

**SOWK 1000**

**INTRODUCTION TO SOCIAL WORK AND SOCIAL WELFARE**

**Instructor**

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**Grading and Due Dates:**

Type	Value	Due	Length
Mid-term Exam (30% multiple choice and 70% short answer)	50%	exam period	3 hours
Final Exam (50% multiple choice and 50% short answer)	50%	exam period	3 hours

**Required Texts**

Term 1: *Social Welfare in Canada: Understanding Income Security*, by Steven Hick, This is a textbook published by Thompson Educational Publishers. This replaces the CoursePack from last year.

Term 2: *Social Work in Canada: An Introduction*, by Steven Hick, This is a textbook published by Thompson Educational Publishers.

All will be available from the Carleton University bookstore.

**Web Site**

There are two web sites for the course. First, a general site for those taking the course via itv is located at <http://www.socialpolicy.ca/slides.htm> This web site is a central component of the course. This site contains a complete schedule of classes and copies

of the PowerPoint slides used in the lectures. Other announcements are also made on this web site.

Secondly, there is a comprehensive web site created for those taking the course via the Internet (not offered in Summer in this manner). This web is located at <http://www.socialpolicy.ca/52100> It can be useful as a resource.

### **Introduction**

Welcome to the course - I hope it is an enjoyable and educational experience.

This course gives you an introduction to Canadian income security, social work and social services. We look at where they came from, why they developed, what they do, how they are organized, and what the social workers that work in, and with them, do. In the course, social welfare is examined not in isolation but, rather, as existing within broader social and economic structures. The course incorporates lectures, discussion, readings, speakers and videos.

Throughout the duration of the course, different levels of government will be discussing and debating about reforming our social welfare system. This course will give you understanding and insight, which will allow you to follow, and perhaps contribute to, the debates about the future of our social welfare system.

### **Classes**

The in-class sessions are the primary source of course learning. The classes will often introduce ideas not in readings, as well as provide a context for the readings. They also provide an opportunity for in-class discussion and questions.

**The course is broadcast on Rogers Cable (65) and Canadian Learning Television.**

Tapes of the classes are held in the Tape Loan Centre, D299 Loeb and can be borrowed or viewed on VCR's right at the Centre. This is a useful service if you missed a class or want to review all or part of a class. I would not, however, recommend that you use these loan tapes as your primary means of accessing the classes because there are limited copies available and at times (often the most crucial times, like right before exams) the demand for them exceeds the supply.

### **Exams**

The exams cover material from all required readings, the in-class lectures, discussions, presentations by guests and the contents of films and videos. There will be essay, short answer and multiple-choice questions on each of the exams. Thirty percent of the mid-term exam and 50% of the final exam will be based on multiple-choice questions. Copies of the graded exams will be available in the social work main office (5<sup>th</sup> floor Dunton Tower) for your perusal. They cannot be removed from the Office. Students who believe that they deserve a higher grade may appeal directly to the Professor. All appeals MUST include a letter specifying where additional grades should be

considered. The Professor will regrade the section you identify, and this becomes your final grade (whether it goes up or down).

## Requests for Academic Accommodations

### **For Students with Disabilities:**

Students with disabilities needing academic accommodations are required to contact a co-ordinator at the Paul Menton Centre to complete the necessary *letters of accommodation*. The student must then make an appointment to discuss their needs with the instructor at least two weeks prior to the first class or ITV test. This is to ensure sufficient time is available to make the necessary accommodation arrangements.

### **For Religious Obligations:**

Students requesting academic accommodation on the basis of religious obligation should make a formal, written request to their instructors for alternate dates and/or means of satisfying academic requirements. Such requests should be made during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist, but no later than two weeks before the compulsory event.

Accommodation is to be worked out directly and on an individual basis between the student and the instructor(s) involved. Instructors will make accommodations in a way that avoids academic disadvantage to the student.

Students or instructors who have questions or want to confirm accommodation eligibility of a religious event or practice may refer to the Equity Services website for a list of holy days and Carleton's Academic Accommodation policies, or may contact an Equity Services Advisor in the Equity Services Department for assistance.

### **For Pregnancy:**

Pregnant students requiring academic accommodations are encouraged to contact an Equity Advisor in Equity Services to complete a *letter of accommodation*. The student must then make an appointment to discuss her needs with the instructor at least two weeks prior to the first academic event in which it is anticipated the accommodation will be required.

## **PLAGIARISM**

Plagiarism is a serious academic offence. For the details of what constitutes plagiarism, the potential penalties and the procedures refer to the section on Instructional Offences on page 48 of the 1999-2000 Undergraduate Calendar.

### **What is Plagiarism?**

Plagiarism is the passing off of someone else's work as your own. The following actions may be described as plagiarism:

- a) copying more than one or two sentences of someone else's written work without acknowledgment;
- b) paraphrasing someone else's work without acknowledgment;
- c) borrowing ideas from someone else's work and presenting them as your own;
- d) copying another student's essay, either in whole or in part;
- e) buying or borrowing someone else's essay and submitting it as your own; submitting one essay to two or more different courses without the agreement of the instructors.

### **What are the Penalties for Plagiarism?**

A student found to have plagiarized an assignment may be subject to one of several penalties including: expulsion; suspension from all studies at Carleton; suspension from full-time studies; and/or a reprimand; a refusal of permission to continue or to register in a specific degree program; academic probation; award of an FNS, A Fail, or an ABS.

### **What are the Procedures?**

All allegations of plagiarism are reported to the faculty of Dean of Public Affairs and Management. Documentation is prepared by instructors and/or departmental chairs.

The Dean writes to the student and the University Ombudsperson about the alleged plagiarism.

The Dean reviews the allegation. If it is not resolved at this level then it is referred to a tribunal appointed by the Senate.