Instructor Information

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*All emails and telephone calls will receive a response within two business days.

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*If your emails and telephone calls do not receive a response within two business days, the appropriate chain of command is above.

Course Information

Blackboard Course

SOWK 1301 Introduction to Social Work

Catalog Description

3 Credit Hours (3 hours lecture per week)

This course covers the historical background and description of social work in the areas of medicine, psychiatry, public assistance, social insurance, and community service, with emphasis on the function of the social worker, professional standards, and ethics. Prerequisite: SOCI 2300 with a grade of “C” or better.

Course Materials

Required textbooks:

Mission Statement

University of Arkansas – Pulaski Technical College provides access to high-quality education that promotes student learning and enables individuals to develop to their fullest potential.
Institutional Learning Outcomes and General Education

UA-PTC supports a college-wide institutional learning assessment program which concerns effective instructional methods and promotes student learning achievement by assessing:

1. Communication
2. Critical Thinking
3. Cultural Awareness
4. Information Literacy
5. Professionalism
6. Quantitative Literacy
7. Technology Literacy

For more information, please consult the following website: https://uaptc.edu/sla

Department / Program Learning Outcomes

This course is part of the general education category of courses at UA-PTC and is used in partial fulfillment of the Associate of Arts and Associate of Sciences transfer degrees, in particular. Therefore, the Institutional Learning Outcomes listed in section VI of this syllabus are also the General Education Learning Outcomes that apply to this course. Specifically, This course evaluates Communication, Critical Thinking, Cultural Awareness, and Information Literacy at a minimum.

Student Learning / Course Outcomes

SOWK 1301 Introduction to Social Work
General Description:
Introduction to Social Work focuses on major concepts and principles of professional social work, including: the development of social welfare; the history of social work; the knowledge, skills, and value base of social work; models of social work methods; and current social work practice applications. The course also looks at the basis of knowledge from which the theories of social justice and diversity spring and lays a foundation for social workers' professional entry into both public and private arenas.

Expected Student Learning Outcomes:
The student will demonstrate understanding of the following:
1. Describe the development of social work and social welfare and the relationship of these fields.
2. Describe the generalist framework for social work practice.
3. Demonstrate awareness of values and ethics of the social work profession.
4. Analyze contemporary social problems in our society and explain current social services designed to meet these problems.
5. Discuss gaps and controversial issues in current service areas.

Policies

Report a Complaint or Concern

UA-PTC takes very seriously complaints and concerns regarding the institution. Most complaints or concerns of a specific nature should be initiated and resolved at the campus level through normal college processes whenever possible. UA - Pulaski Technical College receives and resolves complaints using a variety of methods. To report a complaint or concern, please follow the link below.

https://www.uaptc.edu/report-a-concern-complaint

UA-PTC Attendance Policy

Education at UA-PTC requires students’ active involvement in the learning process. Thus, students are expected to attend all classes and actively engage in all learning assignments and/or opportunities provided in their classes. Class attendance should be treated as mandatory by all students as attendance will be taken by all instructors during the first two weeks of class. Additionally, a written policy on student attendance that is tied to course objectives and included in a course syllabus will be provided for each course by instructors.

Course Policies

The UA-PTC Catalog rules and regulations will be enforced in this course at all times.

Please consult the following website for more information:

Professional behavior is required. Punctual attendance and intelligent participation are expected. Particulars as determined by the instructor are detailed in the paragraph below.

Appropriate behavior is expected for all communications, including any notes, email messages, or telephone conversations. Some guidelines for communication are included in this syllabus to help you.
**Guidelines For Email:** Applies to EVERY email sent to the instructor. I will NOT respond to email messages that do not follow these guidelines.

1. Send your email messages from Blackboard, NOT from your personal email account. E-mail can be located on the Messages tab.
2. Students are expected to check their email and course website at least three times each week for announcements and/or important messages.

**Grading Policy on Late Work:**

Each assignment must be submitted correctly by the due date. **Late assignments will not be accepted.** If this course is too labor intensive or you find yourself getting far behind, it is important to consider whether online learning is a good match for you. For some students, it is not. All email and discussion board submissions are automatically dated with the time.

I suggest you write most of your answers to assignments using a word processing program. You can then copy and paste into the Discussion Board. Also, please read the instructions carefully for each learning activity you submit for points.

**LEARNING MODULES**

There is a learning module for each chapter covered in this course. For each module you will complete:

**Discussion Question:** Found on the discussion board on the content page. Each discussion is listed by chapter and topic. You must provide one primary response to the question and two peer responses to receive full credit of 20 points. You are to the answer the question as completely as possible. Your response should seek to clarify or provide additional information to their postings. To obtain full credit, your responses should be in complete sentences and relates to key principles. Examples should be integrated into the discussion. No spelling and no major grammatical errors should present. Language should be clear, concise, and easy to understand. Each initial response should be at least five complete sentences to receive full ten points. Each peer response should be at least three sentences.

**Assignments:**

Each there will also be an exploration question related to each week’s material. These assignments may include an article to read, a self-test to complete, or a website to review. Point values vary based on the intensity of the assignment. **PLEASE NOTE THE DUE DATES. ASSIGNMENTS WILL ONLY BE GRADED IF SUBMITTED TO THE ASSIGNMENT DROP BOX. EMAILED ASSIGNMENTS WILL NOT BE GRADED SO PLEASE MAKE NOTE OF DUE DATES. IT DOES NOT MATTER THE REASON. THIS INCLUDES COMPUTER MALFUNCTION OR OTHER ISSUES. I SUGGEST YOU NOT WAIT**
UNTIL THE LAST MINUTE TO COMPLETE YOUR WORK SINCE ANYTHING CAN HAPPEN.

I ONLY ACCEPT ASSIGNMENTS IN THE FOLLOWING FORMATS: DOC, DOCX, RTF, OR PDF. I CANNOT ACCEPT ODT OR OTHER MAC FORMATS SO PLEASE BE SURE TO USE AN ACCEPTABLE FORMAT.

Quizzes:

You will have an online quiz for each chapter. The questions will have multiple choices of answers and you must select the correct answer. You have unlimited time for each attempt. You have two attempts. Please note the questions are randomized for each attempt.

Cheating on quizzes will result in a “0”. Cheating includes having someone assist you on any quiz either voluntarily or unknowing and/or viewing an exam taken by someone else prior to taking your scheduled assessment. Printing exams will not be allowed. Attempting to print quizzes may cause your computer to lock up; thus preventing you from taking the quiz. You will NOT be able to make it up if this occurs.

In an online class, eligibility for Financial Aid is based on student participation. Logging into the course does not constitute participation. For purposes of roster certification, students must complete a gradable attendance artifact.

Academic Integrity

It is expected that all students who attend UA-PTC conduct themselves in a manner appropriate for the college experience. Academic integrity is a vital component of collegiate behavior. The UA-PTC catalogue states, “The gaining of knowledge and the practice of honesty go hand-in-hand.”

The catalogue also states, “The responsibility and authority of initiating discipline arising from violations of the rules against dishonesty during the process of the course are vested in the instructor of that course.”

The complete Academic Integrity Policy is in the UA-PTC code of conduct.

Plagiarism, the passing off of someone else’s work or ideas as their own, is a serious offence and will not be tolerated in this class. While open discussion of course topics is highly encouraged it is not permissible to copy others work for assignments or exams. If students are caught cheating on any exam, assignment, or other in class activity the first instance will result in zero credit on the assignment for all individuals involved; the second instance will result in a failing grade for the course.
Accommodation Policy

Services for Students with Disabilities: UA-PTC is committed to fulfilling all federal requirements as stated in the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and the American with Disabilities Amendments Act (ADAAA) of 2008. Accommodations are available to students who have documented disabilities. Students who request accommodations must register with the Disability Services Office (Main Campus: 501-812-2738 or South Campus: 501-812-2862) and must provide current and relevant documentation.

Students requesting accommodations should inform the instructor at the beginning of the course or as soon as accommodations are approved. It is the student's responsibility to provide their Accommodation Letter to the instructor. Accommodations are not retroactive and will only be provided once your instructor receives the Accommodation Letter.

Student Code of Conduct

All students are expected to abide by the UA-PTC Student Code of Conduct. For the full Student Code of Conduct, access the most current version of the UA-PTC Academic Catalog. http://uaptc.azurewebsites.net/docs/default-source/course-catalog/2017-18-academic-catalog.pdf?sfvrsn=a08a3038_2

Sexual Misconduct

No person at Pulaski Technical College will, on the basis of gender, be excluded from participation in, be denied benefits of, or be subjected to sex discrimination, sexual harassment or sexual misconduct under any education program or activity. All college administrative policies and procedures regarding sex discrimination, sexual harassment, and sexual misconduct are in compliance with Title IX. Students who feel they are victims of sexual misconduct should contact the UA-PTC Title IX Deputy Coordinator for Students:

Michelle Anderson, Director of Student Life and Leadership
Campus Center Building Room 216
501-812-2756
manderson@uaptc.edu

Course Evaluations

Students may be asked to evaluate their instructor and course near the end of the semester. These student evaluations are very important to the improvement in the quality of instruction and
course materials. All results are anonymous and shared with the faculty only after the semester is over and grades have been posted.

**Information Literacy**

UA-PTC is committed to the Information Literacy Competency Standards for Higher Education as established by the Association of College and Research Libraries and endorsed by the National Forum on Information Literacy. Therefore, all courses will incorporate an information literacy component so that, by graduation, all students will be able to recognize the need for information, then locate, evaluate, synthesize, and communicate information in an ethical manner. Information literacy encompasses critical thinking, research, media, technology, health, business, and visual literacy skills to produce lifelong learners who can make informed decisions in the workplace and in their personal lives.

**Tentative Course Schedule: Details can be found on BB**

Disclaimer: This schedule is a guide for the semester. The instructor reserves the right to amend the schedule as necessary.
INTRODUCTION TO SOCIAL WORK

COURSE SCHEDULE FOR BB

SPRING 2019

WEEK ONE: REVIEW SYLLABUS AND PROCESS. PROVIDE INITIAL POST OF INTRODUCTION INCLUDING NAME, WHY YOU TOOK THIS COURSE, AND SOMETHING YOU WOULD LIKE TO LEARN THIS SEMESTER.

READ CH 1: A GLIMPSE IN THE WORLD OF SOCIAL WORK

CH: 1 DISCUSSION, ASSIGNMENT, AND QUIZ DUE ON JANUARY 20

READ CHAPTER 2: THE SOCIAL WORK PROFESSION

WEEK TWO: CHAPTER 2 DISCUSSION, ASSIGNMENT, AND QUIZ DUE JANUARY 27

READ CHAPTER 3: U.S. POVERTY AND THE IMPLICATIONS FOR SOCIAL WORK

WEEK FOUR: CHAPTER 3 DISCUSSION, ASSIGNMENT, AND QUIZ DUE FEBRUARY 10

READ CHAPTER 4: THE SOCIAL WORK ENVIRONMENT

WEEK 5 CHAPTER 4 DISCUSSION, ASSIGNMENT, AND QUIZ DUE FEBRUARY 17

READ CHAPTER 5: DIVERSITY IN SOCIAL WORK PRACTICE

WEEK 6 CHAPTER 5 DISCUSSION, ASSIGNMENT, AND QUIZ FEBRUARY 24

READ CHAPTER 6: VALUES AND ETHICS IN THE SOCIAL WORK PROFESSION

WEEK 7 CHAPTER 6: DISCUSSION, ASSIGNMENT, AND QUIZ MARCH 3

READ CHAPTER 7: SOCIAL WORK PERSPECTIVE AND METHODS
WEEK 8: CHAPTER 7: DISCUSSION, ASSIGNMENT, AND QUIZ MARCH 10
READ CHAPTER 8: FIELDS OF SOCIAL WORK PRACTICE

WEEK 9  CHAPTER 8: DISCUSSION, ASSIGNMENT, AND QUIZ DUE MARCH 17
READ CHAPTER 9: SOCIAL WORK PRACTICE WITH INDIVIDUALS AND FAMILIES

WEEK 10  CHAPTER 9: DISCUSSION, ASSIGNMENT, AND QUIZ DUE MARCH 31
READ CHAPTER 10: SOCIAL WORK PRACTICE WITH GROUPS

WEEK 11   CHAPTER 10: DISCUSSION, ASSIGNMENT, AND QUIZ DUE APRIL 7
READ CHAPTER 11: SOCIAL WORK PRACTICE WITH ORGANIZATIONS AND COMMUNITIES, AND POLICY PRACTICE

WEEK 12  CHAPTER 11: DISCUSSION, ASSIGNMENT, AND QUIZ DUE APRIL 14
READ CHAPTER 13: THE SOCIAL WORK PROFESSION

WEEK 13: INTERVIEW WITH A SOCIAL WORK DUE APRIL 21

WEEK 14: INTRODUCTION TO SERVICE LEARNING EXPERIENCE PAPER DUE APRIL 28

WEEK 15  COMPLETE FINAL PAPER ON LEARNING EXPERIENCE DUE MAY 5