

CSV320 LA

Community Service Systems



Session: Fall 2009

Class Dates: 9/14/09 – 12/14/09

Instructor: Coral Brenneise, LMSW, LCSW

Room: TBD

Day/Time: Mondays, 6-9 pm

University Mission

The mission of Siena Heights, a Catholic university

founded and sponsored by the Adrian Dominican Sisters, is to assist people to become more competent, purposeful, and ethical through a teaching and learning environment which respects the dignity of all.

Lake Michigan Program Outcome Statement

Graduates of Siena Heights University's Lake Michigan College Program will have gained the knowledge, skills and attitudes necessary to continue developing as self-respecting adults. They will be capable of:

- Making sense out of their daily work and personal lives
- Take appropriate actions
- Realizing that their search for final answers must be lifelong

Human Services Program Outcomes

The student will:

- Develop an interdisciplinary approach to the study and practice of the human services profession. The student will appreciate the psychological, sociological, anthropological, political and economic dimensions of the human services.
- Be able to link theory and practices; be able to apply theory to classroom activities and to work settings in communities.
- Understand the ethics of their professions and be committed to upholding them.
- Develop the ability to access, evaluate and utilize social research. Will be able to participate in social research.
- Possess effective communication and interpersonal skills. Communication skills include listening, writing and speaking abilities. Interpersonal skills include counseling, advocacy and negotiation abilities.
- Be able to relate to people with differing cultural backgrounds.

SIENA HEIGHTS UNIVERSITY

SYLLABUS



(This is an “at will” syllabus and is subject to change by the instructor. All changes are binding.)

Course Number: CSV 320 LA
Course Title: Community Service Systems
Prerequisites: Permission
Instructor: Coral Brenneise, LMSW, LCSW
(269) 470-7105
Email: coralbrenneise@hotmail.com

Text(s) and Materials Required:

Kirst-Ashman and Hull, Understanding Generalist Practice, **Fifth** edition (2009)

REQUIRED SUPPLEMENTARY TEXT: A Writers Resource: A Handbook for Writing and Research by Elaine P. Maimon and Janice H. Peritz. McGraw Hill.

Siena Heights University LMC Program Outcome Statement

Graduates of Siena Heights University LMC programs will have gained the knowledge, skills, and attitudes necessary to continue developing as self-respecting professionals.

They will be capable of:

- Making sense out of their daily work and personal lives;
- Taking appropriate actions;
- Realizing that their search for final answers must be lifelong.

General Studies Learning Outcomes

“While a general education curriculum seeks to be both expansive and incisive, at Siena Heights University it may best be characterized as challenging students in these areas:

- A. Liberal Arts Learning
- B. Modes of Learning
- C. Communication Skills
- D. Diversity in Community
- E. Ethical and Moral Understanding
- F. Social Responsibility
- G. Life-long Learning”

Community Services Program Learning Outcomes

1. Develop an interdisciplinary and ethical approach to the professional practice of community service.
2. Develop skills to access, evaluate and utilize social research in community service work, and be able to link theory and practice.
3. Develop effective communication and interpersonal skills appropriate for use in the roles of community service practice.
4. Know and utilize methods appropriate for the process of planned change in communities and agencies.

Relationship of CSV Outcomes to General Education Program Outcomes

	General Education Program Outcomes (Siena Heights University 2000-02 Undergraduate Catalogue, p. 10)					
	A1, A3	B1, B2	C1	C2	D1 D2	E1, E3
1. Ethics/Interdisciplinary	X X					X X
2. Learning Skills		X X				
3. Communication/Personal Skills			X	X	X X	
4. Methods for change		X X				

Course Description

This course will serve as an introduction to various aspects of community services and organizations. The role of community agencies and organizations, as well as the role of practitioners will be discussed and examined.

Course Objectives

1. Students will receive an introduction and gain an understanding of community services and organizations.
2. Students will learn basic principles of community organizations.
3. Students will apply their knowledge acquired in this course to enable organizations
4. Students will learn how to apply community organizational knowledge techniques to their personal and professional lives.

Course Methods

Lecture, discussions, reading assignments in preparation for class discussion, volunteer time, written reports involving report and analysis, interactive applications in class, videos, and instructor evaluation.

All written assignments **must be double-spaced and typewritten**. Handwritten papers **will not** be accepted and will receive zero points. Your grade will be based on fully developed thoughts and responses, not necessarily on length. There are several assignments involving community contact, including 15 hours spent as a volunteer in a community agency. All of these assignments will be written up as described above.

Writing Standards

Written assignments are expected to conform to the standards of college level academic writing. All written work must be submitted in accordance with APA format and meet the highest standards of academic achievement. Correct spelling, grammar, structure, notation and bibliography are minimal requirements for which the student will be held accountable. Excessive margins, font size, line spacing or other obvious attempts to “inflate” the size of paper will be penalized. Students who need additional assistance with writing should contact the instructor of the Siena Heights University tutor, which is a free service.

Grading Scale

A = 94-100	B+ = 87-89	C+ = 77-79	D+ = 67-69
A- = 90-93	B = 83-86	C = 73-76	D = 63-66
	B- = 80-82	C- = 70-72	D- = 60-62

Method of Evaluation

Attendance/Participation	20 points
Council Report	20 points
Volunteer report (2 parts)	20 points
Community Analysis report	20 points
Social Issue Paper	20 points
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Total	100 points

Attendance

The nature of Siena Heights' intense course format means that attendance is critical to student performance. The student is expected to attend all class sessions. An absence does not excuse the student from the responsibility of assigned work and/or testing. Illness or work-related absences are sometimes necessary. Students must contact the instructor prior to any absence when possible. Assignments are still due, regardless of absence. Students are responsible for getting any class notes or assignment information. Due to the in-class activities and discussion, absences can affect a student's final grade. More than one unexcused absence can result in the student's final grade being lowered a full letter grade.

Students With Learning Disabilities

If a student is in need of an accommodation based on the impact of your disability, you should contact me to arrange an appointment. At the appointment we can discuss the course format, anticipate your needs and explore potential accommodations. I rely on the Office for Students with Disabilities for assistance in verifying the need for accommodations and developing accommodation strategies. If you have not previously registered with the Office for Students with Disabilities, I encourage you to do so. Just a reminder, requests for accommodations are not retroactive.

Academic Dishonesty

“Academic dishonesty is unethical behavior which in any way violates the standards of scholarly conduct. It includes such behaviors as cheating on assignments or examinations, plagiarizing, submitting the same or essentially the same papers for more than one course without the consent of the instructors concerned. Also included in academic dishonesty is knowingly or intentionally helping another violate any part of this policy.

Plagiarism is the failure to give credit for the use of material from an outside sources. It includes, but is not limited to, verbatim use of a quote without quotation marks and adequate documentation, submission of a paper prepared by another person as one's own work, using the ideas, facts, words or data of someone else and claiming them as your own, or not documenting ideas, facts, words or data gathering during research.”
(Siena Heights University 2000-02 Undergraduate Catalogue, p. 155)

Academic dishonesty will result in a failing grade for the course and written notification to the Dean of Academic Affairs.

STUDENT RESPONSIBILITIES:

Students are expected to be adequately prepared for each class session. It is reasonable in an 8-week session to expect at least two (2) hours of outside study for every hour spent in the classroom.

Students must successfully complete the necessary prerequisite course(s) prior to taking higher-level courses. If you are not sure a prerequisite has been met, contact your advisor for assistance.

Students are expected to uphold the principles of academic integrity. It is assumed that academic honesty and ethical behavior will be exercised by students at all times. In cases where it is not (cheating, plagiarism, inability to complete assignments on time and in accordance with instructor expectations, etc.) instructors are expected to take appropriate action. This action may result in a failing grade for the assignment or for the course.

Students are not permitted to bring guests to class without prior permission from their instructor.

Rude and/or obnoxious behavior toward another student and/or an instructor will not be tolerated under any circumstances.

Smoking is not permitted anywhere in the building.

Child care arrangements are the responsibility of the student. Thus, children are not allowed in classrooms nor can they be left unattended in any room or hallway in the suite.

Cell phones and pagers must not disrupt a class. Therefore, all pagers and cell phones must be turned off or set to “vibrate” when the student is in a class session.

This Syllabus is dynamic and information herein is subject to change.

Class Schedule:

PRIOR to class, please prepare the following.

- Sept 14: Read Chapter 1, Kirst-Ashman, Generalist Intervention Model
Prepare to take a quiz on the chapter
- Sept 21: Read Chapter 4, Macro – Organizations, be ready to discuss some
volunteer possibilities you have discovered.
- Sept 28: Written description of 3 organizations where you could plan to volunteer
with names of the persons you would contact about this agency,
and then contact one to arrange your times and dates of
volunteering activity. Identify the one you have made
arrangements and dates and times you will be there.
- Oct 5: Read Chapter 11, Values, Ethics, and the Resolution of Ethical Dilemmas
- Oct 12: Written report on a city or village council meeting due: Be ready to
discuss these in class.
- Oct 18: Read Chapter 12, Culturally Competent Social Work Practice
- Oct 25: Read Chapter 13, Gender-Sensitive Social Work Practice
- Nov 2: Written analysis of a local community due: Be ready to discuss in class
- Nov 9: Read Chapter 14, Advocacy
- Nov 16: Read Chapter 15, Brokering and Case Management
- Nov 23: 2 page paper evaluating your volunteer activities: Be ready to
discuss in class.
- Nov 30: Read Chapter 16, Recording in Generalist Social Work Practice
- Dec 7: Social Issue Reports to class
- Dec 14: Social Issue Reports to class

Assignment descriptions:

1. 15 hours of time will be spent volunteering in one community organization or agency.

- a. You will identify 3 different places you would like to volunteer and determine which you will actually spend time with.
- b. For each, identify the person responsible for the organization or agency, and then get permission to spend time as a volunteer on specified dates at ONE of those places.

Paper is due describing this much of the activity Sept 28

- c. You will recap a description of the place you volunteered.
- d. You will identify the goals and mission of this organization or agency.
- e. You will identify some of the services this place offers to the community.
- f. You will evaluate the organization or agency as to effectiveness from what you observed, who is served, and whether the services appear to attract users.

2 page paper with this info is due Nov 23

2. You will attend a City Council or Village Council meeting of your community within the first month of the class. Immediately find out when these are held so you can attend one.

- a. You will either collect an agenda from the meeting or write it out as you observe it.
- b. You will pick one or two primary items from the agenda for the evening and describe the problem or issue under discussion and the process with which it was dealt. Identify primary people involved in the presentation or argument.
- c. Discuss the conclusions drawn at that meeting for those items: win, lose or draw!

2 page report on this due October 12

3. You will choose a local community to analyze according to the description which will be handed out in class.

2 page paper due November 2

4. You will write a 2 page paper on a social issue which is important in the community you selected above. You will receive further instructions on this paper prior to the **due date of December 7. You will report on it in class.**