

Fall Semester 2018  
**Social Welfare Administration**

**1. 과목 기본 정보 (Basic Course Information)**

교과목명	Social Welfare Administration		코드	CSW30052	
개설연도	Year 2018		개설학기	2 <sup>nd</sup> Semester (Fall)	
개설학부	Counseling Psychology and Social Welfare		이수구분		
대상학년/전공	3 / Social Welfare		분반	1	
학점구성 Credit Hours	전체학점 3	이론학점 3	실험/실습 학점	설계학점	기타
수업주유형	(V) 강의	(V) 프로젝트	( ) 토론	( ) 실험	( ) 실습
선수과목	None		병수과목	None	
주관교수 성명	Byungdeok Kang		주관교수 Email		
담당교수 성명	담당교수 Email	담당교수 전화	Office Hour	Office 위치	
Byungdeok Kang		Thu 10am – 11am			
조교 성명 TA			조교 Email		
강의실	NMH 207		강의시간	Tue & Fri 2 <sup>nd</sup> Time (10:00 – 11:15)	

**2. 강의 목표 (Course Objectives)**

- 학습목표 (Course Objective)

번호	학습목표	학습활동 (달성방법)
As a result of having taken this course, the student is expected to develop the following competencies upon completion:		
1	to describe key elements of theoretical approach to understand organization and administration	Lecture & Assignment
2	to describe criteria for effective organizational and management processes and assess an agency with reference to these criteria	Lecture & Assignment
3	to demonstrate understanding of diverse organizational issues in social work practice	Lecture & Assignment

**3. 강의 개요(Course Description)**

This course draws on materials from management and human relations, especially from the social work arena. It integrates basic principles, concepts, and processes from management with relationships and skills among executives and staff. The human relations focus is emphasized in particular in the administrative process.

#### 4. 과목 운영 안내 (Course Managements)

- 교재 및 평가

주교재	Lewis, J. A., Packard, T. R., & Lewis, M. D. (2011) <i>Management of Human Service Programs (5<sup>th</sup> ed.)</i> , Belmont, CA: Thomson							
부교재	김영정 (2010). <i>사회/복지행정</i> . 학지사 Patti, R. J. (2009). <i>The handbook of human services management</i> . London, UK: Sage							
출석관리 기준	You are expected to attend class, arrive on time, and remain for the duration of the class (be awake!).							
학점산출 평가도구 (%)	Attendance	Midterm Exam	Final Exam	Quiz	Group Project	Individual Project	DIY	Others
	0	30	30	0	30	0	10	
성적평가 기준	<i>Absolute and Relative (Mixed) Evaluation</i> A+ = 95 ~ 100; A = 90 ~ 94; B+ = 85 ~ 89; B = 80 ~ 84; C+ = 75 ~ 79; C = 70 ~ 74; D+ = 65 ~ 69; D = 60 ~ 64; F = 0 ~ 59 and/or A = 25%          B = 40%          C = 30%          D or F = 5%							
Honor Code	Academic Honesty – Handong Global University seeks to promote and ensure academic honesty and personal integrity among students and other members of the University community. All work in this class is expected to be original work – that is, work may not be “recycled” (in whole or in part) from another class. Additionally, work submitted must be your own, except in except in circumstances specified in syllabus (e.g., editorial assistance for English).							

- 수업 활동유형

강의	Lecture	70 %	프로젝트	Project	20 %	토론	Discussion	10 %
----	---------	------	------	---------	------	----	------------	------

#### 5. 과제물 상세설명 (Assignment Details)

과제	내용	평가기준(%)		마감기한	기타
		1.	2.		
1. Wide or Deep	See the H/O	Logic of Content (80%)	Following Guidelines (20%)		
2. DIY	See the H/O				

#### 6. 강의 일정 계획 (Weekly Schedule)

주차 Week	날짜 Date	강의주제 Topics	과제 Homework
1	08. 28. 08. 31.	1 Introduction to Social Welfare Administration	
2	09. 04. 09. 07.	2 Facing Challenges of Management (Ch. 1)	
3	09. 11. 09. 14.	3 The Environments of Human Service Organization (Ch. 2) Holiday (No Class ^.^)	

4	09. 18. 09. 21.	4 Planning and Program Design (Ch. 3)	
5	09. 25. 09. 28.	Autumn Night ~ No Class! 4 Planning and Program design (Ch. 3)	
6	10. 02. 10. 05.	5 Organizational Theory for Human Service Organizations (Ch. 4)	
7	10. 09. 10. 12.	Hangul Day ~ No Class! 6 Organization Design (Ch. 5)	
8	10. 16. 10. 19.	Midterm Exam	Exam
9	10. 23. 10. 26.	Midterm Review 7 Developing and Managing Human Resources (Ch. 6)	
10	10. 30. 11. 02.	7 Developing and Managing Human Resources (Ch. 6) Festival ~ Yes Class!	
11	11. 06. 11. 09.	8 Building Supervisory Relationships (Ch. 7)	
12	11. 13. 11. 16.	9 Managing Finances (Ch. 8)	
13	11. 20. 11. 23.	10 Designing and Using Information Systems (Ch. 9)	
14	11. 27. 11. 30.	11 Evaluating Human Service Programs (Ch. 10)	
15	12. 04. 12. 07.	12 Leading and Changing Human Service Organization (Ch. 11)	
16	12. 11. 12. 14.	Final Exam	Exam

## 7. 본 과목의 수강신청을 위한 주요 공지 사항 (Notice)

Electronic Devices – As a courtesy to all, please turn off cell phones during class.

Active participation in the class throughout the semester is one of the main goals of this class. It involves being thoroughly familiar with the readings and coming to class prepared to make a substantive contribution to the discussion each week. Active participation entails being punctual as well. Punctuality evidences respect for others, and being late can be disruptive.

Students with Special Needs – Students who have a disability and/or need specific accommodations and support to facilitate full inclusion of all aspects of the course should make an appointment with me during the first week of the term.

The course syllabus is a general plan. Deviations announced to the class by the instructor may be necessary.