Process for New Course Offering - All Schools

This form is to be completed for a course that has never been approved by the Curriculum Council.

STEP ONE: Requesting professional (teacher/counselor) completes the written request.			
STEP TWO: Requesting professional takes request to Department Chair for consideration/additional information. The Department Chair presents the course to members of the department.	Recommended / Not Recommended OCULOVACA 4/2/2025 Department Chair / Date Date of Department Mtg.		
STEP THREE: Request is sent to the Head Principal for consideration.	Recommended / Not Recommended Head Prinofpal Signature / Date		
STEP FOUR: Counselors complete Skyward Course Information on the written request form.	Skyward Course Information Completed Out January 4/2/202		
STEP FIVE: Request is brought to the Curriculum Council for a final decision by the Department Chair and/or the requesting professional. Presence is expected at the Curriculum Council meeting to answer any questions.*	Recommended / Not Recommended** Curriculum Council Chair Signature / Date		
STEP SIX: Final determination, before submission to the BOE, is determined by the Assistant/Deputy Superintendent overseeing the Office of Curriculum & Instruction.	Recommended / Not Recommended Asst./Deputy Superintendent Signature / Date		
STEP SEVEN: Request is presented to BOE for approval	Approved / Not Approved		
STEP EIGHT: If approved by BOE, Request is sent to technology: A Zendesk is written by Chair of the Curriculum Council & paper copies are delivered by administrative assistant.	Date Zendesk Submitted Date Forms Delivered		
STEP NINE: GCHS Registrar/Counselors are notified of completed changes by Technology. Forms are returned to the Office of Curriculum & Instruction.	Date Changes Complete Forms Returned to Office of Curriculum & Instruction		

**Course Not Approved (Notes from Curriculum Council):			

Request for New Course Offering - All Schools

BELOW TO BE COMPLETED BY REQUESTING PROFESSIONAL/DEPARTMENT CHAIR			
Professional Submitting Request: Brandon L. Fisher	Building Submitting Request:		
Department of Submission: Counceling	Date Submitted to Department Chair: 4/2/2025		
Date Completed by Professional: 4/2/2015			
Course Name: SOCI-2110 Intro to Social Work	SKYWARD INFORMATION: Short description of course (15 characters) prints on transcripts GCCC Indica Social Long description of course (30 characters) GCCC Indica to Social tulonk		
Kansas Course Code (KCCMS): 1500 \ = Explora			
Please attach the following: Standards/Course Objectives Syllabus Description of Course 80% of standards for the course should be addressed in order for approval. Please attach any other pertinent documents you think the Council may wish to evaluate to approve the course. List any pre-requisite courses:	Does any additional curriculum need to be purchased for additional credit to be offered? ☐ YES* ☒ NO *If yes, please attach information regarding curriculum to be purchased that includes cost. **If approved by building principal, Council will assume that cost of new curriculum is not a concern. Does this course have the potential or need for a supplemental salary? ☐ YES* ☒ NO *If yes, please attach an explanation of the supplemental including cost and hours. Indicate the following: ☐ Required Course ☒ Elective Course		
	☐ Either (depends on grad reqs)		
BELOW TO BE COMPLETED BY COUNSELOR			
Course Length: 1 quarter 1 semester 2 semesters Credit to be Earned: 6.5 Is this a dual credit course? (ES) NO Is this a GCCC course? (YES) NO Number of USD 457 Credits: 6.5 (3 GCCC	NOTES:		

43 b 0.5 cm-43 1.1050 4.57)	
credit hours = 0.5 credit at USD 457)	
GPA Set: ☐normal	
·	
Skyward Filter:	
□la □oc □fa □ma ⊠ss □pe	
□SCI □CO ØGE □FL □STEM	
	*TECHNOLOGY ON BACK
BELOW TO BE COMPL	ETED BY TECHNOLOGY
☐ KCCMS Mapping Confirmed	
Skyward Updates including any Course Code Assigned –	->
☐ Grad Requirements & Filtering Confirmed	
GCHS Registrar/Counseling Department Notified of Com	pletion
☐ Forms Returned to Office of Curriculum & Instruction	

ALL FORMS MUST BE RETURNED TO THE OFFICE OF CURRICULUM AND INSTRUCTION.

Ó Course Description

Description:

This course provides an introduction to the social service delivery system in the United States, with an emphasis on the social work profession: its mission, philosophy, ethics, values, diverse fields of intervention with a wide range of multicultural client populations in a variety of social service settings. Observation of social service agencies, sample case studies, and the holistic approach of the social work profession are examined.

Prerequisites: There are no prerequisites for this class.

Textbook Information

Zastrow, C., & Hessenauer, S. L. (2023). Empowerment Series: Introduction to Social Work and Social Welfare: Empowering People (13th ed.). Cengage.

Student Learning Outcomes

KRSN Course: SOC 1020

The learning outcomes and competencies detailed in this course outline or syllabus meet or exceed the learning outcomes and competencies specified by the Kansas Core Outcomes Groups project for this course as approved by the Kansas Board of Regents

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

- 1. Define and describe what social work is, what it does, what areas of human functioning it focuses on, and with whom do social workers customarily practice.
- 2. Compare and contrast social work from other helping professions (e.g. psychology, applied sociology, psychiatry, etc.).
- 3. Identify and critically examine the philosophical and historical roots of social work and social welfare.
- 4. Identify common fields of generalist practice at the various levels of social work interventions (e.g. individuals, families, groups, organizations, and communities).
- 5. Identify core values and ethical principles of the social work profession.
- 6. Identify core theories and research that guide social work and social welfare policies.
- 7. Identify and examine social and economic justice issues addressed by the social work and social welfare profession, especially those related to poverty, inequality, racism, sexism, heterosexism, ageism, and other forms of oppression at the micro, mezzo, and macro levels

Course Type

ONLINE COURSE: An online course uses computer-based technologies (i.e. *Canvas*) to create an online "classroom." Students are instructed in course content through online learning: tutorials, testing exercises, group collaborations, independent assignments, and long-range projects. Each individual course provides a schedule of assignments and deadlines. Students need to have adequate computer

skills as they will be communicating with the instructor and classmates online. This course is an online course, and you are responsible for ensuring that you can access all course material on a regular basis either from the GCCC campus or from home. Additionally, certain technical abilities will be required, such as installing necessary plug-ins and uploading files. If you have a problem with a personal computer or interrupted network connection, know that you are still responsible for submitting your work on time. If there is a problem with the Canvas system, notify your instructor and Canvas support (877) 259-3991 (or email online@gcccks.edu) (mailto:online@gcccks.edu)).

(5) Time Commitment

A course is measured in credit hours. Each credit hour requires about 45 hours of work.

Classroom Decorum

Students and faculty each have responsibility for maintaining an appropriate learning environment. Those who fail to adhere to such behavioral standards may be subject to discipline. Professional courtesy and sensitivity are especially important with respect to individuals and topics dealing with differences of race, culture, religion, politics, sexual orientation, gender, gender variance, and nationalities. Class rosters are provided to the instructor with the student's legal name. I will gladly honor your request to address you by an alternate name or gender pronoun. Please advise me of this preference early in the semester so that I may make appropriate changes to my records.

Netiquette is online etiquette. It is important that all participants in online courses be aware of the proper online behavior and respect each other.

Use appropriate language for an educational environment:

- Use complete sentences
- · Use proper spelling and grammar
- Avoid slang and uncommon abbreviations
- · Do not use obscene or threatening language

Remember that the College values diversity and encourages discourse. Be respectful of differences while engaging in online discussions. For more information about Netiquette, see *The Core Rules for Netiquette* (http://www.albion.com/netiquette/corerules.html by Victoria Shea.

(http://www.albion.com/netiquette/corerules.html (<a href="http://www.albion.com/netiquet

Academic Ethics

The full Academic Ethics Policy can be found in the <u>Policies at the GCCC website.</u>

(https://www.gcccks.edu/about_gccc/policies.aspx)

This policy explains the consequences of academic

dishonesty and provides details of the process.

The following section from the policy lists what is considered to be academic dishonesty or a violation of academic ethics:

GCCC assumes that all students are enrolled to learn and expects each individual to function as an ethical student. Integrity in the classroom is expected.

Therefore, any cheating is at variance with the purposes of both the student and the institution. Any student dishonesty detected in a course (including during examinations or in submitting plagiarized materials) may result in the student receiving no credit for the examination, written work or quiz, and may result in an F grade, suspension and/or dismissal from the course. A violation of academic ethics includes:

- Cheating on examinations, written guizzes, and other written work...
- Plagiarism, which is defined as the use of another's written work without recognition/citation, the use of another student's work, the purchase and/or use of a paper that has already been prepared, the borrowing of an idea or phrase or the paraphrasing and/or summarizing of an idea without proper documentation,
- Sharing sign-in credentials with someone or using log-in credentials that are not yours.
- Giving assistance to another person during an examination,
- Falsification of an academic record.
- Obtaining or attempting to obtain copies of a non-circulated examination or examination questions,
- Facilitating another student's academic dishonesty.
- Using unauthorized or uncited artificial intelligence tools to complete classwork that is claimed as original work.

Al Academic Integrity

Students are expected to demonstrate academic integrity and ethics in their use of technology. Tools that use artificial intelligence (AI) to generate written, visual, or other communications are becoming more common, for example, OpenAI's ChatGPT.

These are the guidelines for this course:

- Students should not use AI tools on any graded work without the instructor's permission. Instructor
 permission for using AI for graded work will be in the assignment description. If there are reasons
 to use AI outside of previously granted permission, visit with the instructor in advance of the due
 date.
- 2. When the instructor encourages the use of an AI, students should still cite that information as coming from the AI. There should be a clear mark in any work of what was completed through the use of an AI tool and what was original student work.

3. Using an AI tool that is not intended for the assignment is considered academic dishonesty. The Academic Ethics policy will apply. The instructor may use an AI detector tool to analyze student work.

Attendance

GUIDELINES:

- 1. Attendance at GCCC is highly recommended.
- 2. The student is responsible for contacting each instructor regarding an absence.
- 3. GCCC supports the right of instructors to recommend withdrawal prior to the published withdrawal date or to fail any student whose absences are excessive in the instructor's opinion.

GUIDELINES:

Online attendance is highly encouraged to be successful in this class. Attendance online is defined as a learner who logs into the classroom and completes at least two activities in the course each week. Students are required to complete an assignment the first week of the class to maintain their enrollment in the course.

COLLEGE-SPONSORED ACTIVITY ABSENCE POLICY:

- 1. The student must notify the instructor prior to the absence.
- 2. The student must obtain assignments prior to the absence.
- 3. The student and instructor must establish a due date.
- 4. The student must submit completed assignments by the due date.
- 5. Coaches or sponsors will provide a list of participants to instructors prior to the activity.

If these criteria are met, coursework will be accepted

Q Assessment

Critical Thinking:

Students will be asked to answer critical thinking questions reflecting on topics in the chapter. One critical thinking assignment will be given for each chapter. Responses should be thoughtful reflections of an understanding of the material presented in the text, in addition to the student's personal experience. You are required site information from your text AND from at least one outside resource to support your reflection of the topic. Your responses should be 300-350 words. Please provide citation for the information you use from the text and outside resource.

Threaded Discussions:

Threaded discussions are an integral part of the class and simulate traditional classroom discussions. A threaded discussion allows each student to post comments to a discussion topic, react to other students'

comments, and respond to ideas shared by others in the course. The discussions take place asynchronously, with students logging into the class at different times and posting to the threaded discussions at their convenience. You will respond with an original reply to the question and then you are required to respond to at least two other student threads. Your original reply must be posted by Thursday of the week in which it is due. Contributions must consist of at least one original statement or comment and two peer responses. Comments such as "I agree with that" without any substantiation will not be acceptable.

End of Chapter Quizzes:

You will be required to take an SLO quiz after each chapter. These quizzes consist of 10-15 multiple-choice questions.

End of chapter quizzes will be counted as an "exam" grade.

Reading Abstract:

Students will be required to review an article and prepare a written document. In the document you will summarize the article's information, compare the article's information to the course textbook, and provide a personal critique of the information you learned. You can find more detailed guidelines for this assignment in the "Reading Abstract" module.

Final Exam:

The final exam will consist of 2 essay type questions related to information discussed in the course throughout the semester. You will be allowed 2 hours to complete the final exam.

Mandatory First Assignment Policy:

Students will be required to have at least one assignment turned in by Friday, Feb. 7, 2024. Failure to meet this requirement may result in the student being turned-in to the Registrar's office as a "No Show" and risk being dropped from the course.

Assignment Policy:

Each week's assignments must be submitted by 11:59pm of the due date. Please check the Course Outline under the Course Document Module for weekly start and end dates. This outline will also serve a reminder of other important due dates.

Also, as a general rule, student work will be returned within a week after the last student turns in an assignment or quiz.

No chapter coursework will be accepted after Sunday, May 11, 2025

The final is assigned during final's week. You have Monday, May 12 -- Thursday, Dec 15 to complete the final exam.

Grading Scale

After your numerical grade has been calculated, your letter grade will be determined as follows:

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90 - 100\% = A
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80 - 89% = B

70 - 79% = C

60 - 69% = D

below 60% = F

Computation of Grades

Grades are based on the weight given to each task.

- * Critical Thinking 25%
- * Threaded Discussions 25%
- * Reading Abstract 20%
- * Quizzes 25%
- * Final Exam 5%

College Policies, updated 08/03/23

GCCC's General Education Outcomes

Students will develop the Essential or Employability Skills based on their credential. Essential skills include written communication, oral communication, and critical thinking as well as awareness of cultural diversity and social responsibility. Employability skills include communication, problem-solving, and work ethic. These outcomes align with the college's commitment to engaging students in the collection, analysis, and communication of information.

Cell Phone Policy

Use of cellular phones or any other electronic communication devices for any purpose during a class or exam session is prohibited by Garden City Community College, unless expressly permitted by the instructor.

ADA/Equal Access

In compliance with the Americans with Disabilities Act (ADA), all qualified students enrolled in this course are entitled to "reasonable accommodations." Students who wish to receive accommodations must work with the Accommodations Coordinator and notify the instructor during the first week of class of any accommodations needed for the course. Garden City Community College is complying with the Americans with Disabilities Act, and is committed to equal and reasonable access to facilities and programs for all employees, students and visitors. Those with ADA concerns, or who need special accommodations, should contact the Accommodations Coordinator, Garden City Community College, 801 Campus Drive, Garden City, KS 67846, 620-276-9638 and/or at the email address accommodations@gcccks.edu (mailto:accommodations@gcccks.edu).

Equal Opportunity

Garden City Community College does not discriminate against applicants, employees or students on the basis of race, religion, color, national origin, sex, age, height, weight, marital status, sexual orientation, or other non-merit reasons, or handicap nor will sexual harassment be tolerated, in its employment practices and/or educational programs or activities. Those concerned about the above should contact the Human Resources office at Garden City Community College, 801 Campus Drive, Garden City, KS 67846 620-276-9574.

Copyright Disclaimer

Content provided in this course may be copyrighted and protected under U.S. Copyright laws. Access to materials provided as part of this course is for educational purposes only and limited to the duration of your enrollment in this course. You may not copy, download, upload, or otherwise redistribute and of the films, images, music, articles, or other content provided as part of this course. Any such reproduction or distribution is illegal and punishable under U.S. Copyright law (U.S.C. 17).

For all other concerns, please refer to the Garden City Community College Catalog, College Policy Manual and Student Handbook.

The instructor reserves the right to modify the syllabus.

Tentative Schedule

Introduction to Social Work

SOCI 210

Spring 2025

Course Outline

The following dates are the open and close dates for your Canvas Work. You will only have access to the chapter work during these dates. All chapter work is due by 11:59pm on the due date.

Once the chapter has closed, you WILL NOT be able to complete any of the work and it will be counted as a zero in the grade book. Extenuating circumstances can be discussed with the professor.

There will not be assignments due March 17, 2025 - March 21, 2025, in observance of Spring Break.

It is the expectation of this course that you read each chapter in the text during the week the chapter is discussed.

Week One: Feb 3 -- Feb 9

Introduction

Chapter 1

Critical Thinking

Week 1 Threaded Discussion

Quiz

Week Two: Feb 10 -- Feb 16

Chapters 2 & 3

Critical Thinking

Week 2 Threaded Discussion

Quiz

Week Three: Feb 17 -- Feb 23

Chapters 4 & 5

Critical Thinking

Week 3 Threaded Discussion

Quiz

Week Four: Feb 24 -- March 2

Chapters 6 & 7

Critical Thinking

Week 4 Threaded Discussion

Quiz

Week Five: March 3 -- March 9

Chapters 8 & 9

Critical Thinking

Week 5 Threaded Discussion

Quiz

Week Six: March 10 -- March 16

Chapter 10

Critical Thinking

Week 6 Threaded Discussion

Quiz

Week Seven: March 24 -- March 30

Chapter 11

Critical Thinking

Week 7 Threaded Discussion

Reading Abstract

Quiz

Week Eight: March 31 -- April 6

Chapter 12

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Critical Thinking
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Week 8 Threaded Discussion

Quiz

Week Nine: April 7 -- April 13

Chapter 13

Critical Thinking

Week 9 Threaded Discussion

Quiz

Week Ten: April 14 -- April 20

Chapter 14

Critical Thinking

Week 10 Threaded Discussion

Quiz

Week Eleven: April 21 -- April 27

Chapter 15

Critical Thinking

Week 11 Threaded Discussion

Quiz

Week Twelve: April 28 -- May 4

Chapter 16

Critical Thinking

Week 12 Threaded Discussion

Quiz

Week Thirteen: May 5 -- May 11

Chapter 17

Critical Thinking

Week 13 Threaded Discussion

Quiz

Week Fourteen: May 12 -- May 15

Final Exam

Course Summary:

Date	Details	Due
	Chapter 1 Critical Thinking Response (https://gardencitycc.instructure.com/courses/16996/assignments/5	due by 9pm 515006)
Thu Jan 19, 2023		
	Schapter 2 Critical Thinking Response (https://gardencitycc.instructure.com/courses/16996/assignments/5	due by 9pm 515016)
Thu Jan 26, 2023	Chapter 3 Critical Thinking Response (https://gardencitycc.instructure.com/courses/16996/assignments/5	due by 9pm 515018)
Thu Feb 2, 2023	Chapter 4 Critical Thinking Response (https://gardencitycc.instructure.com/courses/16996/assignments/5	due by 9pm 615019)
Thu Feb 9, 2023	Chapter 5 Critical Thinking Response (https://gardencitycc.instructure.com/courses/16996/assignments/5	due by 9pm 615020)
Wed Feb 15, 2023		by 11:59pm 15002)

Date	Details	Due
Thu Feb 16, 2023	Chapter 6 Critical Thinking Response (https://gardencitycc.instructure.com/courses/16996/assignments/	due by 9pm <u>515021)</u>
Wed Mar 1, 2023	Chapter 7 Critical Thinking Response du (https://gardencitycc.instructure.com/courses/16996/assignments/	e by 11:59pm 515022)
Thu Mar 2, 2023	Chapter 8 Critical Thinking Response (https://gardencitycc.instructure.com/courses/16996/assignments/	due by 9pm 515023)
Wed Mar 8, 2023		e by 11:59pm 514991)
Thu Mar 23, 2023	Chapter 10 Critical Thinking Response (https://gardencitycc.instructure.com/courses/16996/assignments/ Chapter 9 Critical Thinking	
Thu Apr 6, 2023	Response (https://gardencitycc.instructure.com/courses/16996/assignments/ Chapter 12 Critical Thinking Response (https://gardencitycc.instructure.com/courses/16996/assignments/	due by 9pm
Thu Apr 13, 2023	Chapter 13 Critical Thinking Response (https://gardencitycc.instructure.com/courses/16996/assignments/	due by 9pm / <u>515011)</u>
	Chapter 14 Critical Thinking Response (https://gardencitycc.instructure.com/courses/16996/assignments/	due by 9pm /515012)
Thu Apr 20, 2023	Source Chapter 15 Critical Thinking Response (https://gardencitycc.instructure.com/courses/16996/assignments)	due by 9pm /515013)
Wed Apr 26, 2023	Chapter 15 Quiz du (https://gardencitycc.instructure.com/courses/16996/assignments)	e by 11:59pm (514994)

Date	Details	Due
Thu Apr 27, 2023	Chapter 16 Critical Thinking Response (https://gardencitycc.instructure.com/courses/16996/assignme)	due by 9pm nts/515014)
πατη 21, 2023	Chapter 17 Critical Thinking Response (https://gardencitycc.instructure.com/courses/16996/assignment)	due by 9pm nts/515015)
Sun Apr 30, 2023	Course Evaluation (https://gardencitycc.instructure.com/calendar? event_id=74496&include_contexts=course_16996)	12am
Thu May 4, 2023	Final Exam (https://gardencitycc.instructure.com/courses/16996/assignment	due by 11:59pm nts/515025)
Wed May 10, 2023		due by 11:59pm nts/514998)
, , , , , , , , , , , , , , , , , , , ,		due by 11:59pm 15/514989)
Sun Feb 9, 2025	Mandatory First Assignment: Introduction PostYour Original Post is due Wed. Feb 5, 2025 (https://gardencitycc.instructure.com/courses/16996/assignmer	due by 11:59pm nts/530692)
Sun Mar 30, 2025	Reading Abstract (https://gardencitycc.instructure.com/courses/16996/assignmen	due by 11:59pm its/526918)
	Chapter 1 New Quiz (https://gardencitycc.instructure.com/courses/16996/assignmen	nts/515007)
	© Chapter 1 Quiz (https://gardencitycc.instructure.com/courses/16996/assignmen	its/514999)
		<u>ts/514997)</u>
	Chapter 11 Critical Thinking Response	

Response

(https://gardencitycc.instructure.com/courses/16996/assignments/515009)

Chapter 11 Quiz

(https://gardencitycc.instructure.com/courses/16996/assignments/514993)

Chapter 12 Quiz

(https://gardencitycc.instructure.com/courses/16996/assignments/515000)

Chapter 13 Quiz

(https://gardencitycc.instructure.com/courses/16996/assignments/515003)

Chapter 14 Quiz

(https://gardencitycc.instructure.com/courses/16996/assignments/515001)

P Chapter 2 New Quiz

(https://gardencitycc.instructure.com/courses/16996/assignments/515017)

Chapter 2 Quiz

(https://gardencitycc.instructure.com/courses/16996/assignments/514990)

Chapter 3 Quiz

(https://gardencitycc.instructure.com/courses/16996/assignments/514992)

Chapter 4 Quiz

(https://gardencitycc.instructure.com/courses/16996/assignments/514988)

Chapter 6 Quiz

(https://gardencitycc.instructure.com/courses/16996/assignments/514995)

Chapter 7 Quiz

(https://gardencitycc.instructure.com/courses/16996/assignments/515004)

Chapter 9 Quiz

(https://gardencitycc.instructure.com/courses/16996/assignments/514996)

Final Exam

(https://gardencitycc.instructure.com/courses/16996/assignments/530622)

(https://gardencitycc.instructure.com/courses/16996/assignments/530582)

Week 10 Threaded Discussion

(https://gardencitycc.instructure.com/courses/16996/assignments/530069)

- Week 11 Threaded Discussion
- (https://gardencitycc.instructure.com/courses/16996/assignments/530306)
- **Week 12 Threaded Discussion**

(https://gardencitycc.instructure.com/courses/16996/assignments/530620)

Week 13 Threaded Discussion

(https://gardencitycc.instructure.com/courses/16996/assignments/530559)

(Week 2 Threaded Discussion

(https://gardencitycc.instructure.com/courses/16996/assignments/530560)

Week 3 Threaded Discussion

(https://gardencitycc.instructure.com/courses/16996/assignments/526362)

即 Week 4 Threaded Discussion

(https://gardencitycc.instructure.com/courses/16996/assignments/526698)

Week 5 Threaded Discussion

(https://gardencitycc.instructure.com/courses/16996/assignments/530615)

Week 6 Threaded Discussion

(https://gardencitycc.instructure.com/courses/16996/assignments/526866)

Week 7 Threaded Discussion

(https://gardencitycc.instructure.com/courses/16996/assignments/527059)

Week 8 Threaded Discussion

(https://gardencitycc.instructure.com/courses/16996/assignments/528703)

Week 9 Threaded Discussion

(https://gardencitycc.instructure.com/courses/16996/assignments/529854)