



Course title:	Introduction to Community Organization, Management, Policy, and Evaluation Practice	
Course #/term:	SW 560.006, Fall 2020	
Time and place:	Mondays, 18:00 – 19:30 eastern, online via Zoom	
Credit hours:	3	
Prerequisites:	none	
Instructor:	Carrie Rheingans	
Pronouns:	She, her, hers	
Contact info:	Email: crheinga@umich.edu	Phone: 734-417-2537
	You may expect a response within 72 hours	
Office:	N/A – online meetings only	
Office hours:	By appointment only, use “SW 560 Office Hours Appointment Request” in email subject	

1. Course Statement

a. Course description

This course is a social work foundation offering in methods for macro practice, specifically community organization, management, and policy advocacy. It is partly survey in nature, touching on a range of methods, strategies, and skills. It provides an appreciation of the historical and contemporary importance of these social work methods. The relevance of these methods to diverse populations and identities is addressed. Aspects of culturally sensitive and socially just practice are emphasized.

b. Course objectives and competencies

On completion of this course, students using a generalist social work practice framework will be able to:

1. Describe the historical, social, political and economic forces that have shaped and continue to shape macro practice in social work. (Practice Behaviors 4.1, 9.1)
2. Identify community organization, management, and policy-advocacy strategies for dealing with contemporary social work and social welfare problems. (Practice Behaviors 1.1, 3.1, 5.2, 5.3, 6.2, 8.1)
3. Demonstrate beginning level community organization, management, and policy advocacy skills in promoting social work values. (Practice Behaviors 3.1, 3.3, 4.3, 5.2, 5.3, 8.1, 8.2, 9.2, 10.c.1, 10.c.2, 10.c.3, 10.c.4, 10.c.5, 10.d.1)
4. Apply NASW's Code of Ethics and other professional codes to the selection of action strategies,

and in particular applying them to those situations which affect disadvantaged/discriminated against populations. (Practice Behaviors 1.3, 2.1, 2.2, 2.4, 4.2, 5.3)

5. Demonstrate the ability to utilize selected macro assessment tools (e.g., community profiles, asset maps, community needs and strengths assessment, Census data analysis, windshield surveys, SWOT analysis, force field analysis, flow-charts, nominal group technique, task analysis, and ethical analysis) to develop client-centered interventions. (Practice Behaviors 3.1, 3.2, 7.1, 7.2; 10.b.1, 10.b.2, 10.b.3, 10.b.4, 10.c.1, 10.c.2, 10.c.3, 10.c.4, 10.c.5)

6. Specify/identify those situations in which social workers are likely to be central to addressing major social welfare concerns. (Practice Behaviors 5.3, 7.2)

7. Identify salient connections between macro practice and interpersonal practice. (Practice Behaviors 3.2, 7.1, 7.2)

c. Course design

This course will use multiple methods including, but not limited to, lectures, role plays, demonstrations, videos, podcasts, readings, discussions, written assignments, individual, and group exercises. The course will be assigned using a point system out of 100 total available points, which will then be converted into letter grades at the end of the semester.

COMMUNICATIONS FROM YOUR INSTRUCTOR

I will communicate with you both through Canvas and the class email address for our section – all class participants, and *only* class participants can use: SW-560-006-F2020@umich.edu

2. SW 560.006-Specific Information

CLASS SESSION OUTLINE

Weekly activities and readings available on Canvas.

August 31 – Session 1

Orientation to the course and technology tools to be used

September 7 – NO CLASS – Labor Day

September 14 – Session 2 – CANCELED due to GEO Strike

September 21 – Session 3

History, context, and components of macro practice
Working in teams in macro social work

September 28 – Session 4

Communication styles and teamwork
Assessment: collecting data (quantitative and qualitative), identifying assets

Key Voting Dates - 2020

ASAP: Register to vote

9/21-11/2: Early voting period

10/19: Deadline to register online or by mail (postmarked)

10/30: deadline to request ballot by mail

11/3: ELECTION DAY
You can register to vote at certain locations – but NOT your polling place

[Michigan Secretary of State website](#)

October 5 – Session 5

Community and organizational assessment. Defining community and organizations

October 12 – Session 6

Advocacy – individual, organizational, community, policy

October 19 – Session 7 – DUE: Needs Assessment

Organizing and mobilizing communities, models of community organizing and engagement

October 26 – Session 8

Program and policy development, implementation, monitoring, and evaluation

November 2 – Session 9

Human resources management and managing staff in organizations

November 9 – Session 10

Organizational management, visioning, and strategic planning. Resources development, budgeting, and grant writing

November 16 – Session 11 – DUE: Intervention, Engagement, and Evaluation Plan

Ethics in macro practice. Future of macro social work. Integrating all levels of social work practice – individual, organizational, community, policy

November 23 – NO CLASS – Thanksgiving Break

November 30 – Session 12 – DUE: Presentation and Supporting Materials (all groups)

Groups 1-5 presentations

December 7 – Session 13

Groups 6-10 presentations

ASSIGNMENTS

Assignments are due by the dates and times listed on the course Canvas site, and should be submitted via Canvas. Written assignments are due by 18:00 on the day they are due. All assignments will be graded by a points system, with a total of 100 points at the end of the semester. Points will then be converted to letter grades, using the following scale:

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- A+: 97-100
- A: 93-96
- A-: 90-92
- B+: 87-89
- B: 83-86
- B-: 80-82
- C+: 77-79
- C: 73-76
- C-: 70-72

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Please use an 11-point sans serif font, single spacing, and 1-inch margins on submitted assignments. Sans serif fonts include Arial, Calibri, Franklin Gothic Book, Lucida Sans, Microsoft Sans Serif, Tahoma, Trebuchet, and Verdana.

Assignment	Due date	Percent of overall grade
Part I – Needs Assessment	October 19	20%
Part II – Intervention, Engagement, and Evaluation Plan	November 16	30%
Part III – Presentation and Materials	November 30	30%
Attendance & Participation	Ongoing (includes surveys, assessments, discussion boards, synchronous class sessions, etc.)	20%

a. Attendance and class participation

Attendance: Class attendance is required. During this remote, all-online semester, use of cameras and audio during synchronous sessions is encouraged, but not required. Please notify the instructor at the beginning of the semester if religious observances or other unavoidable obligations will conflict with class or due dates for assignments so that we can make appropriate arrangements. Any assignment due on a missed class day must be submitted, on-time, via Canvas, unless other arrangements have been made with the instructor. Class will begin promptly at 18:00 (6:00 pm). Coming to class more than 10 minutes late more than once, or leaving early, unless you have received prior authorization, will be considered an absence. You are responsible for getting class materials and notes from your classmates if you are unable to attend. [Policy on Class Attendance](#) found in the MSW Student Guide.

Making up an Absence: With approval, one absence may be “made up” by completing activity(ies) related to the topic that day. You must contact me within 24 hours of the missed class to arrange for this option. Since this course is built on doing activities in class, it may not be possible to complete a make-up activity, because we cannot expect the rest of the class to do the activity over again outside class. Students with absences that are not “made up” will receive a one level (e.g. A to A-) reduction in your final grade. Each additional absence will reduce your final grade an additional level.

Participation in Discussion & Activities: Discussions and group activities are a critical aspect of active learning at the graduate level. Therefore, active participation is required. Engagement

with asynchronous content and activities will be taken into account when considering your participation grade. As an adult learner, you are expected to actively contribute to small and large group discussions. Your contributions must show evidence of reflection on the content and meaning of class materials, and participation in presentations, activities and discussion.

ASYNCHRONOUS CONTENT: READINGS, VIDEOS, OUTSIDE ACTIVITIES, ETC.

Weekly course content will be linked on the course Canvas site. Content labeled “required” is the required for that week and will be the subject of discussion board posts and interactions, while those listed “optional” are optional for the week. Students are encouraged to share new/*ad hoc* material with each other and the instructor as they come across it outside of class. Students are encouraged to attend other campus and community activities and events and bring those experiences into class discussions, both online and during synchronous sessions (examples: lectures, symposia, protests, election-related activities, field placements, volunteer work)

ONLINE DISCUSSIONS

Each week, discussion prompts will be posted on the Canvas site with instructions for students to gain full participation points for contributing.

WEEKLY SYNCHRONOUS SESSIONS AND IN-CLASS ACTIVITIES

Each week’s synchronous session will happen between 18:00-19:30 (6:00-7:30pm), with a break during that time. Each session will contain a mix of activities and discussions, and rarely will lectures happen during that time.

b. Grading

Please review the MSW Student Guide policies on [Grades in Academic Courses and in Field Instruction](#) as well as [Student Grievance procedures](#) and the [policy for grading in special circumstances](#).

c. COVID-19 Statement

For the safety of all students, faculty, and staff on campus, it is important for each of us to be mindful of safety measures that have been put in place for our protection. By returning to campus, you have acknowledged your responsibility for protecting the collective health of our community. Your participation in this course on an in-person/hybrid basis is conditional upon your adherence to all safety measures mandated by the state of Michigan and the University, including maintaining physical distancing of six feet from others, and properly wearing a face covering in class. Other applicable safety measures may be described in the [Wolverine Culture of Care](#) and the [University’s Face Covering Policy for COVID-19](#). Your ability to participate in this course in-person/hybrid may be impacted by failure to comply with campus safety measures. Individuals seeking to request an accommodation related to the face covering requirement under the Americans with Disabilities Act should contact the [Office for Institutional Equity](#). If you are unable or unwilling to adhere to these safety measures while in a face-to-face class setting, you will be required to participate on a remote basis. I also encourage you to

review the [Statement of Student Rights and Responsibilities](#) and the [COVID-related Addendum to the Statement of Student Rights and Responsibilities](#).

d. Health-Related Class Absences

Please evaluate your own health status regularly and refrain from attending class and coming to campus if you are ill. You are encouraged to seek appropriate medical attention for treatment. School of Social Work students who miss class due to illness of any kind will be given opportunities to access course materials online or provided with alternative learning opportunities. Please notify me by email about your absence as soon as practical, so that I can make accommodations. Please note that documentation (a doctor's note) for medical excuses is *not* required.

STUDENT MENTAL HEALTH AND WELLBEING

University of Michigan is committed to advancing the mental health and wellbeing of its students. If you or someone you know is feeling overwhelmed, depressed, and/or in need of support, services are available. For help, contact **Counseling and Psychological Services (CAPS)** at [\(734\) 764-8312](tel:734-764-8312) and <https://caps.umich.edu/> during and after hours, on weekends and holidays, or through its counselors physically located in schools on both North and Central Campus. You may also consult **University Health Service (UHS)** at [\(734\) 764-8320](tel:734-764-8320) and <https://www.uhs.umich.edu/mentalhealthsvcs>, or for alcohol or drug concerns, see www.uhs.umich.edu/aodresources.

Additional School and University policies, information and resources are available here: <https://ssw.umich.edu/standard-policies-information-resources>. They include:

- *Safety and emergency preparedness*
- *Mental health and well-being*
- *Teaching evaluations*
- *Proper use of names and pronouns*
- *Accommodations for students with disabilities*
- *Religious/spiritual observances*
- *Military deployment*
- *Writing skills and expectations*
- *Academic integrity and plagiarism*