

***South Plains College: SOCW 2361 section 001***

***Introduction to Social Welfare and Social Work***

***Instructor: Robert Wood***

**CONTACT:**

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Office Location: Levelland, Administration Building room 144

Office Location: Reese Campus Building 4 Room 450 Office Phone: 894-9611 ext. 4034

Cell Phone 806-853-0660

Office hours: Levelland 8:15-9:30 AM on Mondays and Wednesdays

Reese- 8:00-11:00 AM on Tuesdays and Thursdays and on Fridays from 8-9 AM.

**South Plains College: General Course Syllabus**

Department: Behavioral Sciences

Discipline: Social Work

Course Number: SOCW 2361

Course Name: Introduction to Social Work and Social Welfare

Credit: 3 Lecture: 3 Lab: 0

This course satisfies a core curriculum requirement: Yes- Behavioral Science

Prerequisites: none for campus; TSI reading for INET

Campuses: Levelland, Reese, INET (alternating locations)

Textbook: Social Work & Social Welfare Critical Thinking Perspectives by Karen K. Kirst-Ashman  
(Digital copy only with MindTap access)

**Supplies:** Computer and Internet access for Internet courses and campus classes.

**Course Specific Instructions:** Internet classes- access Blackboard from South Plains College homepage on the first day of the semester. Campus classes may use Blackboard for course material, see instructor's course information sheet for specifics.

**Course Description:** This course is an introduction to the social welfare system: An examination of society's response to human needs and social problems through development of voluntary and governmental social services

**Course Purpose:** This course is an introductory course designed to provide students with an understanding how society has responded to human needs as well as a practical application of social work and sociological theories.

**Course Requirements:** Students should attend all classes and complete assigned work and exams.

**Course Evaluation:** Refer to specific COURSE INFORMATION SHEET for specifics on assignments and testing.

**Attendance Policy:** Students are expected to attend all classes in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus.

When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first class meeting.

Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student's responsibility to be aware of that policy.

It is the student's responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

See instructor's Course Information Sheet for additions to the attendance policy.

**Disability Services Policy:** Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland Student Health & Wellness Center 806-716-2577, Reese Center (also covers ATC) Building 8: 806-716-4675, Plainview Center Main Office: 806-716-4302 or 806-296-9611, or the Health and Wellness main number at 806-716-2529. See *South Plains College General Catalog 2015-2016*, pages 53 and 54 for more information.

**Academic Integrity Policy:** It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension.

- **Cheating:** Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, the use of unauthorized notes during an examination, obtaining information during an examination from the text- book or from the examination paper of another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in an office are examples of cheating. Complete honesty is required of the student in the presentation of any and all phases of course work. This applies to quizzes of what- ever length, as well as to final examinations, to daily reports and to term papers.
- **Plagiarism:** Offering the work of another as one's own, without proper acknowledgment, is plagiarism; therefore, any student who fails to give credit for quotations or essentially identifiable expression of material taken from books, Internet resources, encyclopedias, magazines and other reference works, or from the themes, reports or other writings of a fellow student, is guilty of plagiarism.

See *South Plains College Student Guide 2015-2016*, pages 13 and 14 and *South Plains College General Catalog 2015-2016*, page 22.

See instructor's course information sheet for more information.

**Student Conduct Policy:**

- **Classroom Conduct:** Failure to comply with lawful direction of a classroom teacher relative to maintaining good order is considered misconduct on the part of the student. Repeated violations of disrupting a class may result in the student being dropped from that course.
- See *South Plains College Student Guide 2015-2016*, pages 13 through 18 for full policy covering other areas of conduct including penalties for misconduct and procedures for disciplinary action.

**Grade and Academic Discipline Appeals:** South Plains College provides two procedures which allow students the opportunity to address grievances of an academic nature.

- Appeal Restrictions: Only final grades or dismissal resulting from academic discipline will be considered. The instructor's teaching ability or expertise will not be considered during the hearing. No grade or disciplinary action can be formally appealed after a period of six (6) months from the date that the student is informed
- Informal Appeal
  - The student should schedule an appointment with the instructor of the course to discuss the final grade or disciplinary action.
  - 2. If the student is still not satisfied, she should schedule an appointment with the appropriate departmental chairperson to discuss the situation. The chairperson may request that the instructor also be present.
  - 3. If the student is still not satisfied, he she should schedule an appointment with the Divisional Dean to discuss the situation. The dean may request that the chairperson also be present.
  - 4. If the student is still not satisfied, he she should be advised of the formal appeal process.
- Formal Appeal: If the student is not satisfied with the results of the informal appeal, s/he should provide the following information, in writing, to the Vice President for Academic Affairs:
  - A request for a formal appeals hearing.
  - 2. A brief statement of what is being appealed.
  - 3. The basis for the appeal.
  - 4. Pertinent facts relating to the appeal.
- The agenda of the appeals hearing will include only those factors documented in the student's appeal request letter. The Vice President for Academic Affairs will determine the date, time and place of the hearing, and notify the student accordingly.
- The Hearing
  - Composition of the appeals committee:
    - Vice President for Academic Affairs will preside over the hearing.
    - Faculty member of the student's choice.
    - Faculty member and student selected by the Vice President for Academic Affairs.
    - President of Student Government Association.
    - Dean of Students.
  - Other persons who should be available at the hearing:
    - The student who requested the hearing.
    - The faculty member involved.
    - Anyone the student or faculty member wishes to be present to substantiate the case.
    - Chairperson and Divisional Dean.
  - Hearing procedure:
  - The committee will hear the student's appeal during which the parties to the controversy and such representatives as desired will present all facts relating to

the case. By majority vote, the committee will decide to sustain, amend or reverse the previous decision.

- The decision of the committee is final and completes the academic appeals procedure.

See *South Plains College Student Guide 2015-2016*, pages 18 and 19.

**Equal Rights Policy:** All students are entitled to equal rights under the affirmative action and equal opportunity laws. Students are also protected against unjust or biased academic evaluation, but at the same time, they are responsible for maintaining standards of academic performance established for each course in which they are enrolled. See *South Plains College Student Guide 2015-2016*, page 10.

## **SOUTH PLAINS COLLEGE**

### Learning Outcomes

#### Student Learning Outcomes/Competencies:

Thinking as a generalist social worker: students will understand

- a.
- b. Generalist social work theories, perspective, and practice
- c. To develop an understanding of Social Justice
- d. An increased knowledge and understanding of how society is structured and created by its social institutions and culture
- e. To develop an appreciation and understand of core social work values and ethics
- f. How our society has responded to human need in its creation of social institutions and the effects of these institutions both positive and negative.

#### Communication and Collaboration

- Demonstrate an ability to read, write and speak clearly and concisely
- Value of diversity and differences in people

#### Critical Thinking

- Explore relationships of ideas and see their similarities and differences
- To understand the concept of social justice and equality
- Ability to integrate ideas across the disciplines and personal life

#### Leadership

- Exhibit personal responsibility and ethical judgment
- Have the ability to see that they bring their own experiences with them to class as well as the field and understand that along with experience they may also bring biases and preconceptions that need to be addressed
- Demonstrate professionalism, honesty and integrity

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**General Course Information**

Course Description: This course is a study of how society has responded historically to human needs by the creation of voluntary and government social service institutions.

- Course Goals/Objectives:
- An understanding of the generalist social work theories, perspective and practice.
- To develop an understanding of Social Justice.
- A better understanding of how society is structured through institutions and culture.
- To develop an appreciation and understanding of core social work values and ethics

**Course Competencies:**

Each student will learn to examine the different characteristics and structure of a society and how that society has addressed its human needs. Students will become more familiar with the nomenclature of the profession of Social Work and how these terms are used. Since you are taking this class, you are now a Social Worker and therefore will go beyond “personal” views in order to be objective. Objectivity does not mean that you accept or approve but only that you intellectually understand. In many cases, understanding will lead you to broaden yourself not only as an individual but also as a member of society.

**Academic Integrity- See College Catalog, p. 23.**

Unfortunately, it is necessary to remind all students that any form of cheating will not be tolerated. Cheating is cheating, whether plagiarism or copying another student’s exam. Since the Internet has become a common source of information, it is important that you understand plagiarism and not neglect to include citations or footnotes on all papers. Please do not put yourself or others in the position of having cheated. If you are caught, cheating at my discretion you may be removed from class. In discussions, you will need to read the material before posting your first discussion post. On papers as well as discussions: You are not allowed to simply copy work and rephrase it and claim it is your own. This is plagiarism!

### **Classroom Behavior:**

I have few classroom rules but feel obligated to discuss disruptive behavior\* and what it means in a college classroom. First, we are all adults therefore I would appreciate having your attention when I lecture or when another student is speaking. That means that you will direct comments to the entire class and not just to those seated near you. Do not get “personal” when discussing topics. Secondly, it is very rude to send text messages, do work from other courses or sleep in class. If you feel the need to do any of these you may be asked to leave and return the next day. If you feel the need to use your cell phone in any manner (calling, texting, checking the time, would also include internet capable watches or other jewelry) you should be aware that this is not appropriate. To further clarify: \*Disruptive behavior includes but is not limited to being rude to an instructor or other students, walking out of class before class ends, making “side comments” to other students, or any other non-adult behavior as defined by the instructor. The Student Guide details SPC policy concerning student conduct.

### **Textbook**

Textbook: Social Work & Social Welfare Critical Thinking Perspectives by Karen K. Kirst-Ashman  
(Digital copy only with MindTap access)

**Diversity:** In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

### **Disabilities Statement:**

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Reese Center (Building 8) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

### **Non-Discrimination Statement:**

South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

**COVID 19 statement:**

If you are experiencing any of the following symptoms, please do not attend class and either seek medical attention or get tested for COVID-19.

- Cough, shortness of breath, difficulty breathing
- Fever or chills
- Muscles or body aches
- Vomiting or diarrhea
- New loss of taste and smell

Please also notify DeEtte Edens, BSN, RN, Associate Director of Health & Wellness, at dedens@southplainscollege.edu or 806-716-2376.

If you test positive for Covid 19 (or some other serious illness) and think it may make it impossible for you to do your school work for a week or two you must contact me as soon as possible. It would be best to contact me before you miss work in the class, not after. I will be as accommodating as I can and still maintain class and academic integrity. That may vary a bit from situation to situation and person to person. But what is most important is that you establish and maintain communication with me so that I know what is going on in order to do what is best for you and for the class.

**Title IX Pregnancy Accommodations Statement:**

If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Director of Health and Wellness. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact the Director of Health and Wellness at 806-716-2362 or email [cgilster@southplainscollege.edu](mailto:cgilster@southplainscollege.edu) for assistance.

**Campus Concealed Carry Statement:**

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College 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 South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations and Frequently Asked Questions, please refer to the Campus Carry page at: <http://www.southplainscollege.edu/campuscarry.php>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

**Attendance:**

**For classes that meet twice a week: If you miss five (5) or MORE class periods, you may be dropped from the course with an "X" for the course. If your absences occur after the**

**drop date, you will receive “F” for the course regardless of test scores. THIS IS IMPORTANT! It is your responsibility to withdraw from the course if you do not attend.**

However, I do not want you to attend class if you are sick or possibly contagious. During our class sessions if you are sick and cannot attend you may log into Blackboard Collaborate and go to the Course Room section and enter that course room. From there you can find the live stream of the class. You can turn on your video and microphone and participate from home. That will be counted as attending. If you are too ill to participate in that way, you can watch the lecture at your leisure and send me a written document of at least a page explaining what you understood well, what you did not and at least two original examples that would meet the criteria of what we talked about in class. You will have seven (7) days from the date of the lecture to email me the document.

You will not be allowed to simply log on from home and not participate. If you are logged into the course room but not able to answer questions in a timely manner, or you are not actively involved in the class, I will let you know that your participation was not enough and you will need to submit the written assignment for the day if you wish to be counted as present.

**If you miss 1 class or fewer you will be eligible to drop your lowest exam grade.**

#### **COURSE REQUIREMENTS:**

- MindTap work online:** You are required to finish the MindTap work for each chapter you are assigned. In each chapter there will be a polling exercise, reading the chapter, and some mixture of other assignments, such as a video exercise, written exercises, a case study, a quiz and a reflection. Most of these will only take about a half hour or so, depending on your reading speed. You can set up the book to read to you if that helps you. I would strongly encourage you to look at the tutorials for using MindTap as these can be quite helpful and let you tailor the book to your individual learning styles. The MindTap work will count for 200 points. (25% of your grade if you do not get to drop an exam, slightly more if you do)
- Examinations:** There will be four exams given during the course of the semester. These dates are in the course calendar. The final exam is the fourth exam in this class and will count no more or less than any other exam. I do not give make up exams unless one is absent for a school sponsored activity where attendance is required, or there is a documented illness. If one misses class for a school recognized religious holiday or is hospitalized please discuss with me the possibility of making an alternative assignment. The final will not be comprehensive.
- Group Project:** You will be placed in groups of 3 or four and will be assigned a chapter in the book to cover as a presentation to the class. You will prepare a powerpoint or some other visual aid, perhaps find short videos that cover the material in the chapter or are relevant to the material. You will teach the class. Your presentation should be between 40 and 60 minutes. That is a pretty big window, but don't be short on presentation materials. I do not expect you to cover every bit of the chapter, but find

two or three things of interest to you in the chapter and prepare your presentation around those things. Bring in outside resources. Be Creative. Teaching is one thing that all social workers do in some way, and the only way to become good at it is to practice. This presentation will count the same as a test grade, but it cannot be dropped even with perfect attendance.

4. **Written Assignments:** The written assignments are intended to enhance the student’s understanding of the material presented in class and to help evaluate his/her level of comprehension of the topics presented. In general, all papers are to be typed in APA style. Deductions will be made for failing to use APA style, for typographical errors, for spelling errors and for poor grammar. In addition to using spellcheck, or something similar, please **read your paper carefully before submitting it**. Five points of the assignment will be deducted for each day that the assignment is late. Once the paper is over 6 days old it cannot be handed in.

**NO LATE OR MAKEUPS ALLOWED IN THIS COURSE.** If you miss a test, that is considered a “0” and will be your lowest grade. *If there is a conflict with a religious holiday, please let me know now. All exam dates are listed in the course calendar.*

Grading Breakdown: 4 Exams at 100 points each 400 points  
 MindTap work combined 200 points  
 Group Project 200 points

<b>90%-100%</b>	<b>A</b>
<b>80%-89%</b>	<b>B</b>
<b>70%-79%</b>	<b>C</b>
<b>60%-69%</b>	<b>D</b>
<b>59% and Below</b>	<b>F</b>

**IMPORTANT NOTE:**

**ATTENDANCE IN THIS CLASS WILL SIGNIFY YOUR ACCEPTANCE OF ALL CLASS AND SPC POLICIES. FAILURE TO ABIDE BY THESE POLICIES WILL RESULT IN EXPULSION FROM CLASS AND AN “F” FOR THE SEMESTER REGARDLESS OF RACE, ETHNICITY, SEX, RELIGION OR SEXUAL ORIENTATION.**

**Inclusive Access Course**

You are enrolled in a course that is a part of SPC's Inclusive Access electronic textbook program. The Inclusive Access course you are enrolled in is SOCW 2361.

A course in the Inclusive Access program means that any required electronic/digital course materials are included in the cost of the tuition at a discounted rate. Inclusive Access provides access to your course

ebook and/or digital materials in Blackboard on the first day of class. Your professor will provide instructions in Blackboard and on your syllabus about how to access course ebooks/digital materials. If you do not wish to participate in the Inclusive Access textbook program for your course, you may opt out. Please check with your instructor before deciding to opt out. The deadline to opt out of Inclusive Access is February 3rd, 2021, 11:59PM EST. If you do not opt out by this date, you will not receive a refund for your course materials. If you opt out of the Inclusive Access program for a course, you will be responsible for obtaining your required textbooks and course materials for this course through an alternate method.

If you have checked with your instructor and still feel that you should purchase the course textbook/materials on your own, send an opt-out email to [tfewell4texasbookcompany@gmail.com](mailto:tfewell4texasbookcompany@gmail.com). You must include your first name, last name, student ID number, and the course you are opting out of. Once you have been opted out, you will receive a confirmation email.

If you have any questions, please contact your professor or the SPC Bookstore.