

Syllabus for  
**SWK 202--Introduction to Social Work**  
3 Credit hours  
Fall 2016

I. COURSE DESCRIPTION

An introduction to the social work professional degree program and generalist social work practice. Includes study of the history of social work as a profession, its values, social policies, and the various client systems and organizations where social work is practiced. Provides the student an opportunity to evaluate personal interests and aptitudes for the social work profession.

Prerequisite: None

The course is a prerequisite for students who are applying to the social work professional degree program. Students may apply to the social work program upon successful completion of the course.

II. COURSE GOAL

Introduction to social work has the goal of providing the student a beginning knowledge based on the history of social work as a profession, its values, social policies, and client systems and organizations where social work is practiced. It also has the goal of helping the student evaluate personal interests and aptitude for the social work profession.

III. STUDENT LEARNING OUTCOMES FOR THIS COURSE

A. Terminal Objectives

Upon successful completion of this course the student will be able to do the following:

1. Discuss the history of social welfare issues and institutions in the United States.
2. Describe the history, micro, mezzo, and macro practice settings and career opportunities in social work.
3. Discuss some of the problems and approaches addressed by social work, such as: mental illness, substance abuse, criminal justice, social inequality, poverty; and family violence.
4. Articulate generalist social work practice in terms of knowledge base, skills, values and systems focus.
5. Prepare a written report on a social service agency and make an oral presentation to the class.
6. Gain self-awareness towards the elimination of personal biases and values in working with diverse groups.
7. Recognize the extent to which a culture's structures and values may oppress, marginalize, alienate, or create or enhance privilege and power.
8. Gain an awareness of various social welfare agencies within the Tulsa community and surrounding area.
9. Evaluate personal interest in and capacity for pursuing social work as a career.
10. Complete the application process to the Social Work major, including signing the *NASW Code of Ethics*.

B. Unit Objectives

Upon successful completion of the course the student will be able to do the following:

1. Write a reflection paper
2. Complete an outline and oral report of a local social work agency
3. Complete the Whole Person Assessment after performing community service
4. Score successfully on weekly quizzes
5. Score successfully on chapter tests and final examinations

C. Social Work Program Competencies

By completing this course, students will have the opportunity to successfully engage self in the following CSWE and ORU Social Work Program Competencies.

1. Competency 1: Demonstrate Ethical and Professional Behavior
2. Competency 2: Engage Diversity and Difference in Practice
3. Competency 3: Advance Human Rights and Social, Economic, and Environmental Justice
4. Competency 4: Engage in Practice –informed Research and Research-informed Practice
5. Competency 5: Engage in Policy Practice
6. Competency 6: Engage with Individuals, Families, Groups, Organizations, and Communities
7. Competency 7: Assess Individuals, Families, Groups, Organizations, and Communities
8. Competency 8: Intervene with Individuals, Families, Groups, Organizations, and Communities
9. Competency 9: Evaluate Practice with Individuals, Families, Groups, Organizations, and Communities
10. Competency 10: Integrate Student's Faith with the Practice of Social Work

#### IV. TEXTBOOKS AND OTHER LEARNING RESOURCES

Required Materials

Textbooks

Popple, P.R., & Leighninger, L., (2011) *Social work, social welfare, and American society* (8<sup>th</sup> ed.). Boston: Allyn & Bacon. (ISBN: 9780205793839)

#### V. POLICIES AND PROCEDURES

A. University Policies and Procedures

1. Attendance at each class or laboratory is mandatory at Oral Roberts University. Excessive absences can reduce a student's grade or deny credit for the course.
2. Students taking a late exam because of an unauthorized absence are charged a late exam fee.
3. Students and faculty at Oral Roberts University must adhere to all laws addressing the ethical use of others' materials, whether it is in the form of print, electronic, video, multimedia, or computer software. Plagiarism and other forms of cheating involve both lying and stealing and are violations of ORU's Honor Code: "I will not cheat or plagiarize; I will do my own academic work and will not inappropriately collaborate with other students on assignments." Plagiarism

is usually defined as copying someone else's ideas, words, or sentence structure and submitting them as one's own. Other forms of academic dishonesty include (but are not limited to) the following:

- a. Submitting another's work as one's own or colluding with someone else and submitting that work as though it were his or hers;
- b. Failing to meet group assignment or project requirements while claiming to have done so;
- c. Failing to cite sources used in a paper;
- d. Creating results for experiments, observations, interviews, or projects that were not done;
- e. Receiving or giving unauthorized help on assignments

By submitting an assignment in any form, the student gives permission for the assignment to be checked for plagiarism, either by submitting the work for electronic verification or by other means. Penalties for any of the above infractions may result in disciplinary action including failing the assignment or failing the course or expulsion from the University, as determined by department and University guidelines.

4. Final exams cannot be given before their scheduled times. Students need to check the final exam schedule before planning return flights or other events at the end of the semester.
5. Students are to be in compliance with University, school, and departmental policies regarding Whole Person Assessment requirements. Students should consult the WPA handbooks for requirements regarding general education and the students' majors.
  - a. The penalty for not electronically submitting or for incorrectly submitting an artifact is a zero for that assignment.
  - b. By submitting an assignment, the student gives permission for the assignment to be assessed electronically.

**B. Department Policies and Procedures**

Policies and procedures for submitting artifacts can be found in the General Education Whole Person Assessment Handbook and the departmental handbook for the student's major.

**C. Course Policies and Procedures**

**1. Evaluation Procedures**

- a. The student's evaluation is based on the following:

Reflection Paper on Poverty/ePortfolio upload	100 points
Agency Analysis (Written Report)	100 points
Agency Analysis--(Oral Presentation)	100
Weekly Practice Quizzes— 15 quizzes @ 10 pts each	150 points
Unit Exams (3 @100 pts each)	300 points
Final Exam (Comprehensive-100 pts; portfolio—10 pts)	110 points
Community Service Assignment/ePortfolio upload	100 points
Class Participation	20 points
Film Notes (Poverty/Domestic Violence – 10 pts each)	20 points
<b>Total points possible</b>	<b>1000 points</b>

**b. Grading Scale**

A = 900 --- 1000 points  
B = 800 --- 899 points  
C = 700 --- 799 points  
D = 600 --- 699 points  
F = below -- 600 points

**2. Whole Person Assessment Requirements**

- a. All students must complete verification of a minimum of 12 hours of community service to the instructor of this course on or before week 12 of this semester. Students must submit documentation of this assignment **by the assigned date**. Students failing to complete the requirement by the due date **will forfeit half the points possible** for the assignment.
- b. This assignment also includes a two-page summary of the student's outreach experience as outlined on D2L.

**3. Other Policies and/or Procedures**

**a. Assignments and Papers**

- (1) All assignments and reports are **due at the beginning of class on the day they are due.** Students will submit all assignments and papers into the appropriate drop boxes on D2L (The only exception to this is the Community Service Assessment form -- this form will be submitted in class on the assignment's due date). **Students are responsible to correctly upload all assignments -- incorrectly submitted documents will be assessed as late.**
- (2) Assignments submitted one or more days late are assessed a penalty of three points per day, including weekends.
- (3) Because course requirements are assigned in advance, extensions are granted only under extenuating circumstances and must be cleared with the instructor **prior to the due date**.
- (4) Spelling, grammar, and neatness count towards your grade.

**b. Course Assignment Structure**

- (1) The class meets two times per week and uses a variety of teaching modalities including experiential elements (simulated games), case reviews, films, reflection assignments, lectures, student presentations, and guest speakers.
- (2) Unit and Final Exams --
  - (a) Unit exams may consist of multiple choice, true/false, and/or matching questions. Questions for exams may be taken from the textbook, chapter objectives and class lectures. Additional test items may include guest speaker and film presentations.
  - (b) The final examination may consist of multiple choice, true/false, short answer, and essay questions. Questions for this exam will be taken from the chapter objectives, films, case summaries, guest speakers, and lecture notes as outlined on D2L.
- (3) Reflection Papers--Students will submit a reflection paper (minimum 10-12) pages during the course. The paper will reflect a series of questions that will be answered in a descriptive essay format. The assignment will be typed with attention given to

spelling and use of grammar. **A cover sheet must be included.**  
See additional instructions for this assignment on D2L.

- (4) Agency Assignments—
  - (a) Each student will be assigned one area of social work interest/practice and evaluate a social service agency in the Tulsa area. The student will make an on-site visit to the agency and prepare an oral report and two outlined summaries of his/her findings. One report will consist of a detailed report from the student's on-site analysis; the other will provide the student and his/her classmates a concise outlined summary of the agency's mission and services. Written reports are due on the assigned date. Information to be included in all three reports can be found on D2L.
  - (b) Each student will collect copies of the agency outlines provided with each agency presentation. These outlines will be assembled into a portfolio and used for referral sources during the final examination. Additional instructions for this assignment can be found on D2L.
- (6) Class Participation/Homework
  - (a) This course requires active participation from all class members. Consequently, students are expected to come prepared for class discussions, participate in group case studies, and evidence completion of all assigned reading.
  - (b) Students are required to bring the course textbook and any assigned homework to each class. Objectives from the text can be found on D2L. Arriving promptly for class, fully prepared, and actively participating in class discussions are important for student learning. Tardiness and absences should be discussed and approved by the course instructor before class.
  - (c) Students must disable cell phones and refrain from all forms of electronic communication and entertainment during class. Students texting in class, viewing social media, participating in games, or engaging in unrelated class material risk forfeiting all points for class participation.
  - (e) Class participation, as discussed in this section, will be awarded a maximum of 20 points. Excessive absences, tardiness and use of electronic communication/entertainment during class time will be reflected in this portion of the student's grade. See any additional requirements posted on D2L.
- (7) Examinations: Because exams, quizzes, and written assignments are announced well in advance of the date they are given or are due, excuses accepted for missed exams are extremely rare. Policies are as follows:
  - (a.) No points or fees are deducted for Administrative Excuses. These must be typed, signed by the appropriate staff in the dean's office, and presented to

- the instructor no later than one day before the scheduled activity is due.
- (b.) As physicians and other medical appointments can usually be scheduled around due dates of assignments, only bona-fide emergency visits that are properly documented and signed by the provider, or a designated party, will be accepted. (Excuses from the on campus nurse's office may not be accepted and may be reviewed by the professor for acceptance.) No points or fees are deducted for excused medical emergencies.
  - (c.) Arrangements must be made with the professor to take the excused makeup exam within one week of the originally scheduled exam.
  - (d.) A makeup exam/assignment request form must be completed and signed by the student and the instructor at the time the request is made.
  - (e.) The student who has met the criteria for taking an excused makeup exam, and has been given authorization by the instructor to take the exam, must pay the late fee of fifteen dollars (\$15) before taking the exam. No exam is given without prior proof that the late fee has been paid. Failure to give proper and timely notice constitutes a "no show" resulting in points lost for that assignment.
- (8) Cheating—cheating results in no points and no opportunity for makeup work. All appeals must be typed and copies given to Dr. Feller, Chairperson of the Behavioral Sciences Department, and the instructor within the week.
  - (9) Plagiarized Work—Plagiarized work receives no points and no opportunities for makeup. Therefore, make sure reports document and acknowledge the sources of information and opinion.
  - (10) Changes—Class attendance is considered an essential component of the course requirements. Therefore, any changes in syllabi, class format, assignments, exams, or other course requirements announced in class by the instructor are considered to constitute adequate and sufficient notice. It is the student's responsibility to be aware of any such changes and to contact the instructor if he or she is unsure of what is expected.
  - (11) Honor Code: A basic fact is that each person's education is a product of his/her own intellectual efforts. Oral Roberts University cannot educate persons who will not educate themselves. Every person who enrolls and remains at Oral Roberts University should understand that to submit work which is not his or her own violates the purpose of the University and his/her own presence here. No Christian intellectual community can maintain its integrity or be faithful to its members if violations of its central purpose for any reason are tolerated. This principle of intellectual responsibility applies to all work done by students. Therefore, should this principle of intellectual

- responsibility be violated, the student receives an "F" grade in the course and possible suspension from the University.
- (12) Office Hours—Office hours are by appointment. They are given in class and posted on the instructor's door. If a student is unable to make the posted hours, the student should contact the professor by phone or email to request an appointment time. If the instructor's door is closed, the student should honor this by checking with the secretary before knocking.
  - (13) Attendance is required on the basis that learning in this class is reciprocal requiring the presence and participation of all students. Therefore, students are required to attend classes and participate in class discussions.
  - (14) Three (3) points will be deducted from the student's semester grade points for each absence beyond two.
  - (16) Three (3) tardies to class are counted as one (1) absence.

## VI. COURSE CALENDAR

<b><u>Week</u></b>	<b><u>Dates</u></b>	<b><u>Class Content</u></b>	<b><u>Chapter Quiz Due</u></b>	<b><u>Reading Assignments</u></b>
<b><u>Week #1</u></b>	Thursday, August 11	Orientation/Introduction to Course	-----	Read Chapter 1
<b><u>Week #2</u></b>	Tuesday, August 16	Lecture: Christian Worldview/Social Work Basic Concepts—Part I Case Study	Chapter 1	Read Chapter 2
<b><u>Week #2</u></b>	Thursday, August 18	Lecture: Social Work: Basic concepts —Part 2 Case Study	Chapter 2	Read Chapter 3
<b><u>Week #3</u></b>	Tuesday, August 23	Lecture: The History of Social Work	Chapter 3	Read Chapter 6
<b><u>Week #3</u></b>	Thursday, August 25	Lecture: Social Work Practice (Part One)	Chapter 6	Read Chapter 7

<b><u>Week #4</u></b>	Tuesday, August 30	Lecture: Social Work Practice (Part Two)	Chapter 7	Read Chapter 8
<b><u>Week #4</u></b>	Thursday, September 1	Overview of Upcoming Assignments:  Poverty Paper Agency Analysis	Chapter 8	-----
<b><u>Week #5</u></b>	Tuesday, September 6	The Neighborhood ( <i>Ghetto</i> —Simulation Exercise, Part 1)	-----	-----
<b><u>Week #5</u></b>	Thursday, September 8	The Neighborhood ( <i>Ghetto</i> —Simulation Exercise, Part 2)		Read Chapter 9
<b><u>Week #6</u></b>	Tuesday, September 13	Film: <i>Poverty USA</i>	Chapter 9	Read Chapter 4
<b><u>Week #6</u></b>	Thursday, September 15  <b>(OFF CAMPUS EXAM—CLASS WILL NOT MEET)</b>	<b>Unit Exam #1: Chapters 1,2,3,6, and 7 (Online Exam—D2L)</b> <b><u>Exam Time:</u></b>  Thursday, September 15, 8:00 AM through Sunday, September 18, 11:59 PM	Chapter 4	Read Chapter 5
<b><u>Week #7</u></b>	Tuesday, September 20	Class Lecture-- Systems Theory	Chapter 5	Read Chapter 10
<b><u>Week #7</u></b>	Thursday, September 22	Class Lecture— Diversity (Part 1)	Chapter 10	



<b><u>Week #8</u></b>	Tuesday, September 27	Class Lecture (Part 2) -- Diversity <b><u>REFLECTION PAPER DUE</u></b> —Upload in D2L Dropbox! Social Work Majors must also upload paper in ePortfolio.		
<b><u>Week #8</u></b>	Thursday, September 29	Film: <i>There's No Place like Home: Growing up with Family Violence</i>	----- --	No Reading Assignments
<b><u>Week #9</u></b>	Tuesday, October 4	Child Welfare	----- --	No Reading Assignments
<b><u>Week #9</u></b>	Thursday, October 6	Guest Speaker or Class Lecture	----- --	No Reading Assignments
<b><u>Week #10</u></b>	Tuesday, October 11 <b><u>Exam #2 Opens Today!!!</u></b>	Guest Speaker <b><u>Agency Verification Forms Due</u></b>		No Reading Assignments
<b><u>Week #10</u></b>	Thursday, October 13  (OFF CAMPUS EXAM—CLASS WILL NOT MEET)	<b>Unit Exam #2: Chapters 8,9,4,5, and 10</b> (Online Exam—D2L) <b><u>Exam Time: Friday, October 11, 8:00 AM through Friday, October 13, 11:59 PM</u></b>	-----	No Reading Assignments
<b>FALL BREAK—OCTOBER 17-21</b>				
<b><u>Week #11</u></b>	Tuesday, October 25	Agency Reports  <b><u>All Written Agency Reports Due!</u></b>  <b><u>Upload BOTH OUTLINES</u></b> (with cover sheet) in D2L Drop box.	----- --	Read Chapter 11
<b><u>Week #11</u></b>	Thursday, October 27	Agency Reports	Chapter 11	Read Chapter 12

<b><u>Week #12</u></b>	Tuesday, November 1	Agency Reports	Chapter 12	Read Chapter 13
<b><u>Week #12</u></b>	Thursday, November 3	<b>Guest Speaker</b>	Chapter 13	Read Chapter 14
<b><u>Week #13</u></b>	Tuesday, November 8	Agency Reports <b>Community Service Assignment Due Date</b> (Completion of 12 hours Community Service)  Upload Community Service (2-page) Reflection Paper in D2L; turn in documentation of Service hours during class	Chapter 14	Read Chapter 15
<b><u>Week #13</u></b>	Thursday, November 10	Agency Reports	Chapter 15	Read the Social Work Code of Ethics –See D2L Assignments
<b><u>Week #14</u></b>	Tuesday, November 15	Agency Reports	----- --	No Reading Assignments
<b><u>Week #14</u></b>	Thursday, November 17 (OFF CAMPUS EXAM—CLASS WILL NOT MEET)	<b>Unit Exam #3: Chapters 11,12,13,14, and 15</b> <b>Online Exam—D2L)</b> <b>Exam Time: November 17, 8:00 AM through Sunday, November 21, 11:59 PM</b>	----- --	No Reading Assignments
<b><u>Week #15</u></b>	Tuesday, November 22	Class Lecture—Social Work Code of Ethics/Social Work Practice Settings		No Reading Assignments
<b><u>Week #15</u></b>	Thursday, November 24	<b>Thanksgiving Holiday – No Classes</b>		No Reading Assignments
<b><u>Week #16</u></b>	Tuesday, November 29	Guest Speaker or Class Lecture		No Reading Assignments
<b><u>Week #16</u></b>	Thursday, December 1	Class Summary		No Reading Assignments
<b><u>Week #17</u></b>	Tuesday, December 6	<b>Final Exam</b> Online: Exam open 8:00 AM December 6– 8:00AM December 7		

## Course Inventory for ORU's Student Learning Outcomes

### SWK 202 INTRODUCTION TO SOCIAL WORK Fall 2016

This course contributes to the ORU student learning outcomes as indicated below:

**Significant Contribution** – Addresses the outcome directly and includes targeted assessment.

**Moderate Contribution** – Addresses the outcome directly or indirectly and includes some assessment.

**Minimal Contribution** – Addresses the outcome indirectly and includes little or no assessment.

**No Contribution** – Does not address the outcome.

The Student Learning Glossary, found at <http://ir.oru.edu/doc/glossary.pdf>, defines each outcome and each of the proficiencies/capacities.

	<b>OUTCOMES &amp; Proficiencies/Capacities</b>	<b>Significant Contribution</b>	<b>Moderate Contribution</b>	<b>Minimal Contribution</b>	<b>No Contribution</b>
<b>1</b>	<b>Outcome #1 – Spiritually Alive</b> Proficiencies/Capacities				
1A	Biblical knowledge			X	
1B	Sensitivity to the Holy Spirit			X	
1C	Evangelistic capability			X	
1D	Ethical behavior	X			
<b>2</b>	<b>Outcome #2 – Intellectually Alert</b> Proficiencies/Capacities				
2A	Critical thinking	X			
2B	Information literacy	X			
2C	Global & historical perspectives	X			
2D	Aesthetic appreciation		X		
2E	Intellectual creativity		X		
<b>3</b>	<b>Outcome #3 – Physically Disciplined</b> Proficiencies/Capacities				
3A	Healthy lifestyle			X	
3B	Physically disciplined lifestyle			X	
<b>4</b>	<b>Outcome #4 – Socially Adept</b> Proficiencies/Capacities				
4A	Communication skills		X		
4B	Interpersonal skills		X		
4C	Appreciation of cultural & linguistic differences	X			
4D	Responsible citizenship	X			
4E	Leadership capacity	X			