BACHELOR OF SOCIAL WORK PROGRAM

SOCW400B ADVANCED SEMINAR IN REFLETIVE SOCIAL WORK PRACTICE

COURSE OUTLINE

<table>
<thead>
<tr>
<th>Section:</th>
<th>S19W70</th>
<th>Semester: Spring 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructor:</td>
<td>Dr. Jeanette Schmid</td>
<td></td>
</tr>
<tr>
<td>Online Office Hours:</td>
<td>I will respond promptly to emails or phone calls (250 741-4747) within office hours. Please always put course number in subject line.</td>
<td></td>
</tr>
<tr>
<td>Office Phone:</td>
<td>My office hours are 1-3 on Mondays, but alternative appointments can be arranged. B180/R532</td>
<td></td>
</tr>
<tr>
<td>e-mail:</td>
<td><a href="mailto:Jeanette.schmid@viu.ca">Jeanette.schmid@viu.ca</a></td>
<td></td>
</tr>
<tr>
<td>Zoom:</td>
<td>985-560-1051</td>
<td></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

An analysis of practice theories and insights to promote understanding of reflective practice within a community setting; and develop plans for ongoing learning as social workers. This seminar course is offered in conjunction with SOCW 480. (0:3:0)

Prerequisite: SOCW 400A.

Co-requisites: SOCW 480

LEARNING OUTCOMES

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

1. Students will be expected to understand, apply and adhere to the Canadian Association of Social Workers Code of Ethics and Ethical Practice Guidelines.
2. Students will identify and apply social work knowledge and skills as highlighted in the learning outcomes within the field practicum course book. These areas include but are not limited to: generalist practice; reflective practice, competence with diversity; social policy and social justice; and professional social work identity.
3. Students will critically assess social work practice experiences through peer review, constructive feedback and consultation within their practicum setting.
4. Students will actively participate in discussions in the seminar in relation to professional issues, practice situations and ethical considerations.
5. Students will examine, critically reflect upon, and discuss the applications of theory in practice as well as the appropriateness and suitability of various practice methods.
6. Students will participate collectively and collaboratively in furthering their learning and promoting professional development.

REQUIRED TEXTS:

There is no formal text for this course. Readings are assigned weekly and are available under the learning activities.

CLASS FORMAT AND ASSIGNMENTS
### Assignment | Due Date | Brief Description | Value: 100%
--- | --- | --- | ---
**Analysis of Practice (Case)** | End of Week 9 17 March midnight | Students will critically examine their practice through the use of a case study from their practicums that illustrates the work that they have done. A focus will be on the use of theory, skills, and ethical practice. | 25% |
**E-portfolio: Professional Practice Framework** | Week 13 14 April midnight | Students will provide an overview of their learning experiences throughout their BSW by composing an E-portfolio. *Intentionally begin collecting potential artefacts.* | 25% |
**Professionalism (linked to Practicum)** | Week 13 (calculated by Instructors of SOCW 480; Rubric is in SOCW 480) | Students will be evaluated on their participation and professionalism as it relates to their placements (SOCW 480). This includes communicating with their Practicum Supervisors and their Faculty Liaisons, having the appropriate paperwork done in a timely manner (learning contracts and evaluations), and setting up and facilitating meetings. | 10% |
**Reflective Journal and Posts** | Throughout: submit Sundays midnight | Students are responsible for creating and submitting reflective postings linking the course learning with their practicum experiences. Students will also be marked on contributing to discussion posts throughout the semester. | 15% |
**Seminars** | Weeks 6 to 11 Presenting student to submit reflection & article link 48 hours before seminar | Students will participate in small weekly group seminars. Each will be responsible ONCE for preparing and sharing a critical reflection of a practicum incident, providing an article related to the incident, and facilitating a group discussion about it in an online setting. | 25% (20% for leading seminar and 5% for ongoing participation and engagement) |

### 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.

In some courses, participation will be graded and students who have extended attendance issues may not be able to complete the course.

METHOD OF STUDENT EVALUATION:
See Class Format and Assignments.

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. (please see late policy)
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 hands in an assignment late, a late deduction of 2% per day will occur up to 7 days.

Not negotiating an extension will result in a 5% deduction, plus 2% per day. 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 is 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 are not 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.

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.

**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.

**INSTRUCTOR RESPONSIBILITIES**

The instructor aims to offer an environment that facilitates student engagement with learning by offering current, relevant course materials and providing students with diverse means of participation. The instructor promotes critical and reflective thinking that encourages students to develop informed, robust opinions. The instructor endeavours to be respectful at all times; to be responsive; to offer prompt critical and meaningful feedback; and to offer appropriate support when this is requested by a student.
Grades will be assigned according to the Vancouver Island University GRADE SCALE.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percent (%)</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>
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</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>
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<tr>
<td>C+</td>
<td>64-67</td>
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<td>Satisfactory</td>
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<tr>
<td>C</td>
<td>60-63</td>
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</tr>
<tr>
<td>C-</td>
<td>55-59</td>
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<tr>
<td>D</td>
<td>50-54</td>
<td>1.00</td>
<td>Poor</td>
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<tr>
<td>F</td>
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<td>Failing work</td>
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<tr>
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<td>Unofficial Withdrawal</td>
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<tr>
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<tr>
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<tr>
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<tr>
<td>NGS</td>
<td>N/A</td>
<td>0.00</td>
<td>No Grade Submitted yet; neither Pass nor Fail.</td>
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