Syllabus

Course 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

Corequisites: None

Prerequisites or corequisites: None

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

Required Textbook/Materials: Coley, S. M., Scheinberg, C. A., & A., L. S. Y. (2022). Proposal writing: Effective grantsmanship for funding. SAGE.
Furman, R., Gibelman, M., & Winnett, R. (2021). Navigating Human Services Organizations: Essential Information for thriving and surviving in agencies. Oxford University Press.

Additional Time Requirements: For information on Brookdale's policy on credit hour requirements and outside class student work refer to Academic Credit Hour Policy.

Additional Support/Labs:
See https://www.brookdalecc.edu/academic-tutoring/

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

- Analyze how human services organizations meet their programmatic goals for diverse communities.
- 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.

Course Content: Background on Human Services Agencies; Organizational Structure of Agencies; Funding for Agencies; Program Planning; Developing the Mission, Vision, and SMART Goals, Conducting the Needs Assessment; Writing the full Grant Proposal; and Reflecting on Best Workplace Fit and Professional Goals and Values

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/

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/

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.

For information regarding:
- Academic Integrity Code
- Student Conduct Code
- Student Grade Appeal Process

Please refer to the student handbook and 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 Accessibility 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.

Mental Health:

24/7/365 Resources:
- Monmouth Medical Center Psychiatric Emergency Services at **(732) 923-6999**
- 2nd Floor Youth Helpline – Available to talk with you about any problem, distress, or hardship you are experiencing. Call or text at **888-222-2228** or visit the website at https://www.2ndfloor.org/

Faculty Counselors:
- Students who need to make an appointment with a faculty counselor can do so by calling 732-224-1822 (non-emergency line) during business hours. Faculty counselors are licensed mental health professionals who can assist students and refer them to other mental health resources.

Diversity Statement:

Brookdale Community College fosters an environment of inclusion and belonging. We promote a safe and open culture, encourage dialogue respecting diverse perspectives informed by credible sources, and uphold the virtues of civil discourse. We celebrate all identities with the understanding that ultimately, diversity, equity, and inclusion cultivate belonging and make us a stronger Brookdale community.

*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 arise.