**BACHELOR OF SOCIAL WORK PROGRAM**

### SOCW 350A LAW AND SOCIAL SERVICES

<table>
<thead>
<tr>
<th>COURSE OUTLINE</th>
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</thead>
<tbody>
<tr>
<td><strong>Section:</strong></td>
</tr>
<tr>
<td><strong>Semester:</strong></td>
</tr>
<tr>
<td><strong>Instructor:</strong></td>
</tr>
<tr>
<td><strong>Online Office Hours:</strong></td>
</tr>
<tr>
<td><strong>Office Phone:</strong></td>
</tr>
<tr>
<td><strong>e-mail:</strong></td>
</tr>
<tr>
<td><strong>Zoom Room Link:</strong></td>
</tr>
</tbody>
</table>

Hay ch qa’ sii’em siye’yu mukw mustimuxw.

*In keeping with regional protocol, Vancouver Island University students, staff, faculty and administration would like to acknowledge and thank the Snuneymuxw First Nation, Tla’amin First Nation, Snaw-naw-as First Nation and the Cowichan Tribes for allowing students, staff, faculty and administration to teach, learn, live and share educational experiences on the traditional territories of these nations.*
**COURSE DESCRIPTION**

A critical examination of criminal and family law as an expression of social policy relevant to anti-oppressive social work practice. Topics include laws affecting adults and children; human rights; organization of the legal system; and the ethical and legal accountabilities of social workers. Credit will only be granted for one of CYC 350A or SOCW 350A.

Prerequisite: SOCW 200A and SOCW 200B.

**LEARNING OUTCOMES**

At the completion of this course, students will be able to:

1. Provide a basic understanding of, and working familiarity with the following as it applies to social work practice:
   - Key legal principles and the role of law in society;
   - The court and legal system;
   - The role of court personnel, including judges and lawyers
   - Key Charter, Human Rights and Privacy issues as they affect social services;
   - Key statutes and processes as they are related to topics such as Child Welfare, Human Rights, Family Law, Health Care and Youth Criminal Justice;
   - Ethical and legal accountability for social workers;
   - Skills for testifying in court and/or documenting
   - Advocacy, conflict resolution and mediation skills.

2. Articulate a critical perspective of the law and legal systems and how they function in the lives of ordinary people.

3. Understand how the law and legal system can be both an instrument of oppression and an empowering instrument for anti-oppressive intervention.

4. Apply current legal information and principles to social work practice situations

5. Identify skills necessary to fulfill the legal responsibilities inherent in social work practice, and how this affects both workers and social service agencies

6. Students will be expected to understand, apply and adhere to the Canadian Association of Social Workers [Code of Ethics](#) and [Ethical Practice Guidelines](#) in the context of this course.

**REQUIRED TEXTS:**

This is the mandatory text for this course:

All other readings and resources will be supplied to students on the VIU Learn course site as required.

CLASS FORMAT AND ASSIGNMENTS

This is a fully online course.

1. Students should ensure that they have read the course core information, course outline, assignments and rubrics before they start the Learning Activities of Week 1.

2. Students will move through the course week by week. Each week starts (opens) on Monday morning at 12:00 am and ends (closes) on Sunday pm at 11:59.

3. Students will do all the learning activities for the week and that includes the readings and any assignments. Some assignments may not be for marks (discussions/worksheets), but they are considered part of the learning (like in a face-to-face class) and will help students to understand and apply the content and will help with marked assignments.

4. Students will be responsible for keeping up with the content, the assignments, and due dates. Good organization is linked to success in online learning! Use the "My Task", "Calendar", and "My Bookmark" components of the course site to help you.

5. All assignments due on an assigned week will be due on that Sunday at 11:59 pm (unless otherwise identified) It is a student's responsibility to organize their schedules to complete them. Students will have access to the past week's content. For information on Late Assignments, please reference the Course Outline. Late submissions will be docked marks.

6. Instructors are able to keep track of student progress. If the instructor feels the student is falling behind and is struggling, they will contact the student and work together to ensure that they are understanding the content and that they are moving towards success. A lack of participation can result in failing the course.

SOCIAL WORK CODE OF ETHICS

Students enrolled in the Bachelor of Social Work program at Vancouver Island University are expected to comply with the social work Code of Ethics within the jurisdiction in which they are
residing. In Canada, students are expected to have read and comply with the Canadian Association of Social Workers Code of Ethics located here:
Non-compliance with the Code of Ethics can result in discontinuation from the Bachelor of Social Work program.

PARTICIPATION

Presence, engagement and participation in this class is mandatory. Students are expected to follow the course outline and keep current with their weekly readings and assignments. Instructors are able to keep track of student progress in the course, and will connect with students who appear to be struggling to ensure that they can complete the course successfully.

You will need to set aside at least 3 hours per week to complete the learning activities as you would for a face to face class.

METHOD OF STUDENT EVALUATION

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Due Date</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Media Analysis</td>
<td>Week 5 September 30, 2018</td>
<td>20%</td>
</tr>
<tr>
<td>Court Assignment</td>
<td>Week 6 October 14, 2018 Week 11 November 25, 2018</td>
<td>5% 30%</td>
</tr>
<tr>
<td>Discussion, Participation and Presence</td>
<td>Throughout the Course</td>
<td>10%</td>
</tr>
<tr>
<td>Analysis and Application of the Law Assignment</td>
<td>End of the Course December 14, 2018</td>
<td>35%</td>
</tr>
</tbody>
</table>

Students are expected to review the following policy with respect to grade appeals:
http://www.viu.ca/calendar/GeneralInformation/generalregulations.asp

HANDLING OF STUDENT WORK

1. Students are responsible for retaining a copy of all submitted work and for submitting all assignments by their due date.
2. Every effort will be made to return assignments to students within two weeks.
3. Students can email the instructor to review and discuss their exams, assignments or course grade.
4. Final grades will be posted for each student to view on the course VIU Learn site and on their VIU Student Account.

DISABILITIES ACCOMMODATION

Students with diverse learning styles and needs are welcome in this course. In particular, if you have a disability/health consideration that may require accommodation, please feel free to approach me and/or Disability Access Services (DAS) as soon as possible. The DAS staff is available by appointment to assess specific needs, provide referrals and arrange appropriate accommodations. The sooner you let us know your needs the quicker we can assist you in achieving your learning goals in this course.

LATE SUBMISSION OF ASSIGNMENTS/MISSED EXAMS: CONSEQUENCES

All assignments must be submitted on the date and time specified, and all tests are to be written on the date specified. The only time an assignment can be handed in late is if there is a medical or family emergency and it must be communicated to the instructor as soon as possible. A doctor’s note will be required for illness and must include the dates of the student’s incapacity.

A student is responsible for communicating any late submissions to the instructor, regardless of the reason. If a student does not communicate this, an automatic 5% deduction will occur on top of the 2% per day.

If a student hands in an assignment late, a late deduction of 2% per day will occur up to 7 days.

Papers or assignments will not be accepted after 7 days.

Extension requests for assignments will only be considered under exceptional circumstances. These include: death of a family member, prolonged illness, hospitalization or what would be deemed an emergency situation. Extension requests need to be submitted at least 24 hours ahead of time. For illness or hospitalization, the student will be required to produce a doctor’s note that are specific to the dates of their incapacity.

There are no rewrites and therefore, no rewrite will be granted for papers with a low mark or failing grade. It is the student’s responsibility to understand the content and expectations of the assignments that are due. The instructor will provide outlines, marking rubrics, and overviews for the assignments. Meetings with the instructor are recommended and encouraged if a student is struggling with the content.

Requests for “make-up assignments”, “additional work” or “alternate assignments” for the purposes of increasing grades will not be granted.
It is the student’s responsibility to monitor their progress and access assistance/resources early on in the event of low marks or if it appears there may be a risk of not achieving the necessary grade required to fulfill program requirements. All grades are available on the course VIULearn site.

Students are expected to keep a copy of all their work. Therefore, losing assignments as a result of not having saved a paper will not be accepted as a reason for an extension. Computers/laptops crashing or breaking down as well as theft of computers from vehicles or homes will no longer be considered valid reasons for an extension request. It is suggested that students e-mail themselves drafts of their work at regular intervals or save draft copies of assignments on a disc or memory stick.

GENERAL REGULATIONS AND STUDENT CONDUCT

Students are expected to review and adhere to the General Regulations and Student Conduct Code (Policy 32.05): http://www.viu.ca/calendar/GeneralInformation/generalregulations.asp

Students are expected to review and adhere to the Faculty of Health and Human Services Policies and Procedures listed here: https://hhs.viu.ca/faculty-health-and-human-services-policies-and-procedures

It is an expectation that students will have read the BSW Student Handbook in its entirety and understand its contents. The student handbook can be located here: https://hhs.viu.ca/bachelor-social-work/bsw-student-handbook

Academic Integrity

Academic integrity is expected of all students. There are five values that underpin academic integrity (these are also consistent with professional social work standards): honesty, trust, fairness, respect, and responsibility. Please read through the Student Academic Code of Conduct policy (www.viu.ca/policies) to ensure that you are aware of VIU’s expectations. Violations of the academic code of conduct will be taken seriously and acted upon according to this policy.

Plagiarism on papers is considered a breach of academic conduct and will be dealt with accordingly. A link to the VIU Academic Code of Conduct is included in the course outline. Please read it. If students have additional concerns or questions that come up for them throughout the duration of the course, they are encouraged to consult the instructor for clarification.
Submitting papers that are at an unacceptable level in terms of writing and organization are the student’s responsibility. If in the past, assistance was required with writing, it is strongly recommended that you be proactive early on to access assistance for this course. Links are provided for the Writing Centre at VIU and to the digital resource of Learning Matters. Learning Matters has excellent links to a variety of resources that can assist with studying, writing and researching.

Students will use APA referencing and formatting for all their academic papers. Not doing this correctly may result in deductions of marks (please see the rubrics for your assignments).

**Respectful Behaviour and Communication**

Students will exhibit professionalism and respect in their communication with both the instructor and their classmates. The online setting is easily misinterpreted, so be aware of how you write emails, post discussions and interact with one another in small groups or in online seminars.

Constructive feedback should not be taken personally, and if you are feeling upset or unsafe by something said or written or done online, please contact the instructor to discuss it further. This is especially true in this course, where feedback is absolutely required in developing a piece of research and research proposal. It is not indictment of your skills, abilities or you personally.

Any form of discrimination or harassment of your classmates or instructor will not be accepted.

Engagement with other students outside of the course itself, should also be respectful and professional. This includes discussion in student Facebook groups or on social media. Confidentiality is a key social work ethical principle and should be adhered to at all times in either online or face-to-face interactions.

**INSTRUCTOR RESPONSIBILITIES**

1. **I will be present and accessible to you.** I am always available to students via email. I welcome and encourage your questions and feedback. I will get back to you within 24 hours but please note that I do not answer my emails on the weekend, so plan accordingly if you are struggling with content or an assignment.
2. **I will create an online classroom that is safe, confidential, strength-based and that focuses on learning and mastering the content.**
3. **I will give feedback in a timely and constructive manner.** I will attempt to have small assignments (worksheets) marked within the week and upload so that you can get my feedback. The feedback is meant to be constructive, so that you can improve your work.
Use them to help guide your next assignment.

4. **I will review your work with you.** I am happy to meet with students and go through their assignments to help them improve and address any challenges they may have had. Remember that marks are not reflective of who you are as people – they are merely a way to evaluate learning.

5. **I will set up individual meetings with you** to ensure that you are on the right track and to check in about your progress.

6. **I will teach you and support your use of the technology** required for the course.

7. **I will review all assignments** with you the beginning of the course, and before they are due so that students are aware of what is required.

8. **I will hold student’s responsible for their own learning.** This is a challenging course but I believe in the innate abilities of all of you to get it and success

**STUDENT SUPPORTS**

1. Vancouver Island University Calendar: [http://www.viu.ca/calendar/](http://www.viu.ca/calendar/)
2. VIU Learning Matters: [https://learningmatters.viu.ca/](https://learningmatters.viu.ca/)
3. VIU Writing Center: [https://services.viu.ca/writing-centre](https://services.viu.ca/writing-centre)
4. Student Affairs Department: [https://www2.viu.ca/studentservices/](https://www2.viu.ca/studentservices/)
5. Vancouver Island University student information: [https://www.viu.ca/students](https://www.viu.ca/students)
6. Online APA style referencing sites provided under the APA style referencing link located here: [https://learningmatters.viu.ca/pages/using-style-sheets](https://learningmatters.viu.ca/pages/using-style-sheets) and [https://owl.english.purdue.edu/owl/resource/560/01/](https://owl.english.purdue.edu/owl/resource/560/01/)
7. Online access to Instructor through email

**BSW GRADUATION REQUIREMENTS**

1. Students must have completed at least 120 university-level credits and have completed all the required core and elective courses to be eligible for the Bachelor of Social Work degree.

2. A minimum "C+" average on all required courses with no grade lower than "C".

3. It is the student’s responsibility to ensure that all requirements for the degree are met. Students are encouraged to consult the social work program Advisor for information and guidance.
Grades will be assigned according to the Vancouver Island University GRADE SCALE.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage (%)</th>
<th>Grade Value</th>
<th>Point Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>90-100</td>
<td>4.33</td>
<td>Excellent</td>
</tr>
<tr>
<td>A</td>
<td>85-89</td>
<td>4.00</td>
<td></td>
</tr>
<tr>
<td>A-</td>
<td>80-84</td>
<td>3.67</td>
<td></td>
</tr>
<tr>
<td>B+</td>
<td>76-79</td>
<td>3.33</td>
<td></td>
</tr>
<tr>
<td>B</td>
<td>72-75</td>
<td>3.00</td>
<td>Good</td>
</tr>
<tr>
<td>B-</td>
<td>68-71</td>
<td>2.67</td>
<td></td>
</tr>
<tr>
<td>C+</td>
<td>64-67</td>
<td>2.33</td>
<td>Satisfactory</td>
</tr>
<tr>
<td>C</td>
<td>60-63</td>
<td>2.00</td>
<td></td>
</tr>
<tr>
<td>C-</td>
<td>55-59</td>
<td>1.67</td>
<td>Poor</td>
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<tr>
<td>D</td>
<td>50-54</td>
<td>1.00</td>
<td></td>
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<tr>
<td>F</td>
<td>0-49</td>
<td>0.00</td>
<td>Failing work</td>
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<tr>
<td>UW</td>
<td>N/A</td>
<td>0.00</td>
<td>Unofficial Withdrawal</td>
</tr>
<tr>
<td>CR</td>
<td>N/A</td>
<td>0.00</td>
<td>Course passed</td>
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<tr>
<td>INC</td>
<td>N/A</td>
<td>0.00</td>
<td>Incomplete</td>
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<tr>
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<td>Continuing Status</td>
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<tr>
<td>AUD</td>
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<td>Audit</td>
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<tr>
<td>INP</td>
<td>N/A</td>
<td>0.00</td>
<td>In Progress</td>
</tr>
<tr>
<td>NGS</td>
<td>N/A</td>
<td>0.00</td>
<td>No Grade Submitted yet; neither Pass nor Fail.</td>
</tr>
</tbody>
</table>