

**THE UNIVERSITY OF TEXAS AT AUSTIN  
SCHOOL OF SOCIAL WORK**

<b>Course Number:</b>	SW 385T	<b>Instructor's name:</b>	Suzanne Potts
<b>Unique Number:</b>	62120	<b>Office Number:</b>	3.104A
<b>Semester:</b>	Spring 2017	<b>Office Phone:</b>	619-994-1871
<b>Meeting Time/Place:</b>	Tuesday, 5:30 – 8:30, Room SSW 1.212	<b>Teaching Assistant</b>	n/a
<b>Office Hours:</b>	Tues, 4:30 to 5:30 or by appointment	<b>Email:</b>	See Canvas page

**ADVANCED INTEGRATIVE CAPSTONE IN SOCIAL WORK KNOWLEDGE AND PRACTICE**

**Course Description**

Competent social work practice involves broad knowledge of person-in-environment and a full integration of social work knowledge, skills, theory, evidence and values and ethics and the ability to clearly articulate a rationale for decision-making. This course gives students the opportunity to analyze and apply with greater depth, breadth, and specificity their knowledge, skills, and theories to values and ethics, diversity, populations at risk, social and economic justice, human behavior and the social environment, social welfare policy, social work practice, research and field education. Therefore, the course builds upon all previous courses in the curriculum and field internships utilizing a multi-level case study method and prepares students for professional practice. The course will be taken concurrently with students' final field placement (in the spring semester) to enhance reciprocal learning in class and in field.

**Course Objectives**

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

1. formulate and identify relevant social work knowledge and theory
2. demonstrate an ability to integrate their knowledge, skills, and values and ethics
3. critically analyze human behavior and social problems at all systems levels
4. critically analyze and apply to their practice research findings in the empirical literature and assess applicability of related media sources (such as professional bulletins, documentaries, and/or other internet sources)
5. defend practice decisions based on ethical principles and relevant data and information
6. organize and present (orally and in writing) a multi-level case analysis based on a systematic and conceptually-driven process
7. collaborate effectively with others who may have opposing viewpoints, interpretation of information, or agendas
8. further develop self-awareness of personal strengths and challenges as a social work practitioner
9. apply their understanding of, and commitment to, the promotion of social and economic justice, and the recognition and impact of oppression, discrimination and privilege on individuals, families, groups, practitioners, organizations, and communities

### III. Teaching Methods

Learning for this course will occur through a collaborative learning process grounded in individual student projects that are framed by an evidence-based macro practice approach. Each student will design a major project, approved by the professor, which they will complete during the semester. The collaborative learning process will be facilitated in two ways. First, students will meet individually with the professor 2-3 times during the semester for individual consultation on their project. Second, students, working in small groups of 4-5, will provide and receive constructive feedback from other students in the class with the goal being to (1) help develop skills at giving and receiving constructive feedback, and (2) improve the overall quality of all student projects. At the end of the semester, students will present their projects as part of the APP Capstone Symposium.

In addition, the course will focus on helping students prepare for the job search process. This will occur in two ways. First, there will be three weeks during the semester where staff from the DiNitto Center will meet with the class to present content relevant to conducting a job search and preparing for job interviews. Second, each student will develop their own LinkedIn page to begin developing their professional identity online.

### IV. Required and Recommended Texts, and Materials

There is no required text for the class. Readings will be available online via the class Canvas page. Assigned reading for the class will be minimal. However, each student is expected to do extensive reading related to their specific class project. That will include background for the problem statement for their project, a review of the literature as it relates to the class project, and reading regarding any special methodology or measurement systems they will use as part of the evaluation plan.

### V. Course Requirements

Course requirements will consist of attendance at the DiNitto Center presentations, a personal LinkedIn page, active and constructive participation in feedback sessions, and a final project report and presentation. Course requirements, due dates, and their contribution to the final grade are summarized below.

<b>Assignment</b>	<b>% of Final Grade</b>	<b>Due Date</b>
<b>DiNitto Center presentations (3 @ 4 pts. each)</b>	<b>12%</b>	See schedule
<b>Social Work Inventory</b>	<b>15%</b>	
<b>Pitch Off</b>	<b>11%</b>	
<b>Feedback (3 @ 4 pts. each)</b>	<b>12%</b>	See schedule
<b>Major project</b>		
Symposium presentation	20%	April 25 and May 2
Written report	30%	May 5
<b>Total Project Grade</b>	<b>50%</b>	

Grades for this course will be assigned using the following +/- scale.

100 - 94 = A	76 - 74 = C
93 - 90 = A-	73 - 70 = C-
89 - 87 = B+	69 - 67 = D+
86 - 84 = B	66 - 64 = D
83 - 80 = B-	63 - 60 = D-
79 - 77 = C+	59 and below = F

Each of the course requirements is described below in detail. Sometimes students have questions about the assignments. If this is the case, please feel free to ask for clarification at any time during the course. Students may ask for clarification on an individual basis or they can ask questions at the beginning of each class session.

**Pitch-Off.** Many people who hire for positions in public policy, program design and management, planning, information management, community organizing, and program evaluation don't think of social workers as having the skills needed for jobs in these macro areas. Often time job descriptions for such jobs don't list social work as one of the preferred degrees. These positions may exist in state and federal agencies, non-profits, professional associations and private/corporate settings.

It is critical that APP graduates are aware of the skills they bring to these positions and have the ability to translate those skills into current industry language. This assignment gives students the opportunity to explore the competencies they have gained in the APP concentration and articulate them into skills that could be translated into the aforementioned settings.

Assume you are being interviewed by someone for a macro practice position who is not familiar with social work and they have just asked you the question "Why should I hire a social worker?" Students will develop a brief video response (no more than 60 seconds) and upload the video to the course Canvas page no later than noon on April 4, 2017. The videos will be evaluated by APP alumni in the field, faculty and staff using a rubric that addresses presence, verbal delivery, mastery of content, and persuasiveness of your response.

The top ten videos will be shown to career coaches prior to the speed interviewing workshop on April 11, 2017. The career coaches will select the Top 3 videos, which will be awarded the following prizes:

- 1<sup>st</sup> place: \$100 gift card
- 2<sup>nd</sup> place: \$50 gift card
- 3<sup>rd</sup> place: \$25 gift card

**Social Work Inventory.** This assignment requires students to reflect on and integrate their graduate education as a foundation for professional social work practice. The final product has two parts: 1) an integrative summary of your current theoretical perspective/s and practice models that will guide your professional practice; and 2) an articulation of how you understand and apply the social work concept, "use of self." Together, these two components provide a broad framework for summarizing your learning. The process of completing this assignment helps you prepare for professional practice and future development. A more detailed description of this assignment is provided in the handout "Guidelines for Social Work Inventory."

**EBP Macro Practice Project.** The purpose of this class is to help student integrate classroom learning with knowledge and skills being developed in their final block field placement and to begin the transition from graduate students to entry-level MSSW professionals.

The major project for this course requires students to complete a substantive and meaningful project that helps them integrate classroom knowledge and skills with a substantive area of practice. In the project, each student should demonstrate his or her ability to apply the knowledge, values, and skills of macro social work practice to a substantive problem or issues and prepare and present a professional quality report with recommendations based on research results.

An evidence-based macro practice model provides the framework for the project. During the first 2 weeks of the semester, students will read about, and discuss in class, the evidence-based macro practice model. The evidence-based macro practice model outlines a 5 steps process for defining problems and formulating practice questions, identifying and critically evaluating available evidence, applying that evidence to policy/practice decisions, and evaluating the results.

Given the range of knowledge and skills needed for effective macro social work practice, and the unique interests of individual students, projects can cover a wide range of social problems, populations, methodologies, and levels of analysis. Projects might relate to knowledge and skills associated with, but are not limited to, such things as program evaluation, program planning/development, community/organization needs assessment, community/organization change initiative, organizational development, process analysis, policy analysis, productivity analysis, technology assessment, and community engagement.

In selecting their projects, students **may** decide to develop a project that is tied closely with their final block field placement. However, **the project is not part of the field placement**. This class is like any other class students take while doing final field. The hours required for the class and the project do not count as field hours.

For students in the MSSW/MPAff program, and who are doing their Professional Report this semester, that might be a suitable project for the class. Please consult with the professor to discuss this.

Students will develop a 2-3 page project proposal describing the nature and scope of the problem/issue addressed by the project, outlining a compelling case for why this problem/issue is important, and developing an answerable practice question to guide their investigation of relevant evidence. The proposal is due to the professor **before noon on Friday, February 3, 2017**. As soon as the student received approval from the professor, they may begin working on the project. Proposals may be submitted via email. **To help me keep track of proposals as they come in, please name the file as follow: Your Last Name\_385T\_Proposal. Include the file name as the subject line.** Once the proposal has been approved by the professor, students should post the proposal in their group page in Canvas.

Sections of the project will be submitted to the professor and to other students on the project team for review and constructive feedback throughout the semester (see schedule). These sections will be considered drafts, with revisions expected based on feedback from the professor and other students on the team.

By the end of the semester, each student will produce a written report presenting their project. The general outline for the report should be the five steps of the evidence-based macro practice model. That is:

1. Problem statement and answerable practice question
2. Relevant evidence to answer the question (literature review)
3. Evaluation of the evidence
4. Recommendation to address the practice problem/issue
5. Evaluation plan

In addition to the main content of the report, it should include a title page, a table of contents, acknowledgments (if appropriate), an executive summary, and a bibliography of library sources, government documents, interviews, etc. The final report should be well organized, concisely written,

neatly presented, and follow the APA style. In other words, the final report should look like a professional document. **The final report is due no later than noon on Friday, May 5, 2017.** This gives you a few days after your presentation to finalize your report and incorporate any feedback you received during your presentation.

In addition to the written report, each student will present their project as part of the APP Capstone Symposium. The Symposium will follow a unique presentation format called Pecha Kucha. In Japanese, Pecha Kucha means “chit chat”. This format gives each presenter a limit of 20 slides that automatically advance every 20 seconds, making each presentation exactly 6 minutes and 40 seconds in length. This format keeps presentations concise and fast-paced. Attendance for the presentations is required and a 10 point penalty will be assessed for failure to attend the presentations. **Presentation dates will be April 25 and May 2.**

**Peer Feedback.** The ability to provide and receive constructive feedback is an important professional skill. It is important for students to be able to provide both written and verbal feedback to others. Three times during the semester students will submit draft sections of their project report for review and feedback from other students in the class. Students will be placed into groups of 4-5 students each. Groups will be formed after the projects have been approved. I will attempt to place students in groups with projects that share something in common, i.e. methodology, level of analysis, population, etc. Drafts will be due before noon on Friday of those weeks (see schedule). Students will upload their draft before the deadline to a group page in Canvas, where other members of the group will be able to access it. Prior to noon on the following Tuesday, students will review and provide written feedback for each of the projects in their group. Feedback will be uploaded to the group page where the other students can access that feedback. An effective way to do that is by using the “Comments” and “Track Changes” functions under the “Review” tab in MS Word.

Prior to class on these weeks, each student should review the feedback from their fellow students and make note of any questions or comments they might have. During class on those weeks, the class will meet together for the first hour to discuss issues/experiences from their field placements. During the second half of class peer feedback groups will meet to provide each member of the group an opportunity to hear feedback from the other members of the group and to ask for clarification on the written feedback they received.

**DiNitto Center presentations.** Since most students in the class will be conducting a job search during the semester, I have arranged for Jennifer Luna-Idunate and the staff of the DiNitto Center to provide three specific workshops during the semester. On February 7, we will develop a professional LinkedIn page and learn the ins and outs of preparing for a job interview. On March 21, we will have a panel of alumni and prospective employers talk about their career trajectories and what they look for when conducting job interviews. On April 11, students will participate in mock job interviews with alumni and potential employers. Students are expected to attend class on these days and will receive 4 points toward the course grade for each session. Students should dress professionally for these three class sessions.

## **VI. Class Policies**

**CONDITIONAL ADMISSION.** Students who were admitted into the MSSW program on a conditional basis are not able to take an incomplete for this course if the conditions for admission are still in place.

**THE UNIVERSITY OF TEXAS HONOR CODE.** The core values of The University of Texas at Austin are learning, discovery, freedom, leadership, individual opportunity, and responsibility. Each member of the university is expected to uphold these values through integrity, honesty, trust, fairness, and respect toward peers and community.

**PROFESSIONAL CONDUCT IN CLASS.** The professor expects students to act as professionals in class. This means students should arrive on time for class, be prepared to participate in the class discussion, and show respect for one another's opinions. We will not, nor should we, always agree with one another. In this environment we should be exposed to diverse ideas and opinions, and sometime we will not agree with the ideas expressed by others. However, the professor does require that students engage one another with respect and professionalism.

**POLICY ON SOCIAL MEDIA AND PROFESSIONAL COMMUNICATION.** Public social networks are not private. Even when open only to approved or invited members, users cannot be certain that privacy will exist among the general membership of sites. If social work students choose to participate in such forums, please assume that anything posted can be seen, read, and critiqued. What is said, posted, linked to, commented on, uploaded, subscribed to, etc., can be accessed and archived, posing potential harm to professional reputations and prospective careers.

Social work students who use social media (i.e. Facebook, Twitter, etc.) and other forms of electronic communication (i.e. blogs, etc.) must be mindful of how their communication may be perceived by clients, colleagues, faculty, and others. Social work students are expected to make every effort to minimize material which could be considered inappropriate for a professional social worker in training. Because of this, social work students are advised to manage security settings at their most private levels and avoid posting information/photos or using any language that could jeopardize their professional image. Students are asked to consider the amount of personal information posted on these sites and are obliged to block any client access to involvement in the students' social networks. Client material should not be referred to in any form of electronic media, including **any** information that might lead to the identification of a client or compromise client confidentiality in **any** way. Additionally, students must critically evaluate any material that is posted regarding community agencies and professional relationships, as certain material could violate the standards set by the School of Social Work, the Texas Code of Conduct for Social Workers, and/or the NASW Code of Ethics.

Social work students should consider that they will be representing professional social work practice as well as the University of Texas at Austin School of Social Work program while in the classroom, the university community, and the broader area communities.

**POLICY ON SCHOLASTIC DISHONESTY.** Students who violate University rules on scholastic dishonesty are subject to disciplinary penalties, including the possibility of failure in the course and/or dismissal from the University. Since such dishonesty harms the individual, all students, and the integrity of the University, policies on scholastic dishonesty will be strictly enforced. For further information, the student may refer to the Web Site of the Student Judicial Services, Office of the Dean of Students (<http://deanofstudents.utexas.edu/sjs/>).

**USE OF CLASS MATERIALS.** The materials used in this class, including, but not limited to, exams, quizzes, and homework assignments are copyright protected works. Any unauthorized copying of the class materials is a violation of federal law and may result in disciplinary actions being taken against the student. Additionally, the sharing of class materials without the specific, express approval of the instructor may be a violation of the University's Student Honor Code and an act of academic dishonesty, which could result in further disciplinary action. This includes, among other things, uploading class materials to websites for the purpose of sharing those materials with other current or future students.

**DOCUMENTED DISABILITY STATEMENT.** Any student who requires special accommodations must obtain a letter that documents the disability from the Services for Students with Disabilities area of the Division of Diversity and Community Engagement (471- 6259 voice or 471-4641 TTY for users who are deaf or

hard of hearing). Present the letter to the professor at the beginning of the semester so that needed accommodations can be discussed. The student should remind the professor of any testing accommodations no later than five business days before an exam. For more information, visit <http://www.utexas.edu/diversity/ddce/ssd/>.

**RELIGIOUS HOLIDAYS.** By UT Austin policy, students must notify the professor of a pending absence at least fourteen days prior to the date of observance of a religious holy day. If the student must miss a class, an examination, a work assignment, or a project in order to observe a religious holy day, the professor will give the student an opportunity to complete the missed work within a reasonable time after the absence.

**USE OF E-MAIL FOR OFFICIAL CORRESPONDENCE TO STUDENTS.** Email is recognized as an official mode of university correspondence; therefore, students are responsible for reading their email for university and course-related information and announcements. Students are responsible to keep the university informed about changes to their e-mail address. Students should check their e-mail regularly and frequently—daily, but at minimum twice a week—to stay current with university-related communications, some of which may be time-sensitive. Students can find UT Austin’s policies and instructions for updating their e-mail address at <http://www.utexas.edu/its/policies/emailnotify.php>.

**SAFETY.** As part of professional social work education, students may have assignments that involve working in agency settings and/or the community. As such, these assignments may present some risks. Sound choices and caution may lower risks inherent to the profession. It is the student's responsibility to be aware of and adhere to policies and practices related to agency and/or community safety. Students should notify the professor regarding any safety concerns.

**BEHAVIOR CONCERNS ADVICE LINE (BCAL).** If students are worried about someone who is acting differently, they may use the Behavior Concerns Advice Line to discuss by phone their concerns about another individual’s behavior. This service is provided through a partnership among the Office of the Dean of Students, the Counseling and Mental Health Center (CMHC), the Employee Assistance Program (EAP), and The University of Texas Police Department (UTPD). Call 512-232-5050 or visit <http://www.utexas.edu/safety/bcal>.

**EMERGENCY EVACUATION POLICY.** Occupants of buildings on the UT Austin campus are required to evacuate and assemble outside when a fire alarm is activated or an announcement is made. Please be aware of the following policies regarding evacuation:

- Familiarize yourself with all exit doors of the classroom and the building. Remember that the nearest exit door may not be the one you used when you entered the building.
- If you require assistance to evacuate, inform the professor in writing during the first week of class.
- In the event of an evacuation, follow the professor’s instructions.
- Do not re-enter a building unless you are given instructions by the Austin Fire Department, the UT Austin Police Department, or the Fire Prevention Services office.

**PROFESSIONAL CONDUCT IN CLASS.** I expect students to act like professionals in class. This means arrive for class on time, be prepared to participate in the class discussion, and show respect for one another’s opinions. We will not, nor should we, always agree with one another. In this environment we should be exposed to diverse ideas and opinions, and sometime we will not agree with the ideas expressed by others. However, I do require that you engage one another with respect and professionalism.

**VII. Course Schedule**

<b>Date</b>	<b>Description/Readings</b>
1/17/17	Introduction and course overview
1/24/17	<p>Evidence Based Macro Practice</p> <p><b>Reading: See Canvas module on Evidence Based Macro Practice</b></p> <p>Hofer, R. &amp; Jordan, K. (2008). Missing Link in Evidence-Based Practice for Macro Social Work.</p> <p>Netting and O’Conner: Recognizing the Need for Evidence Based Macro Practice in Organizational and Community Settings.</p> <p>Ohmer, M. L. (2008). Assessing and Developing the Evidence Base for Macro Practice Interventions with a Community and Neighborhood Focus.</p> <p>Padgett, D. K., Stanhope, V &amp; Henwood, B. F. (2011). Housing-First Services for Homeless Adults with Co-occurring Disorders.</p> <p>Fogel, S. J. &amp; Moore, K. A. (2011) Collaboration Among Diverse Organizations: Building Evidence to Support Community Partnerships.</p>
1/31/17	<p>Individual consultation with professor</p> <p><b>Project proposal due at or before noon on Friday February 3.</b></p>
2/7/17	DiNitto Center: Developing an online professional identity and preparing for job interviews
2/14/17	<p>Individual consultation with professor</p> <p><b>Revised problem statement, answerable practice question and preliminary literature review is due to the review team no later than noon on Friday, February 19.</b></p> <p><b>Written feedback to students in project team due no later than noon on Tuesday, February 23.</b></p>
2/21/17	<p>Field processing during first half of class—focus on diversity and difference issues in field placement.</p> <p>Project teams feedback on problem statement, answerable practice question and preliminary literature review during second half of class.</p>
2/28/17	<p>Individual consultation with professor</p> <p><b>Revised literature review due to the review team no later than noon on Friday, March 3.</b></p> <p><b>Written feedback to students in project team due no later than noon on Tuesday, March 8.</b></p>



3/7/17	<p>Field processing during first half of class—focus on social and economic justice issues in field placement.</p> <p>Project teams feedback on literature review and preliminary critique of the evidence during second half of class.</p>
3/14/17	<b>SPRING BREAK</b>
3/21/17	DiNitto Center: Alumni and prospective employer panel
3/28/17	<p>Individual consultation with professor</p> <p>Dean Jack Otis Lecture—Wendy Davis 7:00 to 8:30 LBJ Auditorium</p>
4/4/17	Individual consultation with professor
4/11/17	<p>DiNitto Center: Speed interviewing workshop</p> <p><b>Draft of project report and/or presentation due to the review team no later than noon on Friday, April 15.</b></p> <p><b>Written feedback to students in project team due no later than noon on Tuesday, April 18.</b></p>
4/18/17	<p>Field processing during first half of class—focus on ethical and professional behavior issues in field placement.</p> <p>Project teams meet to provide feedback/consultation on report draft and/or presentation during second half of class.</p>
4/25/17	<b>APP Capstone Symposium</b>
5/2/17	<b>APP Capstone Symposium</b>