



## **SWK. 2361 Introduction to Social Work**

Summer 2023

### **INSTRUCTOR INFORMATION**

Instructor: **Devin Giles**

Office Location: **Henderson 306**

Office Hours: **By appt. only**

Office Phone:

Office Fax:

University Email Address: [Devin.Giles@tamuc.edu](mailto:Devin.Giles@tamuc.edu)

Preferred Form of Communication: **Email**

Communication Response Time: **2 business days**

### **COURSE INFORMATION**

Materials – Textbooks, Readings, Supplementary Readings

#### **Textbook(s) Required**

Suppes, M.A. & Wells, C.C. (2018). *The Social Work Experience: A Case-based Introduction to Social Work and Social Welfare* (7<sup>th</sup> ed). New York: Pearson Publishing. E-TEXT or DIGITAL version REQUIRED.

Software Required: **NONE**

Optional Texts and/or Materials: **NONE**

### **Course Description**

This course provides an overview of the history and development of social work as a profession. The course fosters a philosophical, historical, and critical understanding of

the social work profession, including social work values, ethics, and areas of practice utilized under a Generalist Intervention Model.

## **Relationship to Other Courses:**

This is the beginning introductory survey course of the social work profession. It is a pre-requisite to application and admission to the BSW program and all upper division social work courses.

### **PROGRAM GOALS:**

1. Prepare students for competent and effective generalist social work practice with diverse client systems.
2. Provide students with a foundation of knowledge for professional development, graduate education and lifelong learning
3. Develop student capability to improve human service delivery systems and promote social justice
4. Socialize student to the profession of social work

## **Student Learning Outcomes**

Council on Social Work Education (CSWE) requires a competency-based approach to identify and assess what students demonstrate in practice. In social work, this approach involves assessing students' ability to demonstrate the competencies identified in the educational policy. Listed below are the competencies and associated knowledge, skills, values and/or cognitive and affective processes that comprise the expected outcomes for this course.

	Assessment/Assignment	Dimension
<b>Competency 1:</b> Students will demonstrate ethical and professional behavior		
Students will demonstrate the ability to make ethical decisions by applying the standards of the NASW Code of Ethics, relevant laws and regulations, models for ethical decision-making, ethical conduct of research, and additional codes of ethics as appropriate to context	Quizzes and comprehensive Exam	Knowledge

Students will use reflection and self-regulation to manage personal values and maintain professionalism in practice situations	Weekly discussion assignments	Knowledge, skills
Students will demonstrate professional demeanor in behavior; appearance; and oral, written, and electronic communication	Assessment/interview assignment	Knowledge, skills, values
Students will demonstrate professional demeanor in behavior; appearance; and oral, written, and electronic communication	Assessment/interview assignment	Knowledge, skills, values
Students will use supervision and consultation to guide professional judgment and behavior	Weekly discussions	Knowledge, skills
<b>Competency 2:</b> Students will engage in diversity and practice.		
Students will apply and communicate understanding of the importance of diversity and difference in shaping life experiences in practice at the micro, mezzo, and macro levels	Weekly discussion assignments	Skills
Students will present themselves as learners and engage clients and constituencies as experts of their own experiences	Assessment/Interview Assignment	Cognitive and Affective Processes, Values, Skills
Students will apply self-awareness and self-regulation to manage the influence of personal biases and values in working with diverse clients and constituencies	Assessment/Interview Assignment	Cognitive and Affective Processes, Values, skills

## **COURSE REQUIREMENTS**

### **Minimal Technical Skills Needed**

In this class you will utilize the Learning Management Systems (LMS) D2L for instructional and learning opportunities, submitting your assignments, participating in online synchronous and asynchronous discussions, accessing resources, and completing quizzes/tests. Additionally, knowledge and skills in using Microsoft Word PowerPoint and Outlook Email, If you have any issues with using the various systems or software, it is your responsibility to contact support services and to notify the instructor of the problem.

### **Instructional Methods**

This course will be delivered via synchronous and asynchronous sessions via D2L and will consist of live class sessions, pre-recorded lectures, group engagement activities, various assignments with some including experiential learning and practical application of the content areas. In addition, small lectures, discussion activities and workshops may be utilized to provide instruction during this course.

### **Student Responsibilities or Tips for Success in the Course**

As a student in this course, you are responsible to engage in active learning and reaching out to the instructor if there are problems or challenges that is interfering in optimal learning. Communication is key when engaged in a fully online, virtual environment.

Expectations for success include:

1. Always demonstrate professional behavior, including demonstrating respect for instructor and peers; being open to feedback and guidance throughout this class and in the program.
2. Adhered to the School of Social Work and University student code of conduct, along with NASW Code of Ethics.
3. Begin reading the assigned text and supplemental readings as soon as possible, with a focus on completing all readings prior to engagement with instructor or peers.
4. Prepare to engage in live class sessions, discussions, and other activities so you can be a contributor as well as receiver of knowledge and skills.

5. Actively participate in engagement activities which will include live virtual class sessions, online discussions, and interactive learning opportunities -as this is vital for learning and success in both this course and the program.
6. Work ahead when possible, completing assignments ahead of due date so you are prepared to submit on the due date.
7. Sign into the D2L course multiple times during the week to access updated announcements or posted resources.
8. Check your university email daily. This is the official method of communication by the university, department, and instructor.
9. Be open and focused on the “process” and not the “product” as earning this degree requires time, effort, work and ultimately growth in knowledge, skills, abilities along with personal and professional attributes.

## **GRADING**

Final grades in this course are based on the following scale:

A = 90%-100% of total points

B = 80%-89%

C = 70%-79%

D = 60%-69%

F = 59% or Below

**Evaluation for course grades are according to the following formula:**

D2L Weekly Activities/Discussions- 5 pts each	55 points
Assessment Interview	100 points
Quizzes over each chapter – 10 points each	120 points
Comprehensive Final	100 Points
TOTAL	375 Points

## **Assessments**

**DUE DATES:**

**All Assignments are due in D2L by the due date. I will not be able to accept late work.** As social work students, you will have many deadlines in practice that you will be expected to meet. Many times not meeting deadlines can result in having an adverse effect on your client's lives. It can also result in termination in employment. I think it is good to help you get into the habit of meeting those expectations now vs. later. My goal for each of you is to be successful not only in this course, but also in the practice setting.

Thank you for understanding and your willingness to take the first step toward your own success.

**There will be NO MAKE-UP exams offered. You will need to take the exam by the due date in D2L.**

### **D2L ACTIVITIES & DISCUSSIONS: (55 pts.)**

There will be eleven assignments, activities, and/or discussions in D2L. Points awarded to students who successfully/correctly complete these activities. The assignments center on the content, knowledge, skills, and competencies in the course.

### **ASSESSMENT INTERVIEW: (100 pts.)**

The purpose of this assignment is to give the student an opportunity to learn how to conduct an interview and/or assessment. Guidelines including an outline and rubric for this assignment are available through the instructor and D2L. More discussion on this assignment will take place within the course.

### **QUIZZES: (120 pts.)**

There will be twelve quizzes (10 points each). Quizzes will consist of multiple choice, matching or definitions, and/or short essay questions. The quizzes will focus on the readings from the text and from the content of the lectures and speakers in the classroom. Each student is responsible for keeping up with the readings and taking notes from the class. If you miss a class, you should ask a classmate for any handouts given by the instructor.

### **COMPREHENSIVE EXAM: (100 pts.)**

The Comprehensive exam will cover all of the chapters for the semester. The comprehensive exam will be M/C, T/F, short answer, and possibly short answer. You instructor will be able to provide more information during the semester.

## **TECHNOLOGY REQUIREMENTS**

### **LMS**

## ACCESS AND NAVIGATION

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

[https://documentation.brightspace.com/EN/brightspace/requirements/all/browser\\_support.htm](https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm)

Zoom Video Conferencing Tool

[https://inside.tamuc.edu/campuslife/CampusServices/CITESupportCenter/Zoom\\_Account.aspx?source=universalmenu](https://inside.tamuc.edu/campuslife/CampusServices/CITESupportCenter/Zoom_Account.aspx?source=universalmenu)

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).

**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

## COMMUNICATION AND SUPPORT

If you have any questions or are having difficulties with the course material, please contact your Instructor.

### Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

## **Interaction with Instructor Statement**

If you have any questions or are having difficulties with the course material, please contact your Instructor via email. Instructor will respond to email queries within two business days.

## **COURSE AND UNIVERSITY PROCEDURES/POLICIES**

### **Course Specific Procedures/Policies**

#### **Syllabus Change Policy**

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

### **University Specific Procedures**

#### **Student Conduct**

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx).  
<http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum:

<https://www.britannica.com/topic/netiquette>

#### **TAMUC Attendance**

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#).

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

#### **Academic Integrity**

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:



[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)  
[Undergraduate Student Academic Dishonesty Form](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/documents/13.99.99.R0.03UndergraduateStudentAcademicDishonestyForm.pdf>

[Graduate Student Academic Dishonesty Form](#)

<http://www.tamuc.edu/academics/graduateschool/faculty/GraduateStudentAcademicDishonestyFormold.pdf>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

### **Students with Disabilities-- ADA Statement**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

#### **Office of Student Disability Resources and Services**

Texas A&M University-Commerce

Velma K. Waters Library Rm 162

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: [studentdisabilityservices@tamuc.edu](mailto:studentdisabilityservices@tamuc.edu)

Website: [Office of Student Disability Resources and Services](#)

<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

### **Nondiscrimination Notice**

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

### **Campus Concealed Carry Statement**

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Web url:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

### **A&M-Commerce Supports Students' Mental Health**

The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit [www.tamuc.edu/counsel](http://www.tamuc.edu/counsel)

## **School of Social Work and Council on Social Work Education Specific Policies**

### **Course Engagement**

#### **Final Evaluation and Grade Depends on both Classroom attendance and Participation**

Inadequate participation or lack of required time commitment in each class significantly affects students' grades. No matter the course venue, students must engage in a comparable amount of time. Expectations of both Face-to-Face classes and those with Online components include time spent reading and studying course material. To earn a level of competency within a specific course, students must demonstrate both mastery of content and active engagement.

Mastery of content areas is evidenced by successful completion of course assignments such as written papers, group project deliverables, tests/quizzes and other tangible products designed by instructors to evaluate knowledge and skills.

Additionally, the Social Work Profession is built upon human interactions and building human relationships – which is defined as engagement. Engagement is defined as meaningful involvement in interactions with instructor, peers, outside stakeholders as appropriate (such as contacting a social worker to interview for a required assignment). Within the classroom setting, whether virtual or F2F, students must actively participate in 80% of engagement activities as outlined by individual instructors. These activities may include, but are not limited to participation in live, synchronous virtual classes, attending a Face-to-Face course when appropriate, interacting with peers in posted discussions and collaborating in group interactive projects.

Students must meet standards for content mastery on tangible assignments and meet the threshold of active engagement of the time set during a semester by the instructor.

Instructors are experts in each course content area and set the standards for students to meet for successful completion of the course.

### **Student Conduct**

Students preparing to become professional social workers must adhere to the *University Code of Conduct*, *Department Code of Conduct* and *National Association of Social Workers' (NASW) Code of Ethics*.

### **Department Code of Conduct**

*"Faculty have the authority to request students who exhibit inappropriate behavior to leave the class/lab/internship practicum or to block access to online courses and may refer offenses to the [Academic and Professional Issues Committee (API)] or to the Department Head. More serious offences by be referred to the University Police Department and/or the Judicial Affairs Office for disciplinary action" (Student Guidebook p 35)*

Social Work students conduct themselves in an ethical and professional manner. Closely linked with professional recognition is the social worker's compliance with the profession's ethical standards. It is imperative for professional social workers to be competent and ethical in practice if the profession is to maintain the public trust. It is essential that each social work student gain a thorough understanding of the ethical

principles that guide practice and actively demonstrate in behavior, both in and out of the classroom. Student conduct is to reflect the tenets of *NASW Code of Ethics* (located at <https://www.socialworkers.org/pubs/code/code.asp> ) on the NASW website: <https://www.socialworkers.org>

**University Code of Conduct** located in the *Student Guidebook* at <http://www.tamuc.edu/campuslife/documents/studentGuidebook.pdf> (pp 34- 66). On the University Website under Campus Life Documents  
To become aware of university policies related to student academic and behavioral expectations for students refer to the Guidebook

## COURSE OUTLINE / CALENDAR

Weeks/Dates	Class Meetings (F2F)	Topics	Assignments
<b>Week 1</b> <b>June 5-11</b>	Monday June 5	Ch. 1 – The Social Work Profession	Read Ch. 1 Discussion Assignment Ch. 1 Quiz
<b>Week 2</b> <b>June 12-18</b>	Monday June 12	Ch. 2 – Theoretical Perspectives Ch. 3 – Social Justice, Poverty & Intersectionality	Read. Ch. 2 & Ch. 3 Discussion Assignment Ch. 2 Quiz Ch. 3 Quiz
<b>Week 3</b> <b>June 19-25</b>	Monday June 19	Ch. 4 – Social Welfare Policy & Historical Perspectives	Read Ch. 4 Discussion Assignment Ch. 4 Quiz

<b>Week 4</b> <b>June 26-July 2</b>	Monday June 26	Ch. 5 – Children & Family Services Ch. 6 – Social Work in Mental Health	Read Ch. 5 & Ch. 6 Discussion Assignment Ch. 5 Quiz Ch. 6 Quiz
<b>Week 5</b> <b>July 3-July 9</b>	Monday July 3	Ch. 7 – Social Work in Health Care	Read Ch. 7 Discussion Ch. 7 Quiz <b>Interview Assessment DUE July 9</b>
<b>Week 6</b> <b>July 10-16</b>	Monday July 10	Ch. 8 – Social Work in the Schools Ch. 9 – Social Work with Alcohol & Substance Abuse Disorders	Read Ch. 8 & Ch. 9 Discussion Assignment Ch. 8 Quiz Ch. 9 Quiz
<b>Week 7</b> <b>July 17-23</b>	Monday July 17	Ch. 10 – Social Work with Older Adults Ch. 11 – Social Work in the Criminal Justice System	Read Ch. 10 & Ch. 11 Discussion Assignment Ch. 10 Quiz Ch. 11 Quiz
<b>Week 8</b> <b>July 24-30</b>	Monday July 24	Ch. 12 – Developmental Disabilities and Social Work	Read Ch. 12 Discussion Assignment Ch. 12 Quiz
<b>Week 9</b> <b>July 31-August 6</b>	Monday July 31	Ch. 13 – Social Work Profession Looks to the Future	Read Ch. 13 Discussion Assignment Ch. 13 Quiz
<b>Week 10</b> <b>August 7-10</b>	Monday August 7	<b>Finals Week</b>	<b>Comprehensive Final Exam due August 10</b>