ ] Yes [ ] No (If yes, supply link on Academic Affairs website where PCAF is posted.)
7. Program Checksheets affected by this proposal (Check all that apply to this proposal) The Checksheet will not be affected.
☐ Add Course    ☐ Delete Course    ☐ Modify Course    ☐ Change Prerequisite
☐ Move from elective to required    ☐ Change Outcomes and Assessment Plan    ☐ Change Credit hours

8. List all Checksheets affected by this proposal: Checksheet will not be affected

<table>
<thead>
<tr>
<th>College</th>
<th>Department</th>
<th>Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Click here to enter text.</td>
<td>Click here to enter text.</td>
<td>Click here to enter text.</td>
</tr>
</tbody>
</table>
Complete all items below (New or Current).

Check all boxes where modifications are being made.
Enter the modification to be made (Proposed).

Course Identification

☐ Prefix (current) SCWK  ☐ Number (current) 510  ☐ LEC 2 LAB 2 SEM ___ (current)
(proposed) SCWK  ☐ Number (proposed) 510  (Enter Contact Hours per week)
(proposed) Policy Analysis and Advocacy
(proposed) Policy Analysis and Advocacy

☐ Credit Hours (current) 3  ☐ Prerequisites (current) SCWK 501  Co-requisite (current)
(proposed) 3  (proposed)  (proposed)

☐ Course Description (current): (125 words maximum)

(proposed):

Course Catalogue Description:
SCWK 510: This course is a foundation MSW course. The course emphasizes the history of social welfare policies and the role they play at present time. Student will utilize frameworks for analyzing social and economic policies as they relate to social welfare. Preparation for roles not only as service providers within existing policies but also as participants in efforts to change policy will be discussed. The class will also have an emphasis on values underlying the social welfare system, particularly the principles of social and economic justice.

☐ Course Outcomes and Assessment Plan (current)

(proposed):

<table>
<thead>
<tr>
<th>Learning Outcome</th>
<th>Assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Analyze the impact of policy implementation on their own social work practice and professional development Practice Behaviors 2.8, 3.5, 5.5, 9.1</td>
<td>Values Analysis Paper</td>
</tr>
<tr>
<td>2. Describe how political ideologies and social values impact policy advocacy and implementation Practice Behaviors 8.3, 9.1</td>
<td>Political Advocacy Project Policy Proposal/Amendment Paper</td>
</tr>
<tr>
<td>3. Recognize and manage personal values in a way that allowed professional values to guide practice in analyzing and developing policies. Practice Behaviors 1.9, 2.3, 2.4, 3.5</td>
<td>Values Analysis Paper Class Discussion</td>
</tr>
<tr>
<td>4. Describe the rationale for policy advocacy by social workers in all areas of social work practice Practice Behaviors 8.1, 8.4</td>
<td>Class Discussion Values Analysis Paper</td>
</tr>
<tr>
<td>5. Analyze the impact of policy implementation on the promotion of social and economic justice with special emphasis on vulnerable groups Practice Behaviors 4.3, 4.4, 6.2, 8.1, 9.2</td>
<td>Values Analysis Paper Political Advocacy Project</td>
</tr>
<tr>
<td>6. To explore of the role of social work practitioner in the</td>
<td>Policy Proposal/Amendment Paper</td>
</tr>
</tbody>
</table>
| Process of policy development and policy service delivery and how the individual practitioner may influence the local, state and national political systems responsible for the development of social welfare policy in an effective way. Practice Behaviors 5.5, 8.3, 8.4, 8.5 | Class Discussion
Political Advocacy Project |
|---|---|
| 7. Analyze how policies impact social service delivery and policy advocacy facilitates the delivery of effective social services Practice Behaviors 8.1, 8.4 | Policy Proposal/Amendment Paper
Values Analysis Paper
Class Discussion |
| 8. To demonstrate the use of critical thinking to examine and effectively support a position about a current, controversial social issue. Practice Competency 8 and 3 | Political Advocacy Project
Class Discussion |
| Practice Behaviors 3.5, 3.9, 8.3, 8.5 | | |
| 9. Demonstrate competence in the tasks and skills necessary for effective policy advocacy and change Practice Competency 8 (8.1-8.5), Practice Behaviors 10.24, 10.25, 10.26 | Policy Advocacy Project
(embedded assignment for program assessment) |
| 10. Analyze the impact of policy implementation on people living in poverty Practice Behaviors 5.5 8.1, 8.2, 8.4 | Policy Proposal/Amendment Paper
Class Discussion
Political Advocacy Project |
| 11. To articulate a personalized statement of the values concerning the macro-issues of social welfare policy within the range of issues raised in the skills objectives of this course. | Policy Advocacy Project
Values Analysis Paper |
| Practice Behaviors 2.4, 3.5 8.5, 10.25, 10.26 | | |

**Course Outline including Time Allocation (current)**
Express Time Allocation in one of the following formats for a 3 credit hour course; adjust accordingly:
- Weeks (15 weeks)
- Hours (45 hours; assuming 3 contact hours per week)
- Percentages (100 percent)
(proposed)

**Course Outline: 45 Contact Hours (Sample)**

**Week 1.** Introduction: What is Social Welfare Policy and What Does it Have to Do with Social Work?
**Week 2.** The History, Politics, And Economics Of Social Welfare Policy
**Week 3.** Policy Theory And Policy Practice
**Week 4.** Defining and Combating Poverty
**Week 5.** Efforts to address poverty in the United States and other countries: Social
**Week 6.** Helping the “Deserving Poor”: The old and disabled
**Week 7.** Ending Welfare as We Knew It? Temporary Assistance for Needy Families.
**Week 8.** Protecting and controlling children and adolescents in the United States and other countries
**Week 9.** Protection, exploitation, and neglect: Policy and the varied experiences of women in the United States
**Week 10.** Racial politics, civil rights, and affirmative action: The history of policies related to race and ethnicity in America
Week 11. Globalism, Economic Transition, and Social Class in America
Week 12. The politics of food: Hunger, malnutrition and obesity in the United States
Week 13. Policies and services affecting people with mental illness and addictions: The power of attitudes and beliefs
Weeks 14 Evaluating Policy and Policy Practice: Where do we go from here?
Week 15 What do we do now? The new Social Worker.

Associate Provost's Signature: ____________________________ Date_______
MODIFY A COURSE – Course Data Entry Form

I. ACTION TO BE TAKEN: MODIFY A COURSE

Desired Term Effective (6 digit code): 201608 Examples: 201601 (Spring), 201605 (Summer) NOTE: The first four digits indicate year, the next two digits indicate month in which term.

II. COURSE TO BE MODIFIED:

A. Course Prefix: SCWK   B. Number: 510
C. Course Title: Policy Analysis & Advocacy

LIST THE LETTER(S) OF ALL CHANGES FROM SECTION III BELOW: B  See Appendix E Instructions for Completing Forms.

III. MODIFICATIONS

A. Course Prefix: Click here to enter text.    B. Number: Click here to enter text.
B. Contact Hours: 3  Lecture ☒ Lab ☐ Seminar ☐ [Enter contact hours per week in blank. See formula for contact hours to credit hours in Appendix E.]
C. Practicum ☐ Independent Study ☐ [Check Box as appropriate. See Definitions in Appendix E]
D. Course Title: Click here to enter text. [Limit to 30 characters including punctuation and spaces]
E. College Code: Click here to enter text. G. Department Code: Click here to enter text. H. Credit Hours: Variable ☐ Fixed ☐
I. Minimum Credit Hours: Click here to enter text. J. Maximum Credit Hours: Click here to enter text. [Enter number is space.]
K. Hours May be Repeated for Extra Credit: Yes ☐ No ☐ If yes, max times Click here to enter text. Or max credits Click here to enter text. awarded.
L. Levels: Undergraduate ☐ Graduate ☐ Professional ☐
M. Grade Method: Normal Grading ☐ Credit/No Credit (Pass/Fail) ☐
N. Does proposed new course replace an equivalent course? Yes ☐ No ☐
O. Equivalent Course: Prefix: Click here to enter text.   Number: Click here to enter text.
P. Catalog Description: Limit to 125 words – PLEASE BE CONCISE. Click here to enter text.

Q. Term Offered:   Fall, Spring, Summer   R. Max Section Enrollment:   Lecture:   Lab:
S. Prerequisites or Restrictions: If none, leave blank. Click here to enter text.
T. Co-requisites: Courses must be taken concurrently. If none, leave blank. Limit to 100 characters including punctuation and spaces. Click here to enter text.

To be completed by Academic Affairs Office: Standards & Measures Coding and General Education Code

Basic Skill (BS) ☐   General Education ☐   Occupational Education ☐   G E Codes: Click here to enter text.

UCC Chair Signature/Date   Academic Affairs Approval Signature/Date

OFFICE OF THE REGISTRAR USE ONLY

Date Rec’d: Click here to enter text. Date Completed: Click here to enter text. Entered: SCACRSE ☐ SCADEL ☐ SCARRS ☐ SCAPREQ ☐
Complete all items below (New or Current).

Check all boxes where modifications are being made. Enter the modification to be made (Proposed).

Course Identification

☐ Prefix (current) SCWK ☐ Number (current) 520

(Proposed) SCWK (Proposed) 520

☐ Title (current) Generalist Macro Practice

(Proposed) Generalist Macro Practice

☐ Credit Hours (current) 3 ☐ Prerequisites (current) Co-requisite (current)

(Proposed) 3 (Proposed) Bachelors Degree, SCWK 501

☐ Course Description (current): (125 words maximum)

(Proposed):

SCWK 520. Practice with Groups and Organizations. This course is a foundation year MSW course. The course focus is on generalist practice with organizations and communities. Macro-practice skills through group work are emphasized, along with the interconnections between micro, mezzo and macro generalist practice. Macro intervention will be practiced.

☐ Course Outcomes and Assessment Plan (current)

(Proposed):

1. Define generalist practice within a macro practice context.
   Practice Behaviors 7.1, 7.2,

2. Identify and integrate the phases of the Planned Change Model as it applies to working with organizations and communities.
   Practice Competency 10

3. Describe the 3 traditional methods of community organization and explore alternative models.
   Practice Behaviors 3.2, 3.3, 8.1, 8.4,

4. Identify personal values and define and apply professional standards to self.
   Practice Behaviors 1.2, 1.7, 1.9, 3.5

5. Identify a wide range of roles social work practitioners might play in macro practice
   Practice Behaviors 1.7, 3.8,

<table>
<thead>
<tr>
<th>Practice Behaviors 5.1, 5.3, 5.4, 5.5</th>
</tr>
</thead>
<tbody>
<tr>
<td>7. Demonstrate competence in utilizing micro skills in a macro environment.</td>
</tr>
<tr>
<td>Practice Behaviors 1.10, 3.4, 9.4, 9.5</td>
</tr>
<tr>
<td>8. Demonstrate competence in community needs assessment, asset mapping, development of goals, intervention strategies and program evaluation.</td>
</tr>
<tr>
<td>Practice Competency 10, Practice Behaviors 4.4, 6.3, 9.2, 9.4</td>
</tr>
<tr>
<td>9. Demonstrate competence in practices that advance social and economic justice.</td>
</tr>
<tr>
<td>Practice Behaviors 5.1, 5.3, 5.4, 5.5, 6.3</td>
</tr>
<tr>
<td>10. Demonstrate leadership skills needed to promote sustainable changes in service delivery and practice.</td>
</tr>
<tr>
<td>Practice Behaviors 8.1, 8.2, 8.4, 9.2, 9.4, 9.5</td>
</tr>
<tr>
<td>11. Examine organizations and analyze conceptual frameworks to enhance practice effectiveness.</td>
</tr>
<tr>
<td>Practice Behaviors 7.1, 7.2, 7.3, 7.4, 3.2</td>
</tr>
<tr>
<td>12. Demonstrate effectiveness in collecting, organizing and interpreting data to assess the potential for organizational change (PREPARE)</td>
</tr>
<tr>
<td>Practice Behaviors 3.2, 3.8, 6.3, 7.1, 10.1, 10.2</td>
</tr>
<tr>
<td>13. Distinguish, appraise and integrate multiple sources of knowledge to apply the IMAGINE process for macro intervention and program evaluation.</td>
</tr>
<tr>
<td>Practice Behaviors 9.1, 9.2, 9.4, 9.5, 10.10-23</td>
</tr>
<tr>
<td>14. Demonstrate an understanding of the role of professional social worker in neighborhoods and communities.</td>
</tr>
<tr>
<td>Practice Behaviors 1.1, 1.7, 4.6, 4.9, 5.3, 5.4, 5.5, 8.4, 9.5</td>
</tr>
<tr>
<td>15. Utilize advocacy, social action and empowerment activities with populations at risk</td>
</tr>
<tr>
<td>Practice Behaviors 4.3, 4.4, 4.9, 4.4, 4.5, 9.2</td>
</tr>
<tr>
<td>16. Apply a strategy of ethical reasoning to arrive at principled decisions in macro practice</td>
</tr>
<tr>
<td>Practice Competency 2</td>
</tr>
<tr>
<td>17. Demonstrate an understanding of group process and effectiveness in working in groups.</td>
</tr>
<tr>
<td>Practice Behaviors 3.1, 3.4, 4.1, 4.4, 4.5</td>
</tr>
</tbody>
</table>
Percentages (100 percent) 
(proposed)

45 Contact Hours Total:

Weeks 1-4:
Basic Theories of Group Functioning
Concepts of Group Dynamics
Formation and Assessments
Establishing Individual and Group Goals
Group Structure, Composition and Committee Process

Weeks 5-7
Establishing Group Purpose
Client/Agency Perspective
Specific Skills and Techniques
Identifying Power and Decision Styles
Assessing Cognitive Patterns of Individuals
Assessing Patterned Behavior of Individuals

Weeks 8-12
History of Macro Practice
Systems/Ecological Frameworks
Practice involving Organizations and communities
Social Planning Models

Weeks 13-16
Identifying and Analyzing Intervention Models/Strategies
Defining Organizations and Communities
Examining System Readiness for Change
Selecting a Change Approach
Setting Goals and Objectives
Strategic Planning and Needs Assessment
Proposal Writing and Budget Preparation
Evaluation Process
Types and Purpose of Evaluation
Program Monitoring
Research Design and Statistical Modeling

Associate Provost’s Signature: ___________________________ Date_______
MODIFY A COURSE – Course Data Entry Form

I. ACTION TO BE TAKEN: MODIFY A COURSE

Desired Term Effective (6 digit code): 201608 Examples: 201601 (Spring), 201605 (Summer) NOTE: The first four digits indicate year, the next two digits indicate month in which term.

II. COURSE TO BE MODIFIED:

A. Course Prefix: SCWK  B. Number: 520
C. Course Title: Generalist Macro Practice

LIST THE LETTER(S) OF ALL CHANGES FROM SECTION III BELOW: B See Appendix E Instructions for Completing Forms.

III. MODIFICATIONS

A. Course Prefix: Click here to enter text.  B. Number: Click here to enter text.
B. Contact Hours: 3  Lecture □  Lab □  Seminar □  [Enter contact hours per week in blank. See formula for contact hours to credit hours in Appendix E.]
C. Practicum □  Independent Study □  [Check Box as appropriate. See Definitions in Appendix E]  D. Course Title: Click here to enter text. [Limit to 30 characters including punctuation and spaces]
E. College Code: Click here to enter text.  G. Department Code: Click here to enter text.  H. Credit Hours: Variable □  Fixed □
I. Minimum Credit Hours: Click here to enter text.  J. Maximum Credit Hours: Click here to enter text.  [Enter number is space.]
K. Hours May be Repeated for Extra Credit: Yes □  No □  If yes, max times Click here to enter text. Or max credits Click here to enter text. awarded.
L. Levels: Undergraduate □  Graduate □  Professional □
M. Grade Method: Normal Grading □  Credit/No Credit (Pass/Fail) □
N. Does proposed new course replace an equivalent course? Yes □  No □  O. Equivalent Course: Prefix: Click here to enter text.  Number: Click here to enter text.
P. Catalog Description: Limit to 125 words – PLEASE BE CONCISE. Click here to enter text.

Q. Term Offered:  fall, spring, summer  R. Max Section Enrollment:  Lecture:  Lab:
S. Prerequisites or Restrictions: If none, leave blank. Click here to enter text.
T. Co-requisites: Courses must be taken concurrently. If none, leave blank. Limit to 100 characters including punctuation and spaces. Click here to enter text.

To be completed by Academic Affairs Office: Standards & Measures Coding and General Education Code

Basic Skill (BS) □  General Education □  Occupational Education □  G E Codes: Click here to enter text.

UCC Chair Signature/Date  Academic Affairs Approval Signature/Date

OFFICE OF THE REGISTRAR USE ONLY

Date Rec’d: Click here to enter text. Date Completed: Click here to enter text. Entered: SCACRS □  SCADETL □  SCARRES □  SCAPREQ □
SCWK 540. This course is a foundation year MSW course. This overview of theories of human behavior in the social environment in relation to advanced social work practice will focus on the relationships among biological, psychological, social, and cultural systems as they affect the "person-in-environment" across the life span. Students will consider the importance of integrating multiple critical perspectives to solve complex human problems to influence wellbeing and empowerment.
<table>
<thead>
<tr>
<th>Systemic Sources. (Practice Behavior 4.1 3.3, 4.4, 4.9)</th>
<th>Homework Assignments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Apply theories and knowledge from the liberal arts to understand biological, social, cultural, psychological and spiritual development (Practice Behavior 7.1, 7.3, 7.4, 7.5)</td>
<td>Exam 2</td>
</tr>
<tr>
<td>Recognize that research informs practice and practice informs research. (Practice Behavior 6.1 &amp; 6.2)</td>
<td>Homework Assignments</td>
</tr>
<tr>
<td>Demonstrate application of theoretical concepts and analyses in the assessment of sample social work problems. (Practice Behavior 3.2, 3.3, 3.8)</td>
<td>Homework Assignments</td>
</tr>
<tr>
<td>Complete an integrated review of literature research paper. The successful completion of this assignment is a requirement for admission to BSW degree candidacy. (Practice Behavior 6.2 &amp; 6.5)</td>
<td>Paper</td>
</tr>
<tr>
<td>Identify basic Information Technology tools and Internet resources relating to social work theory and research (Practice Behavior 6.2 &amp; 6.5)</td>
<td>Homework Assignments</td>
</tr>
<tr>
<td>Analyze one's own values relative to social work values. (Practice Behavior 2.1, 2.3, 2.6, 2.7, 2.8)</td>
<td>Homework Assignments</td>
</tr>
<tr>
<td>Develop a greater understanding and commitment to underlying ethical issues in dealing with populations at risk. (Practice Behavior 4.1, 4.3, 4.4, 4.6, 4.9)</td>
<td>Homework Assignments</td>
</tr>
<tr>
<td>Develop a greater understanding of social justice issues in the context of the social work profession. (Practice Behavior 4.9, 5.1, 5.2, 5.3, 5.4)</td>
<td>Exam 2</td>
</tr>
</tbody>
</table>

☐ Course Outline including Time Allocation (current)
Express Time Allocation in one of the following formats for a 3 credit hour course; adjust accordingly:
- Weeks (15 weeks)
- Hours (45 hours; assuming 3 contact hours per week)
- Percentages (100 percent)
(proposed)

45 Contact Hours Total:
Course Outline: (SAMPLE)

Week 1:
- Multidimensional Framework
- Biophysical Dimension & Review of Theories
- Introduction to Social Systems Theory

Week 2:
- The Psychological Dimension & Review of Theories
- The Social Dimension, Social Systems & Review of Theories
Week 3:
Gerontological Issues,
Systems thinking with Culture & Society

Week 4
Developmental Issues in Pregnancy through Infancy
Systems thinking with Communities

Weeks 5
Developmental Issues in Childhood &
Organizations

Weeks 6:
Developmental Issues in Adolescence
Groups

Weeks 7:
Developmental Issues in Young Adulthood
Families

Week 8: Midterm Exam

Weeks 9 & 10
Adulthood
The Individual Person

Weeks 11 & 12:

Weeks 13 & 14:
Critical thinking regarding Systems Theory, Empowerment approaches and Evidence Based Practice

Week 14 & 15
Presentations of summaries of paper findings

Week 16: Final Exam

Associate Provost's Signature: ___________________________ Date ________
I. ACTION TO BE TAKEN: MODIFY A COURSE

Desired Term Effective (6 digit code): 201608 Examples: 201601 (Spring), 201605 (Summer) NOTE: The first four digits indicate year, the next two digits indicate month in which term.

II. COURSE TO BE MODIFIED:

A. Course Prefix: SCWK  B. Number: 540
C. Course Title: Human Behavior/Social Environ

LIST THE LETTER(S) OF ALL CHANGES FROM SECTION III BELOW: B See Appendix E Instructions for Completing Forms.

III. MODIFICATIONS

A. Course Prefix: Click here to enter text.  B. Number: Click here to enter text.
B. Contact Hours:  Lecture ☐ Lab ☐ Seminar ☐ [Enter contact hours per week in blank. See formula for contact hours to credit hours in Appendix E.]
C. Practicum ☐ Independent Study ☐ [Check Box as appropriate. See Definitions in Appendix E]
D. Course Title: Click here to enter text. [Limit to 30 characters including punctuation and spaces]
E. College Code: Click here to enter text.  G. Department Code: Click here to enter text.  H. Credit Hours: Variable ☐ Fixed ☐
I. Minimum Credit Hours: Click here to enter text.  J. Maximum Credit Hours: Click here to enter text.  [Enter number is space.]
K. Hours May Be Repeated for Extra Credit: Yes ☐ No ☐ if yes, max times Click here to enter text. Or max credits Click here to enter text. awarded.
L. Levels: Undergraduate ☐ Graduate ☐ Professional ☐
M. Grade Method: Normal Grading ☐ Credit/No Credit (Pass/Fail) ☐
N. Does proposed new course replace an equivalent course? Yes ☐ No ☐
O. Equivalent Course: Prefix: Click here to enter text.  Number: Click here to enter text.
P. Catalog Description: Limit to 125 words – PLEASE BE CONCISE. Click here to enter text.

Q. Term Offered: fall, spring, summer  R. Max Section Enrollment: 15  Lecture: ☐  Lab:
S. Prerequisites or Restrictions: If none, leave blank. Click here to enter text.
T. Co-requisites: Courses must be taken concurrently. If none, leave blank. Limit to 100 characters including punctuation and spaces. Click here to enter text.

To be completed by Academic Affairs Office: Standards & Measures Coding and General Education Code

Basic Skill (BS) ☐ General Education ☐ Occupational Education ☐ G E Codes: Click here to enter text.

UCC Chair Signature/Date Academic Affairs Approval Signature/Date

OFFICE OF THE REGISTRAR USE ONLY

Date Rec’d: Click here to enter text. Date Completed: Click here to enter text. Entered: SCACRSE ☐ SCADTL ☐ SCARRS ☐ SCAPREQ ☐
COURSE INFORMATION FORM

Complete all items below (New or Current).

Check all boxes where modifications are being made. Enter the modification to be made (Proposed).

Course Identification
☐ Prefix (current) SCWK  ☐ Number (current) 550
☐ (proposed) SCWK  ☐ (proposed) 550
☐ LEC ☐ LAB ☐ SEM ___ (current)
☐ (Enter Contact Hours per week)
☐ LEC 3 LAB ___ SEM ___ (proposed):

☐ Title (current) Research Methods
☐ (proposed) Research Methods

☐ Credit Hours (current) 3  ☐ Prerequisites (current) SCWK 501  Co-requisite (current)
☐ (proposed) 3  ☐ (proposed)

☐ Course Description (current): (125 words maximum)

☐ (proposed): SCWK 550 is the foundation Social Work Research course, and the first in a two part advanced research sequence. Social Work research design methodology, with emphasis on applied advanced research in human service and public services settings. Special emphasis are placed on program evaluation within the field agency, with emphasis on advanced clinical practice to inform the research and with the intention of this becoming part of the capstone proposal in the advanced year. Development of a new knowledge base within the agency is expected. This course is an introduction to elementary statistical concepts, including frequency distributions, measures of central tendency, and beginning bivariate analysis and inferential statistics. Students in this course are prepared for critical use of research, and evaluation of their own and other professional knowledge base.

☐ Course Outcomes and Assessment Plan (current)

☐ (proposed):

<table>
<thead>
<tr>
<th>Learning Outcome</th>
<th>Assessment of Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Describe the many ethical issues related to research in general, to understand professional standards with respect to those issues, and to be able to discuss these issues and standards related to the student's specific research activities.</td>
<td>Exam 1 Research Proposal</td>
</tr>
<tr>
<td>Practice Behaviors 2.4, 2.5</td>
<td></td>
</tr>
<tr>
<td>2. Demonstrate introductory skills and competence in using basic social work research terminology.</td>
<td>Exam 1</td>
</tr>
<tr>
<td>Practice Behaviors 6.4</td>
<td></td>
</tr>
<tr>
<td>3. Explain major research efforts in selected fields of social work practice, especially in relation to populations at-risk. Explain impacts of research, especially related to social justice and historical trauma.</td>
<td>Exam 1</td>
</tr>
<tr>
<td>Practice Behaviors 2.4, 2.5, 4.6, 4.9</td>
<td></td>
</tr>
<tr>
<td>4. Recognize the usefulness of research informed practice.</td>
<td>Exam 1</td>
</tr>
<tr>
<td>Practice Behaviors 6.2, 6.3</td>
<td></td>
</tr>
<tr>
<td>5. To identify, recognize, summarize and evaluate methods of a research project for validity and reliability.</td>
<td>Research critique 1 and 2</td>
</tr>
<tr>
<td>Practice Behaviors 6.2</td>
<td></td>
</tr>
<tr>
<td>6. Identify the use of surveys in human service, and public service, and needs assessment.</td>
<td>Exam 2 Research Proposal</td>
</tr>
<tr>
<td>Practice Behaviors 6.2, 6.5</td>
<td></td>
</tr>
<tr>
<td>7. Demonstrate an in-depth understanding of the use of single subject designs in the evaluation of social work practice and how this method can be useful in the clinical setting.</td>
<td>Exam 2 Research Proposal</td>
</tr>
<tr>
<td>Practice Behaviors 6.2, 6.5</td>
<td>Exam 2</td>
</tr>
<tr>
<td>---------------------------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>8. Demonstrate an in-depth understanding of the various</td>
<td>Research Proposal</td>
</tr>
<tr>
<td>designs used in the evaluation of human/public service</td>
<td></td>
</tr>
<tr>
<td>programming, as well as the administrative and political</td>
<td></td>
</tr>
<tr>
<td>dimensions of program evaluation.</td>
<td></td>
</tr>
<tr>
<td>Practice Behaviors 6.2, 6.5, 8.4</td>
<td></td>
</tr>
<tr>
<td>9. Selecting designs for research appropriate to the problem</td>
<td>Research Proposal</td>
</tr>
<tr>
<td>formulated and the information required from the research</td>
<td></td>
</tr>
<tr>
<td>project. Proposing a plan for implementing the research,</td>
<td></td>
</tr>
<tr>
<td>analyzing and presenting the findings.</td>
<td></td>
</tr>
<tr>
<td>Practice Behaviors 6.3, 6.4</td>
<td></td>
</tr>
</tbody>
</table>

☐ Course Outline including Time Allocation (current)
Express Time Allocation in one of the following formats for a 3 credit hour course; adjust accordingly:
- Weeks (15 weeks)
- Hours (45 hours; assuming 3 contact hours per week)
- Percentages (100 percent)
(proposed)

45 Total Contact Hours:

Class Calendar (SAMPLE)

| Week one         | Review of assignments, policies, syllabus, |
| Week two         | Scientific Inquiry and Social Work         |
| Week three       | Research Questions and Problems - Critique 1 due |
| Week four        | Starting a Literature Review               |
| Week five        | Selecting Research Participants            |
| Week six         | Critique 2 due                             |
| Week seven       | Research ethics                            |
| Week eight       | Qualitative and quantitative research      |
| Week nine        | Measuring variables                        |
| Week ten         | Selecting a sample, Rough draft of Research Proposal Due |
| Week eleven      | Selecting a research design                |
| Week twelve      | Reviewing data collection methods          |
| Week thirteen    | Continued data collection                  |
| Week fourteen    | Analyzing the data                         |
| Week fifteen     | Final Draft of Research Proposal Due       |
| Final Exam       |                                           |

Associate Provost's Signature: ___________________________ Date _____
I. ACTION TO BE TAKEN: MODIFY A COURSE

Desired Term Effective (6 digit code): 201608 Examples: 201601 (Spring), 201605 (Summer) NOTE: The first four digits indicate year, the next two digits indicate month in which term.

II. COURSE TO BE MODIFIED:

A. Course Prefix: SCWK  B. Number: 550
C. Course Title: Research Methods

LIST THE LETTER(S) OF ALL CHANGES FROM SECTION III BELOW: B See Appendix E Instructions for Completing Forms.

III. MODIFICATIONS

A. Course Prefix: Click here to enter text.  B. Number: Click here to enter text.
B. Contact Hours: 3 Lecture ☐ Lab ☐ Seminar ☐ [Enter contact hours per week in blank. See formula for contact hours to credit hours in Appendix E.] 
C. Practicum ☐ Independent Study ☐ [Check Box as appropriate. See Definitions in Appendix E] 
D. Course Title: Click here to enter text. [Limit to 30 characters including punctuation and spaces]
E. College Code: Click here to enter text.  G. Department Code: Click here to enter text.  H. Credit Hours: Variable ☐ Fixed ☐
I. Minimum Credit Hours: Click here to enter text. J. Maximum Credit Hours: Click here to enter text. [Enter number is space.]
K. Hours May be Repeated for Extra Credit: Yes ☐ No ☐ If yes, max times Click here to enter text. Or max credits Click here to enter text. awarded.
L. Levels: Undergraduate ☐ Graduate ☐ Professional ☐
M. Grade Method: Normal Grading ☐ Credit/No Credit (Pass/Fail) ☐
N. Does proposed new course replace an equivalent course? Yes ☐ No ☐
O. Equivalent Course: Prefix: Click here to enter text.  Number: Click here to enter text.
P. Catalog Description: Limit to 125 words – PLEASE BE CONCISE. Click here to enter text.

Q. Term Offered: R. Max Section Enrollment: Lecture: Lab:
S. Prerequisites or Restrictions: If none, leave blank. Click here to enter text.
T. Co-requisites: Courses must be taken concurrently. If none, leave blank. Limit to 100 characters including punctuation and spaces. Click here to enter text.

To be completed by Academic Affairs Office: Standards & Measures Coding and General Education Code

Basic Skill (BS) ☐ General Education ☐ Occupational Education ☐ G E Codes: Click here to enter text.

UCC Chair Signature/Date Academic Affairs Approval Signature/Date

OFFICE OF THE REGISTRAR USE ONLY

Date Rec'd: Click here to enter text. Date Completed: Click here to enter text. Entered: SCACRSE ☐ SCADETL ☐ SCARRES ☐ SCAPREQ ☐
Complete all items below (New or Current).

Check all boxes where modifications are being made. Enter the modification to be made (Proposed).

Course Identification

☐ Prefix (current) SCWK    ☐ Number (current) 560  ☐ LEC 2 LAB 2 SEM ___ (current)
(Proposed) SCWK             (Proposed) 560               (Enter Contact Hours per week)
□ Title (current) Diversity & Social Justice
(Proposed) Diversity & Social Justice

☐ Credit Hours (current) 3    ☐ Prerequisites (current)  Co-requisite (current)
(Proposed) 3                 (Proposed) Bachelor's Degree, SCWK 501

☐ Course Description (current): (125 words maximum)

(proposed):

Course Catalogue Description
This course is a foundation year MSW course. Advanced training in the recognition of cultural patterning and histories of diverse social identity groups in the US and the differential impacts of past and present attitudes, beliefs, practices and policies on the lives of individuals, families, groups and communities. Analysis of stereotyping, distortions and myths of various ethnic groups are examined. The degree to which social structure and values may oppress, marginalize, alienate or enhance privilege and power are analyzed.

☐ Course Outcomes and Assessment Plan (current)

(proposed):

<table>
<thead>
<tr>
<th>Learning Outcomes</th>
<th>Assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Identify the theoretical and conceptual frameworks of identity, privilege, oppression and social change Practice Behaviors 3.2, 4.3, 4.6, 4.6,</td>
<td>Reflection Paper</td>
</tr>
<tr>
<td>2. Describe racism, classism, sexism, heterosexism, ableism, ageism and identify the roles played by privileged individuals and groups in perpetuating oppression and disadvantage Practice Behaviors 3.2, 4.3, 4.6, 4.9</td>
<td>Reflection Paper</td>
</tr>
<tr>
<td>3. Recognize that institutionalized assumptions of dominant cultures may create barriers in meeting the needs of ethnic and racial groups Practice Behaviors 4.3, 4.6</td>
<td>Reflection Paper</td>
</tr>
<tr>
<td>4. Identify cultural heritage considerations of the major ethnic groups in the US for diversity competent practice with individuals, families, groups and communities</td>
<td>Group Presentations on Cultural Competence and Reflection Papers</td>
</tr>
<tr>
<td>Practice Behaviors 4.7, 4.8, 4.9</td>
<td>Group Presentations on Cultural Competence</td>
</tr>
<tr>
<td>---------------------------------</td>
<td>------------------------------------------</td>
</tr>
<tr>
<td>5. Identify historical trauma and trauma impact on diverse populations Practice Behaviors 4.8, 4.9</td>
<td>Group Presentations on Cultural Competence</td>
</tr>
<tr>
<td>6. Interpret and assess the meaning of behavior, attitudes and values of racial and ethnic groups Practice Behaviors 3.2, 3.4, 4.2, 4.4,</td>
<td>Group Presentations on Cultural Competence</td>
</tr>
<tr>
<td>7. Utilize the concepts, theories, frameworks and principles relative to racial and ethnic groups in developing clinical intervention strategies Practice Behaviors 3.4, 3.8, 4.3,</td>
<td>Group Presentations on Cultural Competence</td>
</tr>
<tr>
<td>8. Identify own cultural identity and the influence of one’s own culture and ethnocentrism Practice Behaviors 2.2, 2.7, 3.5, 4.5</td>
<td>Cultural Chest Exercise</td>
</tr>
<tr>
<td>9. Examine own beliefs, attitudes and values regarding human diversity and demonstrate sufficient self-awareness to eliminate the influence of personal biases and values in working with diverse groups Practice Behaviors 3.5, 4.4, 4.5</td>
<td>Reflection Paper</td>
</tr>
<tr>
<td>10. Demonstrate the value that clients are informants and experts of their own lives, particularly as relates to diversity and difference Practice Behaviors 4.4, 4.7</td>
<td>Reflection Paper</td>
</tr>
<tr>
<td>11. Demonstrate ability to respond appropriately to culturally-based cues and biased stereotypes Practice Behaviors 3.4, 4.6, 4.7, 4.8</td>
<td>Reflection Paper</td>
</tr>
<tr>
<td>12. Demonstrate an ability to discuss issues of diversity, oppression and privilege in and work toward social justice and change in agency, community, state and national policy. Practice Behaviors 5.1, 5.2, 5.4, 5.5</td>
<td>Reflection Paper – Vision Statement</td>
</tr>
</tbody>
</table>

☐ Course Outline including Time Allocation (current)
Express Time Allocation in one of the following formats for a 3 credit hour course; adjust accordingly:
- Weeks (15 weeks)
- Hours (45 hours; assuming 3 contact hours per week)
- Percentages (100 percent)
(proposed)

45 Total Contact Hours:

Course Outline: (SAMPLE)

Week 1  Course Overview and Expectations
Beginning self-analysis on prejudice

Week 2  Conceptual Frameworks of identity, privilege, oppression and empowerment and social change.
Week 3 Cultural Chest Presentations
Week 4 Perspectives on Race and Racism
Week 5 Socio-Economic Class and Classism
Week 6 Gender and Sexism
Week 7 Sexual Orientation, Heterosexism and Gender and Transgender Oppression
Week 8 Ability and Ableism
Week 9 Age, Ageism and Adultism
Week 10 Traumatized Clients and Historical Trauma
Week 11 Latin@ Clients
Native American/First Nation clients
Week 12 African American Clients
Asian American Clients
Week 13 Gay, Lesbian, Bisexual and Transsexual Clients
Elderly Clients
Week 14 Working for Social Justice: Visions and Strategies for Change
Week 15 Class Wrap Up and Reflections

Associate Provost's Signature: ___________________________ Date_____
I. ACTION TO BE TAKEN: MODIFY A COURSE

Desired Term Effective (6 digit code): 201608 Examples: 201601 (Spring), 201605 (Summer) NOTE: The first four digits indicate year, the next two digits indicate month in which term.

II. COURSE TO BE MODIFIED:
A. Course Prefix: SCWK  B. Number: 560
C. Course Title: Diversity & Social Justice

LIST THE LETTER(S) OF ALL CHANGES FROM SECTION III BELOW: B  See Appendix E Instructions for Completing Forms.

III. MODIFICATIONS
A. Course Prefix: Click here to enter text.  B. Number: Click here to enter text.
B. Contact Hours: 3  Lecture ☐ Lab ☐ Seminar ☐ [Enter contact hours per week in blank. See formula for contact hours to credit hours in Appendix E.]
C. Practicum ☐ Independent Study ☐ [Check Box as appropriate. See Definitions in Appendix E]
D. Course Title: Click here to enter text. [Limit to 30 characters including punctuation and spaces]
E. College Code: Click here to enter text.  G. Department Code: Click here to enter text.  H. Credit Hours: Variable ☐ Fixed ☐
I. Minimum Credit Hours: Click here to enter text.  J. Maximum Credit Hours: Click here to enter text. [Enter number is space.]
K. Hours May be Repeated for Extra Credit: Yes ☐ No ☐ If yes, max times Click here to enter text. Or max credits Click here to enter text. awarded.
L. Levels: Undergraduate ☐ Graduate ☐ Professional ☐
M. Grade Method: Normal Grading ☐ Credit/No Credit (Pass/Fail) ☐
N. Does proposed new course replace an equivalent course? Yes ☐ No ☐
O. Equivalent Course: Prefix: Click here to enter text.  Number: Click here to enter text.
P. Catalog Description: Limit to 125 words – PLEASE BE CONCISE. Click here to enter text.

Q. Term Offered:  R. Max Section Enrollment:  Lecture:  Lab:
S. Prerequisites or Restrictions: If none, leave blank. Click here to enter text.
T. Co-requisites: Courses must be taken concurrently. If none, leave blank. Limit to 100 characters including punctuation and spaces. Click here to enter text.

To be completed by Academic Affairs Office: Standards & Measures Coding and General Education Code
Basic Skill (BS) ☐ General Education ☐ Occupational Education ☐ G E Codes: Click here to enter text.
UCC Chair Signature/Date Academic Affairs Approval Signature/Date

OFFICE OF THE REGISTRAR USE ONLY
Date Rec’d: Click here to enter text. Date Completed: Click here to enter text. Entered: SCACRSE ☐ SCADETL ☐ SCARRES ☐ SCAPREQ ☐
Complete all items below (New or Current).
Check all boxes where modifications are being made.
Enter the modification to be made (Proposed).

Course Identification

- Prefix (current) SCWK
- Number (current) 610
- LEC 2 LAB 2 SEM ___ (current)

(Prosposed) SCWK
(proposed) 610
(Enter Contact Hours per week)
LEC 3 LAB ___ SEM ___(proposed):

- Title (current) Advanced Policy & Advocacy
- (proposed) Advanced Policy & Advocacy

- Credit Hours (current)
- Prerequisites (current)
- Co-requisite (current)

(proposed) 3
(proposed) Bachelor's degree, Advanced Standing or Foundation Year completed

- Course Description (current): (125 words maximum)

(proposed):

**Course Catalogue Description:**
This course is an Advanced MSW course, building on the knowledge and skills from SCWK 510, Social Welfare Policy Analysis. The course emphasizes the role of policy advocacy for social workers in clinical practice, evaluation of social policy and methods for policy change, development of effective social policy with emphasis on political processes.

- Course Outcomes and Assessment Plan (current)

(proposed):

<table>
<thead>
<tr>
<th>Learning Outcome</th>
<th>Assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Analyze the impact of policy implementation on their own social work practice and professional development Practice Behaviors 2.8, 3.5, 5.5, 9.1</td>
<td>Agency Policy Analysis</td>
</tr>
<tr>
<td>2. Describe how political ideologies and social values impact policy advocacy and implementation Practice Behaviors 8.3, 9.1</td>
<td>Policy Debates</td>
</tr>
<tr>
<td>3. Reflect and evaluate own ideological and value positions regarding policy practice and compare to professional social work values Practice Behaviors 1.9, 2.4, 2.9, 3.5</td>
<td>Agency Policy Analysis</td>
</tr>
<tr>
<td>4. Describe the rationale for policy advocacy by social workers in all areas of social work practice Practice Behaviors 8.1, 8.4</td>
<td>Class Discussion Policy Debates</td>
</tr>
<tr>
<td>5. Analyze the impact of policy implementation on the promotion of social and economic justice with special emphasis on vulnerable groups Practice Behaviors 4.3, 4.4, 6.2, 8.1, 9.2</td>
<td>Agency Policy Analysis Policy Debates</td>
</tr>
<tr>
<td>6. Describe how historical trauma of vulnerable groups has affected social policy affecting those groups Practice Behaviors 2.8, 4.9</td>
<td>Policy Debates Policy Debates</td>
</tr>
<tr>
<td></td>
<td>Class Discussion</td>
</tr>
</tbody>
</table>
| 7. Analyze how policies impact social service delivery and policy advocacy facilitates the delivery of effective social services | Practice Behaviors 8.1, 8.4 | Policy Debates  
Agency Policy Analysis |
|---|---|---|
| 8. Describe how globalization impacts and affects and sometimes harms vulnerable populations in the US | Practice Behaviors 8.4, 10.2 | Policy Debates  
Class Discussion |
| 9. Demonstrate competence in the tasks and skills necessary for effective policy advocacy and change | Practice Competency 8 (8.1-8.5), Practice Behaviors 10.24, 10.25, 10.26 | Policy Advocacy Project  
(embedded assignment for program assessment) |
| 10. Analyze the impact of policy implementation on the lives of their clients (in their field placements) | Practice Behaviors 8.1, 8.2, 8.4 | Agency Policy Analysis |
| 11. Identify and use knowledge of relationship dynamics, particularly power differentials in the implementation of policy change | Practice Behaviors 2.8, 8.5, 10.25, 10.26 | Agency Policy Analysis  
Policy Advocacy Project |

Course Outline including Time Allocation (current)
Express Time Allocation in one of the following formats for a 3 credit hour course; adjust accordingly:
- Weeks (15 weeks)
- Hours (45 hours; assuming 3 contact hours per week)
- Percentages (100 percent)
(proposed)

45 Total Contact Hours:
Weekly Topics: \( \text{Sample} \)

- **Week 1:** Introduction to Course and Course Expectations  
  Group Assignments
- **Week 2:** Becoming a Policy Advocate and Leader
- **Week 3:** Skills for Policy Advocacy
- **Week 4:** Policy Advocacy Across National Borders
- **Week 5:** Policy Debates
- **Week 6:** Policy Debates
- **Week 7:** Tasks for Policy Advocacy – Agendas and Analysis
- **Week 8:** Tasks for Policy Advocacy – Proposals and Presentation
- **Week 9:** Power and Political Strategy
- **Week 10:** Ballot Box Advocacy
- **Week 11:** Policy Evaluation
- **Week 12:** Policy Advocacy Project Presentations
- **Week 13:** Policy Advocacy Project Presentations
Week 14: Policy Advocacy Project Presentations
Week 15: Course wrap up and evaluation

Associate Provost's Signature: ___________________________ Date________
I. ACTION TO BE TAKEN: MODIFY A COURSE

Desired Term Effective (6 digit code): 201608 Examples: 201601 (Spring), 201605 (Summer) NOTE: The first four digits indicate year, the next two digits indicate month in which term.

II. COURSE TO BE MODIFIED:

A. Course Prefix: SCWK  B. Number: 610
C. Course Title: Advanced Policy & Advocacy

LIST THE LETTER(S) OF ALL CHANGES FROM SECTION III BELOW: B See Appendix E Instructions for Completing Forms.

III. MODIFICATIONS

A. Course Prefix: Click here to enter text.  B. Number: Click here to enter text.
B. Contact Hours: 3 Lecture ☑ Lab ☐ Seminar ☐ [Enter contact hours per week in blank. See formula for contact hours to credit hours in Appendix E.]
C. Practicum ☐ Independent Study ☐ [Check Box as appropriate. See Definitions in Appendix E]
D. Course Title: Click here to enter text. [Limit to 30 characters including punctuation and spaces]
E. College Code: Click here to enter text.  G. Department Code: Click here to enter text.  H. Credit Hours: Variable ☐ Fixed ☑
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L. Levels: Undergraduate ☐ Graduate ☐ Professional ☐
M. Grade Method: Normal Grading ☐ Credit/No Credit (Pass/Fail) ☐
N. Does proposed new course replace an equivalent course? Yes ☐ No ☑
O. Equivalent Course: Prefix: Click here to enter text.  Number: Click here to enter text.
P. Catalog Description: Limit to 125 words – PLEASE BE CONCISE. Click here to enter text.

Q. Term Offered:  R. Max Section Enrollment: Lecture: Lab:
S. Prerequisites or Restrictions: If none, leave blank. Click here to enter text.
T. Co-requisites: Courses must be taken concurrently. If none, leave blank. Limit to 100 characters including punctuation and spaces. Click here to enter text.

To be completed by Academic Affairs Office: Standards & Measures Coding and General Education Code

Basic Skill (BS) ☐ General Education ☐ Occupational Education ☐ G E Codes: Click here to enter text.

UCC Chair Signature/Date Academic Affairs Approval Signature/Date

OFFICE OF THE REGISTRAR USE ONLY

Date Rec’d: Click here to enter text. Date Completed: Click here to enter text. Entered: SACRSE ☐ SCADET ☐ SCARRES ☐ SCAPREQ ☐
SCWK 620: This course focuses on intervention and individual change groups, with particular attention to the recruitment and composition of group members, leadership structure of small groups, phases of group development, and group processes such as decision making, tension reduction, conflict resolution, goal setting, contracting and evaluation. A variety of group strategies and techniques will be explored. Theories and methods consistent with the achievement of social justice and individual change through group work will be explored. The course will also consider how gender, ethnicity, race, social class, sexual orientation and different abilities impact various aspects of group functioning. Group facilitation will be practiced as a critical component of the course. Due to the nature of this course, the course will be limited to 12 students.
<table>
<thead>
<tr>
<th>Analyzing group processes, formulating plans and evaluating results Practice Behaviors 1.7, 1.8, 1.9, 1.10, 3.4, Practice Competencies 10.1 through 10.23</th>
<th>Group Simulation Facilitation Group Reflection Paper</th>
</tr>
</thead>
<tbody>
<tr>
<td>4. Demonstrate an ability to systematically assess group needs and goals in order to promote individual and group change Practice Behaviors 10.1, 10.2,</td>
<td>Group Simulation Group Reflection Paper</td>
</tr>
<tr>
<td>5. Identify common problems that emerge in group practice and intervene to resolve those problems Practice Behaviors 10.5, 10.7, 10.8, 10.11, 10.12,</td>
<td>Group Simulation Facilitation Group Reflection Paper</td>
</tr>
<tr>
<td>6. Demonstrate an ability to plan and carry out structured activities and group interventions that take into account the group’s development and member’s needs Practice Behaviors 10.1 through 10.23 Practice Behaviors 6.3, 6.5</td>
<td>Group Simulation Facilitation Group Reflection Paper</td>
</tr>
<tr>
<td>7. Identify factors that influence a group members’ motivation for change Practice Behaviors 10.5, 10.6, 10.7, 10.8</td>
<td>Group Simulation Facilitation Group Reflection Paper Class Participation</td>
</tr>
<tr>
<td>8. Identify how historical or individual trauma affects group members’ coping mechanisms Practice Behaviors 3.1, 4.9, 10.13</td>
<td>Group Therapy Presentations</td>
</tr>
<tr>
<td>9. Identify the impact of diversity, and demonstrate sensitivity to the use of group in different class, cultural and ethnic contexts Practice Competency 4 (all behaviors)</td>
<td>Final Reflection Paper</td>
</tr>
<tr>
<td>10. Demonstrate a commitment to self awareness, leadership, critical judgment and openness in the group process Practice Behaviors 1.2, 3.5,</td>
<td>Group Reflection Paper Final Reflection Paper</td>
</tr>
</tbody>
</table>

☐ Course Outline including Time Allocation (current)
Express Time Allocation in one of the following formats for a 3 credit hour course; adjust accordingly:
   Weeks (15 weeks)
   Hours (45 hours; assuming 3 contact hours per week)
   Percentages (100 percent)
   (proposed)

45 Total Contact Hours:

**WEEKLY COURSE OUTLINE:**

Week 1: Introduction to the class Review of Syllabus Development of Individual Learning Goals for the Course

Week 2: Introduction to Group Work – Types of Groups Group Leadership

Week 3: Group Formation and Initial Stages of a Group
Week 4: Transition Stage of a Group Simulation
Week 5: Working Stage of a Group Simulation
Week 6: Final Stage of a Group Simulation
Week 7: Ethical and Legal Issues in Group Counseling Simulation
Week 8: Theories and Techniques of Group Counseling Simulation
Week 9: Cultural Considerations of Group Counseling Problems Encountered in Groups Simulation
Week 10: Groups in School Settings Simulation
Week 11: Groups in Agency Settings Simulation
Week 12: Student Presentations – Types of Groups Simulation
Week 13: Student Presentations – Types of Groups
Week 14: Student Presentations – Types of Groups
Week 15: Course Wrap Up and Evaluation

Associate Provost’s Signature: ____________________________ Date_______
MODIFY A COURSE – Course Data Entry Form

I. ACTION TO BE TAKEN: MODIFY A COURSE

Desired Term Effective (6 digit code): 201608 Examples: 201601 (Spring), 201605 (Summer) NOTE: The first four digits indicate year, the next two digits indicate month in which term.

II. COURSE TO BE MODIFIED:

A. Course Prefix: SCWK  B. Number: 620
C. Course Title: Advanced Group Practice

LIST THE LETTER(S) OF ALL CHANGES FROM SECTION III BELOW: B See Appendix E Instructions for Completing Forms.

III. MODIFICATIONS

A. Course Prefix: Click here to enter text.  B. Number: Click here to enter text.
B. Contact Hours: 3  Lecture ☐ Lab ☐ Seminar ☐ [Enter contact hours per week in blank. See formula for contact hours to credit hours in Appendix E.]
C. Practicum ☐ Independent Study ☐ [Check box as appropriate. See Definitions in Appendix E]
D. Course Title: Click here to enter text. [Limit to 30 characters including punctuation and spaces]
E. College Code: Click here to enter text.  G. Department Code: Click here to enter text.  H. Credit Hours: Variable ☐ Fixed ☐
I. Minimum Credit Hours: Click here to enter text. J. Maximum Credit Hours: Click here to enter text. [Enter number is space.]
K. Hours May be Repeated for Extra Credit: Yes ☐ No ☐ If yes, max times Click here to enter text. Or max credits Click here to enter text. awarded.
L. Levels: Undergraduate ☐ Graduate ☐ Professional ☐
M. Grade Method: Normal Grading ☐ Credit/No Credit (Pass/Fail) ☐
N. Does proposed new course replace an equivalent course? Yes ☐ No ☐
O. Equivalent Course: Prefix: Click here to enter text.  Number: Click here to enter text.
P. Catalog Description: Limit to 125 words – PLEASE BE CONCISE. Click here to enter text.
Q. Term Offered:
R. Max Section Enrollment:  Lecture:  Lab:
S. Prerequisites or Restrictions: If none, leave blank. Click here to enter text.
T. Co-requisites: Courses must be taken concurrently. If none, leave blank. Limit to 100 characters including punctuation and spaces. Click here to enter text.

To be completed by Academic Affairs Office: Standards & Measures Coding and General Education Code

Basic Skill (BS) ☐ General Education ☐ Occupational Education ☐ G E Codes: Click here to enter text.

UCC Chair Signature/Date  Academic Affairs Approval Signature/Date

OFFICE OF THE REGISTRAR USE ONLY

Date Rec’d: Click here to enter text. Date Completed: Click here to enter text. Entered: SCACRSE ☐ SCADETL ☐ SCARRES ☐ SCAPREQ ☐
COURSE INFORMATION FORM

Complete all items below (New or Current).
Check all boxes where modifications are being made.
Enter the modification to be made (Proposed).

Course Identification

☐ Prefix (current) SCWK  ☐ Number (current) 650  ☐ LEC ___ LAB ___ SEM ___ (current)
(proposed) SCWK (proposed) 650 (Enter Contact Hours per week)
LEC ___ LAB ___ SEM ___ (proposed):

☐ Title (current) Applied Social Work Research
(proposed) Applied Social Work Research

☐ Credit Hours (current) 3  ☐ Prerequisites (current)  ☐ Co-requisite (current)
(proposed) 3 (proposed) Bachelor's Degree Advanced Standing or Foundation Year Completion
(proposed)

☐ Course Description (current): (125 words maximum)

(proposed): Course Catalog Description:

This course builds on the research methods course SCWK 550. In this course students will deepen knowledge and skills necessary to complete quantitative and qualitative research. Students will learn how to critically think about and apply research to social work practice. Specifically, Students will learn how to design and implement Single Subject Design research, design and implement program evaluation research and learn how to evaluate existing research for its usefulness to social work practice.

☐ Course Outcomes and Assessment Plan (current)

(proposed):

<table>
<thead>
<tr>
<th>Learning Outcome</th>
<th>Assessment of Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Complete and interpret simple qualitative data analysis (B3.1, B3.2 &amp; B6.2)</td>
<td>Exam 1</td>
</tr>
<tr>
<td>2. Systematically evaluate research articles for use in practice. (B3.1, B3.2, &amp; B6.2)</td>
<td>Homework assignment # 1</td>
</tr>
<tr>
<td>3. Develop, implement, and analyze Single Subject Design studies (N of 1). (B3.1, B3.2, B6.1 &amp; B6.2)</td>
<td>Small Group Project</td>
</tr>
<tr>
<td>4. Develop, implement, and analyze Program Evaluation Research. (B3.1, B3.2, B6.1 &amp; B6.2)</td>
<td>Small Group Project</td>
</tr>
<tr>
<td>5. Demonstrate understanding of analysis software (Nvivo, SPSS) and conduct data analysis and interpret the results/statistical tests: including descriptive statistics, correlations, t-tests, simple regression, multiple regression, and ANOVA (B3.1, B3.2 &amp; B6.2)</td>
<td>Homework Assignment # 2, Small Group Project Exam 2</td>
</tr>
<tr>
<td>6. Demonstrate critical thinking in differentiating and articulating the tradeoffs and limitations of Qualitative &amp; Quantitative methods, Evidenced Based Practice evaluation and</td>
<td>Exam 2</td>
</tr>
</tbody>
</table>

☐ Course Outline including Time Allocation (current)

Express Time Allocation in one of the following formats for a 3 credit hour course; adjust accordingly:
- Weeks (15 weeks)
- Hours (45 hours; assuming 3 contact hours per week)
- Percentages (100 percent)

(proposed)

Course Outline: (S.A.M.P.L.E)

Weeks 1: Data Management
Level of Measurement
Data Coding
Data Entry
Data Management

Weeks 2: Univariate Statistics
Frequency Distributions
Graphs
Central Tendency
Variability

Weeks 3 & 4: Distributions & Hypotheses Testing
Normal Distribution
Skewness & Kurtosis
z scores
Research Hypotheses
Statistical Significance
Sample Distributions
Sampling Error

Weeks 5: Statistical Tests
Statistical Power
Parametric vs Nonparametric tests
Bivariate and Multivariate tests
Cross-Tabulated Tables
Chi Square Test
SPSS software
Weeks 6: Correlation & Regression
Linear Correlation
Nonparametric correlation
Linear Regression
Multivariate Regression
Logistic Regression

Weeks 7: Comparing Means
t-test
ANOVA

Week 8: Midterm Exam

Weeks 9: Qualitative Data Analysis
Linking Theory and Analysis
Data Processing
Computer Programs

Weeks 10: Single Subject Designs
Application of N of 1 to Social Work
EBT & n of 1
Measurement
Data Gathering
Data Analysis

Weeks 11 & 12: Program Evaluation
Purpose of Program Evaluation
Planning Program Evaluation
Application of Research Knowledge to Program Evaluation

Weeks 13, 14 & 15: Group Presentations
Groups Proposals of Research Projects

Week 16: Final Exam
MODIFY A COURSE – Course Data Entry Form

I. ACTION TO BE TAKEN: MODIFY A COURSE

Desired Term Effective (6 digit code): 201608 Examples: 201601 (Spring), 201605 (Summer) NOTE: The first four digits indicate year, the next two digits indicate month in which term.

II. COURSE TO BE MODIFIED:

A. Course Prefix: SCWK  B. Number: 650
C. Course Title: Applied Social Work Research

LIST THE LETTER(S) OF ALL CHANGES FROM SECTION III BELOW: B See Appendix E Instructions for Completing Forms.

III. MODIFICATIONS

A. Course Prefix: Click here to enter text.  B. Number: Click here to enter text.
B. Contact Hours: 3  Lecture ☐ Lab ☐ Seminar ☐ [Enter contact hours per week in blank. See formula for contact hours to credit hours in Appendix E.]
C. Practicum ☐ Independent Study ☐  [Check Box as appropriate. See Definitions in Appendix E]
D. Course Title: Click here to enter text. [Limit to 30 characters including punctuation and spaces]
E. College Code: Click here to enter text.  G. Department Code: Click here to enter text.  H. Credit Hours: Variable ☐ Fixed ☐
I. Minimum Credit Hours: Click here to enter text. J. Maximum Credit Hours: Click here to enter text. [Enter number is space.]
K. Hours May be Repeated for Extra Credit: Yes ☐ No ☐  If yes, max times Click here to enter text. Or max credits Click here to enter text. awarded.
L. Levels: Undergraduate ☐ Graduate ☐ Professional ☐
M. Grade Method: Normal Grading ☐ Credit/No Credit (Pass/Fail) ☐
N. Does proposed new course replace an equivalent course? Yes ☐ No ☐
O. Equivalent Course: Prefix: Click here to enter text.  Number: Click here to enter text.
P. Catalog Description: Limit to 125 words – PLEASE BE CONCISE. Click here to enter text.

Q. Term Offered:  R. Max Section Enrollment: Lecture: Lab:
S. Prerequisites or Restrictions: If none, leave blank. Click here to enter text.
T. Co-requisites: Courses must be taken concurrently. If none, leave blank. Limit to 100 characters including punctuation and spaces. Click here to enter text.

To be completed by Academic Affairs Office: Standards & Measures Coding and General Education Code

Basic Skill (BS) ☐ General Education ☐ Occupational Education ☐ G E Codes: Click here to enter text.

UCC Chair Signature/Date Academic Affairs Approval Signature/Date

OFFICE OF THE REGISTRAR USE ONLY

Date Rec’d: Click here to enter text. Date Completed: Click here to enter text. Entered: SCACRSE ☐ SCADTL ☐ SCARRES ☐ SCAPREQ ☐
SCWK 660: This course is designed as an intensive survey of the spectrum of the bio-psychosocial diagnoses. It examines concepts from the social work perspective of the person-in-environment to explore psychosocial disorders from different cultural perspectives, including gender, age, and minority status. It will provide students with advanced exposure to issues in the area of child and adult diagnosis utilizing the DSM system of classification with a focus on the impact of trauma on diagnoses and how to complete assessments within this system.
<table>
<thead>
<tr>
<th>Practice Behaviors</th>
<th>Biopsychosocial Assessment Final Exam</th>
</tr>
</thead>
<tbody>
<tr>
<td>5. Demonstrate competence in clinical skills related to personal observation of presenting behavior that result in clear written descriptions of mood, behavior, symptoms, affect, and mental status. Practice Behaviors 3.6, 3.9, 7.4, 10.6, 10.9</td>
<td>Essay Paper Biopsychosocial Assessment</td>
</tr>
<tr>
<td>6. Demonstrate competence in how to approach, develop, and complete a comprehensive psychosocial history that incorporates the diagnostic criteria on all five axes, including clinical impressions. Practice Behaviors 3.3, 3.4, 6.3, 7.4, 10.6, 10.9</td>
<td>Essay Paper Research Paper</td>
</tr>
<tr>
<td>7. Identify current developments in mental health research and the accompanying implications for clinical social work practice Practice Behaviors 3.1, 3.2, 3.3, 6.3</td>
<td>Essay Paper</td>
</tr>
<tr>
<td>8. Identify the moral, ethical, and value dilemmas that are inherent in the assessment and treatment of diagnoses. Practice Behaviors 2.4, 3.5</td>
<td></td>
</tr>
</tbody>
</table>

Course Outline including Time Allocation (current)
Express Time Allocation in one of the following formats for a 3 credit hour course; adjust accordingly:
- Weeks (15 weeks)
- Hours (45 hours; assuming 3 contact hours per week)
- Percentages (100 percent)

(proposed)
45 Total Contact Hours: \( \sum_{A} M \rho L \in \)
Anorexia Nervosa
Antisocial Personality Disorder
Borderline Personality Disorder
Bulimia Nervosa
Cognitive Disorders (pick one)
Communication Disorders (pick one)
Dissociative Disorders [including Dissociative Identity Disorder] (pick one)
Elimination Disorders (pick one)
Factitious Disorders (pick one)
Feeding and Eating Disorders (pick one)
Gender Identity Disorders (pick one)
Impulse Control Disorders (pick one)
Paraphilias (pick one)
Pervasive Developmental Disorders [including Autism and Asperger's] (pick one)
Personality Disorders [other than Antisocial Personality disorder and Borderline Personality Disorder] (pick one)
Sleep Disorders (pick one)
Somatoform Disorders (pick one)
Substance Related Disorders (pick one)
Tourette's Disorder

WEEK 6

Bio-Psycho-Social Diagnosis

WEEK 7
Diagnosis in Childhood and Adolescents

WEEK 8
Diagnosis in Childhood and Adolescents

WEEK 9
Violence and Aggression, Trauma and Eating Disorders

WEEK 10
Substance Related Disorders

There is a short, ungraded quiz that you will need to take before beginning the case discussion board.

WEEK 11
Substance Related Disorders, cont.

WEEK 12
Personality Disorders

WEEK 13
Cognitive Disorders and Dual Disorders

WEEK 14

Cultural Implications of Diagnosis

WEEK 15:

Review and Final Exam

Associate Provost's Signature: ____________________________ Date_______
MODIFY A COURSE – Course Data Entry Form

I. ACTION TO BE TAKEN: MODIFY A COURSE

Desired Term Effective (6 digit code): 201608 Examples: 201601 (Spring), 201605 (Summer) NOTE: The first four digits indicate year, the next two digits indicate month in which term.

II. COURSE TO BE MODIFIED:

A. Course Prefix: SCWK  B. Number: 660
C. Course Title: Clinical Assessment & Diagnosis

LIST THE LETTER(S) OF ALL CHANGES FROM SECTION III BELOW:  B  See Appendix E Instructions for Completing Forms.

III. MODIFICATIONS

A. Course Prefix: Click here to enter text.  B. Number: Click here to enter text.
B. Contact Hours: Lecture ☐Lab ☐ Seminar ☐ [Enter contact hours per week in blank. See formula for contact hours to credit hours in Appendix E.] 
C. Practicum ☐ Independent Study ☐ [Check Box as appropriate. See Definitions in Appendix E]
D. Course Title: Click here to enter text. [Limit to 30 characters including punctuation and spaces]
E. College Code: Click here to enter text.  G. Department Code: Click here to enter text.  H. Credit Hours: Variable ☐Fixed ☐
I. Minimum Credit Hours: Click here to enter text.  J. Maximum Credit Hours: Click here to enter text. [Enter number is space.]
K. Hours May Be Repeated for Extra Credit: Yes ☐No ☐ If yes, max times Click here to enter text. Or max credits Click here to enter text. awarded.
L. Levels: Undergraduate ☐ Graduate ☐ Professional ☐
M. Grade Method: Normal Grading ☐ Credit/No Credit (Pass/Fail) ☐
N. Does proposed new course replace an equivalent course? Yes ☐No ☐
O. Equivalent Course: Prefix: Click here to enter text.  Number: Click here to enter text.
P. Catalog Description: Limit to 125 words – PLEASE BE CONCISE. Click here to enter text.

Q. Term Offered:  R. Max Section Enrollment:  Lecture:  Lab:
S. Prerequisites or Restrictions: If none, leave blank. Click here to enter text.
T. Co-requisites: Courses must be taken concurrently. If none, leave blank. Limit to 100 characters including punctuation and spaces. Click here to enter text.

To be completed by Academic Affairs Office: Standards & Measures Coding and General Education Code

Basic Skill (BS) ☐ General Education ☐ Occupational Education ☐ G E Codes: Click here to enter text.

UCC Chair Signature/Date  Academic Affairs Approval Signature/Date

OFFICE OF THE REGISTRAR USE ONLY

Date Rec’d: Click here to enter text. Date Completed: Click here to enter text. Entered: SACRSE ☐ SCADETL ☐ SCARRES ☐ SCAPREQ ☐
Complete all items below (New or Current).

Check all boxes where modifications are being made.
Enter the modification to be made (Proposed).

Course Identification

☐ Prefix (current) SCWK ☐ Number (current) 680 ☐ LEC _2_ LAB _2_ SEM ___ (current)

(proposed) SCWK (proposed) 680 (Enter Contact Hours per week)

☐ Title (current) Leadership and Supervision

(proposed) Leadership and Supervision

☐ Credit Hours (current) 3 ☐ Prerequisites (current) Co-requisite (current)

(proposed) 3 (proposed) (proposed)

☐ Course Description (current): (125 words maximum)

(proposed):

Course Catalogue Description:
This course is an Advanced Year MSW course designed to gain the knowledge, values and skills necessary for leadership and supervision in non-profit organizations. Students will learn leadership and supervisory models, and through simulation, develop a non-profit organization and implement all facets of that organization. Grant writing will be introduced and practiced.

☐ Course Outcomes and Assessment Plan (current)

(proposed):

<table>
<thead>
<tr>
<th>Learning Outcome</th>
<th>Assessment of Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Describe the difference between transactional leadership and transformational leadership, and identify effective leadership models Practice Behaviors 8.4, 9.2</td>
<td>Weekly Journal</td>
</tr>
<tr>
<td>2. Describe the concepts of “servant leadership” and “leadership and followership” Practice Behaviors 8.4, 9.2</td>
<td>Weekly Journal</td>
</tr>
<tr>
<td>3. Develop a leadership profile Practice Behaviors 1.9, 3.5, 8.4, 9.2</td>
<td>Leadership style profile</td>
</tr>
<tr>
<td>4. Describe the concept of reframing change in organizations and the elements needed to initiate successful organizational change Practice Behaviors 8.4, 9.2,</td>
<td>Weekly Journal Organizational Simulation</td>
</tr>
<tr>
<td>5. Develop (through simulation) a non-profit organization and address problems in implementation of an agency Practice Behaviors 2.3, 3.4, 3.8, 9.1, 9.2, 9.4, 9.5 Practice Competency #8 (all behaviors)</td>
<td>Weekly Journal Organizational Simulation</td>
</tr>
<tr>
<td>6. Identify the elements of, and demonstrate beginning ability in effective administrative and</td>
<td>Weekly Journal Organizational Simulation</td>
</tr>
<tr>
<td>Practice Behaviors</td>
<td>Activity</td>
</tr>
<tr>
<td>--------------------</td>
<td>----------</td>
</tr>
</tbody>
</table>
| 1.7, 1.9, 3.8, 6.2, 8.4, 9.2 | Weekly Journal
| 7. Identify the problems and stresses in becoming and being a supervisor | Organizational Simulation |
| Practice Behaviors 1.2, 1.7, 3.5, 6.2, 9.2 | |
| 8. Demonstrate effective grant writing skills | Mini-Grant Proposal |
| Practice Behaviors 3.3, 3.4, 5.5, 7.1, 8.3, 8.4, 8.5 | |
| 9. Identify diversity issues in leadership and management | Weekly Journal
| Practice Competency #4 (all behaviors) | Organizational Simulation |
| 10. Identify the Five Disciplines of a learning organization and demonstrate competence in utilizing the five disciplines through the Organizational Simulation | Weekly Journal
| Practice Behaviors 2.3, 3.4, 3.8, 9.1, 9.2, 9.4, 9.5 | Organizational Simulation |

- **Course Outline including Time Allocation (current)**
- Express Time Allocation in one of the following formats for a 3 credit hour course; adjust accordingly:
  - Weeks (15 weeks)
  - Hours (45 hours; assuming 3 contact hours per week)
  - Percentages (100 percent)
- **Weekly Topics:** (SAMLPE)

Classes will be structured as such: the initial portion of the class will be didactic presentation and discussion on the weekly topic; the second portion of the class will be around the Organizational Simulation Project.

- **Week 1** Review of the Syllabus and Course Expectations.
  - Initial Discussion of Organizational Simulation Project
- **Week 2** Leadership Defined.
- **Week 3** Needs Based Program Development
- **Week 4** The Art and Practice of a Learning Organization
  - The Five Disciplines of a Learning Organization
- **Week 5** Reframing Organizations: Reframing Leadership and Reframing Change
- **Week 6** Reframing Ethics and Spirit and Diversity Issues
- **Week 7** Administrative Supervision and Problems in Implementation
- **Week 8** Supportive Supervision
- **Week 9** Problems and Stresses of Becoming and Being a Supervisor
- **Week 10** Grant Writing: General Orientation and Understanding the Context of Agency and Community
- **Week 11** Grant Writing: Writing the Needs Statement and Developing the Plan
Week 12  Grant Writing: Program Evaluation Plan and Budget

Weeks 13-15  Final Development of Agency and Oral Presentations

Associate Provost's Signature: __________________________ Date ______
MODIFY A COURSE – Course Data Entry Form

I. ACTION TO BE TAKEN: MODIFY A COURSE

Desired Term Effective (6 digit code): 201608 Examples: 201601 (Spring), 201605 (Summer) NOTE: The first four digits indicate year, the next two digits indicate month in which term.

II. COURSE TO BE MODIFIED:

A. Course Prefix: SCWK  B. Number: 680
C. Course Title: Leadership & supervision

LIST THE LETTER(S) OF ALL CHANGES FROM SECTION III BELOW: B See Appendix E Instructions for Completing Forms.

III. MODIFICATIONS

A. Contact Hours: Lecture ☑ Lab ☐ Seminar ☐ [Enter contact hours per week in blank. See formula for contact hours to credit hours in Appendix E.]
B. Practicum ☐ Independent Study ☐ [Check Box as appropriate. See Definitions in Appendix E]
C. Minimum Credit Hours: Click here to enter text. J. Maximum Credit Hours: Click here to enter text. [Enter number is space.]
D. Course Title: Click here to enter text. Limit to 30 characters including punctuation and spaces
E. College Code: Click here to enter text. G. Department Code: Click here to enter text. H. Credit Hours: Variable ☑ Fixed ☐
F. Hours May be Repeated for Extra Credit: Yes ☐ No ☐ If yes, max times Click here to enter text. Or max credits Click here to enter text. awarded.
G. Levels: Undergraduate ☑ Graduate ☐ Professional ☐
H. Grade Method: Normal Grading ☑ Credit/No Credit (Pass/Fail) ☐
I. Does proposed new course replace an equivalent course? Yes ☐ No ☐
J. Equivalent Course: Prefix: Click here to enter text. Number: Click here to enter text.
K. Catalog Description: Limit to 125 words – PLEASE BE CONCISE. Click here to enter text.

L. Prerequisites or Restrictions: If none, leave blank. Click here to enter text.
M. Co-requisites: Courses must be taken concurrently. If none, leave blank. Limit to 100 characters including punctuation and spaces. Click here to enter text.

Q. Term Offered: R. Max Section Enrollment: Lecture: Lab:

To be completed by Academic Affairs Office: Standards & Measures Coding and General Education Code

Basic Skill (BS) ☐ General Education ☐ Occupational Education ☐ G E Codes: Click here to enter text.

UCC Chair Signature/Date Academic Affairs Approval Signature/Date

OFFICE OF THE REGISTRAR USE ONLY

Date Rec’d: Click here to enter text. Date Completed: Click here to enter text. Entered: SCACRS ☐ SCADTL ☐ SCARRES ☐ SCAPREQ ☐
My friends,
In consultation with Gayle, I have reviewed the forms in question and am asking Gayle to sign for me as listed below. Kemi can review these and sign at her earliest convenience.
Regards,
John Scott Gray

SSCI 310 5-0
MSW Hours 7-0
Medical Botany 7-0
English 7-0

Sent from my iPad