

# ST. CLARE PROFESSIONAL STUDIES PROGRAM

## The PS Degree in Human Services (B.S.)

The Human Services major is intended for those students wanting a career in the social services or counseling fields. It equips students with the knowledge and skills to function effectively in a wide range of social service organizations and advocacy roles. Human Services graduates are currently working with abused and neglected children, the elderly, childcare and juvenile justice.

Forty-eight hours of approved coursework in the Human Services is required, including 12 hours of approved electives. Given the various areas of specialization within Human Services, individual degree plans will be developed for each student after admission to the program.

These elective courses may include: CRJ 430, CRJ 431, PHI 424 as well as other 300- and 400-level courses in Psychology and Human Services pre-approved by the program director. PSY 312 Psychopathology is required. A grade of "C-" or higher is required for all courses in the major.

---

## Course Descriptions

---

**PHM 301 Introduction to Professional Issues (3)**

Providing a comprehensive overview to the human services field, this course explores the complex political dimensions of providing services; summarizes current social policy; explores laws and ethics regulating human services; and surveys the range of services available through human services agencies. Also introduces the students to current issues in the organization, funding, and delivery of human services.

**PHM 304 Lifespan Human Development (3)**

This course covers the psychological, social, physical, and cognitive stages of human development and identifies the client's needs in each of the stages. There is special emphasis on the role of families, relationships, and social structures on human development.

**PHM 305 Counseling Theory (3)**

This course provides an overview of current major approaches to counseling. Emphasis is on personality theories and their applications to the counseling practice.

**PHM 306 Counseling Techniques (3)**

This course teaches students basic communication and counseling skills. Students will be encouraged to practice and develop their own style of counseling by incorporating at least one theoretical orientation into their practice of counseling.

**PHM 310 Introduction to Appraisal of the Individual (3)**

This course presents an overview of the methods of assessing various attributes of a person including individual and group testing, observations, interviews and rating scales, and standardized assessment.

**PHM 320 Statistics & Research Methods for Human Service Professionals (3)**

This course enables students to effectively use current research in the field to make appropriate decisions by giving them a practical understanding of research designs and methodologies, data collection, and interpretation strategies. Basic statistical concepts and techniques are also included.

**PHM 350 Management Concepts and Principles (3)**

This course gives a conceptual overview of the common administrative practices in social service organizations, including Organizational Structure, Strategic planning, and Board development. Ethical and legal issues of agency management will also be covered.

**PHM 401 Group Dynamics and Counseling (3)**

In this course students will develop an understanding of group dynamics and roles of group members. Group leadership skills will be explored and developed.

**PHM 403 Lifestyle and Career Counseling (3)**

Students in this course will examine theories of career development and occupational choices. Areas to be included are lifestyle development and the changing social structures.

**PHM 405 D: Social and Cultural Issues (3)**

This course will focus on those issues which effect clients in the social services field such as ethnic diversity, poverty, subculture influences, and gender differences. Focus will also be paid to those issues found particularly in rural populations. Equivalent to SOC 300.

## ST. CLARE PROFESSIONAL STUDIES PROGRAM

### **PHM 406 Substance Use (3)**

This course will focus on the issues involved in working with those individuals involved in substance abuse. Special attention will be paid to recognizing a variety of substances and the symptoms demonstrated by those abusing these substances.

### **PHM 407 W: Family Dynamics/ Counseling (3)**

Students in this course will be exposed to a variety of theories and techniques used in working with families. The emphasis will be on exploring family dynamics and developing the critical thinking skills needed in working with families.

### **PHM 411 Ethical & Legal Issues in Human Services (3)**

This course provides an opportunity to explore the legal and ethical dilemmas encountered in the organization and delivery of human services in our society.

### **PHM 420 Practicum (3)**

An individualized project/placement designed to give the student practical experience in their area of interest.

### **PHM 440 Crisis Intervention (3)**

This course emphasizes the recognition of psychological crisis and the application of current crisis-intervention strategies to assure client safety, stabilization, and self-determination. Emphasis will also be placed on legal and ethical concerns in crisis work, professionalism, and the prevention of burnout.

### **PHM 450 Needs Assessment and Program Evaluation (3)**

This course provides the knowledge and skills needed to conduct community needs assessment, evaluate the results, make good decisions regarding new program development, and develop methods for evaluating the effectiveness of the programs.

### **PHM 451 Budget, Finance & Grant Writing for Human Service Organizations (3)**

This course is designed to provide the human services administrator with budget and finance concepts necessary to work effectively with the finance professionals within their organization. Basic grant writing skills will also be developed.

## **The PS Degree in Writing (B.A.)**

The Writing major is intended to advance the writing skills of students through a cross-disciplinary approach giving a varied experience with practice in multiple types of writing. The goal of the Professional Degree in Writing (PDW) program is to promote fluency and versatility in writing through critical, creative, and strategic thinking. This degree completion program prepares students for a variety of careers that value high levels of writing proficiency.

Sixty hours of approved coursework are required with forty-eight hours in writing, six hours of theology, and six hours of electives. Courses will be offered online in a rotating schedule over fall, spring, and summer sessions. Students will work closely with their academic advisor on an individual degree plan for completion of the program.

A grade of "C-" or higher is required for all courses in the major.

---

## **Course Descriptions**

---

### **PDW 311 Foundations of Style (3)**

Extensive practice in diverse writing strategies with emphasis on stylistic improvement.

### **English Requirements**

ENG 306 (W) Creative Writing: Memoir

ENG 307 (W) Creative Writing: Fiction

ENG 308 (W) Creative Writing: Poetry

ENG 380 (W) Literary Criticism

### **Communication Requirements**

COM 210 (W) Media Writing: News

COM 330 (W) Media Writing: Online

COM 393 Writing for Advertising and

Commercial Communication

COM 369 Fundamentals of Film and

Scriptwriting

COM 392 Feature and Editorial Writing

COM 396 Social Media