COLLEGE OF THE DESERT

Course Outline of Record

1. Course Code: HSAD-002
2.   a. Long Course Title: Introduction To Human Services Counseling
       b. Short Course Title: HUMAN SERVICES COUNS
3.   a. Catalog Course Description:

> This course is designed to introduce students to the basic concepts and principles of human services and to study the past, present, and future of human services. Students will be familiarized with the vocabulary of the helping professions and introduced to the roles, activities and interventions of human services workers. The course will review the ethical standards of human services professionals.

   b. Class Schedule Course Description:

> This course is designed to introduce students to the basic concepts and principles of human services and to study the past, present, and future of human services.

   c. Semester Cycle (*if applicable*): Fall
   d. Name of Approved Program(s):
   - ALCOHOL AND DRUG STUDIES Certificate of Achievement

4. Total Units: 3.00   Total Semester Hrs: 54.00
   Lecture Units: 3   Semester Lecture Hrs: 54.00
   Lab Units: 0   Semester Lab Hrs: 0
       Class Size Maximum: 50   Allow Audit: No
       Repeatability No Repeats Allowed
       Justification 0

5. Prerequisite or Corequisite Courses or Advisories:
   Course with requisite(s) and/or advisory is required to complete Content Review Matrix (CCForm1-A)
   Advisory: ENG 061
6. Textbooks, Required Reading or Software: *(List in APA or MLA format.)*
       a. Neukrug, E.S. (2017). *Theory, Practice, and Trends in Human Services: An Introduction* (6th Ed./e). Belmont, CA Brooks Cole, Cengage. ISBN: 1305271491
       College Level: Yes
       Flesch-Kincaid reading level: 14.9
7. Entrance Skills: *Before entering the course students must be able:*
   a. Use theses to organize paragraphs into coherent analyses.
   - ENG 061 - Use theses to organize paragraphs into coherent analyses.
   - ENG 061 - Demonstrate the ability to read and respond in writing beyond the literal interpretation of the text.

8. Course Content and Scope:
   Lecture:

> 1. The human service professional
>   1. Roles, functions, and competencies
>   2. Types of mental health professionals
>   3. Associations
>   4. Characteristics of effective human service professionals
>   5. Ethical and legal issues
> 2. History of the profession
> 3. Standards in the profession
> 4. Theoretical Approaches
>   1. Psychodynamic

    2. Cognitive -Behavioral
    3. Existential - Humanistic
    4. Integrative
    5. Brief/solution-focused
    6. Gender-aware
  5. The Helping Interview
    1. Creating the environment
    2. Techniques
    3. Listening skills
    4. Questions, confrontation, and self-disclosure
    5. Stages of helping relationship
    6. Case management
  6. Developing the Person
    1. Cognitive
    2. Personality
    3. Life span
    4. Normal versus abnormal development concerns - diagnoses and DSM
  7. Family, Group and Social system
    1. General Systems theory
    2. Family systems
    3. Group systems
    4. Community systems
  8. Cultural diversity
    1. Multicultural counseling- practical suggestions
  9. Research, program evaluation and assessment
    1. Career Development
  10. Trends in client populations
    1. Future in Human services

Lab: *(if the "Lab Hours" is greater than zero this is required)*

9. Course Student Learning Outcomes:

1. Demonstrate an understanding of the basic concepts and principles of human services.

2. Utilize the vocabulary of the helping profession.

3. Recognize the major roles, activities, and interventions of human service workers.

10. Course Objectives: *Upon completion of this course, students will be able to:*

a. Demonstrate a working knowledge of Human Services and the responsibilities of workers in the field.

b. Articulate an awareness of the changing nature of helping processes that is essential to Human Services.

c. Recognize the strategies and interventions that are available to the Human Service Worker.

d. Demonstrate an understanding of attitudes, and values as they relate to the Human Services clients.

e. Articulate an awareness of ethics and ethical dilemmas that are present in the Human Services field.

11. Methods of Instruction: *(Integration: Elements should validate parallel course outline elements)*

    a. Discussion

    b. Lecture

    c. Role Playing

    d. Technology-based instruction

12. Assignments: *(List samples of specific activities/assignments students are expected to complete both in and outside of class.)*

In Class Hours: 54.00

Outside Class Hours: 108.00

    a. In-class Assignments

      a. Attend weekly class lectures and participate in class including role play exercises

      b. View videos in class

      c. Reaction papers are due for each chapter weekly. These papers should be typed and grammatically

correct. They should provide the instructor with feedback from the readings. These are not summaries of the text. Reaction papers should be feedback as to what was read and thoughts on how it relates to the given topic in that specific chapter. Students may be asked to present in class to facilitate discussions of the text material.
d. Exams

b. Out-of-class Assignments

a. Read content related to counseling profession.
b. Read the text
c. Journaling
d. Reaction Papers
e. Essays

13. Methods of Evaluating Student Progress: *The student will demonstrate proficiency by:*
- College level or pre-collegiate essays
- Guided/unguided journals
- Group activity participation/observation
- True/false/multiple choice examinations
- Mid-term and final evaluations

14. Methods of Evaluating: Additional Assessment Information:

15. Need/Purpose/Rationale -- *All courses must meet one or more CCC missions.*
PO-GE C2 - Social and Behavioral Sciences
Identify and analyze key concepts and theories about human and/or societal development.
Understand and think critically about different cultures (including topics such as race, gender, and class) and their influence on human development or society.
PO - Career and Technical Education
Fulfill the requirements for an entry- level position in their field.
Apply critical thinking skills to execute daily duties in their area of employment.
Display the skills and aptitude necessary to pass certification exams in their field.
IO - Personal and Professional Development
Self-evaluate knowledge, skills, and abilities.
Develop realistic goals.
Display habits of intellectual exploration, personal responsibility, and physical well being.
Demonstrate an understanding of ethical issues to make sound judgments and decisions.
Value diverse cultures and populations.
Value the feedback of others.

16. Comparable Transfer Course

University System	Campus	Course Number	Course Title	Catalog Year

17. Special Materials and/or Equipment Required of Students:

18. Materials Fees: ☐ Required Material?

Material or Item	Cost Per Unit	Total Cost

19. Provide Reasons for the Substantial Modifications or New Course:

    ENG advisory and SLO modification
20.   a. Cross-Listed Course *(Enter Course Code)*: N/A
        b. Replacement Course *(Enter original Course Code)*: N/A

21. Grading Method *(choose one)*: Letter Grade Only

22. MIS Course Data Elements
        a. Course Control Number [CB00]: CCC000171594
        b. T.O.P. Code [CB03]: 210440.00 - Alcohol and Controlled Su
        c. Credit Status [CB04]: D - Credit - Degree Applicable
        d. Course Transfer Status [CB05]: B = Transfer CSU
        e. Basic Skills Status [CB08]: 2N = Not basic skills course
        f. Vocational Status [CB09]: Clearly Occupational
        g. Course Classification [CB11]: Y - Credit Course
        h. Special Class Status [CB13]: N - Not Special
        i. Course CAN Code [CB14]: N/A
        j. Course Prior to College Level [CB21]: Y = Not Applicable
        k. Course Noncredit Category [CB22]: Y - Not Applicable
        l. Funding Agency Category [CB23]: Y = Not Applicable
        m. Program Status [CB24]: 1 = Program Applicable
    Name of Approved Program *(if program-applicable)*: ALCOHOL AND DRUG STUDIES
    Attach listings of Degree and/or Certificate Programs showing this course as a required or a restricted elective.)

23. Enrollment - Estimate Enrollment
    First Year: 0
    Third Year: 0

24. Resources - Faculty - Discipline and Other Qualifications:
        a. Sufficient Faculty Resources: Yes
        b. If No, list number of FTE needed to offer this course: N/A
25. Additional Equipment and/or Supplies Needed and Source of Funding.
    N/A
26. Additional Construction or Modification of Existing Classroom Space Needed. *(Explain:)*
    N/A
27. FOR NEW OR SUBSTANTIALLY MODIFIED COURSES
    Library and/or Learning Resources Present in the Collection are Sufficient to Meet the Need of the Students Enrolled in the Course: Yes
28. Originator Chris Jones   Origination Date 10/31/17