

**Central Carolina Community College**  
**Program Planning Guide**

***Human Services Technology (A45380)***  
***Associate in Applied Science***

The Human Services Technology curriculum prepares students for entry-level positions in institutions and agencies which provide social, community, and educational services. Along with core courses, students take courses which prepare them for specialization in specific human service areas.

Students take courses from a variety of disciplines. Emphasis in core courses is placed on development of relevant knowledge, skills, and attitudes in human services. Fieldwork experience provides opportunities for application of knowledge and skills learned in the classroom.

Graduates are qualified for positions in mental health, childcare, family services, social services, rehabilitation, correction, and educational agencies.

Program Length: 4 semesters

Career Pathway Options: Associate in Applied Science Degree in Human Services Technology;

Program Sites: Lee Campus - Day, 1st and 2nd years; Harnett Campus - Day, 1st year

<b>Suggested Course Schedule:</b>	<b>HOURS</b>			<b>Grade</b>	<b>Semester</b>	<b>Notes</b>
	<b>Class</b>	<b>Lab</b>	<b>Credit</b>			
<b>1st Semester (Fall)</b>						
ENG 111	Expository Writing	3	0	3		
ENG 111A	Expository Writing Lab	0	2	1		
HSE 110	Introduction to Human Services	2	2	3		
OST 131	Keyboarding	1	2	2		
PSY 115	Stress Management	2	0	2		
PSY 150	General Psychology	3	0	3		
SOC 210	Introduction to Sociology	3	0	3		
		14	6	17		
<b>2nd Semester (Spring)</b>						
HSE 123	Interviewing Techniques	2	2	3		
	Humanities/Fine Arts Elective	3	0	3		
MAT 140	Survey of Mathematics	3	0	3		
OST 137	Office Software Applications	2	2	3		
PSY 241	Developmental Psychology	3	0	3		
SOC 220	Social Problems	3	0	3		
		16	4	18		
<b>3rd Semester (Fall)</b>						
HSE 112	Group Process I	1	2	2		
HSE 225	Crisis Intervention	3	0	3		
SAB 110	Substance Abuse Overview	3	0	3		
SOC 213	Sociology of the Family	3	0	3		
See below*	Major Elective	3	0	3		
See below*	Major Elective	3	0	3		
		16	2	17		
<b>4th Semester (Spring)</b>						
COE 111	Co-op Work Experience I	0	10	1		
COE 115	Work Experience Seminar	1	0	1		
ENG 114	Professional Research & Reporting	3	0	3		
HSE 125	Counseling	2	2	3		
HSE 210	Human Services Issues	2	0	2		

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Suggested Course Schedule:	HOURS			Grade	Semester	Notes
	Class	Lab	Credit			
4th Semester (Spring) <i>continued</i>						
<i>See below*</i> Major Elective	3	0	3			
SOC 232 Social Context of Aging	3	0	3			
	13	12	16			

\*Elective Course Listing (Choose 9 SHC)

PSY 234 Organizational Psychology	3	0	3			
PSY 237 Social Psychology	3	0	3			
PSY 246 Adolescent Psychology	3	0	3			
PSY 281 Abnormal Psychology	3	0	3			
SOC 225 Social Diversity	3	0	3			

Total Semester Hours Credit: 66/68

**Human Services Technology Course Descriptions:**

**COE 111 Co-op Work Experience I 0-10-1**

This course provides work experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

**COE 115 Work Experience Seminar I 1-0-1**

*Corequisites: COE 111, COE 112, COE 113, or COE 114*  
This course may accompany COE 111, COE 112, COE 113, or COE 114. Students will present their work experience and evaluate work opportunities afforded by the co-op.

**ENG 111 Expository Writing 3-0-3**

*Prerequisites: Take one set: RED 090 and ENG 090, ENG 095, or appropriate placement test scores.*  
*Corequisites: ENG 111A*  
This course is the required first course in a series of two designed to develop the ability to produce clear expository prose. Emphasis is placed on the writing process including audience analysis, topic selection, thesis support and development, editing, and revision. Upon completion, students should be able to produce unified, coherent, well-developed essays using standard written English. This course has been approved for transfer under the CAA and ICAA as a general education course in English Composition.

**ENG 111A Expository Writing Laboratory 0-2-1**

*Prerequisites: Take one set: RED 090 and ENG 090, ENG 095, or appropriate placement test scores.*  
*Corequisites: ENG 111*  
This writing laboratory is designed to apply the skills introduced in ENG 111. Emphasis is placed on the editing and revision components of the writing process. Upon completion, students should be able to apply those skills in the production of final

drafts in ENG 111. The computer is used as a writing and design tool for this course.

**ENG 114 Professional Research and Reporting 3-0-3**

*Prerequisite: ENG 111*  
This course, the second in a series of two, is designed to teach professional communication skills. Emphasis is placed on research, listening, critical reading and thinking, analysis, interpretation, and design used in oral and written presentations. Upon completion, students should be able to work individually and collaboratively to produce well-designed business and professional written and oral presentations. The computer is used as a writing and design tool for this course. This course has been approved for transfer under the CAA and ICAA as a general education course in English Composition.

**HSE 110 Introduction to Human Services 2-2-3**

This course introduces the human services field, including the history, agencies, roles, and careers. Topics include personal/professional characteristics, diverse populations, community resources, disciplines in the field, systems, ethical standards, and major theoretical and treatment approaches. Upon completion, students should be able to identify the knowledge, skills, and roles of the human services worker.

**HSE 112 Group Process I 1-2-2**

*Prerequisite: Enrollment in the HSE program*  
This course introduces interpersonal concepts and group dynamics. Emphasis is placed on self-awareness facilitated by experiential learning in small groups with analysis of personal experiences and the behavior of others. Upon completion, students should be able to show competence in identifying and explaining how people are influenced by their interactions in group settings.

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**HSE 123 Interviewing Techniques 2-2-3**

This course covers the purpose, structure, focus, and techniques employed in effective interviewing. Emphasis is placed on observing, attending, listening, responding, recording, and summarizing of personal histories with instructor supervision. Upon completion, students should be able to perform the basic interviewing skills needed to function in the helping relationship.

**HSE 125 Counseling 2-2-3**

*Prerequisite: PSY 150*

This course covers the major approaches to psychotherapy and counseling, including theory, characteristics, and techniques. Emphasis is placed on facilitation of self-exploration, problem solving, decision-making, and personal growth. Upon completion, students should be able to understand various theories of counseling and demonstrate counseling techniques.

**HSE 210 Human Services Issues 2-0-2**

*Prerequisite: Successful completion of 12 SHC in the HSE program*

This course covers current issues and trends in the field of human services. Emphasis is placed on contemporary topics with relevance to special issues in a multi-faceted field. Upon completion, students should be able to integrate the knowledge, skills, and experiences gained in classroom and clinical experiences with emerging trends in the field.

**HSE 225 Crisis Intervention 3-0-3**

This course introduces the basic theories and principles of crisis intervention. Emphasis is placed on identifying and demonstrating appropriate and differential techniques for intervening in various crisis situations. Upon completion, students should be able to assess crisis situations and respond appropriately.

**MAT 140 Survey of Mathematics 3-0-3**

*Prerequisite: Take one set: MAT 060 and MAT 070, MAT 060 and MAT 080, MAT 060 and MAT 090, MAT 095, MAT 120, MAT 121, MAT 161, MAT 171, MAT 175, or appropriate placement test scores.*

This course provides an introduction in a non-technical setting to selected topics in mathematics. Topics may include, but are not limited to, sets, logic, probability, statistics, matrices, mathematical systems, geometry, topology, mathematics of finance, and modeling. Upon completion, students should be able to understand a variety of mathematical applications, think logically, and be able to work collaboratively and independently. Under the CAA and ICAA, this course satisfies the general education Mathematics requirement for the AA and AFA degrees. It does not satisfy the general education Mathematics requirement for the AS degree.

**OST 131 Keyboarding 1-2-2**

This course covers basic keyboarding skills. Emphasis is placed

on the touch system, correct techniques, and development of speed and accuracy. Upon completion, students should be able to key at an acceptable speed and accuracy level using the touch system.

**OST 137 Office Software Applications 2-2-3**

*Local Prerequisite: OST 131*

This course introduces the concepts and functions of software that meets the changing needs of the community. Emphasis is placed on the terminology and use of software through a hands-on approach. Upon completion, students should be able to use software in a business environment.

**PSY 115 Stress Management 2-0-2**

This course covers stressors and techniques for stress management. Topics include anger, assertiveness, adaptation to change, conflict, coping skills, identification of stressors, time management, and the physiology of stress and burnout. Upon completion, students should be able to demonstrate an understanding of the effective management of stress.

**PSY 150 General Psychology 3-0-3**

This course provides an overview of the scientific study of human behavior. Topics include history, methodology, biopsychology, sensation, perception, learning, motivation, cognition, abnormal behavior, personality theory, social psychology, and other relevant topics. Upon completion, students should be able to demonstrate a basic knowledge of the science of psychology. This course has been approved for transfer under the CAA and ICAA as a general education course in Social/Behavioral Sciences.

**PSY 234 Organizational Psychology 3-0-3**

*Prerequisite: PSY 150*

This course introduces the field of industrial and organizational psychology. Topics include employee motivation, organizational structure, leadership, selection and training, conflict resolution, communication, job satisfaction, and other related influences on performance. Upon completion, students should be able to demonstrate a basic understanding of organizational dynamics and behaviors in the workplace.

**PSY 237 Social Psychology 3-0-3**

*Prerequisite: Take one: PSY 150 or SOC 210*

This course introduces the study of individual behavior within social contexts. Topics include affiliation, attitude formation and change, conformity, altruism, aggression, attribution, interpersonal attraction, and group behavior. Upon completion, students should be able to demonstrate an understanding of the basic principles of social influences on behavior. This course has been approved for transfer under the CAA and ICAA as a general education course in Social/Behavioral Sciences.

**PSY 241 Developmental Psychology 3-0-3**

*Prerequisite: PSY 150*

This course is a study of human growth and development. Emphasis is placed on major theories and perspectives as they

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relate to the physical, cognitive, and psychosocial aspects of development from conception to death. Upon completion, students should be able to demonstrate knowledge of development across the life span. This course has been approved for transfer under the CAA and ICAA as a general education course in Social/Behavioral Sciences.

**PSY 246      Adolescent Psychology      3-0-3**

*Prerequisite: PSY 150*

This course provides an overview of the behavior patterns, life changes, and social issues that accompany the developmental stage of adolescence. Topics include developmental theories; physical, cognitive, and psychosocial growth; transitions to young adulthood; and socio-cultural factors that influence adolescent roles in home, school, and community. Upon completion, students should be able to identify typical and atypical adolescent behavior patterns as well as appropriate strategies for interacting with adolescents. This course has been approved for transfer under the CAA and ICAA as a general education course in Social/Behavioral Sciences.

**PSY 281      Abnormal Psychology      3-0-3**

*Prerequisite: PSY 150*

This course provides an examination of the various psychological disorders, as well as theoretical, clinical, and experimental perspectives of the study of psychopathology. Emphasis is placed on terminology, classification, etiology, assessment, and treatment of the major disorders. Upon completion, students should be able to distinguish between normal and abnormal behavior patterns as well as demonstrate knowledge of etiology, symptoms, and therapeutic techniques. This course has been approved for transfer under the CAA and ICAA as a general education course in Social/Behavioral Sciences.

**SAB 110      Substance Abuse Overview      3-0-3**

This course provides an overview of the core concepts in substance abuse and dependence. Topics include the history of drug use/abuse, effects on societal members, treatment of addiction, and preventive measures. Upon completion, students should be able to demonstrate knowledge of the etiology of drug abuse, addiction, prevention, and treatment.

**SOC 210      Introduction to Sociology      3-0-3**

This course introduces the scientific study of human society, culture, and social interactions. Topics include socialization, research methods, diversity and inequality, cooperation and conflict, social change, social institutions, and organizations. Upon completion, students should be able to demonstrate knowledge of sociological concepts as they apply to the interplay among individuals, groups, and societies. This course has been approved for transfer under the CAA and ICAA as a general education course in Social/Behavioral Sciences.

**SOC 213      Sociology of the Family      3-0-3**

This course covers the institution of the family and other intimate relationships. Emphasis is placed on mate selection, gender roles, sexuality, communication, power and conflict, parenthood, diverse lifestyles, divorce and remarriage, and economic issues. Upon completion, students should be able to analyze the family as a social institution and the social forces which influence its development and change. This course has been approved for transfer under the CAA and ICAA as a general education course in Social/Behavioral Sciences.

**SOC 220      Social Problems      3-0-3**

This course provides an in-depth study of current social problems. Emphasis is placed on causes, consequences, and possible solutions to problems associated with families, schools, workplaces, communities, and the environment. Upon completion, students should be able to recognize, define, analyze, and propose solutions to these problems. This course has been approved for transfer under the CAA and ICAA as a general education course in Social/Behavioral Sciences.

**SOC 225      Social Diversity      3-0-3**

This course provides a comparison of diverse roles, interests, opportunities, contributions, and experiences in social life. Topics include race, ethnicity, gender, sexual orientation, class, and religion. Upon completion, students should be able to analyze how cultural and ethnic differences evolve and how they affect personality development, values, and tolerance. This course has been approved for transfer under the CAA and ICAA as a general education course in Social/Behavioral Sciences.

**SOC 232      Social Context of Aging      3-0-3**

This course provides an overview of the social implications of the aging process. Emphasis is placed on the roles of older adults within families, work and economics, politics, religion, education, and health care. Upon completion, students should be able to identify and analyze changing perceptions, diverse lifestyles, and social and cultural realities of older adults. This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.

**SOC 240      Social Psychology      3-0-3**

This course examines the influence of culture and social groups on individual behavior and personality. Emphasis is placed on the process of socialization, communication, conformity, deviance, interpersonal attraction, intimacy, race and ethnicity, small group experiences, and social movements. Upon completion, students should be able to identify and analyze cultural and social forces that influence the individual in a society. This course has been approved for transfer under the CAA and ICAA as a general education course in Social/Behavioral Sciences.