BACHELOR OF SOCIAL WORK PROGRAM

SOCW401 Social Policy and Communities

COURSE OUTLINE

<table>
<thead>
<tr>
<th>Section:</th>
<th>S19W70</th>
<th>Semester: Spring 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructor:</td>
<td>Carmen Lavoie MSW Phd</td>
<td></td>
</tr>
<tr>
<td>Online Office Hours:</td>
<td>Contact by email for appointment</td>
<td></td>
</tr>
<tr>
<td>Office Phone:</td>
<td>Contact by email preferred 250-753-3245 ext 2855</td>
<td></td>
</tr>
<tr>
<td>e-mail:</td>
<td><a href="mailto:Carmen.lavoie@viu.ca">Carmen.lavoie@viu.ca</a></td>
<td></td>
</tr>
</tbody>
</table>

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

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
Analysis of the ways in which citizens’ attempt to address social and systemic problems, examines efforts by government to involve communities in social policy development and implementation. Focus on developing critical thinking skills by exploring issues such as competing definitions of citizenship and community.

Prerequisite: SOCW 300A and SOCW 300B.

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. Understand the definition of social policy and its development.
3. Understand the concepts, ideologies and theories of social policy and the welfare state.
4. Consider some contemporary Canadian social policy issues (immigration, Quebec sovereignty, First Nations, health care) and the role of community in shaping the social policy agenda.
5. Understand the processes, challenges and opportunities in making and changing social policy.
6. Demonstrate skill in social policy analysis, particularly as it relates to oppressed groups, such as those with disabilities, living in poverty, the LGBTQ community, women, racialized groups, First Nations, and seniors.

REQUIRED TEXTS:

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: https://casw-acts.ca/sites/casw-acts.ca/files/documents/casw_code_of_ethics.pdf
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:

<table>
<thead>
<tr>
<th>Description</th>
<th>% of Final Grade</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Student-led discussion topic (1)</td>
<td>5%</td>
<td>Sign-up by Jan 15th</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Various due dates</td>
</tr>
<tr>
<td>2. Worksheets (submit 8 out of 9)</td>
<td>40 %</td>
<td>Through-out the semester</td>
</tr>
<tr>
<td>3. Influencing Policy Assignment</td>
<td>15%</td>
<td>Mar 6th, 2019 11:59pm</td>
</tr>
<tr>
<td>4. Policy Analysis Assignment</td>
<td>25%</td>
<td>Apr 23rd, 11:59pm</td>
</tr>
<tr>
<td>5. Class participation</td>
<td>15%</td>
<td>Grade assigned by instructor</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100 %</strong></td>
<td></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](http://www.viu.ca/calendar/GeneralInformation/generalregulations.asp)

HANDLING OF STUDENT WORK

1. **If for whatever reason, you are not able to access dropbox at the time it is due, submit your assignment via email to ensure a time stamp with the aim to upload your assignment at another time.**

2. Students are responsible for retaining a copy of all submitted work and for submitting all assignments by their due date (See late policy).

3. Every effort will be made to return assignments to students within two weeks.

4. Students may email the instructor to review and discuss their exams, assignments or course grade.

5. Final grades will be posted for each student to view on the course VIU Learn site and on their VIU Student Account online 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.

Students who have an existing disabilities accommodation must submit their documentation to the course instructor within the first two weeks of the course. Students who are seeking a disabilities accommodation must submit their documentation to their instructor as soon as it is
completed. Students will meet with each of their instructors to discuss how their accommodation will be applied to the course content, online setting and the evaluation process.

**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.

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/GenerallInformation/generalregulations.asp](http://www.viu.ca/calendar/GenerallInformation/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.

COURSE CONTRACT

In addition to program-related expectations (academic honesty, courtesy and communication, and professional suitability- see BSW Student Handbook), there are course-related expectations. This course contract outlines responsibilities of students and responsibilities of the instructor.

**Student Responsibilities**

Students are responsible for the following:
1. Checking email regularly through D2L.
2. Making sure contact information in student records at VIU is up-to-date.
3. Addressing personal learning needs in order to effectively navigate the course D2L platform and access course content.
4. Knowing the deadlines of assignments and knowing the assignment late policy (see above).
5. Getting the right assignment handed in its entirety to the appropriate assignment dropbox.

**Instructor Responsibilities**

Students can expect that I will:
1. Developing course content that is consistent with the course outline.
2. Mark assignments in a timely manner (generally within two weeks)
3. Be able to demonstrate the rationale for my grading
4. Be available for email, phone or online conversations to address and review course content.
5. Respond to emails on weekdays within 24 hours.

STUDENT SUPPORTS

1. Vancouver Island University Calendar: http://www.viu.ca/calendar/
2. VIU Learning Matters: https://learningmatters.viu.ca/
3. VIU Writing Center: https://services.viu.ca/writing-centre
4. Student Affairs Department: https://www2.viu.ca/studentservices/
5. Vancouver Island University student information: 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 and 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>Percent age (%)</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>Good</td>
</tr>
<tr>
<td>B</td>
<td>72-75</td>
<td>3.00</td>
<td></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>62-63</td>
<td>2.00</td>
<td></td>
</tr>
<tr>
<td>C-</td>
<td>55-59</td>
<td>1.67</td>
<td></td>
</tr>
<tr>
<td>D</td>
<td>50-54</td>
<td>1.00</td>
<td>Poor</td>
</tr>
<tr>
<td>F</td>
<td>0-49</td>
<td>0.00</td>
<td>Failing work</td>
</tr>
<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>
</tr>
<tr>
<td>INC</td>
<td>N/A</td>
<td>0.00</td>
<td>Continuing Status</td>
</tr>
<tr>
<td>CS</td>
<td>N/A</td>
<td>0.00</td>
<td>Audit</td>
</tr>
<tr>
<td>AUD</td>
<td>N/A</td>
<td>0.00</td>
<td>In Progress</td>
</tr>
<tr>
<td>INP</td>
<td>N/A</td>
<td>0.00</td>
<td>No Grade Submitted yet; neither Pass nor Fail.</td>
</tr>
</tbody>
</table>

Unsatisfactory performance or failure to meet course requirements.  
Course not completed due to unofficial withdrawal. Calculated as a “0” in the GPA.  
Requirements completed, but not calculated in GPA.  
If course requirements are not completed after 90 days from the course end date, the “INC” grade will automatically become an “F” grade.  
In good standing. Course is delivered over 2 terms, separated by a break. Final mark to be issued at end of 2nd term.  
In good standing. Student must re-enroll within one year.  
No Grade Submitted yet; neither Pass nor Fail.