

- *Spring 2025*
- **South Plains College: Introduction to Social Work 2361 section 151**
 - **Introduction to Social Work/Instructor: Robert Wood**
 - **CONTACT:**
 - **Email—rwood@southplainscollege.edu**
 - Office Location: Levelland, Student Services 118
 - Levelland Office Hours: 8:30-9:30 Tuesday and Thursday and 8:15-10:15 on Friday
 - Lubbock Downtown Center Room 2005
 - Lubbock Office Hours: Monday and Wednesday 8:30-9:30
 - Office Phone: 894-9611 ext. 4034

South Plains College: General Course Syllabus

Department: Behavioral Sciences

Discipline: Social Work

Course Number: SOCW 2361

Course Name: Introduction to Social Work and Social Welfare

Credit: 3 Lecture: 3 Lab: 0

This course satisfies a core curriculum requirement: Yes- Behavioral Science

Prerequisites: none for campus; TSI reading for INET

Campuses: Levelland, Reese, INET (alternating locations)

Textbook: Social Work & Social Welfare Critical Thinking Perspectives by Karen K. Kirst-Ashman (**Digital copy only with MindTap access**)

Supplies: Computer and Internet access for Internet courses and campus classes.

Course Specific Instructions: Internet classes- access Blackboard from South Plains College homepage on the first day of the semester. Campus classes may use Blackboard for course material, see instructor's course information sheet for specifics.

Course Description: This course is an introduction to the social welfare system: An examination of society's response to human needs and social problems through development of voluntary and governmental social services

Course Purpose: This course is an introductory course designed to provide students with an understanding how society has responded to human needs as well as a practical application of social work and sociological theories.

Course Requirements: Students should attend all classes and complete assigned work and exams.

Course Evaluation: Refer to specific COURSE INFORMATION SHEET for specifics on assignments and testing.

Attendance Policy: Students are expected to attend all classes in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus.

When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first class meeting.

Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student's responsibility to be aware of that policy.

It is the student's responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

See instructor's Course Information Sheet for additions to the attendance policy.

Disability Services Policy: Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland Student Health & Wellness Center 806-716-2577, Reese Center (also covers ATC) Building 8: 806-716-4675, Plainview Center Main Office: 806-716-4302 or 806-296-9611, or the Health and Wellness main number at 806-716-2529. See *South Plains College General Catalog 2015-2016*, pages 53 and 54 for more information.

Academic Integrity Policy: It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as

his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension.

- **Cheating:** Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, the use of unauthorized notes during an examination, obtaining information during an examination from the text- book or from the examination paper of another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in an office are examples of cheating. Complete honesty is required of the student in the presentation of any and all phases of course work. This applies to quizzes of what- ever length, as well as to final examinations, to daily reports and to term papers.
- **Plagiarism:** Offering the work of another as one's own, without proper acknowledgment, is plagiarism; therefore, any student who fails to give credit for quotations or essentially identifiable expression of material taken from books, Internet resources, encyclopedias, magazines and other reference works, or from the themes, reports or other writings of a fellow student, is guilty of plagiarism.

See *South Plains College Student Guide 2015-2016*, pages 13 and 14 and *South Plains College General Catalog 2015-2016*, page 22.

See instructor's course information sheet for more information.

Student Conduct Policy:

- Classroom Conduct: Failure to comply with lawful direction of a classroom teacher relative to maintaining good order is considered misconduct on the part of the student. Repeated violations of disrupting a class may result in the student being dropped from that course.
- See *South Plains College Student Guide 2015-2016*, pages 13 through 18 for full policy covering other areas of conduct including penalties for misconduct and procedures for disciplinary action.

Grade and Academic Discipline Appeals: South Plains College provides two procedures which allow students the opportunity to address grievances of an academic nature.

- Appeal Restrictions: Only final grades or dismissal resulting from academic discipline will be considered. The instructor's teaching ability or expertise will not be considered during the hearing. No grade or disciplinary action can be formally appealed after a period of six (6) months from the date that the student is informed
- Informal Appeal
 - The student should schedule an appointment with the instructor of the course to discuss the final grade or disciplinary action.
 - 2. If the student is still not satisfied, she should schedule an appointment with the appropriate departmental chairperson to discuss the situation. The chairperson may request that the instructor also be present.
 - 3. If the student is still not satisfied, he she should schedule an appointment with the Divisional Dean to discuss the situation. The dean may request that the chairperson also be present.
 - 4. If the student is still not satisfied, he she should be advised of the formal appeal process.
- Formal Appeal: If the student is not satisfied with the results of the informal appeal, s/he should provide the following information, in writing, to the Vice President for Academic Affairs:

- A request for a formal appeals hearing.
- 2. A brief statement of what is being appealed.
- 3. The basis for the appeal.
- 4. Pertinent facts relating to the appeal.
- The agenda of the appeals hearing will include only those factors documented in the student's appeal request letter. The Vice President for Academic Affairs will determine the date, time and place of the hearing, and notify the student accordingly.
- The Hearing
 - Composition of the appeals committee:
 - Vice President for Academic Affairs will preside over the hearing.
 - Faculty member of the student's choice.
 - Faculty member and student selected by the Vice President for Academic Affairs.
 - President of Student Government Association.
 - Dean of Students.
 - Other persons who should be available at the hearing:
 - The student who requested the hearing.
 - The faculty member involved.
 - Anyone the student or faculty member wishes to be present to substantiate the case.
 - Chairperson and Divisional Dean.
 - Hearing procedure:
 - The committee will hear the student's appeal during which the parties to the controversy and such representatives as desired will present all facts relating to the case. By majority vote, the committee will decide to sustain, amend or reverse the previous decision.
 - The decision of the committee is final and completes the academic appeals procedure.

See *South Plains College Student Guide 2015-2016*, pages 18 and 19.

Equal Rights Policy: All students are entitled to equal rights under the affirmative action and equal opportunity laws. Students are also protected against unjust or biased academic evaluation, but at the same time, they are responsible for maintaining standards of academic performance established for each course in which they are enrolled. See *South Plains College Student Guide 2015-2016*, page 10.

SOUTH PLAINS COLLEGE

Learning Outcomes

Student Learning Outcomes/Competencies:

Thinking as a generalist social worker: students will understand

- a. Generalist social work theories, perspective, and practice
- b. To develop an understanding of Social Justice
- c. An increased knowledge and understanding of how society is structured and created by its social institutions and culture
- d. To develop an appreciation and understand of core social work values and ethics
- e. How our society has responded to human need in its creation of social institutions and the effects of these institutions both positive and negative.

Communication and Collaboration

- Demonstrate an ability to read, write and speak clearly and concisely
- Value of diversity and differences in people

Critical Thinking

- Explore relationships of ideas and see their similarities and differences
- To understand the concept of social justice and equality
- Ability to integrate ideas across the disciplines and personal life

Leadership

- Exhibit personal responsibility and ethical judgment
- Have the ability to see that they bring their own experiences with them to class as well as the field and understand that along with experience they may also bring biases and preconceptions that need to be addressed
- Demonstrate professionalism, honesty and integrity

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 - Office Phone: 894-9611 ext. 4034

Cell Phone 806-853-0660

General Course Information

Course Description: This course is a study of how society has responded historically to human needs by the creation of voluntary and government social service institutions.

- Course Goals/Objectives:
 - An understanding of the generalist social work theories, perspective and practice.
 - To develop an understanding of Social Justice.
 - A better understanding of how society is structured through institutions and culture.

- To develop an appreciation and understanding of core social work values and ethics

Course Competencies:

Each student will learn to examine the different characteristics and structure of a society and how that society has addressed its human needs. Students will become more familiar with the nomenclature of the profession of Social Work and how these terms are used. Since you are taking this class, you are now a Social Worker and therefore will go beyond “personal” views in order to be objective. Objectivity does not mean that you accept or approve but only that you intellectually understand. In many cases, understanding will lead you to broaden yourself not only as an individual but also as a member of society.

Academic Integrity- See College Catalog, p. 23.

Unfortunately, it is necessary to remind all students that any form of cheating will not be tolerated. Cheating is cheating, whether plagiarism or copying another student’s exam. Since the Internet has become a common source of information, it is important that you understand plagiarism and not neglect to include citations or footnotes on all papers. Please do not put yourself or others in the position of having cheated. If you are caught, cheating at my discretion you may be removed from class. In discussions, you will need to read the material before posting your first discussion post. On papers as well as discussions: You are not allowed to simply copy work and rephrase it and claim it is your own. This is plagiarism!

Use of AI software is prohibited in the class. If your work triggers multiple AI detection software packages. You will be given a zero and feedback will direct you to the syllabus. If you feel this was an error, you have 10 days to set up an appointment with me and I will ask you to explain the learning objectives or content that the assignment is covering. If you do that and illustrate that you have mastered the material, we can discuss your grade on the assignment in question. If you do not contact me and have an appointment within the first 10 days after the grade is posted, you forfeit the right to have any such meeting or grade appeal directly with the instructor. This does not mean that you cannot appeal the grade at another level, that is still your right.

Classroom Behavior:

___Although this is an online course, there are still acceptable and unacceptable behaviors. I do want you to feel the academic freedom to ask questions of myself and other students. I do want all questions though to be academic in nature and respectful. We will cover many controversial subjects (race, sexuality, class) and I want you all to feel comfortable asking questions but there is to be no name calling during discussions and all posts must be respectful of everyone in the class.

Textbook

Textbook: Social Work & Social Welfare Critical Thinking Perspectives by Karen K. Kirst-Ashman (**Digital copy only with MindTap access**)

Diversity Statement

In this class, the teacher will establish and support an environment that values and nurtures individual and group difference and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

Disabilities Statement

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Lubbock Centers (located at the Lubbock Downtown Center) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

Non-Discrimination Statement

South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

Title IX Pregnancy Accommodations Statement

If you are pregnant, or have given birth within six months, under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Health and Wellness Center. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact the Health and Wellness Center at 806-716-2529 or email dburleson@southplainscollege.edu for assistance.

OPTIONAL STATEMENT ON PRINTED SYLLABUS - Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations and Frequently Asked Questions, please refer to the Campus Carry page at: <http://www.southplainscollege.edu/campuscarry.php>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

COVID 19 or other serious illness statement:

South Plains College is committed to maintaining a safe and healthy learning and work environment for students, faculty and staff as the SPC Texan Community returns to campus amid the COVID-19 pandemic. To accomplish this goal, it is imperative that everyone join together to do their part. SPC has developed a Return to Campus Plan that outlines how the college will operate and the measures that will be implemented to help protect you and your loved ones. We look forward to welcoming you back to campus, as we continue to emphasize the following points:

- All students, faculty and staff should monitor their health and notify appropriate personnel and their health care provider if they experience any symptoms related to COVID-19.
- All students, faculty and staff who have symptoms of COVID-19 should contact DeEtte Edens, BSN, RN in Health Services at dedens@southplainscollege.edu or at (806) 716-2376.
- Cleaning and sanitization process will be emphasized in every area of our campus.

Attendance:

While this is an online class there will obviously not be the need for physical attendance. However working at regular intervals is paramount in student success so you need to be involved in the class every week either through your discussion topics, or through handing in assignments. **If you miss more than 4 assignments, you CAN be removed from the course for a lack of participation. This includes any individual assignments in MindTap, Papers and Discussions**

I post a calendar and checklist on the Course Content page of the class. I would strongly encourage you to print this out and keep it close, so you do not miss assignments.

COURSE REQUIREMENTS:

1. **MindTap work online:** You are required to finish the MindTap work for each chapter you are assigned. In each chapter there will be a polling exercise, reading the chapter, a video exercise, two exercises, a case study, a quiz and a reflection. Most of these will only take about a half hour or so, depending on your reading speed. You can set up the book to read to you if that helps you. I would strongly encourage you to look at the tutorials for using MindTap as these can be quite helpful and let you tailor the book to your individual learning styles.
2. **Discussions:** There is a discussion for some of the learning modules. Your initial (first post is due by Thursday. You then have two more days to respond to a minimum of two other students work. Each post needs to be at least 6-8 well formed sentences that address the discussion prompt for the week. They need to be free of gramatical errors and slang. I grade these rather leniently for the first two weeks while giving feedback. After that time if you are not conforming to the assignment parameters the penalties will increase. If you just follow directions, and read the feedback and take it seriously, you should be fine. Responses similar to, "You are so right, I really agree" will not receive credit as these don't really add to the academic discouse.

All students will be allowed one "oops moment". If you miss a learning module, I will reopen the MindTap portion for you and extend the time so that you can do the work. This does NOT cover a discussion. You only get one of these per semester so please keep up with your work. There is a "last day to request" this accommodation. That date is listed in the course calendar spreadshet.

Grades will be based on a percentage of points you have earned through the discussions, MindTap work and the semester paper. The total number of points for the class is 1024. The percentage of that total that you earn is your grade for the semester. To calculate your grade there is a grade calculator excel spreadsheet in Blackboard that you can fill out to let you figure out your grade at any point in the semester.

| | |
|----------------------|----------|
| 90%-100% | A |
| 80%-89% | B |
| 70%-79% | C |
| 60%-69% | D |
| 59% and Below | F |

IMPORTANT NOTE:

ATTENDANCE IN THIS CLASS WILL SIGNIFY YOUR ACCEPTANCE OF ALL CLASS AND SPC POLICIES. FAILURE TO ABIDE BY THESE POLICIES WILL RESULT IN EXPULSION FROM CLASS AND AN "F" FOR THE SEMESTER REGARDLESS OF RACE, ETHNICITY, SEX, RELIGION OR SEXUAL ORIENTATION.