

**DELAWARE TECHNICAL & COMMUNITY COLLEGE**

**COLLEGE WIDE COURSE SYLLABUS**

**CAMPUS:** Terry

**DEPARTMENT:** Human Services

**COURSE:** HMS 223 Social Policy and Program Planning

**INSTRUCTOR NAME:** Telephone: E-mail:

**PREREQUISITES:** SOC 111, HMS 121, ENG 121, RDG 120

**CO-REQUISITES:** None

**COURSE HOURS AND CREDITS:**3:0:3

**COURSE DESCRIPTION:**

This course reviews the nature of social policy and its historical development. Basic trends in the social and human services are related to political and social developments in the United States. An overview is provided of the policy making and planning process.

**TEXT:** Homan, Mark. Promoting Community Change, 4<sup>th</sup> Edition, Brooks Cole.

**MATERIALS:** None

**METHOD OF INSTRUCTION:** Campus Classroom

**MANUALS:** None

**CORE CURRICULUM COMPETENCIES (CCC)**

(Approved by President George and President's Council 8/25/98; Rev. 4/27/06)

The graduate will be able to:

1. Communicate clearly and effectively both orally and in writing.
2. Demonstrate effective problem solving and reasoning skills.
3. Work effectively in groups of people from diverse backgrounds.
4. Demonstrate ethical and professional understanding and conduct.
5. Apply appropriate information literacy skills to locate, evaluate and use information effectively.
6. Use computer technology appropriate to the field.
7. Use scientific and mathematical reasoning appropriate to the technology.

The Core Curriculum Competencies apply to all Associate Degree programs at the College. These are incorporated into each curriculum either by a course or by being integrated into coursework. These competencies are incorporated into each program review employer survey.

**HUMAN SERVICES TECHNOLOGY PROGRAM GRADUATE COMPETENCIES (PGC) 2-2004**

The graduate will be able to:

1. Create and maintain effective and professional documents relevant to Human Services agencies.
2. Interact ethically and professionally within the Human Services field.
3. Apply information to identify client's strengths, weaknesses, and resources to create a treatment plan.
4. Provide effective client services at an entry level by utilizing professional Human Services principles and practices.
5. Establish effective working relationships within the Human Services arena.
6. Apply basic management and leadership skills in Human Services environments, including time management, organization, and the ability to follow directions.
7. Utilize feedback to assess the effect of oneself on Human Services outcomes and make adjustments accordingly.

## **COLLEGEWIDE CORE COURSE PERFORMANCE OBJECTIVES (CCPO)**

The student will be able to:

1. Identify the historical foundations of social policy up to and including current social problems and responses. (PGC: HST/GER/DAC 1, 11, and CCC 2, 5, 8)
2. Differentiate the public, private non-profit, and private for-profit sectors in which social welfare is carried out. (PGC: HST/GER/DAC 1, 11, and CCC 2)
3. Identify the complexities involved in defining, assessing, and attempting to resolve social problems. (PGC: HST/GER/DAC 1, 11, and CCC 2, 5, 8)
4. Identify the characteristics of effective policy. (PGC: HST/GER/DAC 1, 11 and CCC 2, 5, 8)
5. Explain the characteristics, issues, and tasks of each stage of the policy process. (PGC: HST/GER/DAC 1, 11, and CCC 2, 8)
6. Analyze the relationship between social problems, social policies, and social programs. (PGC: HST/GER/DAC 1, 11 and CCC: 2, 8)
7. Demonstrate skills associated with each stage of the policy process including needs assessment, proposal development, ratification, program planning, implementation, and evaluation. (PGC: HST/GER/DAC 1, 11, 12, 13, 14, and CCC: 1, 2, 3, 5, 8)
8. Use fieldwork exposure to identify an unmet client need or service gap and prepare a program service component, including policy, to address that need/service gap. (PGC: HST/GER/DAC 1, 11,12,13, 14 and CCC: 1, 2, 5, 8)
9. Receive relevant supervision and feedback from agency personnel and course facilitator. (PGC: HST/GER/DAC 12, 16, and CCC: 1, 2, 3, 4, 5, 9)

## **MEASURABLE PERFORMANCE OBJECTIVES (MPO)**

1. Identify the historical foundations of social policy up to and including current social problems and responses.
  - 1.1 Define social policy.
  - 1.2 Recognize and/or identify the history of the development of and need for social policy in the United States.
  - 1.3 Identify current social problems and discuss how the United States is responding to these problems.
  - 1.4 List and define significant legislation that defines American social policy.

2. Differentiate the public, private non-profit and private for-profit sectors in which social welfare is carried out.
  - 2.1 Identify the different types of social welfare organizational structures that comprise the social policy nexus.
3. Identify the complexities involved in defining, assessing, and attempting to resolve social problems.
  - 3.1 List and describe the major theoretical models used to define, assess, and resolve social problems.
  - 3.2 Identify the conflicting and disparate components of these theoretical models.
  - 3.3 Describe and/or recognize the significance of these different methods of analysis of social problems on the formation of social policy.
4. Identify the characteristics of effective policy
  - 4.1 Identify the necessary components of the social policy-making process.
  - 4.2 List and/or identify factors that support and inhibit effective social policy development and implementation.
5. Explain the characteristics, issues, and tasks of each stage of the policy process.
  - 5.1 List and explain the stages of the policy-making process.
  - 5.2 Identify the characteristics, issues, and tasks of each stage.
6. Analyze the relationship between social problems, social policies, and social programs.
  - 6.1 Define social problems, social policies, and social programs.
  - 6.2 Explain both the formal and informal processes that interact to define social problems, social policies, and social programs.
  - 6.3 Recognize the relationship between social problems, social policies, and social programs.
  - 6.4 Identify key social, political, and economic factors that influence the relationships between social problems, social policies, and social programs.
7. Demonstrate skills associated with each stage of the policy process including needs assessment, proposal development, ratification, problem planning, implementation, and evaluation.
  - 7.1 Identify and explain the skills associated with each stage of the policy process.
  - 7.2 Apply the skills associated with each stage of the policy process to a specific social problem addressed by a specific social program.

8. Use fieldwork exposure to identify an unmet client need or service gap and prepare a program service component, including policy, to address that need/service gap.
  - 8.1 Identify a social policy sector being served locally.
  - 8.2 Develop a needs assessment strategy to determine unmet client need or service gap in this sector.
  - 8.3 Develop a program service component, including policy, to address the identified unmet need or service gap.

## **EVALUATION CRITERIA:**

Students will demonstrate proficiency on all Measurable Performance Objectives at least to the 75% level. The final grade will be derived from the following:

### **Examinations**

**40%**

(MPO 1-7)

There will be two examinations in the course that will average to 40% of the final grade. The exams may contain a variety of question types including multiple choice, matching, true/false, short answer, and essay. The questions will reflect the competencies within this course syllabus. You are expected to make up any missed exams within one week of our return to class, and to complete retests within the time parameters and guidelines of your instructor. Make-up exams may not be in the same format as the scheduled exam. You must contact the instructor for details as to where and when to complete the make-up exam.

### **Projects**

#### **1. Research Paper**

**20%**

Submit an 8-10 page research paper analyzing the development of United States social policy addressing a particular social problem. This paper should trace the history of relevant United States social policy and discuss key social political and economic factors that influence these policies. The effectiveness of current and pending legislation should be evaluated. This paper must follow APA format. Your instructor will provide additional instructions.

#### **2. Needs identification and assessment (MPO 7)**

**15%**

Students will work in groups to identify a social policy sector being served locally by a nexus of social programs. Identify the group, and the perceived need. By conducting interviews of at least 3 individuals serving the sector, student will identify current issues, service gaps, and unmet needs. The needs assessment must be typed, double spaced, 1 inch margins, and a font no larger than 12. Your instructor will provide additional instructions.

3. **Proposal** (MPO 8) **15%**

Working in groups, students will develop a program service component, including policy, to address the identified unmet need or service gap identified in #2 above. Prepare a social policy program proposal. The proposal must be typed, double spaced, 1 inch margins, and a font no larger than 12. Your instructor will provide additional instructions.

4. **Participation** (MPO 1-9) **10%**

You will be expected to complete homework assignments and projects in a timely fashion, attend class regularly, and complete a documented 25 hours of service learning at the agency selected by your instructor.

See Measurable Performance Objectives for detailed expectations and requirements.

Grades will be computed using the following grading scale:

92 – 100 = A  
 83 – 91 = B  
 75 – 82 = C  
 0 – 74 = R

**Students are responsible for reading the campus Student Handbook for information on Academic Standing Policy, Academic Honesty Policy, Student Rights and Responsibilities, and other policies relevant to their academic progress.**