Application for Certification of a Course as a General Education Course

CTE SOCIAL SCIENCES CATEGORY

Applicant: Sharon Ota
Course Alpha and Number: FAMR 296
Course Title: Working With People

Instructions:
Explain how the learning taking place in this course (required course only) meets the hallmarks listed below for the Social Sciences General Education Category. Do one or both of the following:

- Identify specific course SLOs that align with each hallmark.
- Describe class assignments or activities in which students learn and/or demonstrate the hallmark objective. Assignments and/or activities cited should be sufficiently important in terms of both time spent on them and their impact on students' final grades in the course.

Try to address all of the hallmarks. The strength of some responses should counterbalance the weakness of others. See fullmark questions that should be addressed in response to each of the hallmarks.

Also attach a copy of the official course outline.

The Hallmarks:

The course...

1. helps students think critically about their own behavior in society and the larger global community.
   1. Develop an understanding of definitions, concepts, principles, theories, and issues in the field of human relations.
   2. Develop an understanding of verbal and nonverbal communication barriers and enhancers.
   3. Develop an understanding of the conflict management styles.
   4. Develop an understanding of the group decision-making and problem-solving process.

2. promotes knowledge of multiple methodologies and theoretical approaches in understanding human behavior and societies.
   1. Develop an understanding of definitions, concepts, principles, theories, and issues in the field of human relations.
   2. Develop an understanding of verbal and nonverbal communication barriers and enhancers.
   3. Develop an understanding of the conflict management styles.
   4. Develop an understanding of the group decision-making and problem-solving process.

3. helps students synthesize and apply social science concepts to understand human behavior and societies.
   1. Develop an understanding of definitions, concepts, principles, theories, and issues in the field of human relations.
   2. Develop an understanding of verbal and nonverbal communication barriers and enhancers.
   3. Develop an understanding of the conflict management styles.
   4. Develop an understanding of the group decision-making and problem-solving process.

4. enables students to show how principles from social sciences can be used to make informed, reasoned, and ethical personal choices to form public policy.
   1. Develop an understanding of definitions, concepts, principles, theories, and issues in the field of human relations.
   2. Develop an understanding of verbal and nonverbal communication barriers and enhancers.
   3. Develop an understanding of the conflict management styles.
   4. Develop an understanding of the group decision-making and problem-solving process.

Applicant’s signature: [Signature]
Date: 2/14/13

Please submit this application to your division secretary.
CTE Social Science Hallmark Questions
(Please address the questions below.)

1. **The course helps students think critically about one’s own behavior in society and the larger global community.**
   Does the course content include examining one’s own behavior in society and the larger global community? yes
   If yes, what aspect?
   This course covers theories of human motivation; verbal and nonverbal behaviors based on the Western culture and cultural differences; common personal and workplace problems such as interpersonal conflict, workplace expectations such as working in teams to solve problems and make decisions and communicating in a respectful yet assertive manner. Students are able to examine their own behavior in the context of the course materials and learn how to effect changes in order to function optimally in society and in the larger global community.

   How does the course require students to demonstrate knowledge gained?
   Methods of evaluation include written assignments, inventories, surveys, observation assignments, case studies, final paper and exams.

2. **The course promotes knowledge of multiple methodologies and theoretical approaches in understanding human behavior and societies.**
   Does the course content include concepts, models, practices, or issues of concern in the scientific understanding of human behavior and societies? yes
   If yes, which methods, such as interviews, case studies, observation, focus groups, surveys, experiments, and literature reviews, are employed in this course?
   Case studies, observation, interviews, surveys, experiments, and literature review are used.

   What does the course require of students in order to demonstrate knowledge gained by the quantitative and/or qualitative methods employed in understanding human behavior and societies?
   Methods of evaluation include written assignments, inventories, surveys, observation assignments, case studies, final paper and exams.

3. **The course helps students synthesize and apply social science concepts to understand human behavior and societies.**
   Does the course content use social science concepts to explain human behavior and interactions? yes
   If yes, which social science concepts? (i.e., geographic: cultures and cultural diversity, civic: justice, economics, historical origins or eras, violations: human rights, peace, value, power, etc.)
   Social science concepts used in the course content include but not limited to: culture, values, beliefs, norms, motivation, quality of life, individual differences, attitude, learning, change, communication, behaviors, coping strategies, group processes, stress, power, discrimination, and ethics.

   Reference www.uwcm.edu/ES/.../Social-Science-Concepts-and-Key-Ideas1.doc:

   How does the course require students to demonstrate knowledge gained?
   Methods of evaluation include written assignments, inventories, surveys, observation assignments, case studies, final paper and exams.

4. **The course enables students to show how principles from social sciences can be used to make informed, reasoned, and ethical personal choices to form public policy.**
   Does the course content include social science principles? yes
   If yes, which social science principles? (Public policy dealing with social issues. i.e., guidelines, principles, legislation and activities that affect the living conditions conducive to human well being: welfare, social security,
unemployment, environmental policy, pensions, healthcare, housing, child protection, social exclusion, education, crime and criminal justice, etc.)

Public policy, specifically social policy, addresses social problems such as poverty, homelessness, crime, substance abuse, discrimination that adversely impact the quality of lives of Americans. Social policy seeks to improve human conditions and promote social equality. This course enables the students to apply social science principles to make informed, reasoned, and ethical decision at the micro (i.e. personal & professional lives), mezzo (i.e. family, work, & community), and macro levels (e.g. legislative action such as writing testimony, lobbying to affect change at that policy level).

How does the course require students to demonstrate knowledge gained can be used to make informed, reasoned, and ethical personal choices to form public policy?
Methods of evaluation include written assignments, inventories, surveys, observation assignments, case studies, final paper and exams.
COURSE OUTLINE

FAMR 296 Working With People 3 credits (3 lect/hr/wk)

Course Catalog Description

Focuses on knowledge and skills needed in working with people. Topics in communication barriers and enhancers, conflict management, procrastination, stress and anger management, and group problem solving skills.

1A. Course Objectives:

1. Develop an understanding of definitions, concepts, principles, theories, and issues in the field of human relations.

2. Develop an understanding of verbal and nonverbal communication barriers and enhancers.

3. Develop an understanding of the conflict management styles.

4. Develop an understanding of the group decision-making and problem-solving process.

1B. Student Learning Outcomes

1. Demonstrate an understanding of definitions, concepts, principles, theories, and issues in the field of human relations.

2. Demonstrate an understanding of verbal and nonverbal communication barriers and enhancers.

3. Demonstrate an understanding of the conflict management styles.

4. Demonstrate an understanding of the group decision-making and problem-solving process.

2. Relationship to other courses, the program, and the College’s philosophy and objectives

This course focuses on the understanding and the application of knowledge and skills in working with people. It is a course requirement for the Human Services Program. Students need to have a basic knowledge and skills in relating effectively with others.

The Human Services Program prepares students for employment as paraprofessionals in the human services field and/or prepares them for transfer to a BSW program. Program is aligned to the College’s philosophy and mission to provide semiprofessional, technical and vocational education and training that prepares students for immediate employment and thus meets the State’s need for a trained workforce.

3. Course Content


4. Text

People Skills by Robert Bolton, PhD, Simon & Schusters Publishing
5. **Auxiliary Materials and Content:**

Multi-media aids and guest speakers

6. **Methods of instruction**

Lectures, demonstrations, slides, videos, class discussion, small discussion groups, role-play, and projects.

7. **Methods of Evaluation**

Written assignments, final paper, inventories, surveys, observation assignments, and exams.

8. **Resource Requirements and Justification**

A. **Changes:** None – course has been a required course since the inception of the program.

Will this proposal require changes in the following areas:

Staff: No changes – either full-time faculty or lecturer will teach the course.

Equipment: Present multi-media equipment in the program’s classroom currently meets the needs of the course.

Other Resources: Multi-media materials are purchased with funds from the department’s annual budget.