

# Syllabus

**Code:** PSYC 212 **Title:** Community Agencies and Human Services Systems

**Institute:** Business and Social Sciences **Department:** Psychology

## **Course Description:**

Students will gain understanding of the human services from an organizational and programmatic perspective. They will learn about the structure of human services organizations, the nature of the work environment, the role of management and supervision, the responsibilities of key personnel, and the fundraising and financial considerations. Students will develop the skills of program planning and grant writing, as well as continue to investigate the local delivery system with focus on human service resources available in Monmouth County.

**Prerequisites:** PSYC 111 – Introduction to Human Services completed with a “C” grade or better; or permission from the instructor

**Credits:** 3 **Lecture Hours:** 3 **Lab/Studio Hours:** 0

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## **Required Textbook/Materials:**

Required textbook(s)/materials may vary from instructor to instructor. Required textbook(s)/materials for each instructor’s section(s) may be found here:

<https://www.bkstr.com/brookdaleccstore/shop/textbooks-and-course-materials>

## **Additional Time Requirements:**

For information on Brookdale’s policy on credit hour requirements and outside class student work refer to [Academic Credit Hour Policy](#).

## **Course Learning Outcomes:**

Upon completion of this course, students will be able to:

- Analyze how human services organizations meet their programmatic goals.
- Investigate a grassroots issue and describe the logistics involved in community change.
- Identify and appraise the human services needs of a community, using the needs assessment.
- Initiate a relevant program planning strategy for a community in need.
- Locate request for proposals (RFPs) for the purpose of obtaining grant funding.
- Create and present a program plan and complete a grant proposal.

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## **Grading Standard:**

A = 100-93%; A- = 92-90%; B+ = 89-87%; B = 86-83%; B- = 82-80%; C+ = 79-77%; C = 76-70%; D = 69-60%; F = below 60%

Students should expect to be assigned quizzes, examinations, activities, and short and or long form written work, which includes but is not limited to research papers that are designed to assess the student's ability to define, conceptualize, apply, and analyze the various content areas and to synthesize these elements using APA format. Graded assignments and or assignment grades, including final course grades, may be returned/communicated in person during class time or posted in the college's Course Learning Management System. Details vary from instructor to instructor. Individual Instructor Addendums are available from the Instructor. Instructor contact information may be found here: <https://www.brookdalecc.edu/contacts/>

## **Course Content:**

Students should expect course content consistent with the course description and course learning outcomes (CLOs). Course content may vary slightly from instructor to instructor. Individual Instructor Addendums are available from the Instructor. Instructor contact information may be found here: <https://www.brookdalecc.edu/contacts/>

## **Department Policies:**

The Psychology Department supports the academic freedom of every instructor. Course/section policies are subject to vary by instructor based on pedagogy and instructional modality. Students should expect policies on attendance, notification of absences, requests for extensions on assignment deadlines, tardiness and or early departure, engagement/participation, use of technology in the class, appropriate personal and interpersonal conduct in class, plagiarism, and paper formatting that includes the use of citations and referencing. Students are strongly encouraged to review their instructor's course addenda and familiarize themselves with their instructor's individual policies and expectations. Instructor contact information may be found here: <https://www.brookdalecc.edu/contacts/>

## **College Policies:**

As an academic institution, Brookdale facilitates the free exchange of ideas, upholds the virtues of civil discourse, and honors diverse perspectives informed by credible sources. Our College values all students and strives for inclusion and safety regardless of a student's disability, age, sex, gender identity, sexual orientation, race, ethnicity, country of origin, immigration status, religious affiliation, political orientation, socioeconomic standing, and veteran status. For additional information, support services, and engagement opportunities, please visit [www.brookdalecc.edu/support](http://www.brookdalecc.edu/support).

For information regarding:

- ◆ Brookdale's Academic Integrity Code
- ◆ Student Conduct Code

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- ◆ Student Grade Appeal Process

Please refer to the [BCC STUDENT HANDBOOK AND BCC CATALOG](#).

## **NOTIFICATION FOR STUDENTS WITH DISABILITIES:**

Brookdale Community College offers reasonable accommodations and/or services to persons with disabilities. Students with disabilities who wish to self-identify must contact the Disabilities Services Office at 732-224-2730 (voice) or 732-842-4211 (TTY) to provide appropriate documentation of the disability, and request specific accommodations or services. If a student qualifies, reasonable accommodations and/or services, which are appropriate for the college level and are recommended in the documentation, can be approved.

## **ADDITIONAL SUPPORT/LABS:**

See the Tutoring Center for information <https://www.brookdalecc.edu/academic-tutoring/tutoring-center/>.

## **MENTAL HEALTH:**

- Mental Health Crisis Support: From a campus phone, dial 5555 or 732-224-2329 from an external line; off-hours calls will be forwarded to BCC police (2222 from a campus phone)
- Psychological Counseling Services: 732-224-2986 (to schedule an appointment during regular hours)

*The syllabus is intended to give student guidance in what may be covered during the semester and will be followed as closely as possible. However, the faculty member reserves the right to modify, supplement, and make changes as the need arises.*