

APPROVED

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APR 10 2012

The University Of Toledo

New Course Proposal

Administrative Use Only (rev. 9/2011)		
Code: COLLEGE OF GRADUATE STUDIES		
Approved (senate or grad council)		
Effective Date: / / (mm/dd/yyyy)		
CIP Code:		
Sub:	Prog:	Level:

Level (check one): <input type="checkbox"/> Undergraduate <input checked="" type="checkbox"/> Graduate
Will this course impact program requirements? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No *If Yes, a Program Modification must be completed.
Type of course (check all that apply): <input type="checkbox"/> Academic Skills Enhancement <input type="checkbox"/> Writing Intensive (WAC) <input type="checkbox"/>
Honors <input type="checkbox"/> Univ. Core: <input type="checkbox"/> English <input type="checkbox"/> Hum <input type="checkbox"/> Math <input type="checkbox"/> Nat. Sciences <input type="checkbox"/> Social Sciences Multicultural: <input type="checkbox"/> Diversity of US Culture <input type="checkbox"/> Non-US Culture <input type="checkbox"/> Transfer module: <input type="checkbox"/> Arts&Hum <input type="checkbox"/> Engl <input type="checkbox"/> Math <input type="checkbox"/> Nat Sci & Phys <input type="checkbox"/> Soc Sci

College: JHCEHSHS	Dept: Criminal Justice and Social Work
Contact Person: Morris Jenkins	Phone: 2313
Email: morris.jenkins@utoledo.edu	

Alpha/Numeric Code (Subject area-number): SOCW 6700 If this is a renumbering, please request an electronic copy of the old course approval through the Register's Office at x4865, and attach it to form.	
Proposed title: Perspectives on Child Maltreatment and Child Advocacy	Proposed effective term: Fall 2012
Planned enrollment per section: 10-15	Per term: 10-15
Is the course cross-listed with another academic unit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Is the course offered at more than one level? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If yes to either question, please list additional Alpha/Numeric codes, and submit a separate New Course form or Course Modification form for the course(s) referenced below. a. - b. - c. -	
Approval of other academic unit(signature): _____	
Name and title:	
If course is to be offered at more than one level, attach an explanation of the different requirements that students must meet for each level. If the requirements are the same for each level, justification must be provided.	

Credit hours:	Fixed: 3	or	Variable:
Delivery Mode:	Primary		Secondary Tertiary
Activity Type:	online		Select One Select One
Minimum Credit Hours:	3		
Maximum Credit Hours:	3		
Weekly Contact Hours:	3		

Terms offered: Fall Spring Summer

Years offered: Every Year Alternate Years

Are students permitted to register for more than one section during a term? Yes No

May the courses be repeated for credit? No Yes **Maximum Hours:**

Grading System	Undergraduate	Graduate
	<input type="checkbox"/> Normal Grading (A-F, PS/NC, PR, 1) <input type="checkbox"/> Passing Grade/No Credit (A-C, NC) <input type="checkbox"/> Credit/No Credit <input type="checkbox"/> Grade Only (A-F, PR, I) <input type="checkbox"/> Audit Only <input type="checkbox"/> No Grade	<input checked="" type="checkbox"/> Normal Grading (A-F, PS/NC, PR, 1) <input type="checkbox"/> Grades Only (A-F) <input type="checkbox"/> Satisfactory/Unsatisfactory (G only) <input type="checkbox"/> Audit Only <input type="checkbox"/> No Grade

Prerequisites (must be taken before):

a. - b. - c. -

PIN (Permission From Instructor) PDP (Permission From Department)

Co-requisites (must be taken together):

a. - b. - c. -

If course is to replace an existing, course(s) will be deleted, and when should that deletion occur?

Course to be removed from inventory	Final Term to be offered (YYYYT. i.e. use 20064 for Fall'06)
a. -	
b. -	
c. -	
d. -	

Catalog Description (30 words Maximum):

This course provides a foundation of in-depth information on the child protection system in the U.S., child neglect, child physical abuse, child sexual abuse the investigation, and substantiation of maltreatment, and the role of advocacy in the process.

Attach a copy of a complete outline of the major topics covered. (Syllabus preferred)

Where does this course fit in the University/College/Department curriculum? (Be specific by course level, if applicable). **Indicate prospective demand.**

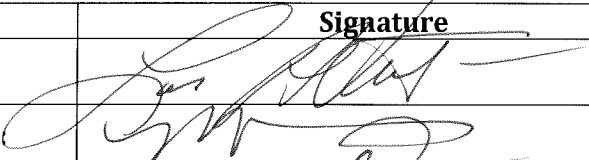
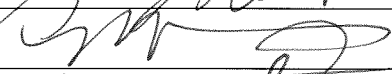
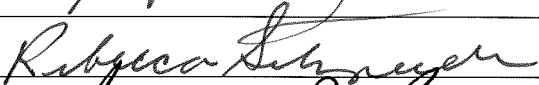
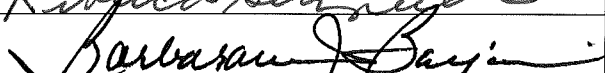
Course is one of a sequence of four courses in the Child Advocacy Graduate Certificate program. Students who complete the program of four courses with a 3.0 gpa will be awarded a certificate. The courses may be taken within existing degree programs. The certificate does not require enrollment in a concurrent degree program.

If the proposed course is similar to another course in the College or University, please describe the difference and provide a rationale for the duplication. (If this course duplicates material covered in another course within your department or college or in another college, attach a letter of endorsement from that area's dean and department chairperson indicating their support. Clarify the manner in which this course will differ).

If the course is intended to meet a University Undergraduate Core requirement, submit a course syllabus and complete the following:

Please explain how this course fulfills the general education guidelines.

COURSE APPROVAL:

	Signature	Date
Department Curriculum Authority:		2-3-12
Department Chairperson:		2-3-12
College Curriculum Authority:		4-9-12
College Dean:		4.9.12

After college approval, submit the original signed form to the Faculty Senate (UH3320) for undergraduate-level courses; for graduate-level courses submit the original signed form to the Graduate School (UH3240). For undergraduate/graduate dual-level courses, submit the proposals to each office.

	Signature	Date
Faculty Senate Undergrad. Curriculum Comm. :		

FOR COGS
John K...
07/06/12

Faculty Senate Core Curriculum Comm. :		
Graduate Council :	Nide Piazza	7.10.2012
Office of the Provost:		
Registrar's Office:		



The University of Toledo
Judith Herb College of Education, Health Science and Human Service
Department of Criminal Justice and Social Work

SOCW: 6700 Perspectives on Child Maltreatment and Child Advocacy Fall 2012: Online (BB9)

Semester Credit Hours 3

Instructor Contact Information

Name: <Instructor Name>

Phone: 419-530-xxxx

Office: <HHxxxx>

Email: xxx@utoledo.edu

Office Hours:

Fax: 419- 530-7879

Credentials:

Website: <http://www.utoledo.edu/hshs/cesp/>

Course Description

This course provides a foundation on in-depth information on the child protection system in the U.S., child neglect, child physical abuse, child sexual abuse investigation, and substantiation of maltreatment, and the role of advocacy in the process.

Prerequisites: Bachelor's Degree

Required Texts

Crosson-Tower, C. (2010). *Understanding Child Abuse and Neglect (8th Ed.)*. Boston: Allyn & Bacon.

Evan, D.R., Hearn, M.T., Uhleman, M.R., & Ivey, A.E. (2011). *Essential Interviewing: A Programmed Approach to Effective Communication*. USA: Brooks/Cole.

Child Advocacy Graduate Certificate Program

Course is first of a sequence of four courses in the Child Advocacy Graduate Certificate program. Students who complete the program of three courses with a 3.0 gpa will be awarded a certificate. The courses may be taken within existing degree programs. The certificate does not require enrollment in a concurrent degree program.

National Standards for Child Advocacy Certificate

National standards for the child advocacy certificate are still evolving. It is, therefore, necessary to maintain some flexibility in the course syllabus.

Student Learning Objectives

At the conclusion of this course:

- ◆ Students will demonstrate an in-depth understanding of child welfare services.
- ◆ Students will demonstrate recognition of child abuse and neglect.
- ◆ Students will demonstrate an in-depth understanding case work relationships with families.
- ◆ Students will demonstrate an in-depth understanding of principles of risk and safety assessments.
- ◆ Students will demonstrate an in-depth understanding of the laws and policies pertaining to child abuse and neglect.
- ◆ Students will demonstrate an in-depth understanding of barriers and obstacles to reporting abuse and how to avoid these problems.
- ◆ Students will demonstrate an in-depth understanding of cultural issues and how they relate to child welfare responses.

Methods of Instructions

This course will be taught as a distance learning class on Blackboard 9 (BB9). Students should have a computer or access to a computer running Windows XP, Vista, or 7, or a Macintosh with the latest system software and the ability to play audio and video. A high speed Internet connection is strongly recommended. Materials will be posted on the website to assist you in understanding the topics covered in text and provide you with information not covered in the text. You should check the course website at least twice once a week. Discussion questions will be posted on the course website.

The latest versions of Microsoft Internet Explorer or Mozilla Firefox are recommended as these two browsers appear to work best with Blackboard. If you have a problem accessing, reading, displaying, or playing any of the content on the Blackboard site, DO NOT contact your instructor. Instead, contact Learning Ventures (419.530.8835) for assistance.

****All students will be required to understand and adhere to Netiquette Rules, (<http://www.albion.com/netiquette/>), which are the do's and don'ts of online communication. Netiquette covers both common courtesy online and informal "rules of the road" of cyberspace.**

Requirements

1. **Participation in Course Activities (xx% of total grade).** Students are expected to be active participants in all scheduled/required course activities, course assessment techniques (CAT's), and classroom exercises. Classroom participation rubrics will be handed out as well as posted via BB9.
2. **Discussion Questions and Reaction Comments (xx% of total grade).** You will be presented with X discussion questions during the course. You may earn up to XX points for your response to each discussion question. You will be graded based on the organization of and reasoning reflected in your response. Additionally, your use of proper grammar and correct spelling will affect your score. Additionally, each student will constructively comment on the response of two other students by indicating if you agree or disagree with this student's position and explain your reasoning. Your response should be logical and respectful. Be sure to use proper grammar in your response. You may earn up to XX points for your comments on the response of another student. You will be graded based on the logic and respect shown in your comment. Your grammar and spelling will also be a factor.

3. **Comprehensive Final Examination (xx% of total grade).** There will be a final comprehensive examination given during finals week. The final exam may cover all material assigned during the course.

Class Policies

Policy on late or unfinished assignments: Late assignments are subject to a penalty of 10% of the award for every day they are late. A grade of PR will not be awarded except under extraordinary circumstances, such as prolonged illness. If such circumstances arise, it is the student's responsibility to notify the instructor immediately and keep the instructor abreast of the situation. If all assignments are not received by the end of the examination period the student will be awarded an Incomplete. If the assignments are not received by the end of the next semester the Incomplete will be changed to an F. No assignments will be accepted after this date, in other words, the F will stand. Cheating, submitting work other than your own, or plagiarism may result in penalties ranging from an F in the course to expulsion from the university. All students are subject to the University Policy Statement on Academic Dishonesty in the current University Catalog.

Accommodation of student needs: Students needing special arrangements for test taking, note taking, special print, or other considerations for successful completion of the course should discuss these needs with the instructor at the beginning of the course. Every effort will be made to make reasonable accommodations to facilitate student learning and performance.

Contact Information:
Office of Accessibility; Rocket Hall
Room 1820
Phone: 419.530.4981
TTY/VP: 419.530.2612
Fax: 419.530.6137
Email:
OfficeOfAccessibility@utoledo.edu

ADA Compliance: The University of Toledo provides educational opportunities to people with disabilities and complying with the ADA, Section 503 and Section 504 of the Rehabilitation Act of 1973 ("the Rehabilitation Act") and other applicable federal and state laws and regulations that prohibit discrimination on the basis of disability. UT Policy Number 3364-50-03

Communications Policy/Email: Communications Policy: In accordance with University of Toledo policy all official email communication **will only be sent to students' university email addresses.** It is expected that students will read their email in a timely manner. Students may use laptop computers to take notes in class, when appropriate. However, the instructor considers it disrespectful when students use laptops and/or cell phones to check email, surf websites, or text during class time. Students in violation of this policy will be asked to leave class to tend to their business.

The University of Toledo issues each student an official UT email address. This email address usually takes the form of firstname.lastname@rockets.utoledo.edu. All email communications about this class will be sent to and all communications from students should be sent from your official UT email address. Students will be expected to check this address regularly for official communications about this class. Email communications about this class will not be sent to personal email accounts and communications from personal email accounts may be blocked by UT spam filters.

Course Changes: The course schedule, requirements, procedures, content, etc., are subject to change by the instructor once the course is underway. Students will be apprised of any changes during regular class meetings.

Grading Procedures/Methods of Evaluation:

Students submit assignments to the class website each week. They are graded and the grades are posted on the website. There are grading rubrics for each assignment. The assignments are

detailed under requirements below:

Grading Scale

A	96-100	C	70-72
A-	91-95	C-	67-69
B+	86-90	D+	63-66
B	81-85	D	60-62
B-	77-80	D-	57-59
C+	73-76	F	56 or less

Policy Statement on Academic Dishonesty: Any student found cheating on a test or assignment or any student who represents the work of another person as his or her own on any of the papers, projects, presentations, or assignments will be subject to penalties ranging from a grade of zero (0) on the assignment to an F in the course to expulsion from the University. All students are subject to the University Policy Statement on Academic Dishonesty in the current Catalog and the Department Policy on Plagiarism which is posted on the Department website.

Academic dishonesty will not be tolerated. Among the aims of education are the acquisition of knowledge and development of the skills necessary for success in any profession. Activities inconsistent with these aims will not be permitted. Students are responsible for knowing what constitutes academic dishonesty. If students are uncertain about what constitutes plagiarism or cheating they should seek the instructor's advice. Examples of academic dishonesty include, but are not limited to:

- Plagiarizing or representing the words, ideas or information of another person as one's own and not offering proper documentation;
- Giving or receiving, prior to an examination, any unauthorized information concerning the content of that examination;
- Referring to or displaying any unauthorized materials inside or outside of the examination room during the course of an examination;
- Communicating during an examination in any manner with any unauthorized person concerning the examination or any part of it;
- Giving or receiving substantive aid during the course of an examination;
- Commencing an examination before the stipulated time or continuing to work on an examination after the announced conclusion of the examination period;
- Taking, converting, concealing, defacing, damaging or destroying any property related to the preparation or completion of assignments, research or examination;
- Submitting the same written work to fulfill the requirements for more than one course.

While academic integrity is particularly the responsibility of the student, the faculty members also have a responsibility. Assignments and tests should be constructed and proctored so as to discourage academic dishonesty. Faculty members are expected to inform their students

explicitly as to what materials and procedures are authorized for use in the preparation of assignments or in examinations (e.g., the use of calculator, computer, text materials, etc.). Should cases of academic dishonesty be found among students, the instructor may choose to counsel the student, or the following sanctions may be imposed:

- The student may be assigned an F for the work in question.
- The student may be assigned an F for the course. In this case the instructor should inform the Dean and the student of this action. The Dean will make certain that the student receives the F grade and is not permitted to withdraw from the course.
- The student may be placed on probation or suspended for some definite period of time, dismissed or expelled by the Dean if either the seriousness of the offense or a record of repeated offenses warrants it. A notation that such a sanction has been imposed will be made part of the student's permanent record. It is expected that the Dean will consult with the instructor and the student in making such a judgment, and that the Dean will notify the student of the sanction imposed and of the appeals procedure.

A student found to be academically dishonest by a faculty member may appeal according to procedures approved by the respective colleges. The procedures for making a final appeal to the Student Grievance Committee may be found in the Student Handbook.

Confidentiality: Given the nature and sensitivity of this course, there will be the need to use examples or demonstrations during the course of instruction. Students will be expected to maintain confidentiality and to respect the right to privacy of others and their fellow students. In addition, test security will be honored since there will be demonstrations of actual instruments.

Drop/Withdrawal: Students who drop or withdraw from the course must notify the instructor in writing. Failure to notify the instructor shall result in the student being considered absent without leave from the class and the student shall be considered responsible for all work missed.

Special Needs: Students who require individualized arrangements for taking tests, taking notes, completing assignments, or any other aspect of the class should discuss these needs with the instructor. Every effort will be made to make reasonable accommodations to facilitate student learning and performance in the course.

Weather: In the event of a major snow or ice storm or other inclement weather, the University will announce class cancellations, delay of classes and changes to administrative office hours through the UT Alert text messaging system, e-mail, the UT home page at utoledo.edu, myUT.utoledo.edu, the UT snow line, 419.530.SNOW (7669), and on local radio and television stations. You can sign up for UT Alert at <http://myUT.utoledo.edu>. The University's policy is to remain open whenever possible to minimize interruption of teaching and research. It is also the University's policy that the hospital never closes.

Student Evaluations: At the conclusion of the academic term, students will have an opportunity to evaluate the instructor and the course. This is done anonymously and used as a means to

improve instruction, course content, and the overall curriculum. Your comments, suggestions, and feedback are taken seriously and contribute significantly to course and program improvement. You are strongly encouraged to complete a course evaluation.

Course Outline

Date	Topic
Module One	Overview of Child Welfare What are Best Practices Role of Caseworkers and other professionals
Module Two	Cultural Issues in Child Welfare Family Centered Focus Cultural Issues Age issues Overrepresentation of African Americans
Module Three	Children with Disabilities Children with Developmental Issues
Module Four	Principles of Risk Management and Safety Harm Reduction
Module Five	Empowering Families Empowering Communities
Module Six	Introduction to Interviewing

*****The above schedule and procedures are subject to change at the discretion of the instructor.***