MIDDLE TENNESSEE STATE UNIVERSITY

DEPARTMENT OF SOCIAL WORK
SW 2570-002: Introduction to Social Work
[3.0 CREDIT HOURS]
Spring 2025

Class meets in person every T/R from 9:40 AM – 11:05 AM in ACB-112

Instructor Information

Instructor: Professor Scott Coble | LMSW, CPRS
Office Location: ACB-161
Office Phone: 615.898.2477 (direct office phone number)
Email Address: Scott.Coble@mtsu.edu
Office Hours: Tuesdays and Thursdays: 11:30 AM – 1:30 PM; Fridays: 10:15 – 11:15 AM

Students can expect to receive a response from the instructor within 48 hours of receipt unless notified of extenuating circumstances.

Please schedule an appointment to make the most of your time with the instructor, as multiple students may require meeting time slots. However, drop-ins are still welcome during posted office hours if time permits. Thank you.

Syllabus Changes

The instructor reserves the right to make changes to this syllabus and course outline as necessary. If changes are necessary during the term, the instructor will immediately notify students in class (if applicable) by posting both the notification and the nature of the change(s) **on the course news feed/bulletin board.**

Communication Guidelines

Feedback

A student can expect to receive a response from the instructor within 48 hours of a student's email to the instructor unless notified of extenuating circumstances. **Assignments must be submitted in class (if applicable) or to the D2L dropbox and will not be accepted via email.** All assignment deadlines will be displayed on the calendar in D2L.

Email

Per the [Family Educational Rights and Privacy Act (FERPA)](#), all course communication will be conducted using D2L email. Faculty will not respond to student emails via a non-institutional assigned email account (e.g., a Gmail or Yahoo account). Students should
- include a concise subject line, body, closing, and signature (use standard fonts);
- avoid inflammatory (or antagonistic criticism) and avoid sending insulting, abusive, or threatening remarks;
- not send large attachments without permission;
- not overuse special formatting (e.g., centering, audio messages, tables, HTML, etc.);
- not spam others;
- respect the privacy of other class members.; and,
- remember that email is not necessarily private.

Course Information

Catalog Description

The course introduces students to the methods, history, philosophy, and present organization of the social work profession.

Course Description

This course is a survey of social work history, methods, and fields of practice. Students begin the process of integrating their learning from the liberal arts and linking it to the social work professional foundation. Course activities will provide students with the opportunity to identify, define, and comprehend generalist social work practice and fields of practice. Students will be introduced to the concepts of social work values and ethics, human diversity, social and economic justice, populations at risk, human behavior and the social environment, social welfare policy and services, social work practice, and research as they relate to generalist practice.

Prerequisites

NA

Student Learning Outcomes

Upon successful completion of this course, the student will demonstrate the ability to:
1. Apply critical thinking to identify various dimensions of generalist social work practice, including the connection between the development of professional social work and social welfare.
2. Demonstrate understanding fundamental social work concepts, such as generalist practice, theoretical frameworks, organizations, and service delivery systems.
3. Recognize the historical development of social work.
4. Identify and relate social work ethics principles to societal ethics, including various forms of human oppression.
5. Describe strategies for change agents that promote planned change efforts and enhance social justice.

6. Define social, racial, economic, and environmental justice and discuss the relationship between human diversity and professional social work, focusing on reducing human oppression.
7. Demonstrate research skills in assessing secondary social work data.
8. Understand the relationship between social work courses, general education requirements, and minor courses in generalist social work practice.

Council on Social Work Education (CSWE) 2022 Educational Policy and Accreditation Standards (EPAS)

Competency 1: Demonstrate Ethical and Professional Behavior.
Competency 2: Advance Human Rights and Social, Racial, Economic, and Environmental Justice.
Competency 3: Engage Anti-Racism, Diversity, Equity, and Inclusion (ADEI) in Practice.
Competency 4: Engage in Practice-Informed Research and Research-Informed Practice.
Competency 5: Engage in Policy Practice.
Competency 6: Engage with Individuals, Families, Groups, Organizations, and Communities.
Competency 7: Assess Individuals, Families, Groups, Organizations, and Communities.
Competency 8: Intervene with Individuals, Families, Groups, Organizations, and Communities.
Competency 9: Evaluate Practice with Individuals, Families, Groups, Organizations, and Communities.

Successful completion of this course implies that the student has achieved competency in the following practice behaviors:

Competency	Practice Behavior	*Standardized Assignment	Dimensions
Competency 1: Demonstrate Ethical and Professional Behavior	1.a. Make ethical decisions by applying the standards of the National Association of Social Workers Code of Ethics, relevant laws and regulations, models for ethical decision making, ethical conduct of research, and additional codes of ethics within the profession as appropriate to the context.	Social Work Interview Paper	SC & AP
	1.b. Demonstrate professional behavior, appearance, and oral, written, and electronic communication.	Social Work Interview Paper	SC & AP
Competency 2: Advance Human Rights and Social, Racial, Economic, and Environmental Justice	2.b. Engage in practices that advance human rights to promote social, racial, economic, and environmental justice.	Social Work Interview Paper	SC & AP

Experiential Learning Course (EXL)

This course is an experiential learning course that includes a hands-on learning project (applied learning, service learning, creative activity, teacher education, laboratory, co-op, or internship). MTSU's goal is to provide relevant real-world learning opportunities that will benefit students. This course will count toward the completion of the EXL Scholar Graduation Distinction. The EXL Scholar Distinction requires at least 16 credit hours of EXL coursework, including the 1-credit hour EXL 4000 course, which will be taken during the final semester. Additional requirements for the EXL Scholar Distinction include external experience and an internal MTSU-sponsored service activity. Students who qualify as EXL Scholars will receive cords for graduation and be recognized by President McPhee during the commencement ceremony, as well as a notation on the official transcript and a certificate for framing. For more information about the EXL Scholars Program, visit https://w1.mtsu.edu/exl/index.php. It is strongly recommended that you retain copies of all coursework, as it will be helpful if you wish to pursue the EXL Scholar Graduation Distinction.

- **EXL Sp25 Assignment Overview: Navigating Public Transportation**

  This experiential learning (EXL) assignment challenges students to navigate public transportation as part of an out-of-classroom excursion. Through this activity, students will gain firsthand insight into the barriers faced by individuals with limited resources, such as accessibility challenges, time constraints, and the financial burden of transportation. By reflecting on their experiences, students will critically analyze the systemic factors impacting resource accessibility and develop a deeper understanding of how transportation inequities affect vulnerable populations. This assignment emphasizes real-world learning and fosters empathy for those navigating similar challenges daily.

- Time permitting, **other out-of-the-classroom excursions** may be scheduled during the semester. Notifications will be posted on the News Feed/Bulletin Board in D2L.

MT Engage Designated Course (see specific requirements for this course as outlined under "Assignments")

Connect, Reflect, Engage! In this MT Engage course, you will be an active learner who participates in a beyond-the-classroom experience and makes connections across learning opportunities. You will complete reflections that help you make sense of your learning and its value to your educational and career goals. To support a developing sense of yourself as a learner, upload at least one assignment from this course involving reflection to your OneDrive and create a folder named MT Engage so you can easily locate all the work from your MT Engage classes. Then, look back on this collection of your work later to assess your growth and identify the knowledge, skills, and abilities you have developed during your time at MTSU.

ePortfolio Statement: As part of the MT Engage program, students will build an ePortfolio presentation showcasing their ability to make connections across and reflect on various learning experiences. Students should be aware that ePortfolios are not to contain confidential personal information, and that a student's unauthorized storage or use of copyrighted works or proprietary information in an ePortfolio is prohibited. ePortfolio privacy: ePortfolios are private until the public link is shared (this access continues until the box is unchecked). ePortfolios are not internet searchable until they are posted to a host webpage.

The MT Engage program promotes active engagement in learning across educational experiences. MTE program requirements and incentives can be located at https://w1.mtsu.edu/mtengage/Requirements_Incentives.php. You will receive important informational emails from MT Engage about ePortfolio training and how you can qualify for scholarships and cash awards. For more information, go to https://w1.mtsu.edu/mtengage/index.php

In this course, you will participate in a beyond-the-classroom activity and submit at least one assignment to the D2L ePortfolio. The designated **MTE assignment for Fall 2024 is the Registering to Vote Experience Paper or the Early Voting Experience Reflection Paper.** Additional information can be located under Course Assignments in the syllabus and the instructor will provide further information in class. As part of the MT Engage program, students will build an ePortfolio presentation showcasing their integrative learning. MT Engage offers ePortfolio training; see http://mtsu.edu/mtengage/student_resources.php for details.

Course Content Areas

- I.   Social Work and Its Context
- II.   Professional Practice Settings
- III.   Social Welfare History
- IV.   Evolution of Social Work Practice

Course Materials

The course-required textbook, web-based management system (Tevera), NASW Code of Ethics booklet, and APA manual may be purchased at www.mtsu.bncollege.com. If an e-book option is available, provide students with a link to the purchase site.

Required Textbook

Suppes, M., & Wells, C. (2018). *The social work experience: A case-based introduction to social work and social welfare* (7th ed.). Pearson.

Students can access an electronic copy of the textbook on D2L. To find it, navigate to **Content**, select Bookstore eTextbook, and click **B&N Course Materials**. A green button labeled **Read Now** should appear. If you do not see this option or encounter any other accessibility issues, please contact your instructor for assistance.

Tevera Practicum Management and Accreditation Software

Tevera is a web-based data management system that the Department of Social Work uses to collect data for purposes of assessment, evaluation, and accreditation. Tevera is an integral part of all core courses, including practicum. Practicum candidates are expected to have an activated Tevera account. Candidates for the BSW and MSW programs will complete assignments, assessments, and time logs, which require an activated account. There are no exceptions to this policy for social work majors. Tevera is a one-time purchase that you will have lifetime access to. Once purchased, Tevera must be activated. You DO NOT need to purchase and activate Tevera a second time or for any subsequent courses. Tevera is covered through financial aid with University Bookstore only.

https://mtsu.bncollege.com/
https://knowledge.tevera.com/space/AS/622428297/Tevera+Purchase+Options

Recommended

American Psychological Association. (2020). *Publication manual of the American Psychological Association* (7th ed.). American Psychological Association.

Supplementary Reading

The profession of social work is steered by six core values, which are service, social justice, dignity and worth of the individual, the importance of human relationships, integrity, and competence. Values and principles aid in setting a standard for social workers' behavior. Social work professionals are required to have the ongoing ability to develop knowledge, skills, and judgment, for safe and ethical practice. Students will need to review the professional ethics of social work, which are guided by the following organizations:

International Federation of Social Workers (IFSW)	https://www.ifsw.org/global-social-work-statement-of-ethical-principles/
National Association of Black Social Workers (NABSW)	https://www.nabsw.org/page/CodeofEthics
National Association of Social Workers (NASW)	https://www.socialworkers.org/about/ethics/code-of-ethics

Graduation Information

Standardized Examinations Requirements

The following are **required standardized examinations** for **all graduating seniors at MTSU**.
1. **General Education Core** - All university graduates must complete a group of basic courses known as the General Education Core. Undergraduate students demonstrate their basic knowledge by taking a General Education exam the semester they graduate. MTSU's current General Education exam is the California Critical Thinking Skills Test (CCTST). The exam is given to all seniors who will graduate with a bachelor's degree. Test dates are scheduled during the summer, fall, and spring semesters. Testing sessions last approximately one hour online. The exam is online at the University Testing Center in the KUC. You will take this exam on your own time, not class time. For additional information, you may send an email to iepr@mtsu.edu.
2. **Area Concentration Achievement Test (ACAT)** - All graduating seniors at MTSU must take a Major Field Test. For social work, the Major Field Test is the Area Concentration Achievement Test (ACAT) which assesses content knowledge and retention by students after their major field of study. This is an online exam. **Students should schedule the above major field tests by visiting the** website https://w1.mtsu.edu/testing/online.php**.**

For both exams, students who are registered with the Disability Access Center (DAC) will need to check to see if they are eligible to waive the exams. To receive a waiver of exams, students must check with DAC at 615-898-2783 or dacemail@mtsu.edu. Additional information regarding these examinations can be found at https://w1.mtsu.edu/iepr/field_test.php.

Additional Graduation Information

May be found at https://w1.mtsu.edu/one-stop/index.php

Course Requirements

Style & Formatting

Unless otherwise specified, all assignments utilize the APA 7th edition format. For assignments requiring submittal to the D2L dropbox, students should use **Microsoft Word** and label the document using this format for each assignment: **Last Name Assignment Name** (e.g., Coble Social Worker Interview Paper). **Do NOT submit assignments in any other format such as Google Docs, PDF, etc.). They will not be accepted, and a grade of [0] will be given for the assignment**. It is highly suggested you create a folder for each class and save a copy of each assignment you submit.
Class Attendance, Participation, and Professionalism

Students are expected to attend class and exhibit mutual respect, active involvement, and professional behavior and language in the course. Mutual respect and active involvement are expected in class. Students must follow the Academic and Professional Standards of the Department of Social Work (see the MT Social Work Student Handbook). If the instructor notices a student's lack of participation trends, an in-person or virtual meeting may be called to address participation issues.

Attendance Reporting

Class attendance is expected and will be monitored to keep the students on track. MTSU requires that instructors complete an attendance report for each course at midterm and at the end of each semester. The student is also expected to participate in all interactive aspects of the course (in-class and online). For example, you must communicate with other students via emails and chat discussion board exchanges. **It is also expected for students to check their D2L email, etc. regularly for announcements and instructions regarding class assignments, etc.**

Class announcements will also be posted regularly on the news feed.

Make-Up Policy

A calendar of due dates for course assignments is provided in the syllabus and D2L.
Late assignments will be considered only in extenuating circumstances. Note: "extenuating circumstances" will be defined by the instructor, not the student; therefore, do NOT assume your reason for not submitting an assignment by the deadline will be acceptable.

Assignments

There are seven (7) categories of assignments in the course:

1. **Discussion Boards [DB] (160 points)** – Students will complete ten (10) graded discussion board assignments and have the option to participate in an ungraded introductory online discussion. Each DB assignment will be accessible starting on Sunday at 6:00 AM and will close the Saturday of that week at 11:59 PM.

- o Students can earn up to ten (10) points for each DB post, amounting to **a total of 100 points for the semester.**
- o For in-class discussions, students will collaborate in teams and earn points based on their participation:
  - **Team presentations**: Ten (10) points each for two presentations.
  - **Class discussions**: Five (5) points each for participation in eight discussions during class presentations.
  - The combined total for team presentations and class discussions is **60 points for the semester.**

2. **Online Quizzes (50 Points)**

Students will complete five (5) quizzes on the course material (readings from the assigned textbook, videos, articles, etc.). There is a 25-minute time limit per quiz (only one attempt per quiz). Refer to the course schedule for specific dates. Each quiz will be accessible starting on Sunday at 6:00 AM and will close the Saturday of that week at 11:59 PM.

The format of the quizzes is multiple-choice, True/False, matching, and/or fill-in-the-blank questions. Quizzes are strictly an independent evaluation tool. Although students may use their text, class lecture notes, and online resources to take the test, they should refrain from taking the quizzes or collaborating in any capacity with other students. Also, the quiz questions or answers should not be shared with other students.

When taking online quizzes, students should access D2L through http://elearn.mtsu.edu instead of through PipelineMT. Students should save each answer to online exam/quiz questions as they answer each question in case a computer crashes or loses Internet connectivity. Students may reboot their computers or wait for internet connectivity to access the test again, and D2L will allow students to continue taking the test using the time left and the question answers they have saved.

3. **Midterm Exam (50 points)**

Students will complete a midterm exam based on material covered in chapters 1-6. The exam format is multiple-choice, True/False, matching, fill-in-the-blank, and/or essay questions. The midterm will be taken in class and during the midterm schedule. Refer to the course schedule for the specific date.

4. **Final Exam (75 points)**

Students will complete a comprehensive final exam based on material covered in Chapters 1-12. The exam format is multiple-choice, True/False, matching, fill-in-the-blank, and/or essay questions. The final will be taken in class based on the university final exam schedule. Refer to the course schedule for the specific date.

5. **Choice Assignment (50 points)**

Students will choose **ONE** of the following to complete:

Choice
- A Volunteer Experience and Summary
- B Research Assignment

Choice A – **Volunteer Experience and Summary-** The student will complete 16-20 hours of volunteer work at a social service agency. A list of agencies that will accept social work volunteers is in D2L. Students are not limited to these agencies. The student may volunteer at any agency which provides social services and employs social workers. For this assignment, the student will:

a. Complete **16-20** hours of volunteer work at a social service agency;
b. Complete the record of volunteer hours verification sheet, included in the syllabus and located in D2L (form should be completed and signed by the supervisor at the agency);
c. Complete a two-to-three-page summary of the experience.

       Introduction (is not labeled; understood from the position in your paper; 2 paragraphs)
         1. Identifying information to include the name of the agency, geographic location, and population they serve, etc.; and,
         2. Briefly discuss the rationale for selecting the agency/organization.
       Volunteer Experience (2 paragraphs)
         1. Discuss the volunteer experience (i.e., role/task, hours completed, etc.);
         2. Discuss the greatest satisfaction of the volunteer experience; and,
         3. Discuss how the volunteer will enhance your professional goals.
       Analysis (2 paragraphs)
         1. Relate the information from the volunteer experience with course readings and materials;
         2. Discuss the challenges social workers may face in meeting the needs of the vulnerable population served by the agency/organization; and,
         3. Synthesis of what was learned and how it may impact professional practice.
d. **UWC Verification** (Students must provide evidence of **completion** from the Writing Center of the Choice Assignment review - see sample in D2L under *Supplemental Materials*).

Below is the distribution of points:

Introduction	10
Volunteer Experience	10
Analysis	10
Structure/Mechanics	5
Completion of Hours and Submission of Record of Volunteer Hours	5
UWC Verification	10
TOTAL POSSIBLE POINTS	**50**

Note: Majoring in Social Work does not require a student to complete 40 hours of volunteer work at a social service agency. *However, having volunteer hours will enhance your application for the major*.

Choice B – **Research Assignment** – The student will select five (5) peer-reviewed journal articles to create an annotated bibliography. An annotation is a brief summary of a scholarly work. The annotation informs the reader of the cited sources' relevance, accuracy, and quality. Articles and/or books must have been published within the past ten years. This assignment will utilize APA 7th ed. format but will NOT include a reference page for this assignment. The student should provide a full APA citation per article.

The annotated bibliography should focus on the student's interest in social work (i.e., medical, forensic, mental health, child welfare, social, etc.). The student will prepare five (5) annotated bibliographies. Each annotated bibliography is limited to one page, double-spaced, and will contain four parts:

1. An APA style full citation of each article and/or book before each summary and listed alphabetically by lead author;
2. An introduction that addresses the rationale for choosing the selected article and a summary of each article;
3. A brief critique of the article's strengths and weaknesses; and,
4. Relate the article to the assigned course readings and other materials.
5. Students must provide evidence of **completion** from the Writing Center of the Choice Assignment review (see sample in D2L under *Supplemental Materials*).

Below is the distribution of points:

Introduction	10
Critique	10
Analysis	10
Structure/Mechanics	10
UWC Verification	10
TOTAL POSSIBLE POINTS	**50**

6. ***Social Worker Interview paper (100 Points)**

This assignment aims for students to understand the roles of social workers within agency/organization settings. The Social Worker Interview paper is the ***Standardized Assignment for Introduction to Social Work**. In addition to a numeric grade, the assignment will be used to calculate scores for the achievement of specific competencies. The instructor will provide students with a competency report at the end of the semester via Tevera.

The student will identify a community social worker with at least two years of practice with one of the following degrees: **BSW, MSW, or terminal degree (Ph.D., DSW, Ed.D., etc.)**. If the student completes **Choice Assignment A**, they may interview a social worker from the agency/organization setting. Students may not interview a social work faculty member.

The student will complete a three to five-page paper in APA format (excluding title and reference pages. This paper will include a minimum of three (3) professional references and a minimum of five (5) in-text citations. References should be from scholarly, peer-reviewed publications. Articles and/or books must have been published within the past ten years. The paper should include the following headings (and content). Use APA 7th edition, including the title page, reference page, reference list requirements, page numbers, headings, citations within the text of your paper, writing in the third person, grammar, punctuation, etc. Refer to APA 7th edition, https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/apa_sample_paper.html. Use **boldface** to organize the paper:

- Introduction (**is not labeled; understood from the position in the paper;** 10 pts; one to two paragraphs):
    - o Identifying information to include: name, agency, academic degrees, licensure, number of years as a social worker, social work jobs held in addition to current position, current job responsibilities, experience with diverse clients
    - o Briefly discuss the rationale of the selected person to analyze
- Interview Questions (Ask the following questions: do not include the listing of questions in the paper; 20 pts; one paragraph per question):
    - o What is your greatest source of satisfaction in doing this job?
    - o While respecting confidentiality, tell me about your most challenging client.
    - o What are your career goals?
    - o What do you want me to know about becoming a social worker?
    - o What ethical challenges have you had to deal with?
    - o Describe how your agency addresses diversity.
- Analysis (40 points; one page)
    - o Relate the information from the interview to the information provided in your textbook.
    - o Discuss the challenges social workers may face in meeting the needs of the vulnerable population served.
    - o Synthesis of what was learned and how it may impact professional practice.
- UWC Verification - Students must provide evidence of **completion** from the Writing Center of the Social Worker Interview Paper review (see sample in D2L under *Supplemental Materials*).

Below is the distribution of points:

Introduction	10
Interview Questions	20
Analysis	40
Structure/Mechanics	10
References	10
UWC Verification	10
TOTAL POSSIBLE POINTS	**100**

7. MTE Engage Assignment (15 points)

MT Engage Nonviolence Advocacy Project

Objective:
This MT Engage project connects classroom learning to real-world applications, fostering integrative and

reflective learning. Students will visit the Domestic Violence & Sexual Assault Center to deepen their understanding of nonviolence strategies and the impact of community advocacy, culminating in the creation of public service messages for MTSU.

Activities:

- **Site Visit:**
  Students will tour the Domestic Violence & Sexual Assault Center, hear from experts, and explore the role of advocacy in promoting nonviolence and supporting survivors.
- **Public Service Messaging:**
  Drawing on their experience, students will create videos, posters, and other digital content to raise awareness about nonviolence, conflict resolution, and domestic violence prevention.
- **Campus Engagement:**
  Student-created public service announcements will be shared via MTSU's social media and campus display screens, connecting their learning to campus-wide advocacy.

This project emphasizes experiential learning, critical thinking, and civic engagement, aligning with MT Engage's goals of integrative and applied education.

Course Grade Distribution

Discussions (10 @ 15 points each, 1 intro DB – not graded)	160 Total Possible Points
Quizzes (5 @ 10 points each)	50 Total Possible Points
Midterm Exam	50 Total Possible Points
Final Exam	75 Total Possible Points
Choice Assignment	50 Total Possible Points
*Social Worker Interview Paper	100 Total Possible Points
MTE Assignment	15 Total Possible Points
	500 Total Possible Points

- The student's final grade for the course will consist of points earned in all assignments and any extra credit attempted.
- There are **500** total points possible to receive in this course that are accumulated from all assignments as listed above.
- Note that grades are related to and reflect the expected learning outcomes of the course. Those students who are social work majors need to achieve a grade of C- or better in this course to count as credit toward the BSW degree.
- Students must provide evidence of **completion** from the Writing Center of the Choice Assignment review (see sample in D2L under *Supplemental Materials*).

Extra Credit (EC) Opportunities

Opportunities may be offered throughout the semester but **are not guaranteed**.

Grading Procedure

The assignments will give students a chance to apply the material covered in the course. The grading of the assignments will emphasize the tasks' completion, as well as the quality with which each task is completed. The grading scale for all assignments is presented in Table 1.

Table 1. *Grading Scale for All Assignments*

Points	Percentage	Letter Grade
450-500	90-100	A
400-449	80-89	B
350-399	70-79	C
300-349	60-69	D
≤ 299	≤ 59.8	F

The midterm grade will be based on the total number of points accumulated by mid-semester. For example, if a student has earned 122 of 135 possible points by mid-semester, this student would have a mid-term grade of **[A]** (122 / 135 = .90 = 90%). **The student's final grade** in the course will be based on the total accumulation of points earned on all tasks, as listed in the table above.

Incomplete grades are given rarely and only in extenuating circumstances. Page 31 of the 2023-2024 MTSU Undergraduate Catalog states: "The grade [I] indicates that the student has not completed all course requirements because of illness or other uncontrollable circumstances, especially those which may occur toward the close of the term. Mere failure to make up work or turn in required work on time does not provide a basis for the grade of I unless the extenuating circumstances noted above are present for reasons acceptable to the instructor." Please refer to the Undergraduate Catalog for the complete policy on the Grades (Marking System).

Student Evaluation

Student evaluation may include but is not limited to exams, in-class assignments, written assignments, and oral presentations.

Course Evaluation

The course is evaluated formally using the Middle Tennessee State University student evaluation of course format. In addition, individual suggestions and comments by students will be accepted. Faculty peer evaluation may also be utilized at the instructor's discretion.

Academic Integrity/Misconduct

Please review the Academic Misconduct and information on Academic Integrity and Misconduct. Academic integrity is a hallmark of Middle Tennessee State University. We expect students to present original work for all academic assignments turned in for credit and appropriately credit all sources used. Academic misconduct includes, but is not limited to:

1. Plagiarism: Plagiarism includes, but is not limited to, the adoption or reproduction of ideas, words, statements, images, or works from another source as one's own without proper attribution. This includes self-plagiarism, which occurs when an author submits material or

research from a previous academic exercise to satisfy the requirements of another academic exercise and uses it without proper citation of its reuse. Plagiarism also includes the unauthorized use of paraphrasing tools or "text spinners" and artificial intelligence software.

2. Cheating: Cheating includes, but is not limited to, using or attempting to use unauthorized materials, information, or aids in any academic exercise or test/examination. Cheating also includes unapproved collaboration, which occurs when a student works with others on an individual academic exercise without the express permission of the faculty member. Unapproved collaboration can also include but is not limited to, sharing of any physical or electronic papers, exams/quizzes, assignments, and/or posting of same to unauthorized websites.
3. Fabrication: Fabrication includes, but is not limited to, unauthorized falsification or invention of any information or citation in an academic exercise.

Academic misconduct includes using information online without proper citation, copying parts of other students' work, creating information to establish credibility, or using someone else's thoughts or ideas without appropriate acknowledgment. If you have a question about an assignment, please ask me to clarify. All cases of academic misconduct will be reported to the Director of Student Academic Ethics and may result in failure on the test/assignment or for the course.

Students guilty of academic misconduct are immediately responsible to the class instructor. In addition to other possible disciplinary sanctions (including suspension from the university), which may be imposed through the regular institutional procedures as a result of academic misconduct, the instructor has the authority to assign an "F" or zero for an activity or to assign an "F" for the course. Students accused of plagiarism will be immediately reported to the Director of Student Academic Ethics.

If applicable, the instructor will submit materials to Turnitin, an online plagiarism detection service. Students are expected to review the Turnitin report generated for their assignments and self-check for plagiarism. Resources on proper citation techniques are available within the course modules or through the University Writing Center.

Communication Guidelines - University

Communications—virtual and face-to-face—are expected to be free of microaggressions and racist remarks, actions, and behaviors. Microaggressions are comments or actions that subtly and often unconsciously or unintentionally expresses a prejudiced attitude toward a member of a marginalized group, such as a racial minority (Merriam Webster, 2024). Even when unintentional, such behavior merits discussion and can be a learning opportunity for the entire class. I have provided examples of microaggressions.

Feedback

- A student can expect to receive a response from the instructor within 48 hours of a student's email to the instructor unless notified of extenuating circumstances.
- A student should expect to receive weeks of the assignment deadline unless notified of extenuating circumstances.
- Assignments must be submitted to Dropbox and will not be accepted via email.
- A list of assignment deadlines is located on the calendar in D2L.

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- include a concise subject line, body, and closing in all of your emails (use standard fonts);
- avoid inflammatory (or antagonistic criticism) and avoid sending insulting, abusive, or threatening remarks;
- Remember that email is not necessarily private;
- Do not spam others;
- include a name on the signature line;
- Do not send large attachments without permission;
- Do not to use special formatting (e.g. centering, audio messages, tables, HTML, etc.); and,
- Respect the privacy of other class members.

Student Resources

[Frequently Used Student Resources]()

Technical Support

Students who experience technical problems including, but not limited to, logging into their course, timing out of their course, and using the course website tools are encouraged to contact the [MTSU Help Desk]() online (24/7) or at 1-615-898-5345.

Students with Disabilities

Middle Tennessee State University is committed to campus access in accordance with Title II of the Americans with Disabilities Act and Section 504 of the Vocational Rehabilitation Act of 1973. Any student interested in reasonable accommodations can consult the Disability & Access Center (DAC) website, [https://w1.mtsu.edu/dac/index.php,]() and/or contact the DAC for assistance at 615-898-2783 or [dacemail@mtsu.edu](). Accommodations are not provided unless they are approved in advance by the Disability Access Center.

Scholarship Information

The MTSU Scholarship Application generally opens each year on October 1, with a due date of February 15. Go to [www.mtsu.edu/scholarships/opportunities]() and log in using your Pipeline MT username and password. Once logged in, complete the General Scholarship Application and the Supplemental Application, where social work-specific scholarship questions are located. To learn more about the Department of Social Work awards and scholarships, visit [https://w1.mtsu.edu/socialwork/scholarships.php]().

Hope (Lottery) Scholarship Information

Do you have a lottery scholarship? To retain the Tennessee Education Lottery Scholarship eligibility, you must earn a cumulative TELS GPA of 2.75 after 24 and 48 attempted hours and a cumulative TELS GPA of 3.0 thereafter. A grade of C, D, F, FA, or I in this class may negatively impact TELS eligibility.

If you drop this class, withdraw, or stop attending this class, you may lose eligibility for your lottery scholarship, and you may not be able to regain eligibility.
For additional Lottery rules, please refer to your Lottery Statement of Understanding form or contact your MT One Stop Enrollment Counselor.

Grade Appeals

University Policy 313, Student Grade Appeals, provides an avenue for MTSU students to appeal a final course grade in cases in which the student alleges that unethical or unprofessional actions by the instructor and/or grading inequities improperly impacted the final grade.

Title IX

Students who believe they have been harassed discriminated against, or been the victim of sexual assault, dating violence, domestic violence or stalking should contact a Title IX/Deputy Coordinator at 615-898- 2185 or 615-898-2750 for assistance or review MTSU's Title IX website for resources. MTSU faculty are concerned about the well-being and development of our students and are legally obligated to share reports of sexual assault, dating violence, domestic violence, and stalking with the University's Title IX coordinator to help ensure students' safety and welfare. Please refer to MTSU's Title IX website for contact information and details.

Outreach and Support Programs

The MTSU community is committed to the academic achievement of each student, and we know that struggling to address basic needs can affect a student's ability to perform academically. If you are having trouble finding a safe and stable place to live or enough food to eat, please contact https://mtsu.edu/one-stop/outreach.php or 615-898-2808, or come by the MTSU Food Pantry at the MT One Stop or speak with your instructor to get the assistance and resources you need.

D2L Assistance

Students needing assistance with the D2L system are encouraged to contact the support staff at 615-904-8189 or visit https://elearn.mtsu.edu

Writing Assistance

Students are expected to use good academic English; grades will be lowered for poor grammar, syntax, or spelling. The University Writing Center (UWC) offers *free writing assistance* for any writing assignment in any class. The UWC staff, comprised of English graduate assistants, works with students to develop the skills necessary to become confident, competent writers by providing one-to-one consultations and helpful handouts. The Writing Center offers many online services as well, including a Grammar hotline for quick questions, a learning environment system (LES) email dropbox and chat room, and a website filled with helpful handouts, exercises, and resource links for individual work. Check

the Center website for hours. Access to online services is available 24/7. Additionally, students may refer to the MTSU Watson Library website, https://w1.mtsu.edu/writing-center/index.php.

Tutoring

Student tutoring resources include the University Computer Labs and the University Writing Center. Other tutoring resources are available on the Student Support website.

The True Blue Pledge

I am True Blue
As a member of this diverse community, I am a valuable contributor to its progress and success.
I am engaged in the life of this community. I am a recipient and a giver. I am a listener and a speaker. I am honest in word and deed. I am committed to reason, not violence. I am a learner now and forever. I am a BLUE RAIDER. True Blue!

SW 2570-002 Course Schedule Spring 2025

A detailed schedule is provided in D2L. Readings will come from the adopted textbook for the course unless otherwise specified. All videos and other course materials are uploaded in D2L.

DB=Discussion Board		Quizzes / Exams	Writing Assignments *Standardized Assignment	
Week	Topic	Readings	Assignments/Activities	Due Date
1 1/21 – 1/25	Introduction, The Social Work Profession	• Chapter 1 • NASW Code of Ethics, https://www.socialworkers.org/about/ethics/code-of-ethics/code-of-ethics-english • *See D2L for the specific related videos to the chapter material*	• Review the course readings and provided handouts • Introductory DB (voluntary)	1/25
2 1/26 – 2/1	Theoretical Perspectives for Social Workers	• Chapter 2 • *See D2L for the specific related videos to the chapter material* •	• Review the course reading and videos and videos, and then complete DB 2	2/1
3 2/2 – 2/8	Social Justice, Poverty, and the Intersectionality of Multiple Factors	• Chapter 3 • *See D2L for the specific related video(s) to the chapter material*	• Quiz 1 (Chs. 1 and 2) • Review the course reading and video, and then complete DB 3	2/8 2/8
4 2/9 – 2/15	Social Welfare Policy: Historical Perspective	• Chapter 4	• ***EXL public transportation excursion***	
5 2/16 – 2/22	Family and Children's Services	• Chapter 5	• Quiz 2 (Chs. 3 and 4) • DB 5 • ***(MTE Nonviolence Advocacy Project – start)***	2/22 2/22
6 2/23 – 3/1	Social Work in Mental Health	• Chapter 6 • *See D2L for the specific related videos to the chapter material*	• Review the course reading and videos, and then complete DB 6	3/1
7 3/2 – 3/8	Social Work in Health Care	• Chapter 7	• Quiz 3 (Chs. 5 and 6) • DB 7	3/7 3/7
MIDTERM EXAM (will take in class; no make-up or alternative test dates)				TBD
8 3/9 – 3/15	Spring Break (3/10 – 3/14) no classes			

9 3/16 – 3/22	Social Work in the Schools	• Chapter 8 • Review the *School Social Work Association of American* website	• Review the course reading materials and then complete DB 8 • Choice Assignment (Volunteer Experience and Summary or Research Assignment	3/22 3/22
10 3/23 – 3/29	Social Work with Alcohol and Substance Abuse Disorders	• Chapter 9 • *See D2L for the specific related videos to the chapter material*	• Review the course reading materials, and then complete DB 9	3/29
11 3/30 – 4/5	Social Work with Older Adults	• Chapter 10	• Quiz 4 (Chs. 7 - 8) • DB 10	4/5 4/5
12 4/6 – 4/12	Social Work in the Criminal Justice System	• Chapter 11 • *See D2L for the specific related article and two videos to the chapter material* •	• Review the course reading, article, and videos, and then complete DB 11	4/12
13 4/13 – 4/19	Development Disabilities and Social Work	• Chapter 12	• Quiz 5 (Chs. 9- 10) • DB 12	4/19 4/19
14 4/20 – 4/26	The Social Work Profession Looks to the Future and Wrap Up	• Class review of SWI papers	• ***Social Worker Interview paper due**	4/26
15 4/27 – 5/1	The Social Work Profession Looks to the Future and Wrap Up	• Prep for Final Exam	• **MTE Assignment Due** • **STUDY DAY – FOR FINAL EXAMS (no class)**	4/29 5/1
FINAL EXAM (will take in class; no make-up or alternative test dates) - TBD				
For more information, visit Academic Calendar, https://w1.mtsu.edu/calendar_academic.php				

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Record of Volunteer Hours

Student	
Course	
Semester	
Agency	
Supervisor	

DATE	TIME IN	TIME OUT	TOTAL HOURS

Supervisor Signature_____ Date_____

SW 2570: Introduction to Social Work
Social Worker Interview Paper

Semester: Year: Instructor:

Section #:   Student's Name:

Please assess student competency in the following area(s) using the rubric below. Remember to consider competency holistically, considering the application of knowledge, values, skills, and cognitive and affective processes (critical thinking, affective reactions, and exercise of judgment).

Levels of Assessment

Not proficient: Not able to demonstrate basic competency.
Beginning: Unable to demonstrate more than basic competency.
Competent: Demonstrates basic competency.
Advanced: Demonstrates more than basic competency.
Proficient: Demonstrates ability to articulate and apply competency.

Behavior	Not proficient (0)	Beginning (1)	Competent (2)	Advanced (3)	Proficient (4)	Score
Competency 1: Demonstrate Ethical and Professional Behavior						
1.a. Make ethical decisions by applying the standards of the National Association of Social Workers Code of Ethics, relevant laws and regulations, models for ethical decision making, ethical conduct of research, and additional codes of ethics within the profession as appropriate to the context.	☐	☐	☐	☐	☐	
1.b. Demonstrate professional behavior; appearance; and oral, written, and electronic communication.	☐	☐	☐	☐	☐	
Competency 2: Advance Human Rights and Social, Racial, Economic, and Environmental Justice						
2.b. Engage in practices that advance human rights to promote social, racial, economic, and environmental justice	☐	☐	☐	☐	☐	
COMMENTS						