



North Central State College

MASTER SYLLABUS | **2025-2026**

College-Wide Learning Outcome	Assessments - - How it is met & When it is met
Communication – Written	
Communication – Speech	
Intercultural Knowledge and Competence	
Critical Thinking	
Information Literacy	
Quantitative Literacy	

L. Course Outcomes and Assessment Methods:

Upon successful completion of this course, the student shall:

Outcomes	Assessments – How it is met & When it is met
1. Demonstrate knowledge of interpersonal skills.	Class Discussion and Lab Activities – Beginning, mid and end of term Exams – Mid and Final Self-Examination Paper - end of term
2. Identify strategies to interact effectively.	Class Discussion and Lab Activities – Beginning, mid and end of term Exams – Mid and Final Self-Examination Paper - end of term
3. Demonstrate knowledge of group process.	Class Discussion and Lab Activities – Beginning, mid and end of term Exams – Mid and Final Self-Examination Paper - end of term
4. Identify effective approaches to management of conflict.	Class Discussion and Lab Activities – Beginning, mid and end of term Exams – Mid and Final Self-Examination Paper - end of term
5. Demonstrate knowledge of cultural diversity.	Class Discussion and Lab Activities – Beginning, mid and end of term Exams – Mid and Final Self-Examination Paper - end of term
6. Demonstrate strategies for effective leadership of a small group.	Class Discussion and Lab Activities – Beginning, mid and end of term Exams – Mid and Final Self-Examination Paper - end of term

M. Recommended Grading Scale:

NUMERIC	GRADE	POINTS	DEFINITION
93–100	A	4.00	Superior
90–92	A-	3.67	Superior
87–89	B+	3.33	Above Average
83–86	B	3.00	Above Average
80–82	B-	2.67	Above Average
77–79	C+	2.33	Average
73–76	C	2.00	Average
70–72	C-	1.67	Below Average
67–69	D+	1.33	Below Average
63–66	D	1.00	Below Average
60–62	D-	0.67	Poor
00–59	F	0.00	Failure

N. College Procedures/Policies:

North Central State College believes that every student is a valued and equal member of the community.* Every student brings different experiences to the College, and all are important in enriching academic life and developing greater understanding and appreciation of one another. Therefore, NC State College creates an inclusive culture in which students feel comfortable sharing their experiences.

Discrimination and prejudice have no place on the campus, and the College takes any complaint in this regard seriously. Students encountering aspects of the instruction that result in barriers to their sense of being included and respected should contact the instructor, assistant dean, or dean without fear of reprisal.

* *Inclusive of race, color, religion, gender, gender identity or expression, national origin (ancestry), military status (past, present or future), disability, age (40 years or older), status as a parent during pregnancy and immediately after the birth of a child, status as a parent of a young child, status as a foster parent, genetic information, or sexual orientation*

Important information regarding College Procedures and Policies can be found on the syllabus supplement located at

<https://ncstatecollege.edu/documents/President/PoliciesProcedures/PolicyManual/Final%20PDFs/14-081b.pdf>



North Central State College
SYLLABUS ADDENDUM

Academic Division:	Liberal Arts	Discipline:	Human and Social Work Services
Course Coordinator:	Steven Haynes		
Course Number:	HMSV1090-910	Course Title:	Group Work in Human Service
Semester / Session:	Spring 2026	Start / End Date:	1/12/26-3/6/26

Instructor Information

Name:	Teresa Alt, MSW, LISW-S	Phone Number:	419-755-4867
Office Location:	78 Fallerius	E-Mail Address:	talt@ncstatecollege.edu
		Office Hours:	Monday 8:00-9:30, Thursday 9:00-10:00 and 4:00-6:00

I. Topical Timeline (Subject to Change):

Week	Assignments/Activities
Week #1 1/12/26 and 1/14/26	Introduction to Course and Each Other Introduction to Group Work Chapter 1 Chapter 1 Assignment-Questions 1-6, page 25-Due 1/18/26 Lab Assignment
Week #2 1/19/26 1/21/26	Holiday, no class on 1/19/26 Group Process, Multicultural Group Work Lab Activity Group Counselor, Leadership Skills Chapter 2 Chapter 2 Assignment – Attitude Questionnaire on Group Leadership – Questions 1-30, pages 55-57, Questions 1-6, page 57 – Due 1/25/26 Lab Activity
Week #3 1/26/26 1/28/26	Ethical and Legal Issues in Group Work Chapter 3 Lab Activity-Student Led groups Discussion 1 Due
Week #4 2/2/26 2/4/26	Continuation from Week before Lab Activity Student Led groups Review for Exam, Questions & Comments Exam 1 Covering Chapters 1-3 Class Discussions – Due 2/4/26
Week #5 2/9/26 2/11/26	Lab Activity Student Lead Group Theories & Techniques Chapter 4 Lab Activity-Student Led Forming a Group Chapter 5 Lab Activity-Student Led

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Discussion 2 Due	
Week #6 2/16/26 2/18/26	Initial Stage of a Group Chapter 6 Lab Activity-Student Led Transition Stage of a Group Chapter 7 Lab Activity-Student Led
Week #7 2/23/26 2/25/26	Working Stage of a Group Chapter 8 Lab Activity-Student Led Final Stage of a Group Chapter 9 Lab Activity-Student Led Review for Exam-Questions & Comments
Week #8 3/2/26 3/4/26	Exam 2 (Covering Chapters 4-9) – Due 3/4/26 Lab Activity-Student Lead Discussion of Self-Assessment Paper & Final Project Self-Assessment Paper Due 3/1/26 Group Closure Final Project-Share in Class

II. Course Assignments:

1. Exam
2. Plan/Leadership
3. Paper
4. Assignments
5. Final Project

III. Grading and Testing Guidelines:

Mid-term Exam	15%
Final Exam	15%
Group Plan	5%
Group Leadership	15%
Self-Assessment Paper	15%
Assignments	5%
Final Project	20%
Attendance and Participation	10%

Total 100%

IV. Examination Policy:

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Missed exams can be rescheduled with proper documentation. Arrangements to make-up the exam will be made with instructor. Any missed exam should be completed within six weeks of the original exam date or prior to the end of the semester, whichever comes first.

Without proper documentation, situations will be evaluated on a case by case basis at the instructor's discretion. Any late exam will receive a 10% deduction from the final test grade. Make-up exams to be scheduled with instructor based on instructor's schedule.

Reports and assignments are due in class on the scheduled due date. Any reports/assignments turned in late will result in a 10% point reduction. *No report will be accepted seven days past the original due date without proper validating documentation.*

Presentations are expected to be presented on the day scheduled. Any late presentation (with or without proper documentation) will receive a 10% reduction.

V. Class Attendance and Homework Make-Up Policy:

As college students, you are expected to attend weekly Zoom class sessions on a regular basis. If you have an emergency or other issue, please contact me (through email, Canvas, or phone) If you miss class, you are responsible for the topics discussed that day. This includes securing all handouts and completing assignments as scheduled.
Attendance and participation is worth 10 % of final grade

VI. Classroom Expectations:

- Arrive/sign-in on time
- Be Prepared
- Be respectful of others in class/zoom session during presentations and discussions
- Confidentiality – What happens in class, stays in class
- Cell phones should be on vibrate/silent during class sessions
- Other electronic devices (ex. - TV, radio, etc) should be muted or off during class time
- Food and drinks will be permitted. Please be aware of noise and possible distraction to others.
- Participation is required in discussions and class activities
- No smoking during Zoom class sessions
- Find quiet place in home or other location to focus on class. If bedroom is the only available spot, please DO NOT lie in bed during Zoom session.
- Dress appropriately for class. Dress as though you would be attending class in person.

Student may not copy, photograph, or disseminate any classroom material without the consent of the faculty. Any student found doing the above will be subject to reprimand from the faculty and/or college.

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