

**Basic Course Information**

Semester	<b>Fall 2014</b>	Instructor Name	<b>Jose J. Plascencia, MSW</b>
Course Title & #	<b>SW 220: Introduction to Social Work</b>	Email	<b>jose.plascencia@imperial.edu</b>
CRN #	<b>10711</b>	Office #	<b>Counseling Center (EOPS)</b>
Room	<b>411</b>	Office Hours	<b>Upon Request</b>
Units	<b>3 units</b>	Office Phone #	<b>(760) 355-6272</b>
Class Dates	<b>08/18/2014-12/13/2014</b>	Emergency Contact	<b>Department secretaries for</b>
Class Days	<b>Wednesday</b>		<b>Behavioral Science and EOPS</b>
Class Times	<b>6:30-9:40</b>	Emergency Number	<b>(760) 355-6144 and 355-6407</b>

**Course Description**

A survey course that introduces the field of social work as a profession within the context of the institution of Social Welfare. Development of an understanding of social work principles, goals, values, and methods through readings and class discussion. An unpaid assignment in an agency setting is required. (CSU)

**Student Learning Outcomes**

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

1. Define within a global perspective social welfare, social institutions, social services, and social work and identify the different populations that are served by these systems (ILO1, ILO2, and ILO5)
2. Distinguish social welfare from other major social institutions and social work from other helping professions. (ILO1, ILO2, ILO5)
3. Demonstrate a beginning knowledge of the role of information technology in provision of social services. (ILO4)
4. Making an informed career decision by means of a volunteer assignment in a human service agency as well as the experience of taking this course. (ILO1, ILO2, ILO3, ILO4, ILO5)

**Course Objectives**

Upon satisfactory completion of the course, students will be able to:

1. Explain the development of social work and its emergence as a profession over time.
2. Describe the relationship between social work and social welfare.
3. Clarify the different levels of social work practice, differential responsibilities and training required at each level.
4. Define social work as a profession and understand the ways in which it differs from other helping professions.
5. Describe the profession's core knowledge base, including theoretical perspectives.
6. Explain the principle methods of social work intervention including case work, group work, and community organization.
7. Explain the integrated generalist model of social work practice.

8. Describe the structure and process of the social service delivery system.
9. Define and describe the impact of social policy on the social work profession.
10. Analyze ethical dilemmas/problems faced by social workers intervening with different populations.

#### **Textbooks & Other Resources or Links**

Segal, Elizabeth (2013). *An Introduction to the Profession of Social Work* (4th/e). Brooks/Cole Publishing Company. ISBN: 9780840029102

#### **Course Requirements and Instructional Methods**

##### **Three Exams (150 pts)**

There will be three exams given throughout the semester. The first exam will cover the first five chapters (Chapters 1-5). The second exam will cover the next five chapters (6-10). The third exam will cover the last four chapters (11-14) and international social work. The exams will be multiple choice, T/F, fill in the blank, and short answer. The content for these exams will be based on course competencies 1 – 10.

Make-up examinations will be accommodated provided they are taken within one week of the scheduled examination and are pre-approved by the instructor. If approved, the make-up exam will be one grade lower.

##### **Volunteer Experience (120 pts)**

In this course, students will learn not just in the classroom, but in the community as well. Students will be participating in a volunteer experience as part of the class. The purpose of the volunteer experience is to encourage exploration of and familiarity with the nature of generalist social work practice in human service settings, which includes an understanding of the structure and functions of agencies, community service networks, and the knowledge, skills, values, and expectations of the agency worker. Volunteer work is also in keeping with the social work value of service to the community. All learning outcomes are measured (1-12) including personal responsibility, global awareness, communication skills, and critical thinking skills are used in this assignment.

- A.** Students are required to complete **at least 25 clock hours** of volunteer time in a human service setting. Students who fail to complete the required 25 hours will receive an **F** for this assignment and the class. All volunteer hours must be completed by the end of the semester in order to receive full credit. The following objectives will guide the student's search for and selection of an agency volunteer experience:
1. Reinforce the role of volunteerism and service in social welfare and generalist social work practice;
  2. Provide an experience observing the application of social work knowledge, values, and skills in a human service system;
  3. Provide an experience with a disadvantaged population;
  4. Provide an experience of a direct contact with client systems preferably contact  
With includes some sort of communication/information exchanges; and
  5. Explore personal fit with social work/human services as a potential career  
Exploration decision

**Twenty (20) points** will be earned by turning in your volunteer agreement (not the packet) by the deadline (date is posted on tentative dates). Turning in agreement late will forfeit the points. Exceptions will be decided case by case.

**Reflection Paper (60 pts)**

Students are expected to write a **four (4) page** reflection paper on their volunteer experience. The paper must be typed and double-spaced. The paper must include the following: (1) description of your agency setting, (2) description of the types of services the agency provides and the mission of the agency, (3) description of the types of individuals employed in the agency and the degrees required, (4) description of the types of services you provided to the client systems who utilize the agency, (5) a reflection of the social work values demonstrated in the agency and that you utilized, (6) a summary of your own responses to the agency, (what were your strengths, weaknesses, discoveries about yourself) and, (7) what your thoughts about your continued involvement in the field of social work. In addition to this summary paper, you must attach (a) a time sheet that has been signed by your agency supervisor, (b) a Volunteer Placement agreement form, (c) and a Volunteer Evaluation form that was completed by your volunteer supervisor.

**Thought Papers (150 pts)**

These papers are free writing assignments. All thought papers will have a prompt to help you on what to write about. The thought papers are to be at the most 1 page long. At the end of the semester you will have 15 papers. Late papers will lose points each week it is late.

Late papers may be submitted, however, they will receive a 2 point reduction in with each week they are late (1 week = 2 pts off, 2 weeks = 4 points off, etc.). E-papers may be accepted with prior approval from the instructor; however, they must be submitted prior to the starting time of the class session on the day they are due. E-papers are subject to the same rules regarding lateness as regular papers.

**Handouts (150 pts)**

There will be short answer questions at the beginning of each class. The questions will be short answer and will help in introducing the topics for that class. These assignments cannot be made up; if absent ask instructor for missing assignments. There will be a total of 14 short answer assignments. The content for these assignments will be based on course competencies 1 – 8.

**Course Grading Based on Course Objectives**

<b><u>Grading Process</u></b>		<b><u>Grading Scale</u></b>		
1. Exam #1	(50)	6. Volunteer Experience	(120)	<b>567-630 pts. A</b>
2. Exam #2	(50)	7. Reflection Paper	(60)	<b>504-566 pts. B</b>
3. Exam #3	(50)			<b>441-503 pts. C</b>
4. Handouts	(150)			<b>378-440 pts. D</b>
5. Thought Papers	(150)			<b>Below 377 F</b>

**Attendance**

A student who fails to attend the first meeting of a class or does not complete the first mandatory activity of an online class will be dropped by the instructor as of the first official meeting of that class. Should readmission be desired, the student’s status will be the same as that of any other student who desires to add a class. It is the student’s responsibility to drop or officially withdraw from the class. See General Catalog for details.

Regular attendance in all classes is expected of all students. A student whose continuous, unexcused absences exceed the number of hours the class is scheduled to meet per week may be dropped. For online courses, students who fail to complete required activities for two consecutive weeks may be considered to have excessive absences and may be dropped.

Absences attributed to the representation of the college at officially approved events (conferences, contests, and field trips) will be counted as ‘excused’ absences.

**Deadline to drop all full-term classes with a “W” is November 08, 2014**

### **Classroom Etiquette**

Electronic Devices: Cell phones and electronic devices must be turned off and put away during class, unless otherwise directed by the instructor.

Food and Drinks are prohibited in all classrooms. Water bottles with lids/caps are the only exception. Additional restrictions will apply in labs. Please comply as directed.

Disruptive Students: Students who disrupt or interfere with a class may be sent out of the room and told to meet with the Campus Disciplinary Officer before returning to continue with coursework. Disciplinary procedures will be followed as outlined in the General Catalog.

Children in the classroom: Due to college rules and state laws, no one who is not enrolled in the class may attend, including children.

### **Academic Honesty**

Plagiarism is taking and presenting as one’s own the writings or ideas of others, without citing the source. You should understand the concept of plagiarism and keep it in mind when taking exams and preparing written materials. If you do not understand how to ‘cite a source’ correctly, you must ask for help.

Cheating is defined as fraud, deceit, or dishonesty in an academic assignment, or using or attempting to use materials, or assisting others in using materials that are prohibited or inappropriate in the context of the academic assignment in question.

Anyone caught cheating or will receive a zero (0) on the exam or assignment, and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary action. Please refer to the General School Catalog for more information on academic dishonesty or other misconduct. Acts of cheating include, but are not limited to, the following: (a) plagiarism; (b) copying or attempting to copy from others during an examination or on an assignment; (c) communicating test information with another person during an examination; (d) allowing others to do an assignment or portion of an assignment; (e) using a commercial term paper service.

### **Additional Help – Discretionary Section and Language**

Blackboard support center: <http://bbcrm.edusupportcenter.com/ics/support/default.asp?deptID=8543>

Learning Labs: There are several ‘labs’ on campus to assist you through the use of computers, tutors, or a combination. Please consult your college map for the Math Lab, Reading & Writing Lab, and Study Skills Center (library). Please speak to the instructor about labs unique to your specific program.

Library Services: There is more to our library than just books. You have access to tutors in the Study Skills Center, study rooms for small groups, and online access to a wealth of resources.

### **Disabled Student Programs and Services (DSPS)**

Any student with a documented disability who may need educational accommodations should notify the instructor or the Disabled Student Programs and Services (DSP&S) office as soon as possible. The DSP&S office is located in Building 2100, telephone 760-355-6313, if you feel you need to be evaluated for educational accommodations.

### Student Counseling and Health Services

Students have counseling and health services available, provided by the pre-paid Student Health Fee. We now also have a fulltime mental health counselor. For information see <http://www.imperial.edu/students/student-health-center/>. The IVC Student Health Center is located in the Health Science building in Room 2109, telephone 760-355-6310.

### Student Rights and Responsibilities

Students have the right to experience a positive learning environment and due process. For further information regarding student rights and responsibilities, please refer to the IVC General Catalog available online at [http://www.imperial.edu/index.php?option=com\\_docman&task=doc\\_download&gid=4516&Itemid=762](http://www.imperial.edu/index.php?option=com_docman&task=doc_download&gid=4516&Itemid=762)

### Information Literacy

Imperial Valley College is dedicated to helping students skillfully discover, evaluate, and use information from all sources. Students can access tutorials at <http://www.imperial.edu/courses-and-programs/divisions/arts-and-letters/library-department/info-lit-tutorials/>

### Anticipated Class Schedule / Calendar

Date or Week	Activity, Assignment, and/or Topic	Assignments Due/Exams
Week 1 August 20	Syllabus & Introduction	Handout #1 / Thought Paper #1
Week 2 August 27	Chapter 1: What is Social Work?	Review Volunteer Packet
Week 3 September 3	Chapter 2: The History of Social Welfare System & Social Work	Handout #2 / Thought Paper #2
Week 4 September 10	Chapter 3: Poverty and Economic Disparity	Handout #3 / Thought Paper #3
Week 5 September 17	Chapter 4: Human Rights & Social & Economic Justice Chapter 5: Dimensions of Diversity	Handout #4-#5 / Thought Paper #4-#5
Week 6 September 24	Exam #1 (Chapters 1-5)	Turn in Volunteer Agreement
Week 7 October 1	Chapter 6: Generalist Social Work Practice	Handout #6 / Thought Paper #6
Week 8 October 8	Chapter 7: Child Welfare: Working with Children & Their Families	Handout #7 / Thought Paper #7
Week 9 October 15	Chapter 8: Gerontology: Working with People who are Older	Handout #8 / Thought Paper #8
Week 10 October 22	Chapter 9: Health Care Services	Handout #9 / Thought Paper #9
Week 11 October 29	Chapter 10: Mental Health Services	Handout #10 / Thought Paper #10
Week 12 November 5	Exam #2 (Chapters 6-10)	
Week 13 November 12	Chapter 11: School Social Work	Handout #11 / Thought Paper #11
Week 14 November 19	Chapter 12: Substance Abuse	Handout #12 / Thought Paper #12

Imperial Valley College Course Syllabus – SOC 101 – Introduction to Sociology

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Week 15 November 26	No Class (Happy Thanksgiving)	
Week 16 December 3	Chapter 13: Violence, Victims and Criminal Justice Chapter 14: Crisis, Trauma, & Disasters International Social Work	Handout #13-#15 / Thought Paper #13-#15
Week 17 December 10	Exam #3 (Chapters 11-14 and International SW)	Turn in Volunteer Packet Turn in Reflection Paper