**ESSEX COUNTY COLLEGE**

**Social Sciences Division**

**SOC 122 – Social Service Policies and Procedures II**

**Course Outline**

**Course Number & Name:**  SOC 122 Social Service Policies and Procedures II

**Credit Hours:**  3.0 **Contact Hours:**  3.0 **Lecture:** 3.0 **Lab:**  N/A **Other:**  N/A

**Prerequisites**:  Grade of “C" or better in SOC 121

**Co-requisites:** None **Concurrent Courses:** None

**Course Outline Revision Date:**  Fall 2010

**Course Description**: This course is designed to provide the theoretical and practical knowledge needed for entry levels of practice in social work. This course articulates the skills needed for social work practice and spells out the relationship between specific skills and service outcomes.

**Course Goals:** Upon successful completion of this course, students should be able to do the following:

1. demonstrate knowledge of the generalist social work practice;

2.    demonstrate knowledge of social welfare policy;

3. describe social welfare policy development and the instructional components of policy;

4. analyze the influence of society’s values on social welfare policies and programs; and

5. examine social welfare agency policies and programs.

**Measurable Course Performance Objectives (MPOs)**: Upon successful completion of this course, students should specifically be able to do the following:

1. Demonstrate knowledge of the generalist social work practice:

1.1 *explain the generalist practice in regard to clients: individuals, groups, families, and communities*;

1.2 *explain the generalist practioner's role in the policy arena*; and

1.3 *identify and discuss knowledge, skills, and values of a social work policy practitioner*

2. Demonstrate knowledge of social welfare policy:

2.1 *define social welfare policy*;

2.2 *explain the different types of policies in organizations and government;* and

2.3 *identify and describe various social welfare policies and programs*

**Measurable Course Performance Objectives (MPOs)** (continued):

3. Describe social welfare policy development and the instructional components of policy:

3.1 *discuss Macarov’s social welfare policy development illustration*; and

3.2 *discuss Dolgoff’s five structural components of social welfare programs*

4. Analyze the influence of society’s values on social welfare policies and programs:

4.1 *discuss conservative philosophies’ influence on social welfare policies and programs;*

4.2 *discuss liberal philosophies’ influence on social welfare policies and programs*; and

4.3 *discuss radical philosophies’ influence on social welfare policies and programs*

5. Examine social welfare agency policies and programs:

5.1 *define agency policy*;

5.2 *discuss internal and external policies affect on the development of agency programs and policy development*; and

5.3 *analyze the effectiveness of various social welfare programs, services, and policies*

**Methods of Instruction**: Instruction will consist of lectures, videos/CDs, guest lecturers, group projects, field trips, class discussions, and oral presentations.

**Outcomes Assessment:** Exam questions are blueprinted to course objectives. Checklist rubrics are used to evaluate theme papers for the presence of course objectives. Data collected will be analyzed to provide direction for the improvement of instruction, viability of class assignments, relevancy of assigned literature, and evaluation of instructional time spent on specific topics.

**Course Requirements:** All students are required to:

1. Maintain regular attendance.

2. Complete assigned homework and theme papers on time.

3. Take part in class discussions.

4. Take all exams as scheduled.

5. Read the textbook sections and handouts as assigned.

**Methods of Evaluation:** Final course grades will be computed as follows:

**% of**

**Grading Components final course grade**

* **Attendance and class participation** **15%**

Attendance points will be computed based on the ratio of the number of days attending the course during a regular semester (i.e., 28 contact days). A similar procedure will be used to determine participation points.

* **Theme Paper**   **25%**

Theme papers are 3 – 5 pages typed in which students may write on diversity, a movie, an article in a scholarly journal or another article related to course material.

* **Examinations** **60%**

The number of examinations and dates will be specified by the instructor. Exams will provide evidence of the extent to which students have mastered and synthesize course material and have met course objectives.

**Academic Integrity:** Dishonesty disrupts the search for truth that is inherent in the learning process and so devalues the purpose and the mission of the College. Academic dishonesty includes, but is not limited to, the following:

* plagiarism – the failure to acknowledge another writer’s words or ideas or to give proper credit to sources of information;
* cheating – knowingly obtaining or giving unauthorized information on any test/exam or any other academic assignment;
* interference – any interruption of the academic process that prevents others from the proper engagement in learning or teaching; and
* fraud – any act or instance of willful deceit or trickery.

Violations of academic integrity will be dealt with by imposing appropriate sanctions. Sanctions for acts of academic dishonesty could include the resubmission of an assignment, failure of the test/exam, failure in the course, probation, suspension from the College, and even expulsion from the College.

**Student Code of Conduct:** All students are expected to conduct themselves as responsible and considerate adults who respect the rights of others. Disruptive behavior will not be tolerated. All students are also expected to attend and be on time for all class meetings. No cell phones or similar electronic devices are permitted in class. Please refer to the Essex County College student handbook, *Lifeline*, for more specific information about the College’s Code of Conduct and attendance requirements.

**Course Content Outline:** based on the texts **Introduction to Social Work and Social Welfare (*Empowering People*)**, 10th edition, by Charles Zastrow; published by Brooks/Cole Cengage Learning, 2010; ISBN-13 #: 978-0-495-80952-4; and **Introduction to Social Work and Social Welfare** **(Critical Thinking Perspectives)**, by Karen K Kirst-Ashman; published by Brooks/Cole, 2003; ISBN #: 0-534-57735-0.

**Units Topics**

1Introduction: The Generalist Social Work Practice: Definition of generalist social work practice; social work policy practitioners in generalist practice; knowledge, skills, and values of a social work practitioner

2 Careers in the Social Work Policy Arena: Social policy advocates in agencies, government, and business; examples of policy advocates: advocates for children, domestic violence victims, mentally ill people, and other ethnic and social groups

3 Social Welfare Policies on Federal, State, and Local Levels: Public assistance (Medicaid, Temporary Assistance to Needy Families, Supplemental Security Income, General Assistance) and Social Insurance Program (Social Security, Medicare, etc.)

4 Social Welfare Policy Development: Recognition of societal values; identification of problems and needs; identification of public opinion; formulation of social welfare policy; implementing the policies through a social welfare program and agency service delivery

5 Social Welfare Agency Policies and Programs: Factors that influence agency policies including internal policies (e.g., Human resources, Board members, CEO, etc.) and external policies (e.g., United Way, legislation, federal government funding sources, etc.)

### Note: In SOC 122, the instructor must cover the 5 units listed above minimally in any reasonable order throughout the duration of the semester/term. Also, the instructor may include additional areas based on his/her expertise and/or interest.