

Washtenaw Community College Comprehensive Report

HSW 230 Field Internship and Seminar I Effective Term: Winter 2024

Course Cover

College: Humanities, Social and Behavioral Sciences

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: Three Year Review / Assessment Report

Change Information:

Consultation with all departments affected by this course is required.

Rationale: Three year syllabus review. No changes to be made.

Proposed Start Semester: Fall 2023

Course Description: In this course, students will be integrated into the working world by completing 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: Outcome-related questions on Placement Evaluation Form

Assessment Date: Fall 2025

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 2025

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.

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

Assessment 1

Assessment Tool: Placement Evaluation Form

Assessment Date: Fall 2025

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.

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

Assessment 1

Assessment Tool: Placement Evaluation Form

Assessment Date: Fall 2025

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.

Course Objectives

- Explain the mission and major policies of the internship agency.
- Explain the organizational structure of the internship agency.
- Describe the resources and funding base of the internship agency.
- 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.
- Describe the major client population(s) served by the internship agency (i.e. the elderly, the mentally ill, etc.).
- Write specific, individualized, learning objectives at the beginning of the internship experience.
- Document observations, experiences, evaluations and feelings in a journal.
- Comply with the policies and procedures of the internship site.
- Demonstrate the ability to work productively with others.
- Evaluate the effectiveness of the internship site in helping to meet individual needs through 180 hours.
- Evaluate self, to gain insight into how experiences have impacted personal view.
- Engage in field-related experiences by completing a 180-hour internship in a clinical/agency site.

New Resources for Course

Course Textbooks/Resources

Textbooks
Manuals
Periodicals
Software

Equipment/Facilities

Off-Campus Sites

<u>Reviewer</u>	<u>Action</u>	<u>Date</u>
Faculty Preparer: <i>Kristy Norris</i>	<i>Faculty Preparer</i>	<i>Apr 11, 2023</i>
Department Chair/Area Director: <i>Starr Burke</i>	<i>Recommend Approval</i>	<i>Apr 17, 2023</i>
Dean: <i>Scott Britten</i>	<i>Recommend Approval</i>	<i>Apr 19, 2023</i>
Curriculum Committee Chair: <i>Randy Van Wagnen</i>	<i>Recommend Approval</i>	<i>Aug 17, 2023</i>
Assessment Committee Chair: <i>Jessica Hale</i>	<i>Recommend Approval</i>	<i>Aug 24, 2023</i>
Vice President for Instruction: <i>Victor Vega</i>	<i>Approve</i>	<i>Aug 30, 2023</i>

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
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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.

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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

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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.

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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

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