

## Washtenaw Community College Comprehensive Report

### HSW 230 Field Internship and Seminar I Effective Term: Spring/Summer 2018

#### Course Cover

**Division:** Humanities, Social and Behavioral Sciences  
**Department:** Behavioral Sciences  
**Discipline:** Human Services Worker  
**Course Number:** 230  
**Org Number:** 11210  
**Full Course Title:** Field Internship and Seminar I  
**Transcript Title:** Field Internship/Seminar I  
**Is Consultation with other department(s) required:** No  
**Publish in the Following:** College Catalog , Time Schedule , Web Page  
**Reason for Submission:** Course Change  
**Change Information:**  
**Consultation with all departments affected by this course is required.**  
**Pre-requisite, co-requisite, or enrollment restrictions**

**Rationale:** Adding prereq  
**Proposed Start Semester:** Spring/Summer 2018  
**Course Description:** This course integrates students into the working world by having them complete field work in human service agencies. The students have an opportunity for a variety of experiences based on their placement. The field work will be integrated with course work during a one hour seminar. Learning objectives will be individualized according to the field internship and career goals of each student. Instructor approval for enrollment in this course will be based on previous course completion, documented acceptance to HSW program, exhibiting behaviors as described in the HSW student handbook and a secured placement.

#### Course Credit Hours

**Variable hours:** No  
**Credits:** 3  
**Lecture Hours: Instructor: 15 Student: 15**  
**Lab: Instructor: 0 Student: 0**  
**Clinical: Instructor: 0 Student: 0**  
**Other: Instructor: 0 Student: 180**  
  
**Total Contact Hours: Instructor: 15 Student: 195**  
**Repeatable for Credit:** NO  
**Grading Methods:** Letter Grades  
Audit  
**Are lectures, labs, or clinicals offered as separate sections?:** NO (same sections)

#### College-Level Reading and Writing

College-level Reading & Writing

#### College-Level Math

#### Requisites

Prerequisite

HSW 100 minimum grade "C"

and

**Prerequisite**

HSW 200 minimum grade "C"

and

**Prerequisite**

HSW 220 minimum grade "C"

or

**Prerequisite**

SOC 220 minimum grade "C"

and

**Prerequisite**

HSW 229 minimum grade "C"

and

**Enrollment Restrictions**

Instructor Permission. Students must secure placement and submit required paperwork to be considered for permission to enroll.

**General Education**

**Request Course Transfer**

**Proposed For:**

**Student Learning Outcomes**

1. Analyze problems, develop solutions, and evaluate results in a clear, logical and consistent manner.

**Assessment 1**

Assessment Tool: Placement Evaluation Form

Assessment Date: Fall 2018

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: 100%

How the assessment will be scored: External evaluation and confirmation from student's placement site.

Standard of success to be used for this assessment: 70% of students must achieve 100% on the Internship Placement Evaluation Form ("meets expectations" or "performs beyond expectations").

Who will score and analyze the data: Site supervisor will score the student's performance and sign off on hours. WCC Field Placement faculty will analyze and maintain data.

2. Complete 180 hours of field internship at a clinical/agency site.

**Assessment 1**

Assessment Tool: Time Verification Form

Assessment Date: Fall 2018

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: 100%

How the assessment will be scored: External evaluation and confirmation from student's placement site.

Standard of success to be used for this assessment: 95% of students must complete 180 hours at field placement.

Who will score and analyze the data: Site supervisor will score the student's performance and

sign off on hours. WCC Field Placement faculty will analyze and maintain data.

3. Participate in setting the purpose and agenda of the weekly supervisory meetings.

**Assessment 1**

Assessment Tool: Placement Evaluation Form

Assessment Date: Fall 2018

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: 100%

How the assessment will be scored: External evaluation and confirmation from student's placement site.

Standard of success to be used for this assessment: 70% of students must achieve 100% on the Internship Placement Evaluation Form ("meets expectations" or "performs beyond expectations").

Who will score and analyze the data: Site supervisor will score the student's performance and sign off on hours. WCC Field Placement faculty will analyze and maintain data.

4. Maintain appropriate personal and professional boundaries to develop productive working relationships with clients and agency staff.

**Assessment 1**

Assessment Tool: Placement Evaluation Form

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Number students to be assessed: 100%

How the assessment will be scored: External evaluation and confirmation from student's placement site.

Standard of success to be used for this assessment: 70% of students must achieve 100% on the Internship Placement Evaluation Form ("meets expectations" or "performs beyond expectations").

Who will score and analyze the data: Site supervisor will score the student's performance and sign off on hours. WCC Field Placement faculty will analyze and maintain data.

**Course Objectives**

1. Explain the mission and major policies of the internship agency.
2. Explain the organizational structure of the internship agency.
3. Describe the resources and funding base of the internship agency.
4. Describe and analyze the community in which the internship agency is located, including demographics characteristics (e.g., gender, ethnics, racial, etc.), stability, resources, and problems of the community.
5. Describe the major client population(s) served by the internship agency (i.e. the elderly, the mentally ill, etc.).
6. Write specific, individualized, learning objectives at the beginning of the internship experience.
7. Document observations, experiences, evaluations and feelings in a journal.
8. Comply with the policies and procedures of the internship site.
9. Demonstrate the ability to work productively with others.
10. Evaluate the effectiveness of the internship site in helping to meet individual needs through 180 hours.
11. Evaluate self, to gain insight into how experiences have impacted personal view.
12. Demonstrate completion of 180 hours.

**New Resources for Course**

**Course Textbooks/Resources**

- Textbooks
- Manuals
- Periodicals
- Software

**Equipment/Facilities**

- Off-Campus Sites

<b><u>Reviewer</u></b>	<b><u>Action</u></b>	<b><u>Date</u></b>
<b>Faculty Preparer:</b> <i>Kristy Norris</i>	<i>Faculty Preparer</i>	<i>Oct 23, 2017</i>
<b>Department Chair/Area Director:</b> <i>Starr Burke</i>	<i>Recommend Approval</i>	<i>Oct 26, 2017</i>
<b>Dean:</b> <i>Kristin Good</i>	<i>Recommend Approval</i>	<i>Oct 27, 2017</i>
<b>Curriculum Committee Chair:</b> <i>Lisa Veasey</i>	<i>Recommend Approval</i>	<i>Dec 11, 2017</i>
<b>Assessment Committee Chair:</b> <i>Michelle Garey</i>	<i>Recommend Approval</i>	<i>Dec 20, 2017</i>
<b>Vice President for Instruction:</b> <i>Kimberly Hurns</i>	<i>Approve</i>	<i>Dec 20, 2017</i>