Angelo State University

College of Health and Human Services
Department of Psychology, Sociology, and Social Work
Social Work Program
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Student Handbook

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Student Handbook Introduction

The *Student Handbook* (noted as the *Handbook*) is produced by the Department of Psychology, Sociology, and Social Work's Social Work Program and updated every August. The *Handbook* is compiled by the Social Work Program Director with consultation with the social work faculty, representatives from the Community Advisory Group, and representatives from the Student Social Work Association. The policies, regulations, procedures, and fees in this *Handbook* are subject to change without prior notice, if necessary, to keep the program in compliance with the current *Angelo State University Undergraduate Catalog* (noted as the *University Undergraduate Catalog*) and accreditation requirements promulgated by the Council on Social Work Education (CSWE).

Purpose of the Student Handbook

The *Handbook* serves to inform prospective and current students about the nature of the Social Work Program, the Bachelor of Social Work (B.S.W.) degree, and the social work minor offered at Angelo State University. The *Handbook* is organized into the following sections: Student Handbook Introduction; General University Information; The Department of Psychology, Sociology, and Social Work; the Bachelor of Social Work (B.S.W.) Degree; The Minor in Social Work; Social Work Courses; Social Work Faculty and Staff; Academic Policies Specific to the Social Work Program; and Student, Faculty, and Professional Organizations.

Angelo State University reserves the right to change curricula, rules, fees, admission requirements, and other requirements without notice. The provisions of this *Handbook* do not constitute a contract, expressed or implied, between any applicant, student, faculty member, or any other person and Angelo State University.

Statement of Accreditation

Angelo State University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097; telephone number 404-679-4500) to award degrees at the associate, baccalaureate, and master's level.

The Bachelor of Social Work (B.S.W.) degree holds Candidacy status with the Council on Social Work Education.

Statement on Equal Educational Opportunity

No person shall be excluded from participation in, denied the benefits of, or be subject to discrimination under any program or activity sponsored or conducted by Angelo State University, on any basis prohibited by applicable law, including, but not limited to, race, color, national origin, religion, sex, or disability.

Student Responsibility

Each student is responsible for knowing the academic regulations in the *University Undergraduate Catalog*. Unfamiliarity with these regulations does not constitute a valid reason for failure to fulfill them. Eligibility to register at each registration period must be determined by the student. A student has the responsibility to register only in courses for which he or she is eligible. If a student registers in a course for which he or she is ineligible, the student may be administratively dropped without receiving any credit for work done.

General University Information

The City of San Angelo

San Angelo is the center of a community of approximately 100,000 located in West Central Texas between the Texas Hill Country to the southeast and the Rolling Plains to the northwest. San Angelo has a rich history, a vibrant arts community, and many opportunities for outdoor entertainment.

Major highways connecting to San Angelo include U.S. Highways 67, 87, and 277. San Angelo is located between U.S. Interstate Highways 10 and 20. Interstate 10 is 64 miles south of San Angelo and depending upon the route taken; it's approximately 80 miles to Interstate 20. For additional information about San Angelo and the Community, please visit the web site hosed by the San Angelo Chamber of Commerce.

About Angelo State University

Founded. 1928

President. Dr. Brian J. May

Affiliation. Texas Tech University System

Location. San Angelo, the center of a West Texas community of approximately 100,000

Campus. 268 acres

Students. 6,856 (54 percent female and 46 percent male; 61.1 percent Caucasian, 26.1 percent Hispanic, 8.7 percent African-American, 1.5 percent Asian/Pacific Islander, 0.7 percent American Indian, 0.8 percent international, 0.6 multiracial, and 0.5 percent unknown)

Programs. Nearly 100 majors spread among 45 undergraduate; 27 graduate, including one doctorate; and one associate’s degree program

Teaching Faculty. 332

Student-to-Faculty Ratio. 19:1

Semester Cost Estimate. In-state tuition and fees for 15 credit hours is $3,344. Room and board with a maximum meal plan is $3,634. Average book cost is $575

Financial Aid. Nearly three out of four students receive some form of help

Student Organizations. More than 100

School Colors. Blue and Gold

Mascot. Rambouillet Ram, Dominic

Motto. "Fiat Lux," which is Latin for "Let there be light"

Athletics. NCAA Division II, Lone Star Conference Member. ASU's five men's teams (Rams) include baseball, basketball, cross country, football and outdoor track and field. ASU's seven women's teams (Rambelles) include basketball, cross country, golf, outdoor track and field, soccer, softball and volleyball.

The University Mission Statement

Angelo State University, a member of the Texas Tech University System, delivers undergraduate and graduate programs in the liberal arts, sciences, and professional disciplines. In a learning-centered environment distinguished by its integration of teaching, research, creative endeavor, service, and co-curricular experiences, ASU prepares students to be responsible citizens and to have productive careers.

Approved by the Board of Regents, Texas Tech University System, on March 6, 2009
Approved by the Texas Higher Education Coordinating Board on April 30, 2009

The Department of Psychology, Sociology, and Social Work

Departmental Description

James Forbes, Ph.D., Department Head and Professor of Psychology

The Department of Psychology, Sociology, and Social Work offers courses and degrees in the social and behavioral sciences, taught by highly-qualified faculty. The undergraduate and graduate degree programs prepare students for a broad spectrum of careers in the public and private sectors that benefit from an understanding of people, culture, and society.

The courses emphasize contemporary theories, research, and the useful application of knowledge to current problems experienced by people individually and collectively. The curriculum is delivered in varied formats, including face-to-face classes, online courses, and blended classes that utilize both face-to-face sessions and online instruction.

Students have opportunities to participate in honor societies, field education, service-learning activities, and cutting-edge research on interesting and challenging topics. The learning environment is friendly, supportive, and individualized to facilitate each student's progress toward fulfilling personal aspirations and goals. Specialized training is available in counseling psychology, industrial-organizational psychology, psychological testing, child and health psychology, social perception, gerontology, community development, and generalist social work practice.

Departmental Mission Statement

The mission of the department is to engage students in the discovery of knowledge in the social and behavioral sciences. The undergraduate programs emphasize broadening and deepening students' understanding of people, considered from the perspectives of the individual, group, and society. An overarching goal is to engage students in the application of what they learn so that it enriches their personal lives, enhances their effectiveness in the workplace, and stimulates their interest in pursuing responsible citizenship roles. The graduate programs in psychology build on the foundation of scientific discoveries in the core areas of the field and focus on the development of professional insights and skills necessary for becoming effective and productive practitioners, researchers, and instructors.

Departmental Goals

1. Provide high-quality undergraduate degree programs and courses that meet the educational needs of the general student population and those with majors or minors in psychology, sociology, and social work.
2. Provide high-quality graduate programs that meet the educational needs of students who are seeking advanced training in psychology.
3. Promote and publicize the growth and accomplishments of faculty and advanced students in their fields of expertise.
4. Share the knowledge and expertise of students and faculty with others outside the university community.
5. Incorporate innovation, technology, and diverse instructional techniques into the curriculum.

Degree Offerings

Psychology. Bachelor of Arts (B.A.), Bachelor of Science (B.S.), and Master of Science (M.S.) with graduate concentrations in Applied Psychology, Counseling Psychology, and Industrial/Organizational Psychology

Sociology. Bachelor of Arts (B.A.) and Bachelor of Science (B.S.)

Social Work. Bachelor of Social Work (B.S.W.) in Social Work

Undergraduate Minors. Minors are available in Psychology, Sociology, and Social Work

The Social Work Program

The Bachelor of Social Work (B.S.W.) Degree

The purpose of the social work profession. Per the Council on Social Work Education (CSWE, 2008), "The purpose of the social work profession is to promote human and community well-being. Guided by a person and environment construct, a global perspective, respect for human diversity, and knowledge based on scientific inquiry, social work's purpose is actualized through its quest for social and economic justice, the prevention of conditions that limit human rights, the elimination of poverty, and the enhancement of the quality of life for all persons" (p. 1).

In Texas, social work practice is defined as "the application of social work theory, knowledge, methods, ethics, and the professional use of self to restore or enhance social, psychosocial, or biopsychosocial functioning of individuals, couples, families, groups, organizations, or communities" (Texas Occupations Code, Chapter 505, 2005).

The B.S.W. degree description. The B.S.W. degree curriculum at Angelo State University is designed to prepare generalist social work practitioners to work in a variety of areas including, but not limited to, child, adolescent, and family services; health/mental health; criminal justice/corrections; gerontology/aging; and in a variety of social service organizations in the community. An emphasis is placed on the ecological perspective, providing students with an understanding of the reciprocal relationship between the person and environment.

The Nature of Generalist Social Work Practice

As stated above, the B.S.W. curriculum at Angelo State University prepares generalist social work practitioners and uses the ecological perspective as the theoretical foundation of generalist practice. Generalist social work practice includes the provision of social work services with individuals, couples, families, groups, organizations, and communities. Regardless of the area (e.g., child and family welfare, corrections, health/mental health, aging, etc. . . .) or level of practice (i.e., micro, mezzo, or macro), social workers seek to promote social and economic justice and to improve functioning of individuals, couples, families, groups, organizations, and communities. Social work practitioners support individual self-determination and respect the dignity and worth of all people regardless of their age, disability, color, race, ethnicity, family structure, gender, sexual orientation, culture, national origin, religious preference, socioeconomic status, etc. . . . . Social work practitioners advocate for those who have experienced various social problems that cut across cultural groups such as poverty; crime and victimization; oppression; discrimination; mental illness; substance abuse; chronic physical illness; physical,

emotional, or sexual abuse; and neglect. However, given the breadth of the social work profession, social work practitioners also work with those who may not have experienced such social problems. Regardless of population served, social workers recognize their legal and ethical responsibilities to clients and provide competent social work services. It is to this end that the B.S.W. program at Angelo State University strives to educate a future generation of social work practitioners.

The Texas State Board of Social Worker Examiners (2011) defines the practice of Baccalaureate Social Work as "Applying social work theory, knowledge, methods, ethics and the professional use of self to restore or enhance social, psychosocial, or bio-psychosocial functioning of individuals, couples, families, groups, organizations and communities. Baccalaureate Social Work is generalist practice and may include interviewing, assessment, planning, intervention, evaluation, case management, mediation, counseling, supportive counseling, direct practice, information and referral, problem solving, supervision, consultation, education, advocacy, community organization, and policy and program development, implementation, and administration" (p. 6).

The Nature of Social Work Education

Social work education is based in the liberal arts and consists of a structured and integrated curriculum and applied experiences that are designed to train practitioners to competently apply social work values, theories, and methods to the various social problems encountered by individuals, couples, families, groups, organizations, and communities. Indeed, social work education is academically and personally challenging, but rewarding. The Social Work Program at Angelo State University is designed to support the mission of Angelo State University, and reflect the mission and charter of the social work profession by conforming to the standards set forth by the Council on Social Work Education (CSWE) and the National Association of Social Workers (NASW).

The B.S.W. Program Mission Statement (EP 1.0, EP B2.2*)

As a social work program located in West Central Texas, the mission of the social work program at Angelo State University is to provide quality social work education, based on the knowledge, values and skills of the social work profession; while preparing the students to work with diverse populations with an emphasis on the emerging Hispanic population, the military population, and older adults in both rural and urban settings characteristic of the region. The program will provide professional development opportunities for students who desire to promote the social, psychosocial, or biopsychosocial functioning and well-being of individuals, couples, families, groups, organizations, and communities via generalist social work practice

* Reflects the Council on Social Work Education's [CSWE] Educational Policy [EP]

The Values of the B.S.W. Program (EP 1.1)

The Social Work Program at Angelo State University supports the core values of the social work profession, reflecting the six value elements of the National Association of Social Workers' *Code of Ethics* and two additional value elements from the CSWE that include: 1) service; 2) social justice; 3) the dignity and worth of the person; 4) the importance of human relationships; 5) integrity; 6) competence; 7) human rights; and 8) scientific inquiry. These values provide the foundation for the mission and goals of the Social Work Program and our social work curriculum (CSWE, 2008).

The B.S.W. Program Goals (EP 1.0, EP B2.2)

The Social Work Program provides a rigorous curriculum grounded in the liberal arts, using sound teaching practices, to promote: 1) the knowledge, values, and skills used in social work that can be applied across settings and diverse populations; 2) critical thinking skills; and 3) ethical and competent social work practice consistent with the mission and objectives of the social work profession. To this end, the goals of the Social Work Program include:

- to prepare entry-level, generalist social work practitioners to provide ethical and competent services utilizing the knowledge, values, and skills of the social work profession (EP 2.1.1 - EP 2.1.10d);
- to equip students with critical thinking skills that are essential in the contemporary social service environment (EP 2.1.3);
- to prepare students for continued graduate work in social work or related disciplines (EP 2.1.1 - EP 2.1.10d); and
- to maintain a reciprocal relationship with social work practitioners, groups, and organizations in the community (EP 1.2).

The Core Competencies of the B.S.W. Program

The core competencies (as taken directly from the Council on Social Work Education's 2008 Educational Policy and Accreditation Standards) of the Social Work Program at Angelo State University, Department of Psychology, Sociology, and Social Work include:

EP 2.1.1 Identify as a professional social worker and conduct oneself accordingly. Social workers:

1. advocate for client access to the services of social work;
2. practice professional reflection and self-correction to assure continual professional development;
3. attend to professional roles and boundaries;
4. demonstrate professional demeanor in behavior, appearance, and communication;
5. engage in career-long learning; and
6. use supervision and consultation.

EP 2.1.2 Apply social work ethical principles to guide professional practice. Social workers:

7. recognize and manage personal values in a way that allows professional values to guide practice;
8. make ethical decisions by applying standards of the National Association of Social Workers Code of Ethics;
9. tolerate ambiguity in resolving ethical conflicts; and
10. Apply strategies of ethical reasoning to arrive at principled decisions.

EP 2.1.3 Apply critical thinking to inform and communicate professional judgments. Social workers:

11. distinguish, appraise, and integrate multiple sources of knowledge, including research-based knowledge, and practice wisdom;
12. analyze models of assessment, prevention, intervention, and evaluation; and
13. demonstrate effective oral and written communication in working with individuals, families, groups, organizations, communities, and colleagues.

EP 2.1.4 Engage diversity and difference in practice. Social workers:

14. recognize the extent to which a culture's structures and values may oppress, marginalize, alienate, or create or enhance privilege and power;
15. gain sufficient self-awareness to eliminate the influence of personal biases and values in working with diverse groups;
16. recognize and communicate their understanding of the importance of difference in shaping life experiences; and
17. view themselves as learners and engage those with whom they work as informants.

EP 2.1.5 Advance human rights and social and economic justice. Social workers:

18. understand the forms and mechanisms of oppression and discrimination;
19. advocate for human rights and social and economic justice; and
20. engage in practices that advance social and economic justice.

EP 2.1.6 Engage in research-informed practice and practice-informed research. Social workers:

21. use practice experience to inform scientific inquiry; and
22. use research evidence to inform practice.

EP 2.1.7 Apply knowledge of human behavior and the social environment. Social workers:

23. utilize conceptual frameworks to guide the processes of assessment, intervention, and evaluation; and
24. critique and apply knowledge to understand person and environment.

EP 2.1.8 Engage in policy practice to advance social and economic well-being and to deliver effective social work services. Social workers:

25. analyze, formulate, and advocate for policies that advance social well-being; and
26. collaborate with colleagues and clients for effective policy action.

EP 2.1.9 Respond to contexts that shape practice. Social workers:

27. continuously discover, appraise, and attend to changing locales, populations, scientific and technological developments, and emerging societal trends to provide relevant services; and
28. provide leadership in promoting sustainable changes in service delivery and practice to improve the quality of social services.

EP 2.1.10 Engage, assess, intervene, and evaluate with individuals, families, groups, organizations, and communities.

a. Engagement. Social workers:

29. substantively and affectively prepare for action with individuals, families, groups, organizations, and communities;
30. use empathy and other interpersonal skills; and
31. develop a mutually agreed-on focus of work and desired outcomes.

b. Assessment. Social workers:

32. collect, organize, and interpret client data;
33. assess client strengths and limitations;
34. develop mutually agreed-on intervention goals and objectives; and
35. select appropriate intervention strategies.

c. Intervention. Social workers:

36. initiate actions to achieve organizational goals;
37. implement prevention interventions that enhance client capacities;
38. help clients resolve problems;
39. negotiate, mediate, and advocate for clients; and
40. facilitate transitions and endings.

d. Evaluation. Social workers:

41. critically analyze, monitor, and evaluate interventions.

Declaration of a Major in Social Work

Students who wish to major in social work, but have not met the requirements for admission in to the B.S.W. program will be designated, per degree plan, as "Pre-Social Work" majors. Students who desire to major in social work, but have not met admission criteria for admission in the B.S.W. degree program should talk with the Social Work Program Director (Academic 104F) and complete their application for their "Pre-Social Work" degree plan. This is a single sheet of paper that takes approximately five minutes to complete. Once all admission requirements for admission to the B.S.W. degree program are met, the Social Work Program Director will review the student file.

The Social Work Program Director determines if all required materials are present; next, the Social Work Program Director evaluates the material and rates the student on a scale from 0.0 to 4.0 on the following criteria: 1) personal narrative (this score is derived from a grading rubric); 2) 2.0 GPA on all previous college work taken at, or transferred to, ASU (all students must at least have a 2.0 GPA as specified in the admission criteria); 3) 2.5 GPA on all previously taken social work courses (all students must at least have a 2.5 GPA and no grades less than a "C" on all social work courses previously taken); 4) 20 clock hours of volunteer field experience in a human or social service agency; and 5) their resume or curriculum vita. Students are then ranked by their numerical values derived from these criteria (the five scores are added together and divided by five). Students with less than a 1.9 are denied admission and students with a 2.0 or above are placed in rank order. Students are then admitted into the program as room allows. Students who are eligible for admission, but find themselves in a position where the program is at capacity (e.g., 75 students are already in the program) are placed on a waiting list, and are admitted in rank order as slots become available in the program. The waiting list is revised and students are re-ranked as additional students are evaluated. If admission is granted, the "Pre-Social Work" major designation will be changed to a major in "Social Work" leading to the B.S.W. degree.

Admission Requirements to the B.S.W. Program

- Admission to Angelo State University;
- A completed application for Admission to the B.S.W. degree program as a "Social Work Major";
- A completed resume or curriculum vita;
- All core education curriculum completed (the liberal arts foundation; junior standing) including SWK 2307 and SWK 2317;
- A 2.00 GPA on all previous college work taken at or transferred to ASU;
- A 2.50 GPA on any previously taken social work courses;
- A "C" or better in SWK 2307 (Introduction of Social Work) and SWK 2317 (Social Welfare Policy and Practice I);
- 20 clock hours of volunteer experience in the human or social services; and
- A personal narrative, no less than five pages, typed in strict adherence to the American Psychological Association's most current style manual, covering the below content areas. This personal narrative is designed to help the social work faculty evaluate applicants' writing ability and critical thinking skills.

1. your understanding of the social work profession (including its historical development, mission, and values) and how the social work profession is similar to and differentiated from sociology, psychology, psychiatry, and counseling;
2. list and define all six core values of the social work profession; discuss the relationship of these core values to the *NASW Code of Ethics*; choose at least two of the core values of the social work profession and discuss their importance to you and the social work profession;
3. discuss why you desire to enter the social work profession; include a discussion of the following: your personal identification with the social work profession; the ecological paradigm (person-in environment perspective, biopsychosocial approach to clients), advocacy for client access to social work services, your conceptualization and appreciation of human diversity, and generalist social work practice;
4. discuss three of your personal strengths and three of your personal weaknesses or challenges covering the following points;
    a. how your personal strengths will help you become a professional social worker; and
    b. how you plan to overcome any personal weaknesses or challenges to become a professional social worker; and
5. discuss your future goals as a professional (e.g., graduate work in social work, social work employment, social work career path, career-long learning plan, and so forth).

Completed social work major application packages may be hand delivered to the Social Work Program Office at Angelo State University, Academic Building, Office 104H; or mailed to:

Angelo State University
Attn: Social Work Program Director
ASU Station #10907
San Angelo, Texas 76909-0907

REMEMBER, STUDENTS MAY ENROLL AS A "PRE-SOCIAL WORK" MAJOR UNTIL THEY MEET FULL ADMISISON REQUIREMENTS FOR THE B.S.W. DEGREE PROGRAM. IT SHOULD BE NOTED THAT STUDENTS MUST BE ADMITTED INTO THE SOCIAL WORK PROGRAM TO GRADUATE WITH THE B.S.W. DEGREE. PLEASE DIRECT ANY QUESTIONS CONCERNING YOUR ADMISSION STATUS TO THE SOCIAL WORK PROGRAM DIRECTOR.

Admission status. There are two types of admission for the B.S.W. degree program including regular admission and provisional admission.

Regular admission. Regular admission into the B.S.W. degree program is offered to students that fully meet all admission criteria. To maintain regular admission status, students must maintain all current admission criteria, have no ethical or conduct infractions, and receive satisfactory reviews from their field instructors.

Provisional admission. Provisional admission into the B.S.W. degree program is offered to students who have not met all admission criteria and who express intent to complete the deficiency within one semester. Provisional admission is only awarded for one semester; at the

end of the semester in which provisional admission was awarded, the student will be evaluated for regular admission or will return to a "pre-social work" admission status.

Probationary status. Probationary status in the B.S.W. degree program is offered to students who hold regular or provisional admission status in the program, and there overall grade point average (GPA) drops below a 2.00 or there social work GPA drops below 2.50. Probationary status is only awarded for one semester; at the end of the semester in which probationary admission was awarded, the student will be evaluated for regular admission or will return to a "pre-social work" admission status.

Admission Procedures

Immediately upon meeting criteria for admission into the B.S.W. program, students should send all required information to the Social Work Program Office (see address above) in the Department of Psychology, Sociology, and Social Work. For consideration for the fall semester, all materials are due by the last day of the summer semester. The material will be evaluated by the Social Work Program Director and a letter indicating the admission decision within two weeks of receipt of the material. All students who are admitted will be required to attend a fall orientation meeting. Students who are denied admission into the program may appeal the decision by written letter to the Social Work Program Director. The Social Work Program Director's decision is final.

The B.S.W. Curriculum

There are a total of 120 semester hours required for the B.S.W. degree. These hours are divided into groups that include: the core education requirements, academic major, general electives, and advanced social work elective courses. Some courses are required to be advanced (3000 and 4000 level courses) while others can be from lower division selections (1000 and 2000 level courses). B.S.W. students do not have a minor field of study.

While the B.S.W. degree program at Angelo State University focuses on generalist social work practice, with the careful selection of advanced elective courses through the academic advising process, and with the proper field education placement, students can effectively build skill sets in the following areas that reflect faculty expertise:

- children, adolescents, and families;
- criminal justice/corrections;
- gerontology/aging;
- health/mental health; and
- social/community development.

These skill sets increase student expertise in specific substantive areas of practice, may help them obtain employment in these areas of practice, and/or prepare them for more concentrated graduate study. It is recommended that students discuss such options with their assigned academic advisor. See the current *University Undergraduate Catalog* for the social work program curriculum.

Recommended Course Sequence for Social Work Majors

Freshman Year: Pre-Social Work; Students Take Core Education Curriculum Courses

Fall	Hrs.	Spring	Hrs.
ENG 1301 English Composition	3	ENG 1302 Writing Across the Curriculum	3
HIST 1301 US History	3	HIST 1302 US History	3
MATH 13XX University Approved Math	3	VPA 13XX Fine Art Appreciation Course	3
BIO 1410 or 2423: Human Biology or Human Anatomy	4	BIO 1411 or 2424: Man in the Environment or Human Physiology	4
PSY 2301 General Psychology	3	SOC 2301 Introduction to Sociology	3
Total	**16**	**Total**	**16**

Sophomore Year: Pre-Social Work; Students Take Core Education Curriculum Courses, Introduction to Social Work, and Social Welfare Policy and Practice I

Fall	Hrs.	Spring	Hrs.
SWK 2307 Introduction to Social Work	3	COM 2301 Public Speaking	3
ENG LIT 23XX Sophomore Literature	3	POLS 2302 Federal and State Gov	3
POLS 2301 Federal and State Gov	3	ECO 2300, 2301, or 2302 Economic Analysis	3
Computer Literacy University Approved Computer Literacy Course	3	SWK 2317 Social Welfare Policy and Practice I	3
Elective	3	Elective	3
Total	**15**	**Total**	**15**

Junior Year: Students Who Meet Admission Criteria are Admitted to the BSW Major All Freshman and Sophomore Courses are Completed

Fall	Hrs.	Spring	Hrs.
SWK 3307 HBSE I	3	SWK 3311 HBSE II	3
SWK 3309 Social Work Practice I	3	SWK 3313 Social Work Practice II	3
SWK 3315 Social Welfare Policy and Practice II	3	SWK 3357 SWK Research II	3
SWK 3355 SWK Research I	3	Elective	3
Advanced Social Work Elective	3	Elective	3
Total	**15**	**Total**	**15**

(Continued on Next Page)

Senior Year: General Electives, Social Field Education, Advanced Social Work Electives, and Social Work Practice III

Fall	Hrs.	Spring	Hrs.
SWK 4371 Social Work Field Education I	3	SWK 4372 Social Field Education II	3
Advanced Social Work Elective	3	Advanced Social Work Elective	3
Advanced Social Work Elective	3	Advanced Social Work Elective	3
Advanced Social Work Elective	3	SWK 4373 Social Work Practice III	3
Elective	3	Elective	1
Total	**15**	**Total**	**13**

Academic and Professional Advising

Pre-social work students and social work majors are required to attend academic and professional advising prior to each semester of enrollment in the Social Work Program regardless of class rank (Freshman, Sophomore, Junior, or Senior). You will be assigned an advisor by the Social Work Program Director.

If a student takes issue with a decision or comments made by a social work faculty member during the academic and professional advising process, the student is directed to first discuss the issue or circumstance with the particular faculty member. If a resolution to the issue cannot be reached, the student is directed to address their appeal, in writing, to the Social Work Program Director. After the written appeal is received, a conference between the student and Social Work Program Director will be scheduled as soon as possible to address the issue. If a resolution still cannot be reached, the student may appeal the decision, in writing, to the Department Head. In most cases, the decision of the Department Head is final unless told otherwise by the Department Head. In cases where the Department Head's decision is not final, students follow university policy concerning the appeal process for grievances.

The Provision of Credit for Life Experience, Work Experience, and Prior Field Education

Angelo State University does not award credit for non-academic experiences nor allow the use of experiential training toward a degree. Angelo State University supports this statement as it is taken from the *University Undergraduate Catalo*; in summary, ASU does not give credit for life experience; work experience; or for field education, practicum experiences, or field experiences taken from other colleges or universities.

Residency Requirements and Transfer Credit

Overall a minimum of 30 semester credit hours in residence of which 24 semester hours must be advanced; 24 of the last 30 hours required to complete this degree must be taken in residence. Social work courses that are required to be taken in residence include: SWK 4371, 4372, and 4373.

Requirements for Graduation with a B.S.W. Degree

All requirements must be met for the B.S.W. degree pursuant to the *University Undergraduate Catalog*. Applications for graduation must be filed in the Dean's Office (College of Liberal and Fine Arts) during the appropriate time; consult the *University Undergraduate FCatalog* and ask the social work program's secretary for detailed instructions.

The Minor in Social Work

Minor Description

The Department of Psychology, Sociology, and Social Work at Angelo State University offers a social work minor to interested students. Students may obtain an academic minor in Social Work which is grounded in the person-in-environment perspective. Courses in the minor provide students with an understanding of people who may require social services. Students are offered courses that will expose them to biopsychosocial theories of human behavior; assessment and evaluation methods; communication skills; and micro and macro level intervention skills essential in today's outcome based social service environment. This minor is highly applied, structured, and provides exposure to the social work profession.

The Social Work Minor consists of SWK 2307, SWK 2317, SWK 3307, and 9 semester hours from the following courses: SWK 4303, SWK 4305, SWK 4307, SWK 4309, SWK 4313, SWK 4317, SWK 4325, SWK 4327; and includes a total of 18 semester hours of course work. Of those 18 semester hours, at least six semester hours from the upper level course options listed above, are required in residence.

Minor Requirements

Required courses.	SWK 2307 Introduction to Social Work SWK 2317 Social Welfare Policy and Practice I SWK 3307 Human Behavior in the Social Environment I
Advanced course options.	SWK 4303 Social Work and Children/Families SWK 4305 Social Work and Mental Health SWK 4307 Social Work and Aging SWK 4309 Social Work and Health Care SWK 4313 Social Work and Groups SWK 4317 Social Work and Case Management SWK 4325 Social Work and Criminal Justice SWK 4327 Social Work and Human Sexuality

Social Work Course Descriptions (SWK)

2307 Introduction to Social Work (3-0). An overview of the history and development of social work as a profession. The course is designed to foster a philosophical, historical, and critical understanding of social welfare programs, policies and issues, in part through developing a familiarity with local social service agencies.

2317 Social Welfare Policy and Practice I (3-0). Provides knowledge and values of the history and philosophy of social welfare programs and the skills to understand major social welfare policies. The impact of policy on human functioning is also emphasized.

3307 Human Behavior in the Social Environment I (3-0). The bio psychosocial science base of social work practice. Includes theories of biological, social, cultural, psychological, and spiritual development within the context of the social environment through the life course. Focuses on the critical evaluation and application of theories and knowledge to person-environment transactions. Prerequisite: SWK 2307, SWK 2317, and Admission into the SWK Degree Program or a Declared SWK Minor

3309 Social Work Practice I (3-0). The introduction to social work practice with individuals, couples, families and small groups, including the use of communication skills, supervision, and consultation. Focuses on engagement, assessment and evaluation, planning for service delivery, implementing empirically based interventions, and evaluating outcomes. Prerequisite: SWK 2307, SWK 2317 and Admission into the BSW Degree Program; Prerequisite or Corequisite: SWK 3307

3311 Human Behavior in the Social Environment II (3-0). The biopsychosocial science base of social work practice. Includes a critical analysis of the interactions between the person and the dynamic nature of groups, organizations, communities, society, and economic systems. Focuses on multiple dimensions of the person and the range of social systems in which they live. Prerequisite: SWK 3307 and SWK 3309

3313 Social Work Practice II (3-0). The introduction to social work practice with large groups, organizations, and communities, including the use of communication skills, supervision, and consultation. Focuses on engagement, assessment and evaluation, planning for service delivery, implementing empirically based interventions, and evaluating outcomes. Prerequisite: SWK 3309 and SWK 3307

3315 Social Welfare Policy and Practice II (3-0). Provides the knowledge, skills, and values to apply social welfare policy and practice. Focuses on policy analysis, implementation of policy to achieve social and economic justice, and the impact of social policy on the social work profession. Prerequisite: SWK 2307, SWK 2317, and Admission to the B.S.W. degree program

3355 Social Work Research Methods I (3-0). Presentation of the methods used in scientific inquiry and program evaluation; knowledge of how scientific evidence informs social work practice and how social work practice informs scientific inquiry is of primary concern. Focuses on the skills related to conducting research and practice evaluation. Ethical, cultural, and professional value considerations in the research process are emphasized. Prerequisite: SWK 2307, SWK 2317, and Admission to the B.S.W. degree program

3357 Social Work Research Methods II (3-0). Presentation of selected statistical methods used in scientific inquiry, program evaluation, and knowledge of how statistical analysis informs social work practice. Focuses on the skills related to statistical analysis, interpretation, and application. Ethical, cultural, and professional value considerations in statistical analysis are emphasized. Prerequisite: SWK 3355

4303 Social Work and Children/Families (3-0). Provides knowledge and skills necessary for generalist social work practice relating to children and families among diverse populations. Topics include the changing dynamics of families, social problems faced by children and families, counseling and intervention programs for children and families, child abuse and neglect, child and family advocacy, and the role of the social worker in foster care adoption, and the courts. Prerequisite: SWK 2307 and SWK 2317

4305 Social Work and Mental Health (3-0). Provides knowledge and skills necessary for generalist social work practice relating to people with mental illness. The role and function of the social worker in mental health settings is of primary concern. Promotes the application of social work values, ethics, and standards in work with mentally ill people from diverse backgrounds. Prerequisite: SWK 2307 and SWK 2317

4307 Social Work and Aging (3-0). Provides a biopsychosocial perspective on the functioning of older adults. Topics cover the various aspects of geriatric social work including biopsychosocial changes associated with aging, assessment and intervention with the elderly substance abuse and the elderly, group work with the elderly, issues surrounding spirituality, abuse and neglect, family and social support, and issues relating to death and dying. Prerequisite: SWK 2307 and SWK 2317

4309 Social Work and Health Care (3-0). Provides knowledge and skills necessary for generalist social work practice in a hospital and other health care settings with people from diverse backgrounds. Topics include an introduction to evidence-based practice in health care environments, medical terminology, and biopsychosocial factors relating to physical illness and disease. Promotes the application of social work values, ethics, and standards in physical health care. Prerequisite: SWK 2307 and SWK 2317

4313 Social Work and Groups (3-0). An introduction to group theory and practice. Topics include group formation and development, stages of the group process, ethics and legal issues relating to group practice, and group work with diverse populations. Prerequisite: SWK 2307 and SWK 2317

4317 Social Work and Case Management (3-0.). An in-depth analysis of the case management process from a generalist perspective. Focuses on evidence-based practices in contemporary case management, clarification of practitioner attitudes, cultural competence, effective communication skills, client assessment, service plan development, case documentation, the monitoring of services and treatment, and case termination. Prerequisite: SWK 2307 and SWK 2317

4325 Social Work and Criminal Justice (3-0). A study of the various treatment and rehabilitation methods used in correctional settings. Topics include the roles of correctional personnel, the assessment and treatment of juveniles and adults, casework in correctional settings, crisis intervention, the assessment and treatment of special populations in correctional settings, and the evaluation of treatment and rehabilitation programs. Prerequisite: SWK 2307 and SWK 2317

4327 Social Work and Human Sexuality (3-0). Provides a biopsychosocial perspective on human sexuality across the lifespan. Topics include the male and female sexual anatomy/physiology, multicultural perspective of sexuality, sexual behavior, sexual orientations, sexuality across the life cycle, the prevention and treatment of sexuality problems, and social problems related to human sexuality.

4371 Social Work Field Education I (3-0). A supervised field education of at least 250 hours in an approved agency appropriate to social work; fosters the integration of classroom knowledge, values, and ethics with practice-based knowledge that seeks to increase practice skills and promotes professional competence. Restricted to B.S.W. majors. Prerequisite: A grade of “C” or higher in all required social work courses, good academic standing as a senior in the SWK program, and the permission of the SWK Program Director and SWK Field Education Director.

4372 Social Work Field Education II (3-0). A supervised field education of at least 250 hours in an approved agency appropriate to social work; fosters the integration of classroom knowledge, values, and ethics with practice-based knowledge that seeks to increase practice skills and promotes professional competence. Prerequisite SWK 4371

4373 Social Work Practice III (3-0). The integrative seminar in social work. This capstone course facilitates the integration and application of the generalist social work curriculum in diverse, evolving, and emerging practice contexts. Student career development, use of technology, and professional leadership are emphasized. As a part of this course, students must take and pass a comprehensive examination. Prerequisite: SWK 4371

4381 Special Topics in Social Work (3-0). Selected topics in social work. (May be repeated once for credit when topic varies.)

4391 Independent Research in Social Work (3-0). A specialized course which may be directed reading or research for superior students. (May be repeated once for credit when topic varies.) Prerequisite: Approval from the SWK Program Director.

Social Work Course Rotations

Fall Semester.

SWK 2307	Introduction to Social Work
SWK 3307	Human Behavior in the Social Environment I
SWK 3309	Social Work Practice I
SWK 3303	Social Welfare Policy and Practice II
SWK 3355	Social Work Research I
SWK 4317	Social Work and Case Management
SWK 4303	Social Work and Children/Families
SWK 4305	Social Work and Mental Health Care
SWK 4309	Social Work and Health Care
SWK 4371	Social Work Field Education I

Spring Semester.

SWK 2307	Introduction to Social Work
SWK 2317	Social Welfare Policy and Practice I
SWK 3311	Human Behavior in the Social Environment II
SWK 3313	Social Work Practice II
SWK 3357	Social Work Research II
SWK 4307	Social Work and Aging
SWK 4311	Social Work and Corrections
SWK 4373	Social Work Practice III
SWK 4372	Social Work Field Education II

Summer Semester.

SWK 2307	Introduction to Social Work
SWK 4315	Human Sexuality
SWK 4313	Social Work and Groups

Social Work Faculty and Staff

Resident Social Work Faculty

Joel L. Carr, Ph.D., LCSW, LPC	Social Work Program Director Assistant Professor
Ingrid A. Russo, M.S.W., LCSW	Lecturer
Thomas W. Starkey, Ph.D., LCSW	Social Work Field Education Coordinator Assistant Professor

Social Work Staff

Sandy Seidel	Social Work Program Secretary

Social Work Field Instructors

Myrna Baquero, M.S.W., LMSW	Child Protective Services
Lisa Ciminelli, M.S.W., LCSW	Central Dallas Ministries
Lupe Gomez, B.S.	Head Start
Karen D. Jansa, M.S.W., LMSW-IPR	Shannon Medical Center
Mike Matthews, M.S.W.	Adult Protective Services
R. Michele McCants, M.S.S.W., LMSW	West Texas Rehabilitation Center
Barby L. Nobles, B.A., LBSW	West Texas Rehabilitation Center
Ginger Owens, M.S., LBSW	Big Brothers Big Sisters
Hector Pindea, M.S.W., LCSW	Early Childhood Intervention
Coleman Rabourn, B.A.	ASU's San Jacinto Clinic
Carissa Samples, B.S.W., LBSW	Meadow Creek Nursing Home
N. Gary Smith, M.S., LCDC	Tom Green County Juvenile Justice Center
Tonya N. Starkey, M.S.W., LMSW	River Crest Hospital
Kevin Wade, M.S.W., LCSW	Shannon Medical Center

Academic Policies Specific to the Social Work Program

Academic Honesty

The university expects all students to engage in all academic pursuits in a manner that is beyond reproach. Students will be expected to maintain complete honesty and integrity in their experiences in the classroom. Any student found guilty of any form of dishonesty in academic work is subject to disciplinary action. Procedures for discipline due to academic dishonesty have been adopted by the Texas Tech University Board of Regents and are published under the Section on Student Services and Activities in the University's Student Handbook. In summary, the Social Work Program's policy concerning academic honesty is consistent with Angelo State

University's policy concerning academic honesty found in the *University Undergraduate Catalog*.

Field Education Placements in Social Work

The social work field education experience is administrated by the Social Work Program's Field Education Director. According to the CSWE, field education, is the signature pedagogy of the social work profession. The CSWE EPAS states,

> "Signature pedagogy represents the central form of instruction and learning in which a profession socializes its students to perform the role of practitioner. Professionals have pedagogical norms with which they connect and integrate theory and practice.[4] In social work, the signature pedagogy is field education. The intent of field education is to connect the theoretical and conceptual contribution of the classroom with the practical world of the practice setting. It is a basic precept of social work education that the two interrelated components of curriculum—classroom and field—are of equal importance within the curriculum, and each contributes to the development of the requisite competencies of professional practice. Field education is systematically designed, supervised, coordinated, and evaluated based on criteria by which students demonstrate the achievement of program competencies" (CSWE, 2008, p. 8).

[4] Shulman, L. S. (2005, Summer). Signature pedagogies in the professions. *Daedelus*, 52-59.

Only social work majors may enroll in a social work field education course. Student placements in particular field setting are negotiated between the social work student and the Social Work Field Education Director. Please see the Social Work Field Education Manual for details about social work field education, or you may discuss the social work field education sequence with the Social Work Field Education Director.

Student Liability Insurance for Field Education

Students must obtain and maintain malpractice insurance prior to beginning their first field education placement, and proof of malpractice must be filed with the Social Work Program's Field Education Office (Academic Building, Office 104G) while enrolled and/or participating in an field education course. Proof of malpractice constitutes a copy of the "Certificate of Insurance" that accompanies the policy.

Requirement to Follow the NASW Code of Ethics

Students who have been admitted into the B.S.W. degree program are required to follow the *NASW Code of Ethics*. Substantiated violations of the *NASW Code of Ethics* may result in dismissal from the B.S.W. degree program.

Academic and Professional Performance and Dismissal from the Program

There may be times when a student's academic or professional performance merit termination from the program; for example, violations the *NASW Code of Ethics* or when Field Education Supervisors may have serious concerns about the professional performance of students, or their health or mental health status. If this occurs, a student's case will be sent to committee consisting of the core social work faculty. The student's case may be substantiated, not substantiated, or declared that there is not enough information to determine. If the case is substantiated, the student may be dismissed from the program, required to attend professional performance advising with a member of the core social work faculty, or they may be referred to an appropriate service agency; for example, the campus mental health clinic for evaluation if needed.

Concerning academic performance, a student is required to make at least a "C" in all required social work courses. Courses with an earned grade of a "D" or less must be retaken. All social work students must maintain an overall GPA of 2.0 and a social work GPA of 2.5. If a student falls below this minimum GPA levels, they are placed on academic probation in the program and given one semester to raise their GPA to or above the minimum requirements. Failure to accomplish this results in the student being removed from the program and placed in a pre-social work status. Students may reapply to the social work program if they are placed in pre-social work status once they have met the requirements of the program.

Concerning professional performance advising, students are required to maintain professional standards consistent with social work professionals in training. This means that they should follow the National Association of Social Workers Code of Ethics, Angelo State University Honor Code, and the Code of Conduct promulgated by the Texas State Board of Social Worker Examiners. While it is perfectly acceptable for social work student to experience health and mental health concerns like all other people, such concerns must not impair their professional performance. If a student's health or mental health condition affects their professional performance in their field education, they may be referred to an appropriate agency or evaluation or other services. The student will need clearance from their health care provider to return to their field education placement.

Prohibition of Independent Practice While a Student and Use of Titles

Social work students of any kind are prohibited from engaging in any form of private or independent practice. They are further prohibited from receiving or taking direct payment for services. Additionally, social work students may refer to themselves as a "Social Work Student," or if they are in field education placement, a "Social Work Field Education Student;" they may not and are prohibited from calling themselves a "Social Worker" or any derivation of the term social worker that would imply to the public that they hold a social work degree or are licensed in social work.

Student Rights

Students have a right to study and work in a non-discriminatory environment. The Angelo State University Social Work Program affirms and respects diversity and difference among students, faculty, field instructors, staff, and others involved in the program. Further, students have a right to appeal certain decisions and file grievances, including but not limited to admission decisions, academic and professional advising comments and recommendations, and so forth. If a student takes issue with a decision made by a social work faculty member, the student is directed to first discuss the issue or circumstance with the particular faculty member. If a resolution to the issue cannot be reached, the student is directed to address their appeal, in writing, to the Social Work Program Director. After the written appeal is received, a conference between the student and Social Work Program Director will be scheduled as soon as possible to address the issue. If a resolution still cannot be reached, the student may appeal the decision in accordance with university policy through the proper channels (see the university undergraduate catalog). In most cases, the decision of the Social Work Program Director; however, students are advised to follow Angelo State University's appeal and grievance policy found in the university undergraduate catalog.

Student and Professional Organizations

The Student Social Work Association (SSWA)

The Student Social Work Association is an official ASU student lead organization in which all Angelo State University students are welcome to join on a voluntary basis. There will be one social work faculty member that will serve as the SSWA's faculty sponsor and liaison with the SSWA's elected president. The SSWA holds meetings to discuss community activities and to generate recommendations for the Social Work Program Director concerning the Social Work Program the SSWA is the primary mechanism for students to organize and have a voice in the Social Work Program. Student recommendations are taken seriously and are a part of the student voice in the Social Work Program. The dues are $25.00 per year (due every April 15$^{th)}$ as voted upon and approved by the SSWA membership. All student members of the SSWA and the faculty in the Department are welcome to attend all meetings and sponsored events held by the association. All events (except monthly meetings) must be approved by the faculty advisor working with the association.

The Phi Alpha Honor Society

Angelo State University is in the process of filing for a local Phi Alpha charter. According to the Phi Alpha website, the purpose of Phi Alpha is "to provide a closer bond among students of social work and promote humanitarian goals and ideals. Phi Alpha fosters high standards of education for social workers and invites into membership those who have attained excellence in scholarship and achievement in social work". The criteria to become an undergraduate student member of Phi Alpha include:

- declared social work as a major;
- achieved sophomore status;

- completed 8 semester hours of required social work courses;
- achieved an overall grade point average of 3.0 and 4.0 scale; and
- achieved a 3.25 grade point average in required social work courses.

Students who meet the above stated criteria are encouraged to apply for membership as soon as ASU has established its local charter.

Professional Social Work Organizations

The following are some of the major social work or social work related organizations in the United States that social work students and professional social workers commonly hold membership:

- Council on Social Work Education
- National Association of Social Workers