

# **Dept. of Social Work and Sociology**

## **SWK 3315 Social Work Policy and Practice**

### **Spring 2022**



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**Office Hours:** MW 9-12, TH 10-12

### **Course Information**

#### **Course Description**

This course examines and discusses the knowledge, skills, and values necessary to apply social welfare policy and practice. Initially, the history and philosophy of social welfare policy and practice are explored. From this point, the student engages with and learns about policy practice and advocacy from a social work perspective. Students will utilize the strategies discussed within course texts to advance the values and principles of the social work profession through effective policy practice. Skills addressed and developed within this course include analyzing and evaluating policy, advocating for policy development and change, building coalitions, and understanding the process of engaging the political influences on policy decisions. The Council on Social Work Education states that social workers need to be aware of the influence of policy on service delivery and actively engage in policy practice. To this end, this course prepares students with the knowledge and skills needed to successfully engage in policy practice.

#### **Course Credits**

3 credit hours

#### **Prerequisite and Co-requisite Courses**

SWK 2307, and admission to the B.S.W. degree program.

#### **Prerequisite Skills**

Accessing Internet websites, using ASU Library resources, and proficiency with Microsoft Word and/or PowerPoint are expectations of the Department of Social Work.

#### **Program Outcomes**

Upon completion of the B.S.W. program, the graduate will be prepared to:

## Student Learning Outcomes

<b>Student Learning Outcome</b> By completing all course requirements, students will be able to:	<b>Assignment(s) or activity(ies) validating outcome achievement:</b>	<b>Mapping to Program Outcomes</b>
<b>Competency 1: Demonstrate Ethical and Professional Behavior</b>	Policy Advocacy Challenges Policy Analysis Presentation	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; use reflection and self-regulation to manage personal values and maintain professionalism in practice situations; demonstrate professional demeanor in behavior; appearance; and oral, written, and electronic communication; use technology ethically and appropriately to facilitate practice outcomes; and use supervision and consultation to guide professional judgment and behavior.
<b>Competency 3: Advance Human Rights and Social, Economic, and Environmental Justice</b>	Policy Advocacy Challenges Policy Analysis Presentation	Apply understanding of social, economic, and environmental justice to advocate for human rights at the individual and system levels; and engage in practices that advance social, economic, and environmental justice.
<b>Competency 5: Engage in Policy Practice</b>	Policy Advocacy Challenges Policy Analysis Presentation	Identify social policy at the local, state, and federal level that impacts well-being, service delivery, and access to social services; assess how social welfare and economic policies impact the delivery of and access to social services; apply critical thinking to analyze, formulate, and advocate for policies that advance human

<b>Student Learning Outcome</b> By completing all course requirements, students will be able to:	<b>Assignment(s) or activity(ies) validating outcome achievement:</b>	<b>Mapping to Program Outcomes</b>
		rights and social, economic, and environmental justice

## Course Delivery

This is a face-to-face course with learning resources and supplemental materials posted in Blackboard.

## Required Texts and Materials

Jansson, B.S. (2019). *Social Welfare Policy and Advocacy: Advancing Social Justice through 8 Policy Sectors*. (2<sup>nd</sup> ed.) Sage. **ISBN: 978-1-5063-8406-1**

American Psychological Association. (2020). *Publication manual of the American Psychological Association* (7<sup>th</sup> ed.). American Psychological Association. **ISBN: 9781433832178** (spiralbound version)

NOTE: All assignments submitted in this course are to be written in strict accordance with the Publication Manual of the American Psychological Association (7<sup>th</sup> ed.).

## Technology Requirements

To participate in one of ASU's distance education programs, you need this technology:

- A computer capable of running Windows 7 or later, or Mac OSX 10.8 or later
- The latest version of one of these web browsers: internet Explorer, Firefox, or Safari
- Microsoft Office Suite or a compatible Open Office Suite
- Adobe Acrobat Reader
- High Speed Internet Access
- Ethernet adapter cable required (wireless connections can drop during tests and Collaborate sessions)
- Webcam

## Topic Outline

Students will learn the various forms of advocacy and policy practice in social work including social, economic, and environmental justice. The course topics will cover policy change at the micro and macro level and cover the policy sectors of healthcare, aging, criminal justice, safety net, education, mental health and substance abuse, immigration, and child and family sectors of policy advocacy.

## Communication

Faculty will respond to email and/or telephone messages within 24 hours during business hours (8:00 a.m. to 5:00 p.m.) Monday through Friday. Weekend and holiday messages may not be returned until the following business day.

**Written communication via email:** All private communication will be done exclusively through your ASU email address. Check frequently for announcements and policy changes. In your emails to faculty, include the course name and section number in your subject line.

**Virtual communication:** Office hours and/or advising may be done with the assistance of the telephone and/or Blackboard Collaborate.

## Grading

### Evaluation and Grades

Course grades will be determined as indicated in the table below.

Assessment	Percent/Points of Total Grade
Exams	40%
Policy and Practice Assignments	30%
Policy Analysis Presentation	20%
Professional Performance	10%
Total	100%

The following grading scale is in use for this course:

A = 90.00-100 points

B = 80.00-89.99 points C = 70.00-79.99 points

D = 60.00-69.99 points

F = 0-59.99 points

### Teaching Strategies

Students are expected to be “active learners.” It is a basic assumption of the instructor that students will be involved (**beyond the materials and lectures presented in the course**) discovering, processing, and applying the course information using peer-review journal articles, researching additional information and examples on the Internet, and discussing course material and clinical experiences with their peers.

### Assignment and Activity Descriptions

**Policy and Practice Assignments:** Students will write 3 short papers related to Micro Policy

Advocacy, Mezzo Policy Advocacy, and Macro Policy Advocacy. The papers are to be between 2- 3 pages in length and written according to APA requirements. Students will be asked to support their work using information from policy sources, as well as to locate and use at least 3 scholarly resources (e.g., peer reviewed journal articles, governmental studies, think tank research, books, demographic research, creditable internet sources, census and statistical information, and so forth).

**Presentations:** Students will be randomly assigned to groups and assigned topics related to the 8 policy sectors. Each group will create a presentation related to their topic/vignette. Students will be asked to support their presentations using information from policy sources, as well as to locate and use scholarly resources (e.g., peer-reviewed journal articles, governmental studies, think-tank research, books, demographic research, creditable internet sources, census and statistical information, and so forth). An outline will be provided to the instructor (including references). Students are expected to engage in research without regard to their own personal beliefs about the topic.

**Exams:** There will be FIVE examinations in this course. Each examination will cover a portion of assigned readings, classroom lectures, group work, other assignments, the NASW Code of Ethics, the Texas Board of Social Work Examiners (TBSWE) Code of Conduct, and the TBSWE Scope of Practice.

**Professional Performance:** This is relevant to attendance; engaging in class activities, including frequency and quality; professional presentation; and any factors that would normally be evaluated in a professional social work setting. Essentially, ask yourself if what you are doing would be perceived as professional in an employment setting among social workers.

### **Assignment Submission**

All assignments MUST be submitted through the Assignments link in the Blackboard site. This is for grading, documenting, and archiving purposes. Issues with technology use arise from time to time. If a technology issue does occur regarding an assignment submission, email me at [andrew.rivera@angelo.edu](mailto:andrew.rivera@angelo.edu) and attach a copy of what you are trying to submit. **Please contact the IT Service Center at (325) 942-2911 or go to your Technology Support tab to report the issue.** This lets your faculty know you completed the assignment on time and are just having problems with the online submission feature in Blackboard. Once the problem is resolved, submit your assignment through the appropriate link. This process will document the problem and establish a timeline. Be sure to keep a backup of all work.

### **Late Work or Missed Assignments Policy**

Due dates and times for assignments are posted. Failure to submit an assignment by the due date will result in a grade of zero for the assignment.

### **General Policies Related to This Course**

All students are required to follow the policies and procedures presented in these documents:

- [Angelo State University Student Handbook](#)<sup>1</sup>
- [Angelo State University Catalog](#)<sup>2</sup>

### **Student Responsibility and Attendance**

An expectation of a professional social worker is that they are present in their practice setting. The expectation for students in a social work program is that they are motivated to learn and have a sense of dedication to their studies. Thus, my expectation of you is that you will be present in class. Class begins and ends at the scheduled time. Students are to be present for the duration of class. There is no grade penalty for the first 3 absences (this is not an invite to miss class). Any additional absence will result in a loss of 10 points off of your total grade. The 7th absence results in a failing grade for the course. Please refer to ASU policy regarding class attendance. Being more than 5 minutes late for class will count as an absence.

### **Academic Integrity**

Students are expected to maintain complete honesty and integrity in all work. Any student found guilty of any form of dishonesty in academic work is subject of disciplinary action and possible expulsion from ASU.

The College of Health and Human Services adheres to the university's [Statement of Academic Integrity](#).<sup>3</sup>

### **Accommodations for Students with Disabilities**

ASU is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments of 2008 (ADAAA) and subsequent legislation.

Student Disability Services is located in the Office of Student Affairs, and is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability. It is the student's responsibility to initiate such a request by contacting an employee of the Office of Student Affairs, in the Houston Harte University Center, Room 112, or contacting the department via email at [ADA@angelo.edu](mailto:ADA@angelo.edu). For more information about the application process and requirements, visit the [Student Disability Services website](#).<sup>4</sup> The employee charged with the responsibility of reviewing and authorizing accommodation requests is:

Dallas Swafford

Director of Student Disability Services

Office of Student Affairs

325-942-2047

[dallas.swafford@angelo.edu](mailto:dallas.swafford@angelo.edu)

Houston Harte University Center, Room 112

### **Incomplete Grade Policy**

It is policy that incomplete grades be reserved for student illness or personal misfortune. Please contact faculty if you have serious illness or a personal misfortune that would keep you from completing course work. Documentation may be required. See ASU Operating Policy 10.11 [Grading Procedures](#)<sup>5</sup> for more information.

### **Plagiarism**

Plagiarism is a serious topic covered in ASU's [Academic Integrity policy](#)<sup>6</sup> in the Student Handbook.

Plagiarism is the action or practice of taking someone else's work, idea, etc., and passing it off as one's own. Plagiarism is literary theft.

In your discussions and/or your papers, it is unacceptable to copy word-for-word without quotation marks and the source of the quotation. It is expected that you will summarize or paraphrase ideas giving appropriate credit to the source both in the body of your paper and the reference list.

Papers are subject to be evaluated for originality. Resources to help you understand this policy better are available at the [ASU Writing Center](#).<sup>7</sup>

### **Student Absence for Observance of Religious Holy Days**

A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. See ASU Operating Policy 10.19 Student Absence for [Observance of Religious Holy Day](#)<sup>8</sup> for more information.

### **Copyright Policy**

Students officially enrolled in this course should make only one printed copy of the given articles and/or chapters. You are expressly prohibited from distributing or reproducing any portion of course readings in printed or electronic form without written permission from the copyright holders or publishers.

### **Syllabus Changes**

The faculty member reserves the option to make changes as necessary to this syllabus and the course content. If changes become necessary during this course, the faculty will notify students of such changes by email, course announcements and/or via a discussion board announcement. It is the student's responsibility to look for such communications about the course on a daily basis.

### **Title IX at Angelo State University**

Angelo State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. In accordance with Title VII, Title IX, the Violence Against Women Act (VAWA), the Campus Sexual Violence Elimination Act (SaVE), and other federal and state laws, the University prohibits discrimination based on sex, which includes pregnancy, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination and unwelcome behavior of

a sexual nature. The term includes sexual harassment, nonconsensual sexual contact, nonconsensual sexual intercourse, sexual assault, sexual exploitation, stalking, public indecency, interpersonal violence (domestic violence or dating violence), sexual violence, and any other misconduct based on sex.

You are encouraged to report any incidents involving sexual misconduct to the Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator, Michelle Boone, J.D. You may submit reports in the following manner:

Online: [www.angelo.edu/incident-form](http://www.angelo.edu/incident-form)

Face to face: Mayer Administration Building, Room 210

Phone: 325-942-2022

Email: [michelle.boone@angelo.edu](mailto:michelle.boone@angelo.edu)

*Note, as a faculty member at Angelo State, I am a mandatory reporter and must report incidents involving sexual misconduct to the Title IX Coordinator. Should you wish to speak to someone in confidence about an issue, you may contact the University Counseling Center (325-942-2371), the 24-Hour Crisis Helpline (325-486-6345), or the University Health Clinic (325-942-2171).*

For more information about resources related to sexual misconduct, Title IX, or Angelo State's policy please visit: [www.angelo.edu/title-ix](http://www.angelo.edu/title-ix).

## Course Schedule

Week/Date	Topic/Assignments/Assessments DUE
<b>Week 1</b> <b>Jan. 18-23</b>	<b>Welcome!</b> <ul style="list-style-type: none"><li>• Course Intro: Syllabus, course Expectations, Blackboard, NASW Code of Ethics, Scope of Practice &amp; Code of Conduct</li><li>• Chapter 1 PPT/Reading - Advancing Social Justice in 8 Policy Sectors</li></ul>
<b>Week 2</b> <b>Jan. 24-30</b>	<ul style="list-style-type: none"><li>• Chapter 2 PPT/Reading – Advancing social justice with seven core problems</li></ul>
<b>Week 3</b> <b>Jan. 31-Feb. 6</b>	<ul style="list-style-type: none"><li>• Chapter 3 PPT/Reading: How Policy Advocates Advance Social Justice Through American History</li></ul>
<b>Week 4</b> <b>Feb. 7-13</b>	<ul style="list-style-type: none"><li>• Chapter 4 PPT/Reading: Providing Micro Policy Advocacy Interventions</li><li>• <b>Exam 1: Covers Chapters 1-3</b></li></ul>



Week/Date	Topic/Assignments/Assessments DUE
Week 5 Feb. 14-20	<ul style="list-style-type: none"> <li>Chapter 5 PPT/Reading: Practicing Mezzo Policy Advocacy Interventions</li> <li><b>Micro Policy Advocacy Assignment Due</b></li> </ul>
Week 6 Feb. 21-27	<ul style="list-style-type: none"> <li>Chapter 6 PPT/Reading: Engaging in Macro Policy Advocacy</li> </ul>
Week 7 Feb. 28-Mar. 6	<ul style="list-style-type: none"> <li>Chapter 7 PPT/Reading: Becoming Policy Advocates in the Health Care Sector</li> <li><b>Exam 2: Covers Chapter 4-6</b></li> </ul>
Week 8 Mar. 7-13	<ul style="list-style-type: none"> <li>Chapter 8 PPT/Reading: Becoming Policy Advocates in the Gerontology Sector</li> <li><b>Mezzo Policy Advocacy Assignment Due</b></li> </ul>
Week 9 Mar. 14-20	*Spring Break: March 14-20*
Week 10 Mar. 21- 27	<ul style="list-style-type: none"> <li>Chapter 9 PPT/Reading: Becoming Policy Advocates in the Safety Net Sector</li> </ul>
Week 11 Mar. 28- Apr. 3	<ul style="list-style-type: none"> <li>Chapter 10 PPT/Reading: Practicing Policy Advocacy in the Mental Health and Substance Abuse Sector</li> <li><b>Exam 3: Covers Chapters 7-9</b></li> </ul>
Week 12 Apr. 4-10	<ul style="list-style-type: none"> <li>Chapter 11 PPT/Reading: Becoming Policy Advocates in the Child and Family Sector</li> <li><b>Macro Policy Advocacy Assignment Due</b></li> </ul>
Week 13 Apr. 11-17	<ul style="list-style-type: none"> <li>Chapter 12 PPT/Reading: Becoming Policy Advocates in the Education Sector</li> <li><b>Presentations</b></li> </ul>
Week 14 Apr. 18- 24	<ul style="list-style-type: none"> <li>Chapter 13 PPT/Reading: Becoming Policy Advocates in the Immigration Sector</li> <li><b>Exam 4: Covers Chapters 10-12</b></li> <li><b>Presentations</b></li> </ul>
Week 15 Apr. 25- May 1	<ul style="list-style-type: none"> <li>Chapter 14 PPT/Reading: Becoming Policy Advocates in the Criminal Justice Sector</li> <li><b>Presentations</b></li> </ul>
Week 16 May 2-8	<b>Dead Week- Prepare for Final Exam</b>
Week 17 May 9-13	<b>Final Exam- Comprehensive Exam covering Chapters 1-14</b>

## Grading Rubrics

To view grading rubrics, please go to the "My Grades" link in your Blackboard course, and select View Rubric under each graded item.

## Student Evaluation of Faculty and Course

Students in all programs are given the opportunity to evaluate their courses and the faculty who teach them. Evaluations are most helpful when they are honest, fair, constructive, and pertinent to the class, clinical experience, or course. Faculty value student evaluations, and use student suggestions in making modifications in courses, labs and clinical experiences. Angelo State University uses the IDEA (Individual Development and Educational Assessment) system administered through Kansas State University for all course evaluations. The Office of Institutional Research and Assessment administers IDEA for the entire university, online and has established a policy whereby students can complete course evaluations free from coercion.

## End of Syllabus

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<sup>1</sup> <https://www.angelo.edu/student-handbook/>

<sup>2</sup> <https://www.angelo.edu/catalogs/>

<sup>3</sup> <https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php>

<sup>4</sup> <https://www.angelo.edu/services/disability-services/>

<sup>5</sup> <https://www.angelo.edu/content/files/14197-op-1011-grading-procedures>

<sup>6</sup> <https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php>

<sup>7</sup> [https://www.angelo.edu/dept/writing\\_center/academic\\_honesty.php](https://www.angelo.edu/dept/writing_center/academic_honesty.php)

<sup>8</sup> <https://www.angelo.edu/content/files/14206-op-1019-student-absence-for-observance-of>