SOCIAL WORK 261: Introduction to Social Work & the Social Services Field 3 credits Fall 2019 Tuesday & Thursday 2 PM to 3:15 PM Collins Classroom Center @ UWSP, Room 227

Final Exam:	Wednesday, December 18, 2019 from 2:45 PM to 4:45 PM	
Email:	kkipp@uwsp.edu	
Office Hours:	Mondays in Stevens Point: 12:30 PM to 3 PM Tuesdays in Wausau: 8:30 AM to 10:45 AM Thursdays in Wausau: 8:30 AM to 10:45 AM Evenings, Wednesdays & Fridays in Wausau <u>or</u> Stevens Point or phone, by appointment	
Telephone:	715-346-2427 (all voicemail is confidential)	
Office:	456 Collins Classroom Center (Stevens Point) & 85-C South Hall (Wausau)	
Instructor:	Kate Kipp, MSSW, APSW	

Course Pre-Requisites: Sociology 101

Required Text: Suppes, M.A. & Wells, C.C. (2013). *The Social Work Experience: An Introduction to social work and social welfare, Sixth Edition.* Boston: Allyn & Bacon.

Web Site: NASW Code of Ethics

https://www.socialworkers.org/About/Ethics/Code-of-Ethics/Code-of-Ethics-English

Community (including Student) Rights & Responsibilities Website:

https://www.uwsp.edu/dos/Documents/2015_Aug_Community%20Rights%20and%20Responsibilities%20Web_.pdf

I. Course Description

This class is designed to help students learn about social work and social welfare and explore career choices in the social work field. The history of social work is discussed and used to place current issues such as poverty, racism, ageism, and sexism in the context of the society which they exist. Social work programs and approaches that address these and other client issues are highlighted, as is the importance of research-informed practice. Areas of social work practice such as child welfare, schools, criminal justice, health, mental health, substance use disorders, aging, and developmental disabilities are examined. Social work theories, knowledge, skills, values, and approaches are investigated in a general sense and as applied to various areas of social work practice. Students are asked to evaluate their own and society's values in the areas studied.

II. CSWE Core Competencies & Practice Behaviors Taught in this Course

The following table contains the competencies and practice behaviors developed by the Council of Social Work Education (CWSE). When we intentionally teach and employ the competencies and behaviors through lecture, discussion, independent and group projects, research, and practice; we are becoming ethical, skilled, and empowering social workers. The competencies and behaviors we will address as a class are in the table below. This course was designed to provide exposure to these competencies and serve as a foundation for the further

development that will take place should a student be admitted into the social work major. Students pursuing further education in social work should familiarize themselves with these competencies.

The table below does NOT contain all CWSE practice behaviors, only those applicable to our coursework.

Competencies Addressed	Practice Behaviors Addressed	Content Area(s)
Competency 1:	• Make ethical decisions by applying the standards of the	Weeks: 1, 2, 3,
Demonstrate Ethical and	NASW Code of Ethics, relevant laws and regulations, models	4, 5, 6, 7, 8, 9,
Professional Behavior	for ethical decision-making, ethical conduct of research, and	10, 11, 12, 13,
	additional codes of ethics as appropriate to context;	14, 15
	• use reflection and self-regulation to manage personal values	
	and maintain professionalism in practice situations;	Internet
	• demonstrate professional demeanor in behavior;	Assignments
	appearance; and oral, written, and electronic communication; and	1-10
	• use technology ethically and appropriately to facilitate practice outcomes.	
Competency 2: Engage	• Apply and communicate understanding of the importance of	Weeks: 1, 2, 3,
Diversity and Difference in	diversity and difference in shaping life experiences in	4, 5, 6, 7, 8, 9,
Practice	practice at the micro, mezzo, and macro levels;	10, 11, 12, 13,
	• present themselves as learners and engage clients and	14, 15
	constituencies as experts of their own experiences; and	
	• apply self-awareness and self-regulation to manage the	Internet
	influence of personal biases and values in working with	Assignments
	diverse clients and constituencies.	1-10
Competency 3: Advance	• Apply an understanding of social, economic, and	Weeks: 1, 2, 3,
Human Rights and Social,	environmental justice to advocate for human rights at the	4, 5, 6, 7, 8, 9,
Economic, and	individual and system levels; and	10, 11, 12, 13,
Environmental Justice	• engage in practices that advance social, economic, and environmental justice.	14, 15
		Internet
		Assignments
		1-10
Competency 4: Engage in	• Use practice experience and theory to inform scientific	Week 5
Practice-informed Research	inquiry and research;	A
and Research-informed	• apply critical thinking to engage in analysis of quantitative	Annotated
Practice	and qualitative research methods and research findings; anduse and translate research evidence to inform and improve	Bibliography
	practice, policy, and service delivery.	Internet
		Assignments
		1-10
Competency 5: Engage in	• Identify social policy at the local, state, and federal level	Weeks 2, 3, 4
Policy Practice	that impacts well-being, service delivery, and access to social services;	Internet
	• assess how social welfare and economic policies impact the	Assignments
	delivery of and access to social services; and	1-10
	• apply critical thinking to analyze, formulate, and advocate	
	for policies that advance human rights and social, economic,	
	and environmental justice.	

Competency 6: Engage with	• Apply knowledge of human behavior and the social	Weeks 6, 7, 8,
Individuals, Families,	environment, person-in-environment, and other	9, 10, 11, 12,
Groups, Organizations, and	multidisciplinary theoretical frameworks to engage with	13, 14, 15
Communities	clients and constituencies; and	
	• use empathy, reflection, and interpersonal skills to	
	effectively engage diverse clients and constituencies.	
Competency 7: Assess	• Collect and organize data, and apply critical thinking to	Weeks 6, 7, 8,
Individuals, Families,	interpret information from clients and constituencies;	9, 10, 11, 12,
Groups, Organizations, and	• apply knowledge of human behavior and the social	13, 14, 15
Communities	environment, person-in-environment, and other	
	multidisciplinary theoretical frameworks in the analysis of	Annotated
	assessment data from clients and constituencies; and	Bibliography
	• select appropriate intervention strategies based on the	Research
	assessment, research knowledge, and values and preferences	Project
	of clients and constituencies.	
Competency 8: Intervene	• Critically choose and implement interventions to achieve	Weeks 6, 7, 8
with Individuals, Families,	practice goals and enhance capacities of clients and	9, 10, 11, 12,
Groups, Organizations, and	constituencies;	13, 14, 15
Communities	• apply knowledge of human behavior and the social	
	environment, person-in-environment, and other	Annotated
	multidisciplinary theoretical frameworks in interventions	Bibliography
	with clients and constituencies;	Research
	• use inter-professional collaboration as appropriate to	Project
	achieve beneficial practice outcomes; and	
	• negotiate, mediate, and advocate with and on behalf of	
	diverse clients and constituencies;	
Competency 9: Evaluate	• Select and use appropriate methods for evaluation of	Weeks 2, 3, 4
Practice with Individuals,	outcomes;	
Families, Groups,	• apply knowledge of human behavior and the social	Annotated
Organizations, and	environment, person-in-environment, and other	Bibliography
Communities.	multidisciplinary theoretical frameworks in the evaluation of	Research
	outcomes;	Project
	• critically analyze, monitor, and evaluate intervention and	
	program processes and outcomes; and	
	• apply evaluation findings to improve practice effectiveness	
	at the micro, mezzo, and macro levels	1

EPAS/2015EPAS_Web_FINAL.pdf.aspx

III. Course Format and Expectations

<u>CLASS FORMAT</u> Classes include lecture, discussion, videos, individual and group exercises, and guest speakers.

COURSE REQUIREMENTS

1.	Research Informed Practice	Topic	10 points
2.	Internet Assignments		100 points
3.	1 st exam:		100 points

4.	2 nd exam	100 points
5.	3 rd exam	100 points
6.	Research-Informed Practice Project	90 points
7.	Participation	145 points

- <u>Students are required to attend class and read all assignments before attending the class</u> for which they are assigned. Students should be prepared to take part in discussion, experiential, and written assignments in class.
- Students are asked to post a reaction to each guest speaker in the discussion area of Canvas. Each reaction is worth 10 points. If you do not attend class when a guest speaker is scheduled, you may not make up this discussion post.
- All assignments are posted in the content area in Canvas.
- If extensions are needed on assignments, it is your responsibility to discuss this with me prior to the due date. If assignments are turned in late (and accepted by the instructor), partial credit will be given.

EXAMS

There are three exams in the course of the semester. Exams will include short answer, and essay questions. Each exam is worth 100 pts. If possible, exam reviews will take place the class period prior to each scheduled exam.

GRADING SCALE

А	=	94-100
A-	=	91-93
B+	=	88-90
В	=	84-87
B-	=	81-83
C+	=	78-80
С	=	74-77
C-	=	71-73
D+	=	68-70
D	=	60-67
F	=	59 and below

WRITING ASSIGNMENTS

- Papers will be graded on accuracy, breadth of content, consideration of social work principles, development of ideas, spelling, and grammar.
- Spelling and grammar should be checked prior to submitting assignments and discussion posts. Please do not rely on spell and grammar check as your only editorial tools.
- When outside sources are used, ALL references must appear in a reference list at the end of the paper in APA formatting.
- Students will lose points for assignments that are turned in late. If extensions are needed on assignments, this must be discussed with prior to the due date.
- The grading scheme for each assignment can be found in Section VII of this syllabus.

ATTENDANCE

Students are expected to attend all days the class is scheduled to meet. All students will create a name tag to assist the instructor with learning names. The instructor will also take attendance at the beginning of each class.

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Excused absences are limited to documentable illnesses, personal or family emergency, or religious observation during class hours.

For any absence, a student is required to:

- Notify the instructor PRIOR to class. If this is impossible, a student must email the instructor as soon as possible to explain what happened.
- Read all readings and review the PowerPoint for the missed class.
- Students must take initiative to ask questions to understand class content for the missed class.

For any unexcused absence, a student will not receive attendance points (5 points) for the missed class. Students who arrive to class late will receive partial attendance points (2.5 points).

LATE PAPERS/MISSED EXAMS/INCOMPLETES

Students are expected to complete course work by the date that it is due. Late work will NOT be accepted. Canvas date stamps all late work as "submitted late." The instructor will not grade late work.

Students are responsible to contact the instructor to negotiate an alternate date if a compelling reason exists for an extension. Students must do this **BEFORE THE DUE DATE**.

The same process is necessary to request an incomplete. Requesting an extension does not automatically mean a student will receive one.

PLAGIARISM

Plagiarism—using words or ideas of another person without citation—will result in a failing grade for the course and may lead to other disciplinary action. Any quotation, specific fact, or major idea taken from a book, article, or other source, <u>must be cited in APA formatting</u> with its page number within the paper, as well as being included in the reference list at the end of the paper. If a student does not do this, it is plagiarism.

SPECIAL NEEDS

Students who have special needs that affect their participation in the course must notify the instructor if she/he/they wishes to have accommodations considered in either instruction or examinations. Students are encouraged to contact the instructor as early in the semester as possible to discuss special needs. The instructor must receive all required supporting documentation from Disability Services.

Students may also seek assistance at the Disability Services office, which is located in room 609 of the Learning Resource Center. More information about disability services is available at their website: http://www.uwsp.edu/disability/Pages/students/studentInformation.aspx

CONFIDENTIALITY

In this course, we will be discussing case examples about real people. It is important that class members respect the confidentiality of the people who are discussed. Members of the class may wish to make comments that they do not want repeated outside of the classroom. The class is expected to respect the confidentiality of their fellow students.

GROUND RULES FOR CLASS PARTICIPATION

We are working to develop knowledge, skills, and values that are consistent with the social work profession. Sexism, racism, classism, ableism, and heterosexism exist. We all have misinformation, and sometimes prejudices, about groups of people. One of the goals of this class is to learn accurate information that will help

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us change prejudice and discrimination--our own and that of others. In order to do this, we need to practice changing what we say after we have learned that we have misinformation. We need to practice not blaming people for their positions in life. We need to look for accurate information about all people and actively work against spreading myths and stereotypes that exist about people. Sometimes we need to take risks such as asking for information and expressing opinions. No one is expected to be perfect in this effort. Everyone is expected to try. It is the instructor's goal is to make the classroom a safe place to practice gathering and using new information.

Students are expected to attend class regularly and read all assignments before attending the class for which they are assigned. Students should be prepared to take part in discussion, experiential, and written assignments in class. Cell phone use, including texting, is forbidden during class. Students may use a laptop however a discussion with the instructor is required prior to use in class.

RIGHTS AND RESPONSIBILITIES

For more information on rights and responsibilities associated with being a student at UWSP, please see the UWSP Community Bill of Rights and Responsibilities at: http://www.uwsp.edu/admin/stuaffairs/rights/rightsCommBillRights.pdf

POLICY RELATED TO SEXUAL VIOLENCE ON THE UWSP CAMPUS:

Our school is committed to fostering a safe, productive learning environment. Title IX and our school policy prohibit discrimination on the basis of sex, which includes harassment, domestic and dating violence, sexual assault, and stalking. In the event that a student decides to disclose surviving sexual violence, including harassment, rape, sexual assault, dating violence, domestic violence, or stalking, and specify that this violence occurred while a student at UWSP, federal and state laws mandate that instructors notify UWSP Dean of Students Troy Seppelt.

The Dean of Students or designee will contact a student to let you know about accommodations and remedies available at UWSP and in our community. Please see the information on the Dean of Students webpage for information on making confidential reports of misconduct or interpersonal violence, as well as campus and community resources available to students. <u>http://www.uwsp.edu/dos/Pages/default.aspx</u>

*If it is determined that an alleged perpetrator poses an imminent threat to the broader campus community or if person(s) under 18 years of age are involved, UWSP employees are required to notify the Title IX Coordinator, Pam Dollard, and/or law enforcement.

EMERGENCY PROCEDURES

In the event of a medical emergency call 911. Offer assistance if trained and willing to do so. Guide emergency responders to a victim.

In the event of a tornado warning, proceed to the lowest level interior room without window exposure. See <u>www.uwsp.edu/rmgt/Pages/em/procedures/other/floor-plans</u> for floor plans showing severe weather shelters on campus. Avoid wide-span rooms and buildings.

In the event of a fire alarm, evacuate the building in a calm manner. Meet at the Sun Dial. Notify instructor or emergency command personnel of any missing individuals.

In the event of an active shooter – Run/Escape, Hide, Fight. If trapped hide, lock doors, turn off lights, spread out and remain quiet. Follow instructions of emergency responders. See UW-Stevens Point Emergency Management Plan at <u>www.uwsp.edu/rmgt</u> for details on all emergency response at UW-Stevens Point.

V. Course Schedule

Week	Date	Торіс	DUE DATES
1	09/03/2019	Course introduction and NASW Code of Ethics	
2	09/10/2019	Theoretical perspectives for social workers	Internet Assignment 1- 09/13/19
3	09/17/2019	Social justice, poverty, and diversity	Internet Assignment 2 – 09/20/19 Annotated Bib. Topic – 09/22/19
4	09/24/2019	Historical perspectives in social welfare	Internet Assignment 3 – 09/27/19
5	10/01/2019	Research informed practice Exam I	Exam 1 – 10/03/19
6	10/08/2019	Family and children's services	Internet Assignment 4 – 10/11/19
7	10/15/2019	Social work in mental health	Internet Assignment 5 – 10/18/19
8	10/22/2019	Social work in health care	Annotated Bibliography- 10/25/19
9	10/29/2019	Social work in schools	Internet Assignment 6 – 11/01/19
10	11/5/2019	Social work and substance use disorders	Internet Assignment 7 – 11/08/19
11	11/12/2019	Writing in the field of social work	Exam 2 – 11/14/19
12	11/19/2019	Social work with older adults	Internet Assignment 8 – 11/23/19
13	11/26/2019	Social work in the criminal justice system	Internet Assignment 9 – 11/29/19
14	12/03/2019	Developmental Disabilities and social work	Internet Assignment 10 – 12/06/19
15	12/10/2019	Future trends/personal values/attitudes & practice	
Exam	12/18/2019	Final exam	12/18/2019 at 2:45 PM

Changes to the syllabus will be announced as far ahead of time as possible.

VI. Course Outline

Week 1	We will explore:
9/3/2019	Introductions, Course Expectations, and syllabus
	Readings:
	Chapter 1 & Appendix: NASW Code of Ethics
Week 2	We will explore:
9/10/2019	The Social Work Profession; Theoretical Perspectives for Social Workers
	Readings:
	Chapter 2 in the textbook
	Assignment: Internet Assignment 1 due by 11:59 PM on Friday, September 13, 2019.

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Week 3 9/17/2019	We will explore: Social Justice, Poverty, and Populations at Risk
9/1//2019	Social Justice, Poverty, and Populations at Kisk
	Readings:
	Chapter 3 in the textbook
	Assignments:
	Internet Assignment 2 due by 11:59 PM on Friday, September 20, 2019.
	Submit topic idea for "Annotated Bibliography" assignment to discussion area of Canvas by 11:59
	PM on <u>Sunday, September 22, 2019.</u>
Week 4 9/24/2019	We will explore: Historical Perspectives in Social Welfare
)/24/201)	Thistorical Ferspectives in Social Wenale
	Readings:
	Chapter 4 in the textbook
	September 26, 2019
	Library Session in ALB 316.
	PLEASE meet in our classroom and we will walk over together!
	Assignment:
	Internet Assignment 3 due by 11:59 PM on Friday, September 27, 2019.
Week 5	We will explore:
10/01/2019	Research Informed Practice
	Exam I Review
	EXAM 1 on 10/03/19
Week 6	We will explore:
10/08/2019	Family and Children's Services
	Readings:
	Chapter 5 in the textbook
	Assignment:
	Internet Assignment 4 due at 11:59 PM on Friday, October 11, 2019.
Week 7 10/15/2019	We will explore: Social Work in Mental Health
10/13/2017	
	Read: Chapter 6 in textbook
	Assignment:
	Internet Assignment 5 due at 11:59 PM on Friday, October 18, 2019.

Week 8	We will explore:
10/22/2019	Social Work in Health Care
10/22/2019	
	Readings:
	Chapter 7 in the textbook
	Assignment:
	Annotated Bibliography Assignment due by 11:59 PM on Friday, October 25, 2019
Week 9	We will explore:
10/29/2019	Social Work in the Schools
10,27,2017	
	Readings:
	Chapter 8 in textbook
	Assignment:
	Internet Assignment 6 due by 11:59 PM on Friday, November 1, 2019
Week 10	We will explore:
11/05/2019	Social Work and Substance Use Disorders
	Readings:
	Chapter 9 in textbook
	Aggignment: Internet Assignment 7 due et 11:50 DM on Fridey, Nevember 8, 2010
	Assignment: Internet Assignment 7 due at 11:59 PM on Friday, November 8, 2019
Week 11	We will explore:
11/12/2019	Writing in the Field of Social Work
	Exam II review
	EXAM 2 on 11/14/2019
Week 12	We will explore:
11/19/2019	Social Work with Older Adults
	Readings:
	Chapter 10 in the textbook
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	Assignment:
	Internet Assignment 8 due at 11:59 PM on SATURDAY, November 23, 2019
Week 13	We will explore:
11/26/2019	Social Work and the Criminal Justice System
	Readings:
	Chapter 11
	Assignment:
	Internet Assignment 9 due at 11:59 PM on Friday, November 29, 2019

Week 14 We will explore: Developmental Disabilities and Social Work 12/03/2019 **Readings:** Chapter 12 in the textbook **Assignment:** Internet Assignment 10 due at 11:59 PM on Friday, December 6, 2019 Week 15 We will explore: 12/10/2019 Future Trends/Personal Values/Attitudes and Social Work Practice Exam III review **Readings:** Chapter 13 in the textbook Final Exam **Final Exam** 12/19/2019 Wednesday, December 18, 2019 from 2:45 PM t.

VII. ASSIGNMENT DETAIL

Internet Assignments

For several of the topics related to the text, students will be provided with an accompanying guided internet assignment. These assignments can be found in the "content" area of Canvas. The purpose of these assignments is to help students further explore the issues being addressed in class, to gain confidence in locating social work resources and information on the internet, to develop reflective writing skills, and to allow opportunities for relating personal values and experiences to social work issues.

- Follow the instructions for each particular assignment, reviewing at least the information identified in the assignment.
- Students are required to turn in a one to two-page (double spaced) response to the nine internet assignments provided (each worth 10 points). A paper must be at least ONE FULL PAGE to meet the one page minimum.
- Responses must include your **personal feelings/ thoughts/ comments** in reaction to the internet material and **any questions** that you would like the instructor to address regarding the material. DO NOT simply summarize the content found on the website. A response paper should display understanding of the material covered but should focus on your personal reaction.

Internet Assignment Grading Scheme

2 points – Paper is on time and at least ONE FULL page

- 2 points- Paper is organized and well written
- 6 points Paper includes thoughts, feelings, comments regarding the material read on the websit

Annotated Bibliography Research Project

This purpose of this assignment is to help students more deeply examine a specific client population of interest to them, to develop skill in using the library and internet to locate relevant information and resources, and to illustrate the importance of skill in accessing resources and in research-informed practice.

Each student will identify a **specific client population** that he or she would like to learn more about (e.g. LGBTQUIA youth, children with autism, men who have experienced domestic violence, adults with schizophrenia, people experiencing cocaine addiction, children who have been sexually abused, etc.).

Each student identify information and resources relevant to that particular population <u>as it relates to social work</u> <u>practice and create an annotated bibliography in APA format.</u> An annotated bibliography is a list of citations to books, articles, and other documents and a brief description that summarizes the identified resource.

Identify a specific client population that you would like to know more about. Submit your topic idea to the Discussion Board of Canvas by the date indicated in your syllabus. Review your professor's feedback once it is posted (<u>10 points)</u>.

Attend the Library Session to learn more about how to utilize the library to access relevant, peer reviewed resources during our class trip to Albertson Hall.

Submit your Annotated Bibliography in Canvas in APA format that includes the following (90 points):

- Title (client population)
- Five (5) current articles from academic/professional/peer reviewed journals on social work practice
- One (1) current book relevant to your client population
- Two (2) organizational websites from respectable sources that could be used by a social worker
- One (1) local community program/organization that might be useful to your client population (for citing purposes, use their website or a brochure)
- <u>All sources *must be published within the last five years.*</u>

Annotated Bibliography Grading Scheme

13 points	Annotated Bibliography was submitted on time
5 points	Annotated Bibliography is well organized
25 points	Citation for journal is correct and annotation is well written (5 journals x 5 pts/journal = 25 pts)
5 points	Citation for current book is correct and annotation is well written (1 book x 5 pts/book = 5 pts)
10 points	Citation for organizational website is correct and well written (2 websites x 5 pts/site = 10 pts)
5 points	Citation for a community organization is correct and well written (1 organization x 5 $pts = 5 pts$)
27 points	<u>Each</u> source is relevant to the topic selected (9 sources x 3 pts/source = 27 points