

**The University of Texas at Austin  
School of Social Work**

**Advanced Integrative Capstone  
In Social Work Knowledge and Practice**

<b>Course Number:</b>	385T	<b>Instructor:</b>	Suzanne Potts, LMSW, MPH
<b>Unique Number:</b>	61420	<b>Office Number:</b>	Adjunct Office
<b>Semester:</b>	Spring 2018	<b>Contact Information:</b>	spotts@utexas.edu
<b>Meeting Time/Place:</b>	Tuesdays, Noon CST Canvas/Skype	<b>Office Hours:</b>	By email, phone or Skype

**I. 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 their field internships utilizing a multi-level case study method and prepares students for professional practice. Case studies will require students to intervene at all systems levels. The course will be taken concurrently with students' final field placement (in the spring semester) to enhance reciprocal learning in class and in field.

**II. Course Objectives**

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

<b>1.</b>	formulate and identify relevant social work knowledge and theory
<b>2.</b>	demonstrate an ability to integrate their knowledge, skills, and values and ethics
<b>3.</b>	critically analyze human behavior and social problems at all systems levels
<b>4.</b>	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)
<b>5.</b>	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

### **EPAS Competencies**

The Steve Hicks School of Social Work has been continuously accredited by the Council on Social Work Education (CSWE) since 1952. In order to maintain our accreditation status, the UT SHSSW engages in ongoing curriculum assessment to demonstrate compliance with CSWE’s Education Policies and Accreditation Standards (EPAS).

**Using a common evaluation instrument, this course measures the implementation of knowledge, skills, values, and/or cognitive and affective processes to assess the following competencies:**

#### **Competency 1: Demonstrate Ethical and Professional Behavior**

Outcome 1.1: Identify as social work professionals, demonstrate professional use of self, and articulate the social work role

Outcome 1.2: Critically examine personal values, attitudes and expectations to enhance professional self-awareness and demonstrate competency in managing value differences and ethical dilemmas in practice in accordance with the NASW Code of Ethics.

#### **Competency 2: Engage Diversity and Difference in Practice**

Outcome 2.1: Utilize strengths of differing life experiences to build inclusive communities and multicultural organizations

Outcome 2.2: Engage with and ensure participation of diverse and marginalized community and organizational constituents by identifying and accommodating multilingual and non-literate needs, gender power dynamics, and access for disabilities in assessing, planning and implementing interventions.

#### **Competency 3: Advance Human Rights and Social, Economic, and Environmental Justice**

Outcome 3.1: Advocate for human and civil rights individually and collectively

Outcome 3.2: Demonstrate understanding of indicators that show improved well-being for communities and organizations, and where possible, incorporate evaluative measures of well-being that integrate improvements in social, economic, political and environmental realms.

#### **Competency 4: Engage In Practice-informed Research and Research-informed Practice**

Outcome 4.1: Utilize theories of community and organizational behavior in assessment and analysis of macro interventions

Outcome 4.2: Construct and utilize best practice and evidence-informed research to develop and implement community and organizational interventions

**Competency 5: Engage in Policy Practice**

Outcome 5.1: Analyze policies from historical, current, and global perspectives with particular understanding of the role of social, economic, and political forces on policy formulation and the implications for less powerful and oppressed groups

Outcome 5.2: Actively engage in the policy arena on behalf of community and organizational interests, working collaboratively to formulate policies that improve the effectiveness of social services and the well-being of all people.

**Competency 6: Engage with Individuals, Families, Groups, Organizations, and Communities**

Outcome 6.1: Use participatory methods to engage with diverse communities, their constituencies, and/or the organizations that serve them

Outcome 6.2: Use the principles of relationship building and inter-professional collaboration to guide professional practice that cuts across multiple levels of practice.

**Competency 7: Assess Individuals, Families, Groups, Organizations, and Communities**

Outcome 7.1: Assess the range of information, based on research, evidence, and practice strategies that will enhance planning for programs and services to improve human wellbeing

Outcome 7.2: Work with communities, their constituents and the organizations that serve them to assess their capacities, strengths and needs.

**Competency 8: Intervene with Individuals, Families, Groups, Organizations, and Communities**

Outcome 8.1: Collaborate with other professionals to develop interventions that prevent social problems, expand opportunities, and enhance quality of life

Outcome 8.2: Advocate for and support the most inclusive strategies to help all community members reach their full potential.

**Competency 9: Evaluate Practice with Individuals, Families, Groups, Organizations, and Communities**

Outcome 9.1: Apply appropriate evaluation methods to develop and recommend program and/or policy changes that enhance practice outcomes

Outcome 9.2: Use participatory models to involve community and organizational constituents in evaluating the effectiveness of interventions in order to recommend future actions.

### **III. Teaching Methods**

This class will incorporate a dual learning approach of integrative and collaborative learning. Each student will design a major project, approved by the instructor, which they will complete during the semester. The collaborative learning process will be facilitated in two ways. First, students will “meet” individually with the instructor during the semester for individual consultation on their project. Second students, will provide and receive constructive feedback from other students in the class with the goal of (1) further developing skill in giving and receiving feedback and (2) improving the quality of the student projects as a whole. Course materials will be presented through Canvas. Integrative learning will be incorporated primarily through decision case studies and discussion designed to stimulate students’ critical thinking,

decision-making, and creativity in macro practice. The Canvas Conferences feature will be utilized for group class time. Students will receive a how-to video before the beginning of class which details how to view a Canvas Conference course.

In addition, the course will focus on preparing students to transition from being a social work student to a social work professional. Emphasis will be placed on preparing students to translate their skills into a multi-disciplinary work environment. This will be done thru the practice of giving and receiving feedback, discussion with the instructor, and with other social work professionals with the assistance of the DiNitto Center.

#### **IV. Required and Recommended Reading**

Students will not need to purchase a text for this class. Readings will be available online via the class Canvas page. Assigned reading will be minimal, however each student is expected to do extensive reading related to their specific class project. This will include background for their project’s problem statement, 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.

Additional recommended readings are available via Canvas for additional study in one’s macro area of interest.

#### **V. Course Requirements**

Graded assignment categories are listed below, along with their point values.

<b>ASSIGNMENT</b>	<b>POINT VALUE</b>	<b>TOTAL POINTS</b>	<b>DUE DATE*</b>
<b>Macro Practice Project</b> <i>Presentation</i> <i>Written Report</i>	20 points 30 points	50	May 4 <sup>th</sup> , noon
<b>Individual Peer Feedback on Macro Project &amp; Speed Interviewing</b>	4 @ 4 points each	16	Feb. 20 March 6 <sup>th</sup> April 10 <sup>th</sup> & 24th
<b>Social Work Inventory</b>	10 points	10	April 24th
<b>Case Presentation from Field</b>	10 points	10	March 20 <sup>th</sup> or 27 <sup>th</sup>
<b>Contribution to Class Learning and Case Discussion</b>	14 points	14	
<b>Total Points</b>		100 points	

\*Assignments are due by the beginning of class time (9:30am CST) unless otherwise noted.

Assignment descriptions are as follows. Additional information regarding each assignment is available on Canvas. Please feel free to ask for clarification at any time during the course either individually or during our course time:

### **EBP Macro Practice Project**

The Macro Practice Project for this course will require students to complete a substantive and meaningful project that helps them integrate classroom knowledge and skills within an 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 issue and prepare and present a professional quality report with recommendations based on research results.

During the first 2 weeks of the semester, students will read about and discuss in class what an evidence-based macro practice model is which provides the framework for this project. The evidence-based macro practice model outlines a 5 step 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, project can cover a wide range of social problems, populations, methodologies, and levels of analysis. Projects might relate to knowledge and skills associated with, but not limited to, such things as program evaluation, program planning/development, community/organization needs assessment, community/organization change initiative, community/organizational development, process analysis, policy 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 instructor to discuss this.

#### *Written Report*

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 instructor **before noon CST on Friday, February 2nd**. As soon as the student receives approval from the instructor, they may begin working on the project. Proposals should be submitted via email. **Please name the file as follows: Your Last Name\_385T\_Proposal. Include the file name as the subject line.** Once the proposal has been approved by the instructor, students should post the proposal in their partner page in Canvas.

Sections of the project will be submitted to the instructor and a fellow student partner for review and constructive feedback throughout the semester (see schedule). These sections will

be considered drafts, with revisions expected based on feedback from the instructor and other students.

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, which is as follows:

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

In addition to the main content of the report, it should include a title page, table of contents, acknowledgements (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 APA style. In other words, the final report should look like a professional document. The final report is due **no later than noon CST on Friday, May 4, 2018**. This gives you a few days after your presentation to finalize your report and incorporate any feedback you received during your presentation.

#### *Macro Project Presentation*

In addition to the written report, each student will present their project at the last class using 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 last class is required.

#### **Individual 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. Students will have the opportunity to provide both types of feedback through the macro project and speed interviewing process at four different time points as noted on the course schedule.

Students will submit a draft of their project report for review and feedback from another student in the class. Partners will be assigned after the projects have been approved. I will attempt to partner students with someone else whose project shares something in common, i.e. methodology, level of analysis, population, etc. Drafts will be due before noon CST on the Friday indicated, uploaded to a shared page in Canvas where their partner has access to it. Prior to noon on the following Tuesday, students will review and provide written feedback which will also be uploaded to the shared page so the other partner can access that feedback. An effective way to provide feedback is by using the “Comments” and “Track Changes” functions under the “Review” tab in MS Word.

Prior to class on these weeks, students should review the feedback from their fellow students and make note of any questions or comments they might have. Partners will have the opportunity to hear feedback from each other and ask for clarification on the written feedback they received “in class.”

### **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 framework; 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 will help you prepare for professional practice and future development.

### **Case Presentation from Field**

Each student will present a case from her/his current field placement. The presentation of case information should be approximately 20 minutes and a group discussion afterwards is scheduled for approximately 20 minutes. Students must prepare a brief handout with the important case elements for distribution to the class (upload to Canvas). All class members must be prepared to give feedback, including asking questions, talking about options, identifying underlying issues, and making an assessment.

### **Contribution to Class Learning and Case Discussion**

Your contribution to the success of this course is essential. Hence, students are expected to actively contribute to the class discussions and learning in and outside the designated class time and will be evaluated according to the criteria listed below. Students also may be asked to assess themselves, peers, or group members to inform the evaluation in this area, per the instructor’s discretion.

- **Preparation** – Student is prepared for class demonstrated by being oriented to that day’s topic, and reading cases & readings when assigned.
- **Quality of Participation** – Student contributes in a meaningful way to course discussions and small group activities. Participation in course discussions advances the depth of course learning. Student responses demonstrate competency in synthesizing and analyzing course content as well as knowledge in a specific area.
- **Frequency of Participation** – Student actively participates in class discussions. They are consistently on time to class and stay for the entire course session.
- **Leadership** – Students volunteer to lead class discussion, ask critical questions, and play an active role in small group and overall learning of the course.

## **VI. Class Policies**

**CALENDARS.** Spring Classes begin on Tuesday, January 16<sup>th</sup>. The complete 2017-18 academic calendar is available here: <https://registrar.utexas.edu/calendars/17-18>

**EVENING CLASS EMERGENCIES.** Each semester we ask one faculty member who is teaching in the evening to be the lead person responsible in case of an emergency after the staff has left for the day. This person is responsible for assessing the nature of the emergency and making the initial decision about the appropriate response. Of course, each faculty member is responsible for the safety of her or his own class. When a fire alarm or siren goes off, you must first determine if the threat is inside the building or outside. If it is a fire alarm, most likely the threat is inside and you need to evacuate the building as quickly as possible. In such cases, exit through the main entrance to the building and move away from the building far enough that we do not interfere with emergency vehicles as they arrive. If the threat is outside the building, such as a tornado warning, move students to a safe place in the lower level of the building away from glass windows. We encourage all faculty to sign up to receive text messages via cell phone regarding emergency situations on campus. You can do so at: <http://www.utexas.edu/emergency/>

The lead person is responsible for securing the building. In the event of an evacuation, as quickly and safely as possible they should search the entire building, including restrooms, to make sure no one is left in the building. When they exit the building, they notify emergency personnel on the scene that the building has been searched and that, to the best of their knowledge, it is clear. If the threat is outside, keep everyone inside and lock down the building. Ask other faculty to monitor each of the entrances to the building to make sure students do not leave.

The following faculty will be the lead faculty for each night in the Spring 2018 semester:

Monday: **Arlene Montgomery**

Tuesday: **Cal Streeter**

Wednesday: **Mitch Sudolsky**

Thursday: **Mary Beer**

Friday: **NO EVENING COURSES MEET**

**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 AND CIVILITY IN THE CLASSROOM.** 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. A course brings together a group of diverse individuals with various backgrounds. Students are influenced and shaped by such factors as ethnicity, gender, sex, physical abilities, religious and political beliefs, national origins, and sexual orientations, among others. We expect to learn



from each other in an atmosphere of positive engagement and mutual respect. Social Work also deals with complex and controversial issues. These issues may be challenging and uncomfortable, and it would be impossible to offer a substantive classroom experience that did not include potentially difficult conversations relating to challenging issues. In this environment we will be exposed to diverse ideas and opinions, and sometimes we will not agree with the ideas expressed by others. Nevertheless, the professor requires that students engage one another with civility, respect, and professionalism.

**CLASSROOM COURTESY.** As a courtesy to the class that meets after your class, please ask your students to dispose of trash and to return the chairs and desks to rows or some sort of organized arrangement. When there are back-to-back classes scheduled in the same classroom, please be mindful of when to end your class time. According to the UT course catalog, fall and spring semester classes that meet on Monday, Wednesday, and Friday are scheduled for an hour (fifty minutes with a ten-minute interval between classes); classes that meet on Tuesday and Thursday are scheduled for an hour and a half (seventy-five minutes with a fifteen-minute interval between classes). Teaching a three credit hour class is based on 150 minutes of contact time each week. In short, please let your students out of class 10 to 15 minutes early. This gives the next instructor time to come in and get set up for class, and also gives students a brief break between classes.

**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). A student should present the letter to the professor at the beginning of the semester so that needed accommodations can be discussed and followed. The student should remind the professor of any testing accommodations no later than five business days before an exam. More information may be found at <http://diversity.utexas.edu/disability/>.

**UNANTICIPATED DISTRESS.** Students may experience unexpected and/or distressing reactions to course readings, videos, conversations, and assignments. If so, students are encouraged to inform the professor. The professor can be responsive and supportive regarding students' participation in course assignments and activities, but students are responsible for communicating clearly what kind of support is desired. If counseling is needed, students may contact a service provider of their choosing, including the UT Counseling Center at [512-471-3515](tel:512-471-3515) or online at <https://cmhc.utexas.edu/>.

**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/conduct/>).

**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.

**USE OF COURSE MATERIALS.** The materials used in this course, including, but not limited to exams, quizzes, and homework assignments, are copyright protected works. Any unauthorized duplication of the course materials is a violation of federal law and may result in disciplinary action being taken against the student. Additionally, the sharing of course materials without the specific, express approval of the professor 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 sharing includes, among other things, uploading class materials to websites for the purpose of distributing those materials to other current or future students.

**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, examination, work assignment, or 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.

**CAMPUS CARRY POLICY.** The University’s policy on concealed fire arms may be found here: <https://campuscarry.utexas.edu>. You also may find this information by accessing the Quick Links menu on the School’s website.

**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 for keeping the university informed about a change of 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 <https://cio.utexas.edu/policies/university-electronic-mail-student-notification-policy>.

**CLASSROOM CONFIDENTIALITY.** Information shared in class about agencies, clients, and personal matters is considered confidential per the NASW Code of Ethics on educational supervision and is protected by regulations of the Family Educational Rights and Privacy Act (FERPA) as well. As such, sharing this information with individuals outside of the educational context is not permitted. Violations of confidentiality could result in actions taken according to the policies and procedure for review of academic performance located in sections 3.0, 3.1, and 3.2 of the Standards for Social Work Education.

**TITLE IX REPORTING.** In accordance with Title IX of the Education Amendments of 1972, the University of Texas at Austin is committed to maintaining a learning environment that is free from discriminatory conduct based on gender. Faculty, instructors, staff, and/or teaching assistants in their supervisory roles are mandated reporters of incidents of sex discrimination, sexual harassment, sexual violence, or sexual misconduct. Students who report such incidents will be informed of University resources. Incidents will be reported to the University’s Title IX Coordinator and/or the Title IX Deputy for the SSW, Professor Tanya Voss. Students, faculty and staff may contact Professor Voss to report incidents or to obtain information. Further information, including student resources related to Title IX, may also be found at <http://socialwork.utexas.edu/dl/files/academic-programs/other/qrg-sexualharassment.pdf>.

**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 between 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](tel:512-232-5050) or visit <http://operations.utexas.edu/units/csas/bcal.php>.

**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 in the classroom and the building. Remember that the nearest exit door may not be the one you used when entering 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.

**GRADING SCALE.**

94.0 and above	A
90.0 to 93.999	A-
87.0 to 89.999	B+
84.0 to 86.999	B
80.0 to 83.999	B-
77.0 to 79.999	C+
74.0 to 76.999	C
70.0 to 73.999	C-
67.0 to 69.999	D+
64.0 to 66.999	D
60.0 to 63.999	D-
Below 60.0	F

**FINAL EXAM POLICIES.** Faculty Council legislation requires that this information be circulated to the faculty at the beginning of classes each semester:

Prohibition of Substantial Examinations during Last Class Week, Reading Days, and No-Class Days. No final examinations may be given before the examination period begins, and no change in time from that printed in the official schedule is permitted. An instructor with a compelling reason to change the time of an examination must obtain the approval of the department chair and the dean of the college or school in which the course is taught before announcing an alternative examination procedure to the students. No substantial examinations may be given during the last class week or during the reading days and the no-class days included in the final examination period. An examination counting for more than 30% of the final course grade is considered to be substantial. A change in the room assignment for an examination may be

made only with the approval of the registrar. See:  
<https://registrar.utexas.edu/students/exams/policies>

**VIII. Course Schedule**

<b>Date</b>	<b>Description/Readings</b>
1/16/18	Introduction and course interview
1/23/18	Evidence Based Macro Practice  <b>Complete readings under Canvas module (Class 2: Evidence-Based Macro Practice Readings)</b> Netting and O’Conner. (2008). Recognizing the need for Evidence-Based Macro Practice in Organizational and Community Settings.  Ohmer, M.L. (2008). Assessing and Developing the Evidence Based Macro Practice Interventions with a Community and Neighborhood focus.  Fogel, S.J. & Moore, K.A. (2011). Collaboration Among Diverse Organizations: Building Evidence to Support Community Partnerships  Minkler, M. (2004). Community Organizing with the Elderly Poor in San Francisco’s Tenderloin District.  Hofer, R. & Jordan, K. (2008). Missing Link in Evidence-Based Practice for Macro Social Work.
1/30/18	Individual consultation  <b>Project proposal due at or before noon CST, February 2.</b>
2/6/18	Group Case Discussion from sample case
2/13/18	Individual consultation  <b>Revised problem statement and answerable practice question due to partner no later than noon CST on Friday, February 16<sup>th</sup>.</b>  <b>Written feedback to partner due no later than noon CST on Tuesday, February 20.</b>
2/20/18	Verbal feedback & discussion on problem statement and answerable practice question.
2/27/18	Individual consultation  <b>Literature review due to partner no later than noon CST on Friday, March 2nd.</b> <b>Written feedback to partner due no later than noon CST on Tuesday, March 6<sup>th</sup>.</b>

3/6/18	Verbal feedback & discussion on literature review
3/13/18	SPRING BREAK
3/20/18	<b>Case Presentations (2)</b>
3/27/18	<b>Case Presentations (2)</b>
4/3/18	Speed Interviewing “dress rehearsal” with partner  <b>Speed Interviewing feedback to partner due no later than noon CST on Tuesday, April 10<sup>th</sup>.</b>
4/10/18	Individual consultation
4/17/18	Speed Interviewing Workshop: matched with professionals from the DiNitto Center  <b>Draft of project report and/or presentation due to partner no later than noon CST on Friday, April 20<sup>th</sup>.</b>  <b>Feedback to partner due no later than noon on Tuesday, April 24<sup>th</sup>.</b>
4/24/18	Verbal feedback, consultation & discussion regarding macro project  <b>SW Inventory Due</b>
5/1/18	<b>Macro Project Presentations</b>  <b>Written Report due no later than noon CST on Friday, May 4<sup>th</sup>.</b>