

**Dept. of Social Work & Sociology**  
**SWK 6323-010: Social Work Policy**  
**Practice and Advocacy**  
**Spring 2022**



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## **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

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

None

### **Prerequisite Skills**

General skill-based requirements of this course include basic computer proficiencies (e.g., accessing Internet websites, using online and on-campus library resources, and familiarity with Microsoft Office programs) and the ability to understand and apply the formatting and style guidelines of the **Publication Manual of the American Psychological Association** (7<sup>th</sup> ed.).

## Program Outcomes

Upon completion of the program of study for the master's degree in Social Work, the graduate will be prepared to practice as an advanced generalist in the field of social work as well as become licensed as a master's level social worker.

## Student Learning Outcomes

By completing all course requirements, students will be able to:	Assignments and/or activities validating outcome achievement:
<b>Competency 1:</b> Demonstrate ethical and professional behavior	Policy advocacy challenges, policy analysis presentation
<b>Competency 3:</b> Advance human rights and social, economic, and environmental justice	Policy advocacy challenges, policy analysis presentation
<b>Competency 5:</b> Engage in policy practice	Policy advocacy challenges, policy analysis presentation

## Course Delivery

This section of SWK 6323: Social Work Policy Practice and Advocacy is a face-to-face course delivered on campus with learning resources and supplemental materials posted in Angelo State University's Blackboard Learning Management System.

## Required Texts and Materials

Popple, P., & Leighninger, L. (2019). *The policy-based profession: An introduction to social welfare policy analysis for social workers* (7<sup>th</sup> ed.). Pearson. **ISBN: 9780134794297**

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

**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.). If you do not already own the *Publication Manual*, this is a **required** text.

## Technology Requirements

To successfully complete this course, students **must** have access to the following devices, software, and services:

- A computer capable of running Windows (7 or later), or Mac OSX (10.8 or later)
- The latest version of Microsoft Edge, Mozilla Firefox, or Mac Safari web browsers
- Microsoft Office Suite (or a compatible Open Office Suite)
- Adobe Acrobat Reader (or similar PDF reader)
- High Speed Internet access and an Ethernet adapter cable required (wireless connections can drop during tests and Collaborate sessions)
- Webcam with microphone
- Respondus Monitor and LockDown Browser software (available for download from the Technology Support tab in Blackboard)

## Topic Outline

See weekly module themes at the end of the syllabus in the tentative schedule and in the weekly modules of the course's accompanying Blackboard webpages.

## Communication

All communication (email or phone) **typically receives a response within 24 hours** at the latest. Messages sent on weekends and evenings may receive a longer wait for responses than during morning or afternoon hours during the week.

**Ask questions and participate in all opportunities for course discussion.** Graduate learning is dependent upon your synthesis of the material with your existing knowledge base. **Active learning** improves student outcomes as demonstrated by a well-established evidence base.

**Utilize office hours** if you have questions or concerns about the material or any other matter that is course related. I am an important resource to help facilitate your learning, but I can only help when I know that you have questions or concerns. If my office hours are not convenient, I am happy to make an appointment to speak in-person, via phone, or through Blackboard Collaborate at a more convenient time.

All course-related communication must be conducted in a **civil, polite, professional manner**. This encompasses all **email, Flipgrid, or WebEx** communication. Individuals who violate this guideline will receive **one (1) warning**. Further violations will result in a **failing grade** for the course and **possible expulsion from the MSW program** [based on the severity and circumstances of the incident(s)].

## Grading

### Evaluation and Grades

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

<i><b>Course Assignments</b></i>	<i><b>Percentage of Total Grade</b></i>
<i>Policy Advocacy Challenges</i>	40%
<i>Policy Analysis Presentation</i>	60%
<b>Total</b>	<b>100%</b>

### Grading System

Course grades will be dependent upon completing course requirements and meeting the student learning outcomes.

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### Grading Scale

**A =** 90 to 100      **B =** 80 to 89      **C =** 70 to 79      **F =** 69 and below

### 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 Advocacy Challenges*** **40%**

Students will be given four advocacy challenges to complete throughout the semester. Response to the questions and writing prompts for each of the challenges should be constructed using well-developed writing supported by credible sources. Each of the challenge papers should be between 5 and 6 pages of body text in addition to the title page and references. Each paper must be submitted via Blackboard. Challenge criteria, grading rubrics, and additional information are posted on the Blackboard course pages.

#### ***Policy Analysis Paper*** **60%**

Students will select a social service policy to analyze and, from which, will create a policy analysis presentation using policy and scholarly information (e.g., peer-reviewed journal articles, think-tank research, and other scholarly- or policy-based sources). Students are

expected to engage in information-gathering and analysis without allowing personal biases to deter their ability to perform a balanced analysis and create a thorough submission. Paper criteria, grading rubrics, and additional information are posted on the Blackboard course pages.

### **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 my ASU email address ([christopher.shar@angelo.edu](mailto:christopher.shar@angelo.edu)) and attach a copy of what you are trying to submit. **You must also contact the IT Service Center at (325) 942-2911 or go to your Technology Support tab in Blackboard to report the issue.** This lets faculty know you completed the assignment on time and are just having problems with the online submission feature in Blackboard. If you do not contact the IT Service Center and receive an email that acknowledges the receipt of your report, **your submission will not be accepted.**

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.

**Note: All assignments, including the outline for the policy presentation, must be written in strict accordance with the *Publication Manual of the American Psychological Association* (7<sup>th</sup> ed.).**

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

**Late assignments are not accepted.** Accommodations **may** be made on a case-by-case basis, but **only for extreme circumstances** of University-approved or instructor-approved absences.

### **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](https://www.angelo.edu/student-handbook/) (<https://www.angelo.edu/student-handbook/>)
- [Angelo State University Catalog](https://www.angelo.edu/academics/catalog/) (<https://www.angelo.edu/academics/catalog/>)

### **Student Responsibility and Attendance**

This section of SWK 6305: Social Work Practice III – Groups is entirely delivered as an online course. It is especially important for students to be present and attentive to understand and be able to apply the concepts and procedures featured in this course. There are readings which students will have to complete to be able to adequately participate in any

individual and/or group assignments. In order to complete this course successfully, **students must participate in all course activities**. Students are expected to engage in course assignments and submit work on or before the assignment's deadline. Students will be graded in part on their ability to make **substantive contributions** reflecting an integration of course-related material. **Scholarly contribution** is an expectation. Generally, you should expect to spend a **minimum** of six to nine hours of studying the assigned readings, completing course assignments, and consuming other course-related material. As a graduate student, you are expected to attend and participate in all class activities and sessions. **Because this section meets once per week, more than one absence** during the semester will result in **a failing grade for this course**.

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

Angelo State University 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](#). The employee responsible for reviewing and authorizing accommodation requests is Ms. Dallas Swafford, Director of Student Disability Services. Her office phone number is (325) 942-2047 and her University email address is [dallas.swafford@angelo.edu](mailto:dallas.swafford@angelo.edu).

### **Title IX**

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 Miller, J.D. You may submit reports to Ms. the following methods:

- **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.miller@angelo.edu](mailto:michelle.miller@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 University's policy, please visit [ASU's Title IX webpage](#).

### **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](#) for more information.

### **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](#) for more information.

### **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 Angelo State University. The Archer College of Health and Human Services adheres to the [Statement of Academic Integrity](#).

### **Plagiarism**

Plagiarism is a serious topic covered in ASU's Academic Integrity Policy 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 via Turnitin. Please consult the ASU Writing Center's [Academic Honesty resources](#) 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.

**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 Individual Development and Educational Assessment (IDEA) 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.

**Grading Rubrics**

All grading rubrics are included on the Blackboard course pages.

## Tentative Course Schedule

<b>Week/Dates</b>	<b>Required Readings and Assignments</b>	
<b>Week 1</b> <b>1/17 to 1/21</b>	<b>Theme:</b>	<b>Course Introduction and Syllabus Review</b>
	<b>Readings:</b>	Course syllabus
<b>Week 2</b> <b>1/24 to 1/28</b>	<b>Themes:</b>	<b>Social Welfare Policy and the Social Work Profession</b>
	<b>Readings:</b>	Chapter 1
<b>Week 3</b> <b>1/31 to 2/4</b>	<b>Themes:</b>	<b>Social Welfare Policy and the Social Work Profession</b>
	<b>Readings:</b>	Chapter 2
<b>Week 4</b> <b>2/7 to 2/11</b>	<b>Themes:</b>	<b>Social Welfare Policy Analysis</b>
	<b>Readings:</b>	Chapter 3
	<b>Policy Advocacy Challenge One due on Friday, 2/4, by 9:00 p.m. via BB</b>	
<b>Week 5</b> <b>2/14 to 2/18</b>	<b>Themes:</b>	<b>Social Welfare Policy Analysis</b>
	<b>Readings:</b>	Chapter 4
<b>Week 6</b> <b>2/21 to 2/25</b>	<b>Themes:</b>	<b>Social Welfare Policy Analysis</b>
	<b>Readings:</b>	Chapter 5
<b>Week 7</b> <b>2/28 to 3/4</b>	<b>Themes:</b>	<b>Applying the Policy Framework</b>
	<b>Readings:</b>	Chapter 6
	<b>Policy Advocacy Challenge One due on Friday, 2/4, by 9:00 p.m. via BB</b>	
<b>Week 8</b> <b>3/7 to 3/11</b>	<b>Themes:</b>	<b>Applying the Policy Framework</b>
	<b>Readings:</b>	Chapter 7
<b>Week 9</b> <b>3/14 to 3/18</b>	<b>Themes:</b>	<b>Applying the Policy Framework</b>
	<b>Readings:</b>	Chapter 8
<b>Week 10</b> <b>3/21 to 3/25</b>	<b>Spring Break</b>	
<b>Week 11</b> <b>3/28 to 4/1</b>	<b>Themes:</b>	<b>Applying the Policy Framework</b>
	<b>Readings:</b>	Chapter 9
	<b>Policy Advocacy Challenge One due on Friday, 2/4, by 9:00 p.m. via BB</b>	

## Tentative Course Schedule (continued)

<b>Week/Dates</b>	<b>Required Readings and Assignments</b>	
<b>Week 12</b> <b>4/4 to 4/8</b>	<b>Themes:</b>	<b>Applying the Policy Framework</b>
	<b>Readings:</b>	Chapter 10
<b>Week 13</b> <b>4/11 to 4/15</b>	<b>Themes:</b>	<b>Applying the Policy Framework</b>
	<b>Readings:</b>	Chapter 11
	<b>Policy Advocacy Challenge One due on Friday, 2/4, by 9:00 p.m. via BB</b>	
<b>Week 14</b> <b>4/18 to 4/22</b>	<b>Themes:</b>	<b>Taking Action</b>
	<b>Readings:</b>	Chapter 12
<b>Week 15</b> <b>4/25 to 4/29</b>	<b>Themes:</b>	<b>Taking Action</b>
	<b>Readings:</b>	Chapter 13
<b>Week 16</b> <b>5/2 to 5/6</b>	<b>Themes:</b>	<b>Taking Action</b>
	<b>Readings:</b>	Chapter 14
<b>FINALS WEEK</b> <b>5/9 to 5/13</b>	<b>Policy Analysis Paper due on Wednesday, 5/11, by 9:00 p.m. via BB</b>	