

Program Information Report

Human Services, Pre-Education & Public Safety

Human Services (AAHUST)

Associate in Arts Degree

Program Effective Term: Winter 2026

High Demand Occupation High Skill Occupation High Wage Occupation

This program prepares students for a job as a substance abuse, hospice, case, psychiatric, or social services aide in settings such as schools, rehabilitation centers, and mental health clinics or as a staff member in a community/neighborhood center. The program provides skills students will need to work on a one-to-one basis or in groups to help people cope with problems. The program also prepares students to transfer to a bachelor's degree program where they will continue developing skills for a career in the field of social work. The program transfers to Eastern Michigan University and Madonna University.

Articulation:

Eastern Michigan University, BSW*;

Madonna University, BSW;

Wayne State University, BSW.

*Students should meet with an EMU Department of Social Work advisor before applying for admission to EMU's program.

Copies can be obtained from the Counseling Office, a program advisor, or from the Curriculum and Assessment Office Web site:

<https://www.wccnet.edu/learn/transfer-wcc-credits/articulation-agreements.php> .

Continuing Eligibility Requirements:

Faculty will review students' eligibility for the program on an ongoing basis.

1. Students must maintain satisfactory academic class performance, as evidenced by a minimum cumulative GPA of 2.0.
2. Students must earn a "C" or better in all HSW courses.
3. To enroll in the Human Services field internships, students must have completed prerequisite courses with a "C" or better.
4. Students must maintain at least an 80% rate of attendance in class and in an internship placement.
5. Students must honor any agreement entered into with an agency serving as an internship site.
6. Students must maintain ethical behavior as defined in the National Organization for Human Service Education's "Ethical Standards of Human Services Professionals."
7. Students should be aware that internship sites might conduct background checks on applicants to determine if they have been convicted of a crime or are addicted to drugs or alcohol.

First Semester (14 credits)

| | | |
|------------|---------------------------------|---|
| ENG 111 or | Composition I | |
| ENG 111X | Composition 1 | 4 |
| HSW 100 | Introduction to Human Services | 3 |
| SOC 100 | Principles of Sociology | 3 |
| Elective | Any science course with a lab.# | 4 |

Second Semester (16 credits)

| | | |
|----------|-------------------------------|---|
| HSW 200 | Interviewing and Assessment | 3 |
| PSY 100 | Introduction to Psychology | 3 |
| SOC 205 | Race and Ethnic Relations | 3 |
| SOC 220 | Group Dynamics and Counseling | 3 |
| Elective | Restricted Math Elective(s)* | 4 |

Third Semester (17 credits)

| | | |
|----------|------------------------------------|---|
| HSW 229 | Human Services Success Skills | 1 |
| PSY 206 | Life Span Developmental Psychology | 4 |
| PSY 210 | Behavior Modification | 3 |
| PSY 257 | Abnormal Psychology | 3 |
| SOC 225 | Family Social Work | 3 |
| Elective | Arts/Human. Elective(s)** | 3 |

Program Information Report

| Fourth Semester | | (13 credits) |
|-----------------|---|--------------|
| COM 101 or | Fundamentals of Speaking | |
| COM 102 | Interpersonal Communication | 3 |
| HSW 230 or | Field Internship and Seminar I | |
| HSW 235 | Experience Seminar | 1-3 |
| Elective | Nat. Sci. Elective(s) | 3 |
| Elective | Arts/Human. Elective(s)*** | 3 |
| Elective | Elective(s) to reach a minimum 60 credits | 3 |

Minimum Credits Required for the Program: **60**

Notes:

#Consult with a program advisor if transferring to any institution other than EMU.

*Select one of the following courses: MTH 125, MTH 125X, MTH 160, MTH 160X, MTH 176, or MTH 191. Transfer students should check with their selected school to confirm the math and/or credit requirements.

**Select one of the following courses: ART 143, ART 150, DAN 180, DRA 180, ENG 181, ENG 213, ENG 214, ENG 242, FLM 150, HUM 175, MUS 180.

***Select another course in a different discipline from the Humanities section of the MTA list.

If transferring to Madonna University, follow the curricular guide for that university. See a program advisor for details.

Program Information Report

Transfer

Human Services (AAHUST)

Associate in Arts Degree

Program Effective Term: Winter 2026

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Minimum Credits Required for the Program: **60**

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If transferring to Madonna University, follow the curricular guide for that university. See a program advisor for details.

PROGRAM CHANGE FORM

| | | |
|-----------------------------|---|------------------------------------|
| Program Code: AAHUST | Current Program Name: Human Services | Effective Term: Winter 2026 |
| Division Code: HSB | Department: BEH | |

Directions:

1. Attach the current program listing from the WCC catalog or website and indicate any changes to be made.
2. Draw lines through any text that should be deleted and write in additions. Extensive narrative changes can be included on a separate sheet.
3. Check the boxes below for each type of change being proposed. Changes to courses, discontinuing a course, or adding new courses as part of the proposed program change, must be approved separately using CurricUNET, but should be submitted at the same time as the program change form.
4. If changes affect the program assessment plan or if program outcomes are updated, please submit a [Program Assessment Plan Change](#) form. These changes must be approved separately from the program change form and should be submitted at the same time. Current program assessment plans can be found on the [Curriculum and Assessment Program Information page](#).

Requested Changes:

- | | |
|--|---|
| <input type="checkbox"/> Remove course(s): _____ | <input type="checkbox"/> Program outcomes (may also result from removing or adding a course)* |
| <input checked="" type="checkbox"/> Add course(s): <u>ENG 111X</u> | <input type="checkbox"/> Program assessment plan* |
| <input type="checkbox"/> Program title (new title is _____) | <input type="checkbox"/> Accreditation information |
| <input type="checkbox"/> Description | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Advisors | |
| <input type="checkbox"/> Program admission requirements | |
| <input type="checkbox"/> Continuing eligibility requirements | |

Note: A change to the Award Type requires the submission of a new program proposal form and a separate program inactivation form. Contact the Director of Curriculum & Assessment for more information.

Show all changes on the catalog page you attach.

* Please submit a [Program Assessment Plan Change](#) form.

Rationale for proposed changes:

New course option added for supplemental support in ENG 111

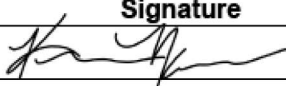
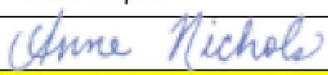
Financial/staffing/equipment/space implications:

N/A

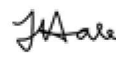
List departments that have been consulted regarding their use of this program.

N/A

Signatures:

| Reviewer | Print Name | Signature | Date |
|---|---------------|--|-----------|
| Initiator | Kristy Norris |  | 4/21/2025 |
| Department Chair | Starr Burke | Starr Burke | 4/21/25 |
| Division Dean/Administrator | Anne Nichols |  | 4/21/25 |
| <p>Please return completed form to the Office of Curriculum & Assessment, SC 257 or by e-mail to curriculum.assessment@wccnet.edu</p> <p>Once reviewed by the appropriate faculty committees we will secure the signature of the VPI.</p> | | | |
| Reviewer | Print Name | Signature | Date |

PROGRAM CHANGE FORM

| Reviewer | Print Name | Signature | Date |
|--|--------------------|---|---------|
| Curriculum Committee Chair | Randy Van Wagnen | RVanWagnen | 6/10/25 |
| Assessment Committee Chair | Jessica Hale |  | 6/10/25 |
| Executive Vice President for Instruction | Dr. Brandon Tucker | Brandon Roderick Tucker PhD <small>Digitally signed by Brandon Roderick Tucker PhD Date: 2025.06.13 14:05:02 -04'00'</small> | 6/13/25 |

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Reviewed by C&A Committee 5/29/25

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Continuing Eligibility Requirements:

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First Semester (14 credits)

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| ENG 111 | Composition I | 4 |
| HSW 100 | Introduction to Human Services | 3 |
| SOC 100 | Principles of Sociology | 3 |
| Elective | Any science course with a lab.# | 4 |

Second Semester (16 credits)

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| HSW 200 | Interviewing and Assessment | 3 |
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Program Information Report

| | | |
|------------|---|-----|
| COM 102 | Interpersonal Communication | 3 |
| HSW 230 or | Field Internship and Seminar I | |
| HSW 235 | Experience Seminar | 1-3 |
| Elective | Nat. Sci. Elective(s) 2 | 3 |
| Elective | Arts/Human. Elective(s)*** | 3 |
| Elective | Elective(s) to reach a minimum 60 credits | 3 |

Minimum Credits Required for the Program:

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Notes:

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| HSW 100 | Introduction to Human Services | 3 |
| SOC 100 | Principles of Sociology | 3 |
| Elective | Any science course with a lab.# | 4 |

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| PSY 100 | Introduction to Psychology | 3 |
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| Elective | Restricted Math Elective(s)* | 4 |

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Fourth Semester (13 credits)

| | | |
|------------|--------------------------|--|
| COM 101 or | Fundamentals of Speaking | |
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Program Information Report

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| HSW 230 or | Field Internship and Seminar I | |
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PROGRAM CHANGE FORM

| | | |
|-----------------------------|---|----------------------------|
| Program Code: AAHUST | Current Program Name: Human Services | Effective Term: W25 |
| Division Code: HSB | Department: Behavioral Sciences | |

Directions:

1. Attach the current program listing from the WCC catalog or website and indicate any changes to be made.
2. Draw lines through any text that should be deleted and write in additions. Extensive narrative changes can be included on a separate sheet.
3. Check the boxes below for each type of change being proposed. Changes to courses, discontinuing a course, or adding new courses as part of the proposed program change, must be approved separately using CurricUNET, but should be submitted at the same time as the program change form.
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Requested Changes:

- | | |
|--|---|
| <input type="checkbox"/> Remove course(s): _____ | <input type="checkbox"/> Program outcomes (may also result from removing or adding a course)* |
| X Add course(s): MTH125X & MTH 160X _____ | <input type="checkbox"/> Program assessment plan* |
| <input type="checkbox"/> Program title (new title is _____) | <input type="checkbox"/> Accreditation information |
| <input type="checkbox"/> Description | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Advisors | |
| <input type="checkbox"/> Program admission requirements | |
| <input type="checkbox"/> Continuing eligibility requirements | |

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Show all changes on the catalog page you attach.

* Please submit a [Program Assessment Plan Change](#) form.

Rationale for proposed changes:

New math classes that have been introduced to support students with lower math scores.

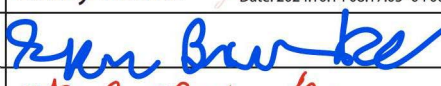

Financial/staffing/equipment/space implications:

N/A

List departments that have been consulted regarding their use of this program.

Behavioral Science Department

Signatures:

| Reviewer | Print Name | Signature | Date |
|---|---------------|---|------------|
| Initiator | Kristy Norris | Kristy Norris <small>Digitally signed by Kristy Norris Date: 2024.10.14 08:17:05 -04'00'</small> | 10/14/2024 |
| Department Chair | Starr Burke |  | |
| Division Dean/Administrator | Anne Nichols |  | 10/19/24 |
| <p>Please return completed form to the Office of Curriculum & Assessment, SC 257 or by e-mail to curriculum.assessment@wccnet.edu Once reviewed by the appropriate faculty committees we will secure the signature of the VPI.</p> | | | |
| Reviewer | Print Name | Signature | Date |

PROGRAM CHANGE FORM

| | | | | |
|--|--------------------|-------------------------|---|--|
| Curriculum Committee Chair | Randy Van Wagnen | Randy Van Wagnen | Digitally signed by Randy Van Wagnen Date: 2024.10.18 09:06:52 -04'00' | |
| Assessment Committee Chair | Jessica Hale | Jessica Hale | Digitally signed by Jessica Hale Date: 2024.10.18 13:41:43 -04'00' | |
| Executive Vice President for Instruction | Dr. Brandon Tucker | Brandon Roderick Tucker | Digitally signed by Brandon Roderick Tucker Date: 2024.10.19 13:04:10 -04'00' | |

Do not write in shaded area. Entered in: Banner _____ C&A Database _____ Log File _____

Reviewed by C&A Committees 10/17/24

Program Information Report

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Human Services (AAHUST)

Associate in Arts Degree

Program Effective Term: Fall 2022

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| PSY 257 | Abnormal Psychology | 3 |
| SOC 225 | Family Social Work | 3 |
| | Arts/Human. Elective(s)** | 3 |

Fourth Semester (13 credits)

| | | |
|--|----------------------------|---|
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| | Nat. Sci. Elective(s) 2 | 3 |

Program Information Report

| | | |
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| HSW 230 or | Field Internship and Seminar I | |
| HSW 235 | Experience Seminar | 1-3 |
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WASHTENAW COMMUNITY COLLEGE

PROGRAM CHANGE FORM

| | | |
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| Division Code: HSS | Department: Behavioral Sciences | |

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|---|---|
| <input type="checkbox"/> Remove course(s): _____ | <input type="checkbox"/> Program outcomes (may also result from removing or adding a course)* |
| <input checked="" type="checkbox"/> Add course(s): <u>HSW 235: Experience Seminar</u> | <input type="checkbox"/> Program assessment plan* |
| <input type="checkbox"/> Program title (new title is _____) | <input type="checkbox"/> Accreditation information |
| <input type="checkbox"/> Description | <input checked="" type="checkbox"/> Other <u>Reference to the application process has</u> |
| <input type="checkbox"/> Advisors | <u>been removed from the program</u> description |
| <input type="checkbox"/> | effective Fall 2021. |
| <input type="checkbox"/> Program admission requirements | |
| <input type="checkbox"/> Continuing eligibility requirements | |

Show all changes on the catalog page you attach.

Note: A change to the Award Type requires the submission of a new program proposal form and a separate program inactivation form. Contact the Director of Curriculum & Assessment for more information.

* Please submit a [Program Assessment Plan Change](#) form.

Rationale for proposed changes:

Many students are transitioning from our current program without completing the current HSW 230 course, because they currently have professions in the field. Because they are already working professionals in the field, students are not interested, or able, to complete the 180-field placement experience. To encourage degree completion, the program has developed an alternative learning opportunity for students actively working in the field of helping (paid or unpaid). Students who are able to demonstrate current work in the field are approved to complete the HSW 235 class rather than complete the HSW 230 class. This one credit class will require that students are actively working in the field. Students will be applying theoretical lenses to their current employment, elevating their learning experience while also working on composing an APA style research paper.

Also, upon reviewing the catalog description, there is still reference to an admission process. We removed the admission process when we added the HSW 229 class several years ago.

Financial/staffing/equipment/space implications:

N/A

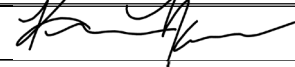
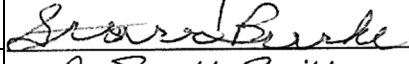

PROGRAM CHANGE FORM

Signatures:

| Reviewer | Print Name | Signature | Date |
|----------|------------|-----------|------|
|----------|------------|-----------|------|

List departments that have been consulted regarding their use of this program.

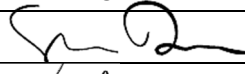

Behavioral Science, Curriculum and Development, and Advisory Committee

| | | | |
|-----------------------------|---------------|--|-----------|
| Initiator | Kristy Norris |  | 2/21/2022 |
| Department Chair | Starr Burke |  | 2/22/2022 |
| Division Dean/Administrator | Scott Britten |  | 5-24-22 |

Please return completed form to the Office of Curriculum & Assessment, SC 257

or by e-mail to curriculum.assessment@wccnet.edu

Once reviewed by the appropriate faculty committees we will secure the signature of the VPI and President.

| Reviewer | Print Name | Signature | Date |
|--|------------------|--|-----------|
| Curriculum Committee Chair | Randy Van Wagnen | R Van Wagnen | 08-22-22 |
| Assessment Committee Chair | Shawn Deron |  | 8/25/2022 |
| Interim Vice President for Instruction | Victor Vega |  | 8/26/2022 |

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Reviewed by C&A Committees 8/4/22

Program Information Report

Human Services, Pre-Education & Public Safety

Human Services (AAHUST)

Associate in Arts Degree

Program Effective Term: Fall 2022

High Demand Occupation High Skill Occupation High Wage Occupation

This program prepares students for a job as a substance abuse, hospice, case, psychiatric, or social services aide in settings such as schools, rehabilitation centers, and mental health clinics or as a staff member in a community/neighborhood center. The program provides skills students will need to work on a one-to-one basis or in groups to help people cope with problems. The program also prepares students to transfer to a bachelor's degree program where they will continue developing skills for a career in the field of social work. The program transfers to Eastern Michigan University and Madonna University.

Articulation:

Eastern Michigan University, BSW degree*;
Madonna University, BSW degree.

*Students should meet with an EMU Department of Social Work advisor before applying for admission to EMU's program.

Copies can be obtained from the Counseling Office, a program advisor, or from the Curriculum and Assessment Office Web site:
<https://www.wccnet.edu/learn/transfer-wcc-credits/articulation-agreements.php>.

Continuing Eligibility Requirements:

Faculty will review students' eligibility for the program on an ongoing basis.

1. Students must maintain satisfactory academic class performance, as evidenced by a minimum cumulative GPA of 2.0.
2. Students must earn a "C" or better in all HSW courses.
3. To enroll in the Human Services field internships, students must have completed prerequisite courses with a "C" or better.
4. Students must maintain at least an 80% rate of attendance in class and in an internship placement.
5. Students must honor any agreement entered into with an agency serving as an internship site.
6. Students must maintain ethical behavior as defined in the National Organization for Human Service Education's "Ethical Standards of Human Services Professionals."
7. Students should be aware that internship sites might conduct background checks on applicants to determine if they have been convicted of a crime or are addicted to drugs or alcohol.

First Semester (14 credits)

| | | |
|---------|---------------------------------|---|
| ENG 111 | Composition I | 4 |
| HSW 100 | Introduction to Human Services | 3 |
| SOC 100 | Principles of Sociology | 3 |
| | Any science course with a lab.# | 4 |

Second Semester (16 credits)

| | | |
|---------|-------------------------------|---|
| HSW 200 | Interviewing and Assessment | 3 |
| PSY 100 | Introduction to Psychology | 3 |
| SOC 205 | Race and Ethnic Relations | 3 |
| SOC 220 | Group Dynamics and Counseling | 3 |
| | Restricted Math Elective(s)* | 4 |

Third Semester (17 credits)

| | | |
|---------|------------------------------------|---|
| HSW 229 | Human Services Success Skills | 1 |
| PSY 206 | Life Span Developmental Psychology | 4 |
| PSY 210 | Behavior Modification | 3 |
| PSY 257 | Abnormal Psychology | 3 |
| SOC 225 | Family Social Work | 3 |
| | Arts/Human. Elective(s)** | 3 |

Fourth Semester (13 credits)

| | | |
|--|----------------------------|---|
| | Arts/Human. Elective(s)*** | 3 |
| | Nat. Sci. Elective(s) 2 | 3 |

Program Information Report

| | | |
|------------|---|---|
| COM 101 or | Fundamentals of Speaking | |
| COM 102 | Interpersonal Communication | 3 |
| HSW 230 | Field Internship and Seminar I | 3 |
| | Elective(s) to reach a minimum 60 credits | 1 |

Minimum Credits Required for the Program:

60

Notes:

#Consult with a program advisor if transferring to any institution other than EMU.

**Select one of the following courses: MTH 125, MTH 160, MTH 176, or MTH 191. Transfer students should check with their selected school to confirm the math and/or credit requirements.*

***Select one of the following courses: ART 143, ART 150, DAN 180, DRA 180, ENG 181, ENG 213, ENG 214, ENG 242, FLM 150, HUM 175, MUS 180.*

****Select another course in a different discipline from the Humanities section of the MTA list.*

If transferring to Madonna University, follow the curricular guide for that university. See a program advisor for details.

Program Information Report**Human Services, Pre-Education & Public Safety****Human Services (AAHUST)****Associate in Arts Degree****Program Effective Term: Fall 2020****High Demand Occupation High Skill Occupation High Wage Occupation**

This program prepares students for a job as a substance abuse, hospice, case, psychiatric, or social services aide in settings such as schools, rehabilitation centers, and mental health clinics or as a staff member in a community/neighborhood center. The program provides skills students will need to work on a one-to-one basis or in groups to help people cope with problems. The program also prepares students to transfer to a bachelor's degree program where they will continue developing skills for a career in the field of social work. The program transfers to Eastern Michigan University and Madonna University.

Articulation:

Concordia University - Ann Arbor, BSW degree;
Eastern Michigan University, BSW degree*;
Madonna University, BSW degree.

*Students should meet with an EMU Department of Social Work advisor before applying for admission to EMU's program.

Copies can be obtained from the Counseling Office, a program advisor, or from the Curriculum and Assessment Office Web site:
<http://www.wccnet.edu/curriculum/articulation/levelone/colleges/>.

Applying for Admission to the Program:

The faculty and administration reserve the right to admit and retain only those students who, in their judgment, possess academic and personal suitability for the Human Services Program. Suitability criteria are listed below and also can be found in the Human Services Student Handbook.

Applications to the program must be made during the semester that students are enrolled in HSW 100 (Introduction to Human Services). Interested students who are enrolled in the course will be invited to submit a written request for an admission interview.

Program Admission Requirements:

Applicants must have the following:

- Academic Math Level of 2
- Academic Reading and Writing Levels of 6

Applicants must enroll in HSW 100 and complete the course with a grade of "C" or better.

Applicants must meet the following suitability criteria:

- Has a cumulative GPA of 2.0 in all WCC courses
- Demonstrates honesty in dealings with other students and faculty
- Demonstrates behavior conforming to the National Organization for Human Service Education's "Ethical Standards of Human Service Professionals" (printed in the program handbook)
- Presents in an appropriate and professional manner in the interview
- Demonstrates evidence of being able to relate to clients in a helpful manner
- Applicants must submit a letter of recommendation from a non-family member who knows them well such as a minister, employer, or teacher.

Continuing Eligibility Requirements:

Faculty will review students' eligibility for the program on an ongoing basis.

1. Students must maintain satisfactory academic class performance, as evidenced by a minimum cumulative GPA of 2.0.
2. Students must earn a "C" or better in all HSW courses.
3. To enroll in the Human Services field internships, students must have completed prerequisite courses with a "C" or better.
4. Students must maintain at least an 80% rate of attendance in class and in an internship placement.
5. Students must honor any agreement entered into with an agency serving as an internship site.
6. Students must maintain ethical behavior as defined in the National Organization for Human Service Education's "Ethical Standards of Human Services Professionals."
7. Students should be aware that internship sites might conduct background checks on applicants to determine if they have been convicted of a crime or are addicted to drugs or alcohol.

Program Information Report

| First Semester | | (14 credits) |
|----------------|---------------------------------|--------------|
| ENG 111 | Composition I | 4 |
| HSW 100 | Introduction to Human Services | 3 |
| SOC 100 | Principles of Sociology | 3 |
| | Any science course with a lab.# | 4 |

| Second Semester | | (16 credits) |
|-----------------|-------------------------------|--------------|
| HSW 200 | Interviewing and Assessment | 3 |
| PSY 100 | Introduction to Psychology | 3 |
| SOC 205 | Race and Ethnic Relations | 3 |
| SOC 220 | Group Dynamics and Counseling | 3 |
| | Restricted Math Elective(s)* | 4 |

| Third Semester | | (17 credits) |
|----------------|------------------------------------|--------------|
| HSW 229 | Human Services Success Skills | 1 |
| PSY 206 | Life Span Developmental Psychology | 4 |
| PSY 210 | Behavior Modification | 3 |
| PSY 257 | Abnormal Psychology | 3 |
| SOC 225 | Family Social Work | 3 |
| | Arts/Human. Elective(s)** | 3 |

| Fourth Semester | | (13 credits) |
|-----------------|---|--------------|
| | Arts/Human. Elective(s)*** | 3 |
| | Nat. Sci. Elective(s) 2 | 3 |
| COM 101 or | Fundamentals of Speaking | |
| COM 102 | Interpersonal Communication | 3 |
| HSW 230 | Field Internship and Seminar I | 3 |
| | Elective(s) to reach a minimum 60 credits | 1 |

Minimum Credits Required for the Program: **60**

Notes:

#Consult with a program advisor if transferring to any institution other than EMU.

*Select one of the following courses: MTH 125, MTH 160, MTH 176, MTH 181 or MTH 191. Transfer students should check with their selected school to confirm the math and/or credit requirements.

**Select one of the following courses: ART 143, ART 150, DAN 180, DRA 180, ENG 181, ENG 213, ENG 214, ENG 224 or ENG 242, HUM 150, HUM 175, HUM 221, MUS 180.

***Select another course in a different discipline from the Humanities section of the MTA list. Do not choose any courses in bold; they don't meet WCC General Education requirements.

If transferring to Madonna University, follow the curricular guide for that university. See a program advisor for details.

Program Information Report**Transfer****Human Services (AAHUST)****Associate in Arts Degree****Program Effective Term: Fall 2020****High Demand Occupation High Skill Occupation High Wage Occupation**

This program prepares students for a job as a substance abuse, hospice, case, psychiatric, or social services aide in settings such as schools, rehabilitation centers, and mental health clinics or as a staff member in a community/neighborhood center. The program provides skills students will need to work on a one-to-one basis or in groups to help people cope with problems. The program also prepares students to transfer to a bachelor's degree program where they will continue developing skills for a career in the field of social work. The program transfers to Eastern Michigan University and Madonna University.

Articulation:

Concordia University - Ann Arbor, BSW degree;
Eastern Michigan University, BSW degree*;
Madonna University, BSW degree.

*Students should meet with an EMU Department of Social Work advisor before applying for admission to EMU's program.

Copies can be obtained from the Counseling Office, a program advisor, or from the Curriculum and Assessment Office Web site:
<http://www.wccnet.edu/curriculum/articulation/levelone/colleges/>.

Applying for Admission to the Program:

The faculty and administration reserve the right to admit and retain only those students who, in their judgment, possess academic and personal suitability for the Human Services Program. Suitability criteria are listed below and also can be found in the Human Services Student Handbook.

Applications to the program must be made during the semester that students are enrolled in HSW 100 (Introduction to Human Services). Interested students who are enrolled in the course will be invited to submit a written request for an admission interview.

Program Admission Requirements:

Applicants must have the following:

- Academic Math Level of 2
- Academic Reading and Writing Levels of 6

Applicants must enroll in HSW 100 and complete the course with a grade of "C" or better.

Applicants must meet the following suitability criteria:

- Has a cumulative GPA of 2.0 in all WCC courses
- Demonstrates honesty in dealings with other students and faculty
- Demonstrates behavior conforming to the National Organization for Human Service Education's "Ethical Standards of Human Service Professionals" (printed in the program handbook)
- Presents in an appropriate and professional manner in the interview
- Demonstrates evidence of being able to relate to clients in a helpful manner
- Applicants must submit a letter of recommendation from a non-family member who knows them well such as a minister, employer, or teacher.

Continuing Eligibility Requirements:

Faculty will review students' eligibility for the program on an ongoing basis.

1. Students must maintain satisfactory academic class performance, as evidenced by a minimum cumulative GPA of 2.0.
2. Students must earn a "C" or better in all HSW courses.
3. To enroll in the Human Services field internships, students must have completed prerequisite courses with a "C" or better.
4. Students must maintain at least an 80% rate of attendance in class and in an internship placement.
5. Students must honor any agreement entered into with an agency serving as an internship site.
6. Students must maintain ethical behavior as defined in the National Organization for Human Service Education's "Ethical Standards of Human Services Professionals."
7. Students should be aware that internship sites might conduct background checks on applicants to determine if they have been convicted of a crime or are addicted to drugs or alcohol.

Program Information Report

| First Semester | | (14 credits) |
|----------------|---------------------------------|--------------|
| ENG 111 | Composition I | 4 |
| HSW 100 | Introduction to Human Services | 3 |
| SOC 100 | Principles of Sociology | 3 |
| | Any science course with a lab.# | 4 |

| Second Semester | | (16 credits) |
|-----------------|-------------------------------|--------------|
| HSW 200 | Interviewing and Assessment | 3 |
| PSY 100 | Introduction to Psychology | 3 |
| SOC 205 | Race and Ethnic Relations | 3 |
| SOC 220 | Group Dynamics and Counseling | 3 |
| | Restricted Math Elective(s)* | 4 |

| Third Semester | | (17 credits) |
|----------------|------------------------------------|--------------|
| HSW 229 | Human Services Success Skills | 1 |
| PSY 206 | Life Span Developmental Psychology | 4 |
| PSY 210 | Behavior Modification | 3 |
| PSY 257 | Abnormal Psychology | 3 |
| SOC 225 | Family Social Work | 3 |
| | Arts/Human. Elective(s)** | 3 |

| Fourth Semester | | (13 credits) |
|-----------------|---|--------------|
| | Arts/Human. Elective(s)*** | 3 |
| | Nat. Sci. Elective(s) 2 | 3 |
| COM 101 or | Fundamentals of Speaking | |
| COM 102 | Interpersonal Communication | 3 |
| HSW 230 | Field Internship and Seminar I | 3 |
| | Elective(s) to reach a minimum 60 credits | 1 |

Minimum Credits Required for the Program: **60**

Notes:

#Consult with a program advisor if transferring to any institution other than EMU.

*Select one of the following courses: MTH 125, MTH 160, MTH 176, MTH 181 or MTH 191. Transfer students should check with their selected school to confirm the math and/or credit requirements.

**Select one of the following courses: ART 143, ART 150, DAN 180, DRA 180, ENG 181, ENG 213, ENG 214, ENG 224 or ENG 242, HUM 150, HUM 175, HUM 221, MUS 180.

***Select another course in a different discipline from the Humanities section of the MTA list. Do not choose any courses in bold; they don't meet WCC General Education requirements.

If transferring to Madonna University, follow the curricular guide for that university. See a program advisor for details.

PROGRAM CHANGE OR DISCONTINUATION FORM

Program Code: HSW Program Name: Human Services

Effective Term: Fall 2020

Division Code: Hum, Soc, & Behv Department: Behavioral Sciences

Directions:

1. Attach the current program listing from the WCC catalog or Web site and indicate any changes to be made.
2. Draw lines through any text that should be deleted and write in additions. Extensive narrative changes can be included on a separate sheet.
3. Check the boxes below for each type of change being proposed. Changes to courses, discontinuing a course, or adding new courses as part of the proposed program change, must be approved separately using a Master Syllabus form, but should be submitted at the same time as the program change form.

Requested Changes:

- | | |
|--|---|
| <input type="checkbox"/> Review | <input type="checkbox"/> Program admission requirements |
| <input type="checkbox"/> Remove course(s): _____ | <input type="checkbox"/> Continuing eligibility requirements |
| <input type="checkbox"/> Add course(s): _____ | <input type="checkbox"/> Program outcomes |
| <input type="checkbox"/> Program title (title was _____) | <input type="checkbox"/> Accreditation information |
| <input type="checkbox"/> Description | <input type="checkbox"/> Discontinuation (attach program discontinuation plan that includes transition of students and timetable for phasing out courses) |
| <input type="checkbox"/> Type of award | <input checked="" type="checkbox"/> Other Change BIO 101 or 102 requirement |
| <input type="checkbox"/> Advisors | |
| <input type="checkbox"/> Articulation information | |

Show all changes on the attached page from the catalog. to Any Science w/ Lab. w/a note to consult w/ program advisor if transferring to an institution other than EMU.

Rationale for proposed changes or discontinuation:

Our degree requirements largely line up with the expectations at EMU because they are our primary transfer institution. The EMU BSW program has removed the BIO requirement for graduation. It would be helpful if our students could choose from any science/lab class rather than constraining them to BIO 101 or 102.

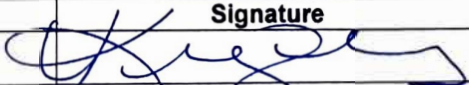

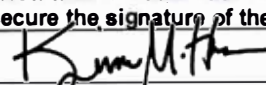
Change BIO 101 or 102 requirement to "Any Science w/ Lab w/ a note to consult with program advisor if transferring to an institution other than EMU.

Financial/staffing/equipment/space implications: N/A

List departments that have been consulted regarding their use of this program.

Joy in Curriculum/Assessment and Dave Evoy, our EMU contact

Signatures:

| Reviewer | Print Name | Signature | Date |
|---|------------------|--|-----------|
| Initiator | Kristy Norris |  | 4/10/2020 |
| Department Chair | Starr Burke | Starr Burke (per email 4/10/20) | 4/10/20 |
| Division Dean/Administrator | Scott Britten |  | 4/22/20 |
| Please submit completed form to the Office of Curriculum and Assessment (SC 257). Once reviewed by the appropriate faculty committees we will secure the signature of the VPI and President. | | | |
| Vice President for Instruction | Kimberly Hurns |  | 5/8/20 |
| President | Rose B. Bellanca | | |

Do not write in shaded area. Entered in: Banner C&A Database Log File Board Approval

Reviewed by C&A Committees
5/7/20

PROGRAM CHANGE OR DISCONTINUATION FORM

Program Code:
AAHUST

Program Name: Human Service Transfer Program

Effective Term: Winter
2011

Division Code: MNB Department: BEH

Directions:

1. Attach the current program listing from the WCC catalog or Web site and indicate any changes to be made.
2. Draw lines through any text that should be deleted and write in additions. Extensive narrative changes can be included on a separate sheet.
3. Check the boxes below for each type of change being proposed. Changes to courses, discontinuing a course, or adding new courses as part of the proposed program change, must be approved separately using a Master Syllabus form, but should be submitted at the same time as the program change form.

Requested Changes:

☐ Review

X Remove course(s): MTH 160

X Add course(s): Choose from MTH 125, MTH 160, MTH 176, MTH 181, MTH 191

☐ Program title (title was _____)

☐ Description

☐ Type of award

☐ Advisors

☐ Articulation information

X Program admission requirements CHANGE TO MATH LEVEL 2

☐ Continuing eligibility requirements

☐ Program outcomes

☐ Accreditation information

☐ Discontinuation (attach program discontinuation plan that includes transition of students and timetable for phasing out courses)

X Other It needs to be noted that students must check the program requirements at transfer schools to make sure they meet the math requirements of that school.

Show all changes on the attached page from the catalog.

Rationale for proposed changes or discontinuation:

The majority of our students transfer to Eastern Michigan University (EMU) and EMU has changed their mathematics requirements from statistics to a general math course. This has prompted the AAHUST program to modify its requirements to allow students a greater freedom in choosing which mathematics course they take. It is important that students looking at schools other than EMU be aware that mathematics requirements may vary by school.

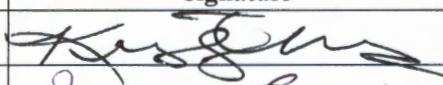
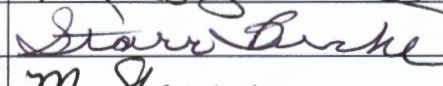
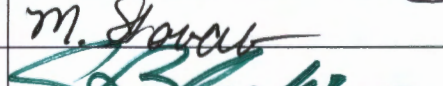

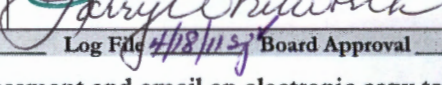
Financial/staffing/equipment/space implications:

N/A

List departments that have been consulted regarding their use of this program.

BEH and the HSW advisory committee

Signatures:

| Reviewer | Print Name | Signature | Date |
|--------------------------------|------------------|--|---------|
| Initiator | Kristy Norris |  | 4-13-11 |
| Department Chair | Starr Burke |  | 4-14-11 |
| Division Dean/Administrator | Martha Showalter |  | 4/14/11 |
| Vice President for Instruction | Stuart Blacklaw |  | 4-18-11 |
| President | Larry Whitworth |  | 4/18/11 |

Do not write in shaded area. Entered in: Banner C&A Database Log File 4/18/11 Board Approval

Please submit completed form to the Office of Curriculum and Assessment and email an electronic copy to sjohn@wccnet.edu for posting on the website.

General Education Requirements

(33 Credits)

| | | |
|------------------------------------|--------------------------------------|--------------|
| ENG 111 | Composition I | 4 |
| ENG 226 | Composition II | 3 |
| COM 101 or | Fundamentals of Speaking | |
| COM 102 | Interpersonal Communication | 3 |
| MTH 160 | Basic Statistics | 4 |
| MTH | Restricted Math Course*** | 4 |
| BIO 101 or | Concepts of Biology | |
| BIO 102 | Human Biology | 4 |
| PSY 100 | Introduction to Psychology | 3 |
| SOC 100 | Principles of Sociology | 3 |
| Arts/Hum. | Restricted Elective(s)* | 3 |
| Arts/Hum. | Elective(s)** | 3 |
| Computer Lit. | Elective(s) | 3 |

Major/Area Requirements

(28 Credits)

| | | |
|-------------------------|------------------------------------|---|
| HSW 100 | Introduction to Human Services | 3 |
| HSW 200 | Interviewing and Assessment | 3 |
| HSW 230 | Field Internship and Seminar I | 3 |
| PSY 206 | Life Span Developmental Psychology | 4 |
| PSY 210 | Behavior Modification | 3 |
| PSY 257 | Abnormal Psychology | 3 |
| SOC 205 | Race and Ethnic Relations | 3 |
| SOC 220 | Group Dynamics and Counseling | 3 |
| SOC 225 | Family Social Work | 3 |

Minimum Credits Required for the Program:

61 Credits

Footnotes:

*Select one of the following courses: [ART 143](#), [ART 150](#), [DAN 180](#), [ENG 213](#), [ENG 214](#), [ENG 224](#), or [ENG 242](#).

**Select another course from the Humanities section of the MACRAO list. Do not choose any Communication (COM) courses. Do not choose any courses in bold, they don't meet WCC General Education requirements.

*** Select one of the following courses: [MTH 125](#), [MTH 160](#), [MTH 176](#), [MTH 181](#), [MTH 191](#). Make sure to check with chosen transfer school to confirm their math and/or credit requirements.

If transferring to Madonna University, follow the curricular guide for that university. See a program advisor for details.

Program Information Report

Transfer and University Parallel Programs

If your goal is to continue your education toward a baccalaureate degree, then transfer and university parallel programs is the track for you. Complete the first two years of study in a supportive environment with small classes and personal attention.

Business (AABAS)
Computer Science: Programming in Java (See Information Technology)
Criminal Justice (AACJ)
Education, Early Childhood (AAECE)
Education, Elementary (AAELEM)
Education, Secondary (AASECO)
Environmental Science (ASENVS)
Exercise Science (ASESCI)
General Studies in Math and Natural Sciences (ASGSMS)
Human Services (AAHUST)
Information Systems: Programming in C++ (See Information Technology)
Internet Professional (AAINP)
Liberal Arts Transfer (AALAT)
Math and Science (ASMSAS)
 1. Pre-Medicine Concentration (BMED) or (CMED)
 2. Computer Science Concentration (COMS)
 3. Mathematics Concentration (MATH)
 4. Physics/Pre-Engineering Concentration (PHYS)

Before beginning any transfer program, a student should consult with an academic advisor or counselor to obtain a program articulation agreement, or a transfer guide. Early in the program, the student should contact an undergraduate advisor at the transfer college for specific admission and curriculum requirements and, if available, an unofficial transfer-credit evaluation.

Copies of articulation agreements and transfer guides are available in the Counseling Office on the second floor of the Student Center Building. Computers with access to the Internet Web sites of four-year colleges and universities are also available there.

Social Work

This program prepares you to transfer to a bachelor's degree program in social work.

Program Information Report

Human Services (AAHUST)

Associate in Arts Degree

Program Effective Term: Fall 2011

This program prepares students for a job as a substance abuse, hospice, case, psychiatric, or social services aide in settings such as schools, rehabilitation centers, and mental health clinics or as a staff member in a community/neighborhood center. The program provides skills students will need to work on a one-to-one basis or in groups to help people cope with problems. The program also prepares students to transfer to a bachelor's degree program where they will continue developing skills for a career in the field of social work. The program transfers to Eastern Michigan University and Madonna University.

Articulation:

Madonna University, BSW degree

Eastern Michigan University, BSW degree*

*Students should meet with an EMU Department of Social Work advisor before applying for admission to EMU's program. This program meets MACRAO. Students must have their transcripts certified for MACRAO completion by the WCC Student Records Office.

Copies can be obtained from the Counseling Office, a program advisor, or from the Curriculum and Assessment Office Web site: <http://www.wccnet.edu/departments/curriculum/articulation.php?levelone=colleges>.

Applying for Admission to the Program:

The faculty and administration reserve the right to admit and retain only those students who, in their judgment, possess academic and personal suitability for the Human Services Program. Suitability criteria are listed below and also can be found in the Human Services Student Handbook.

Applications to the program must be made during the semester that students are enrolled in HSW 100 (Introduction to Human Services). Interested students who are enrolled in the course will be invited to submit a written request for an admission interview.

Program Admission Requirements:

Applicants must have the following:

- Academic Math Level of 2
- Academic Reading and Writing Levels of 6

Applicants must enroll in HSW 100 and complete the course with a grade of "C" or better.

Applicants must meet the following suitability criteria:

- Has a cumulative GPA of 2.0 in all WCC courses
- Demonstrates honesty in dealings with other students and faculty
- Demonstrates behavior conforming to the National Organization for Human Service Education's "Ethical Standards of Human Service Professionals" (printed in the program handbook)
- Presents in an appropriate and professional manner in the interview
- Demonstrates evidence of being able to relate to clients in a helpful manner
- Applicants must submit a letter of recommendation from a non-family member who knows them well such as a minister, employer, or teacher.

Continuing Eligibility Requirements:

Faculty will review students' eligibility for the program on an ongoing basis.

1. Students must maintain satisfactory academic class performance, as evidenced by a minimum cumulative GPA of 2.0.
2. Students must earn a "C" or better in all HSW courses.
3. To enroll in the Human Services field internships, students must have completed HSW 100, HSW 150, and HSW 200 with a "C" or better.
4. Students must maintain at least an 80% rate of attendance in class and in an internship placement.
5. Students must honor any agreement entered into with an agency serving as an internship site.
6. Students must maintain ethical behavior as defined in the National Organization for Human Service Education's "Ethical Standards of Human Services Professionals."
7. Students should be aware that internship sites might conduct background checks on applicants to determine if they have been convicted of a crime or are addicted to drugs or alcohol.

General Education Requirements

| | | |
|------------|-----------------------------|---|
| ENG 111 | Composition I | 4 |
| ENG 226 | Composition II | 3 |
| COM 101 or | Fundamentals of Speaking | |
| COM 102 | Interpersonal Communication | 3 |
| Math | Restricted Elective(s)* | 4 |
| BIO 101 or | Concepts of Biology | |

Program Information Report

| | | |
|---------------|----------------------------|---|
| BIO 102 | Human Biology | 4 |
| PSY 100 | Introduction to Psychology | 3 |
| SOC 100 | Principles of Sociology | 3 |
| Arts/Human. | Restricted Elective(s)** | 3 |
| Arts/Human. | Elective(s)*** | 3 |
| Computer Lit. | Elective(s) | 3 |

| Major/Area Requirement | | (28 credits) |
|------------------------|------------------------------------|--------------|
| HSW 100 | Introduction to Human Services | 3 |
| HSW 200 | Interviewing and Assessment | 3 |
| HSW 230 | Field Internship and Seminar I | 3 |
| PSY 206 | Life Span Developmental Psychology | 4 |
| PSY 210 | Behavior Modification | 3 |
| PSY 257 | Abnormal Psychology | 3 |
| SOC 205 | Race and Ethnic Relations | 3 |
| SOC 220 | Group Dynamics and Counseling | 3 |
| SOC 225 | Family Social Work | 3 |

Minimum Credits Required for the Program: **61**

Notes:

*Select one of the following courses: MTH 125, MTH 160, MTH 176, MTH 181 or MTH 191. Transfer students should check with their selected school to confirm the math and/or credit requirements.

**Select one of the following courses: ART 143, ART 150, DAN 180, ENG 213, ENG 214, ENG 224 or ENG 242.

***Select another course from the Humanities section of the MACRAO list. Do not choose any Communication (COM) courses. Do not choose any courses in bold, they don't meet WCC General Education requirements.

If transferring to Madonna University, follow the curricular guide for that university. See a program advisor for details.

PROGRAM CHANGE OR DISCONTINUATION FORM

Program Code:
AAHUST

Program Name: Human Services Transfer

Effective Term: Fall 2007

Division Code:
MNB

Department: Behavioral Sciences

Directions:

1. Attach the current program listing from the WCC catalog or Web site and indicate any changes to be made.
2. Draw lines through any text that should be deleted and write in additions. Extensive narrative changes can be included on a separate sheet.
3. Check the boxes below for each type of change being proposed. Changes to courses, discontinuing a course, or adding new courses as part of the proposed program change, must be approved separately using a Master Syllabus form, but should be submitted at the same time as the program change form.

Requested Changes:

- ☐ Review
- ☒ Remove course(s): CIS 100: Intro to Software Applications
- ☒ Add course(s): "General elective"
- ☐ Program title (title was _____)
- ☐ Description
- ☐ Type of award
- ☐ Advisors
- ☐ Articulation information
- ☐ Program admission requirements
- ☐ Continuing eligibility requirements
- ☐ Program outcomes
- ☐ Accreditation information
- ☐ Discontinuation (attach program discontinuation plan that includes transition of students and timetable for phasing out courses)
- ☐ Other _____

Show all changes on the attached page from the catalog.**Rationale for proposed changes or discontinuation:**

Eastern Michigan University has in the past stipulated that a basic computer course be taken as a general education requirement. Since most students who complete the WCC Human Services Program intend to transfer to EMU, we have until now required that program students take CIS 100 in order to integrate our program with that of EMU. EMU has done away with their computer literacy requirement as of Fall 2007; accordingly, there is no further need for us to make CIS 100 a program requirement. CIS 100 will be replaced by a "general elective" course as a program requirement.

Financial/staffing/equipment/space implications:

Not applicable

List departments that have been consulted regarding their use of this program.

Behavioral Sciences

Signatures:

| Reviewer | Print Name | Signature | Date |
|--------------------------------|------------------|------------------------|----------|
| Initiator | Chris M. Siehl | <i>Chris M Siehl</i> | 11/19/07 |
| Department Chair | Starr Burke | <i>Starr Burke</i> | 11/19/07 |
| Division Dean/Administrator | Martha Showalter | <i>M. Showalter</i> | 11/19/07 |
| Vice President for Instruction | Roger Palay | <i>Roger M. Palay</i> | 12/10/07 |
| President | Larry Whitworth | <i>Larry Whitworth</i> | 12/11/07 |

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Please submit completed form to the Office of Curriculum and Assessment and email an electronic copy to sjohn@wccnet.edu for posting on the website.

Program Information Report**Transfer and University Parallel Programs****Social Work****Human Services (AAHUST)****Associate in Arts Degree****Program Effective Term: Fall 2008**

This program prepares students for a job as a substance abuse, hospice, case, psychiatric, or social services aide in settings such as schools, rehabilitation centers, and mental health clinics or as a staff member in a community/neighborhood center. The program provides skills students will need to work on a one-to-one basis or in groups to help people cope with problems. The program also prepares students to transfer to a bachelor's degree program where they will continue developing skills for a career in the field of social work. The program transfers to Eastern Michigan University and Madonna University. Specific course requirements for EMU and Madonna are listed in the footnotes. For more details, copies of the articulation agreements may be obtained from the counseling office or a program advisor.

Articulation:

Madonna University, BSW degree

Eastern Michigan University, BSW degree*

*Students should meet with an EMU Department of Social Work advisor before applying for admission to EMU's program. This program meets MACRAO. Students must have their transcripts certified for MACRAO completion by the WCC Student Records Office.

Copies can be obtained from the Counseling Office, a program advisor, or from the Curriculum and Assessment Office Web site: <http://www.wccnet.edu/departments/curriculum/articulation.php?levelone=colleges>.

Applying for Admission to the Program:

The faculty and administration reserve the right to admit and retain only those students who, in their judgment, possess academic and personal suitability for the Human Services Program. Suitability criteria are listed below and also can be found in the Human Services Student Handbook.

Applications to the program must be made during the semester that students are enrolled in HSW 100 (Introduction to Human Services). Interested students who are enrolled in the course will be invited to submit a written request for an admission interview.

Program Admission Requirements:

Applicants must have the following:

- Academic Math Level of 3
- Academic Reading and Writing Levels of 6

Applicants must enroll in HSW 100 and complete the course with a grade of "C" or better.

Applicants must meet the following suitability criteria:

- Has a cumulative GPA of 2.0 in all WCC courses
- Demonstrates honesty in dealings with other students and faculty
- Demonstrates behavior conforming to the National Organization for Human Service Education's "Ethical Standards of Human Service Professionals" (printed in the program handbook)
- Presents in an appropriate and professional manner in the interview
- Demonstrates evidence of being able to relate to clients in a helpful manner
- Applicants must submit a letter of recommendation from a non-family member who knows them well such as a minister, employer, or teacher.

Continuing Eligibility Requirements:

Faculty will review students' eligibility for the program on an ongoing basis.

1. Students must maintain satisfactory academic class performance, as evidenced by a minimum cumulative GPA of 2.0.
2. Students must earn a "C" or better in all HSW courses.
3. To enroll in the Human Services field internships, students must have completed HSW 100, HSW 150, and HSW 200 with a "C" or better.
4. Students must maintain at least an 80% rate of attendance in class and in an internship placement.
5. Students must honor any agreement entered into with an agency serving as an internship site.
6. Students must maintain ethical behavior as defined in the National Organization for Human Service Education's "Ethical Standards of Human Services Professionals."
7. Students should be aware that internship sites might conduct background checks on applicants to determine if they have been convicted of a crime or are addicted to drugs or alcohol.

Program Information Report

| General Education Requirements | | (30 credits) |
|--------------------------------|---|--------------|
| ENG 111 | Composition I | 4 |
| ENG 226 | Composition II | 3 |
| COM 101 or | Fundamentals of Speaking | |
| COM 102 | Interpersonal Communication | 3 |
| MTH 160 | Basic Statistics | 4 |
| BIO 101 or | Concepts of Biology | |
| BIO 102 | Human Biology | 4 |
| PSY 100 | Introductory Psychology | 3 |
| SOC 100 | Principles of Sociology | 3 |
| Arts/Human. | Restricted Elective(s)* | 3 |
| Arts/Human. | Elective(s)** | 3 |
| Major/Area Requirements | | (31 credits) |
| HSW 100 | Introduction to Human Services | 3 |
| HSW 200 | Interviewing and Assessment | 3 |
| HSW 230 | Field Internship and Seminar I | 3 |
| PSY 206 | Life Span Developmental Psychology | 4 |
| PSY 210 | Behavior Modification | 3 |
| PSY 257 | Abnormal Psychology | 3 |
| SOC 205 | Race and Ethnic Relations | 3 |
| SOC 220 | Group Dynamics and Counseling | 3 |
| SOC 225 | Family Social Work | 3 |
| Elective | Complete an additional course as a free elective. | 3 |

Minimum Credits Required for the Program:

61

Notes:

*Select one of the following courses: ART 143, ART 150, DAN 180, ENG 213, ENG 214, ENG 224, or ENG 242.

**Select another course from the Humanities section of the MACRAO list. Do not choose any Communication (COM) courses. Do not choose any courses in bold, they don't meet WCC General Education requirements.

If transferring to Madonna University, follow the curricular guide for that university. See a program advisor for details.

Students must meet the Computer and Information Literacy Graduation Requirement. See General Education Graduation Requirements in the WCC Bulletin.

PROGRAM CHANGE OR DISCONTINUATION FORM

Program Code: AAHUST

Program Name: Human Services
Transfer

Effective Term: Spring/Summer
Fall 2006

Division Code: MNB

Department: Behavioral
Sciences

Directions:

1. Attach the current program listing from the WCC catalog or Web site and indicate any changes to be made.
2. Draw lines through any text that should be deleted and write in additions. Extensive narrative changes can be included on a separate sheet.
3. Check the boxes below for each type of change being proposed. Changes to courses, discontinuing a course, or adding new courses as part of the proposed program change, must be approved separately using a Master Syllabus form, but should be submitted at the same time as the program change form.

Requested Changes:

- | | |
|---|--|
| <input type="checkbox"/> Review <input checked="" type="checkbox"/> Remove course(s): HSW 232 (currently listed as "optional"; remove from "program requirements" list) <input type="checkbox"/> Add course(s): _____ <input type="checkbox"/> Program title (title was _____) <input type="checkbox"/> Description <input type="checkbox"/> Type of award <input type="checkbox"/> Advisors <input type="checkbox"/> Articulation information Show all changes on the <u>attached page from the catalog.</u> | <input type="checkbox"/> Program admission requirements <input type="checkbox"/> Continuing eligibility requirements <input type="checkbox"/> Program outcomes <input type="checkbox"/> Accreditation information <input type="checkbox"/> Discontinuation (attach program discontinuation plan that includes transition of students and timetable for phasing out courses) <input checked="" type="checkbox"/> Other (1) <u>Remove line that says "Complete one course from: COM 102, ENG 250 or PLS 112"</u> <u>(2) Replace "COM 101" with: "COM 101 or COM 102"</u> <u>(3) Change "Minimum Credits Required for the Program: 64 credits" to "61 credits"</u> |
|---|--|

Rationale for proposed changes or discontinuation:

These changes reflect changes in the articulation agreement with EMU. *6/16/06 HSW 150 changed to SOC 230*

Financial/staffing/equipment/space implications:

None

List departments that have been consulted regarding their use of this program.

Behavioral Sciences

Signatures:

| Reviewer | Print Name | Signature | Date |
|--------------------------------|------------------|-----------------------|-----------|
| Initiator | Chris M. Siehl | <i>Chris M. Siehl</i> | 2/24/2006 |
| Department Chair | Starr Burke | <i>Starr Burke</i> | 3/6/2006 |
| Division Dean/Administrator | Martha Showalter | <i>M. Showalter</i> | 3/8/06 |
| Vice President for Instruction | Roger Palay | <i>Roger Palay</i> | 3/23/06 |

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University Transfer Programs

Human Services (AAHUST)

'UNDER CONSTRUCTION'

Associate in Arts Degree

Program Effective Term: Fall 2006

This program prepares students for a job as a substance abuse, hospice, case, psychiatric, or social services aide in settings such as schools, rehabilitation centers, and mental health clinics or as a staff member in a community/neighborhood center. The program provides skills students will need to work on a one-to-one basis or in groups to help people cope with problems. The program also prepares students to transfer to a bachelor's degree program where they will continue developing skills for a career in the field of social work. The program transfers to Eastern Michigan University and Madonna University. Specific course requirements for EMU and Madonna are listed in the footnotes. For more details, copies of the articulation agreements may be obtained from the counseling office or a program advisor.

Articulation:

This program has articulation agreements with the following institutions:

- Eastern Michigan University, College of Health and Human Services, Bachelor of Arts or Science in Social Work. Students should meet with an EMU Department of Social Work advisor before applying for admission to EMU's program.
- Madonna University, College of Social Sciences, BSW in Social Work
- Meets MACRAO plus EMU's and Madonna's additional requirements. Students must have their transcripts certified for MACRAO completion by the WCC Student Records Office.

Applying for Admission to the Program

The faculty and administration reserve the right to admit and retain only those students who, in their judgment, possess academic and personal suitability for the Human Services Program. Suitability criteria are listed below and also can be found in the Human Services Student Handbook.

Applications to the program must be made during the semester that students are enrolled in HSW 100 (Introduction to Human Services). Interested students who are enrolled in the course will be invited to submit a written request for an admission interview.

Program Admission Requirements:

Applicants must have the following minimum COMPASS scores or complete the equivalent courses:

- COMPASS Algebra score of 46 or MTH 097 with a "C" or better
 - College Level COMPASS scores in reading and writing.
- Applicants must enroll in HSW 100 and complete the course with a grade of "C" or better.

Applicants must meet the following suitability criteria:

- Has a cumulative GPA of 2.0 in all WCC courses
- Demonstrates honesty in dealings with other students and faculty
- Demonstrates behavior conforming to the National Organization for Human Service Education's "Ethical Standards of Human Service Professionals" (printed in the program handbook)
- Presents in an appropriate and professional manner in the interview
- Demonstrates evidence of being able to relate to clients in a helpful manner
- Applicants must submit a letter of recommendation from a non-family member who knows them well such as a minister, employer, or teacher.

Continuing Eligibility Requirements:

Students must demonstrate basic computer literacy skills by successfully passing the Computer and Information Literacy Test. The test may be taken at any point during the program, but must be completed before graduating.

Faculty will review students' eligibility for the program on an ongoing basis.

1. Students must maintain satisfactory academic class performance, as evidenced by a minimum cumulative GPA of 2.0.

2. Students must earn a "C" or better in all HSW courses.
3. To enroll in the Human Services field internships, students must have completed HSW 100, HSW 150, and HSW 200 with a "C" or better.
4. Students must maintain at least an 80% rate of attendance in class and in an internship placement.
5. Students must honor any agreement entered into with an agency serving as an internship site.
6. Students must maintain ethical behavior as defined in the National Organization for Human Service Education's "Ethical Standards of Human Services Professionals."
7. Students should be aware that internship sites might conduct background checks on applicants to determine if they have been convicted of a crime or are addicted to drugs or alcohol.

General Education Requirements (30 credits)

| | | |
|-------------|-----------------------------|---|
| ENG 111 | Composition I | 4 |
| ENG 226 | Composition II | 3 |
| COM 101 or | Fundamentals of Speaking | |
| COM 102 | Interpersonal Communication | 3 |
| MTH 160 | Basic Statistics | 4 |
| BIO 101* or | Concepts Of Biology | |
| BIO 102 | Human Biology | 4 |
| PSY 100 | Introductory Psychology | 3 |
| SOC 100 | Principles of Sociology | 3 |
| Arts/Human. | Elective(s)** | 6 |

Major/Area Requirements (28 credits)

| | | |
|---------|------------------------------------|---|
| HSW 100 | Introduction to Human Services | 3 |
| HSW 150 | Helping Approaches for Groups | 3 |
| HSW 200 | Interviewing and Assessment | 3 |
| HSW 230 | Field Internship and Seminar I | 3 |
| PSY 206 | Life Span Developmental Psychology | 4 |
| PSY 210 | Behavior Modification | 3 |
| PSY 257 | Abnormal Psychology | 3 |
| SOC 205 | Race and Ethnic Relations | 3 |
| SOC 225 | Family Social Work | 3 |

Required Support Courses (3 credits)

| | | |
|---------|---------------------------------------|---|
| CIS 100 | Introduction to Software Applications | 3 |
|---------|---------------------------------------|---|

Total Credit Hours 61

Minimum Credits Required for the Program 61

Notes:

**If transferring to Madonna University, select BIO 101.*

***If transferring to EMU choose one cross-cultural elective: ART 143, ART 150, or ENG 214; and select ENG 181 as your second Arts and Humanities elective.*

If transferring to Madonna, select ART 150 and HUM 145.

Students who are not transferring to EMU or Madonna should choose from the list: ART 130, 143, 150, ENG 160, 170, 181, 200, 211, 212, 213, 214, 222, 223, 224, HUM 101, 102, 145, MUS 140, 180, PHL 101, 102, 205, 250, GRM 111, 122, and any FRN or SPN course 3 credits or above.

Program Approval Document
Associate Degree
in
HUMAN SERVICES TRANSFER

Prepared by

Nan Holmes, Faculty, Behavioral Sciences Department

Chris Siehl, Faculty, Behavioral Sciences Department

Richard Galant, Dean, Division of Humanities and Social Sciences

Washtenaw Community College

June 8, 1998

WASHTENAW COMMUNITY COLLEGE
AUTHORIZATION FOR NEW TRACK FOR AN EXISTING PROGRAM

1. Program Track Title: Human Services Transfer Program Code: HUST
 2. Division HSS 3. Department BEH CIP Code 51.1502
 4. Type of Program: ☒ A.A. ☐ A.S. ☐ A.A.S. ☐ A.T.S.
☐ Advanced Certificate ☐ Mastery Certificate ☐ Achievement Certificate ☐ Certificate of Completion
 5. Will this program track be Perkins funded? ☒ yes ☐ no 6. Effective Term 1998-99

7. Program Track Description (for Catalog, brochures, etc.):

The transfer track of the Human Services Program is designed for students who wish to transfer to a senior-level college to complete a bachelor's degree. All Human Services courses required in the base program are included in the transfer track, so students in this track will also be prepared for immediate career entry as a Human Services Worker. Support course requirements have been modified to meet the MACRAO general education requirement for a bachelor's degree. Students who complete this program will earn an Associate in Arts degree and fulfill the course requirements of the Human Services Program Articulation Agreement between WCC and Eastern Michigan University. Students wishing to transfer to EMU should refer to the articulation agreement for other requirements. Students wishing to transfer to other 4-year institutions should check with an advisor to confirm the transferability of courses to the desired institution.

8. Advisors: Nan Holmes and Chris Siehl

9. Admissions Criteria:

One year of high school algebra or MTH 097

10. Criteria for Continuing Program Eligibility:

11. Attach the Course Requirements Sheet and a Program Approval Document [PAD], which includes the following:
- | | | |
|----------------------------|---|---|
| A. Justification for Track | D. Descriptions of New Courses) | F. Licensure/Accreditation, if applicable |
| B. Cost Analysis | E. Analysis of Affected Instructional Units | G. Articulations |
| C. Enrollment Projections | | |

| Approval Recommended: | Print Name | Signature | Date |
|----------------------------------|------------------|---------------------------|---------|
| Program Initiator | Nan Holmes | Nan Holmes <i>RPH</i> | 5/15/98 |
| Department Chair/Area Director | Michael Kollen | Michael Kollen <i>RPH</i> | 5/15/98 |
| Dean | Richard Galant | Richard D. Galant | 5-15-98 |
| VP, Instruction/Student Services | Dr. Guy Althier | Guy Althier | 6/13/98 |
| President | Dr. Gunder Myran | John Gunder Myran | 6/18/98 |
| Date of Board Approval | | June 23, 1998 | |

COURSE REQUIREMENTS

| Course | Title | Credit | Pre-requisites |
|-----------------------|--|------------|---------------------------------|
| Fall: | | | |
| CIS 100 | Introduction to Computers | 3 | |
| ENG 111 | Composition I | 4 | |
| HSW 100 | Introduction to Human Services | 3 | |
| Humanities | Humanities Restricted Elective | 3 | |
| PSY 100 | Introduction to Psychology | <u>3</u> | |
| | | 16 | |
| Winter: | | | |
| ENG 122 | Composition II | 3 | ENG 111 |
| HSC 147 | Growth and Development | 4 | ENG 100 or 111 |
| HSW 200 | Interviewing and Assessment | 3 | HSW 100 or permission |
| Humanities | Humanities Restricted Elective | 3 | |
| SOC 100 | Principles of Sociology | <u>3</u> | |
| | | 16 | |
| Fall: | | | |
| ENG 181 | African American Literature | 3 | |
| HSW 210 | Behavior Modification | 3 | HSW 100 or PSY 100 |
| HSW 230 | Field Internship and Seminar I | 3 | HSW 100 & 200 with GPA of 2.0; |
| MTH 160 | Basic Statistics | 4 | MTH 097 |
| PSY 257 | Abnormal Psychology | <u>3</u> | PSY 100 |
| | | 16 | |
| Winter: | | | |
| BIO 101 or BIO 102 | Elective: Concepts of Biology or Human Biology | 4 | |
| COM 102 or ENG 225 | Elective: Interpersonal Communication or Advanced Communication I | 3 | ENG 122 or permission |
| HSW 220 | Helping Approaches for Groups | 3 | HSW 100 & 200 |
| HSW 232 | Field Internship and Seminar II | 3 | Consent; HSW 230; GPA of 2.0 in |
| SOC 205 | Race and Ethnic Relations | 3 | all HSW courses |
| SWK 251* | At EMU optional | <u>0-1</u> | |
| | *(can be taken after transfer to EMU; not required for students transferring to other institutions) | 16-17 | |
| | Restricted Humanities Electives: ART 130; FRN/SPN 111, 120, 122, 213, 224; ENG 160,170, 200, 211, 212, 213, 224; HUM 101, 150; MUS 180, 183; PHL 200 | | |
| Total Credits: | | 64-65 | |

| | Courses | Credits | | Courses | Credits |
|-------------------------------------|---------|---------|-----------------------------------|---------|---------|
| Total from the base program: | 15 | 48 | Total added for the track: | 5 | 16 |

Program Approval Document

Human Services Transfer Track

May 15, 1998

A. Justification for Program Track:

The vast majority of current and past students in the Human Services Program report that they want to transfer to a senior-level college and receive a bachelor's degree. This new program track will meet that significant need. This new track gives students the opportunity to receive an Associate in Arts Degree plus fulfill transfer requirements and program requirements at senior-level colleges.

B. Cost Analysis:

There is no additional cost associated with this program because students in this track will utilize existing courses. No new courses need to be developed.

C. Enrollment Projections

Total enrollment in HSW 100 for fall and winter semesters of 1997-98 was 94 students. HSW 100 is the initial Human Services course and has been an effective indicator for future enrollment. Projected enrollment for the next several years is approximately 90 students per year.

D. Course Descriptions of New Courses Developed for Track

No new courses were developed for the Human Services Transfer Track. All of the existing specialty courses in the base program have been accepted for transfer by Eastern Michigan University. The only courses added for this track are support courses. Existing courses that meet the Michigan Association of College Registrars and Admissions Officers (MACROA) Transfer Agreement have been substituted for the support courses in the career entry track.

E. Analysis of Affected Instructional Units

This new track represents several changes in support courses, in the instructional units of English, Biology, and Sociology. A small but positive impact will occur with these departmental courses with a slight increase in enrollment.

F. Licensure/Accreditation (if applicable)

The Human Services instructors are members of the National Organization of Human Service Educators (N.O.H.S.E.) and its affiliate, the Council for Standards in Human Service Education (C.S.H.S.E.). The curriculum and internship program has been set following the guidelines established by C.S.H.S.E. The instructors anticipate applying for formal program approval in three to five years.

In September 1997, the Human Services instructors applied to the Social Work Board of Examiners of the State of Michigan to have the Human Services program approved for fulfilling the requirements for the Social Work Technician registration. This approval would qualify program students to easily obtain this level of certification upon completion of the program. To date we are waiting to hear from the Board.

The department is currently applying for Michigan State Board of Education approval which will make the program and certain students eligible for financial assistance through Perkins funds.

G. Articulations

The Human Services faculty have successfully negotiated an articulation agreement with the Social Work program at Eastern Michigan University. Plans are underway to also articulate this program to Madonna University, Wayne State University, and Marygrove College.