



Course title: Participatory Facilitation for Community Action and Social Change

Course #/term: SW 300, Winter 2021

Time and place: Online

Credit hours: 3

Prerequisites: None

Instructor: Katie Richards-Schuster, Associate Professor, Undergraduate Minor Program Director

Pronouns: She/Her/Hers

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Office: 3850 SSW

Office hours: Before/After Class, or By Appointment

Course Description

Participatory facilitation is the process of increasing the participation of diverse people within groups and community contexts for community action and social change. Emphasis will be placed on understanding theories of group work, group process, and emergent strategy. In this course, students will develop skills and techniques to strengthen participatory facilitation practices, including understanding intergroup dialogue, liberating structures, participatory planning activities, and alternative forms of facilitation including world cafes and online facilitation practices. Students will explore examples as well as practice skills. Special focus will be on the role of power, privilege, and social identities within a facilitation context.

Competencies:

Upon successful completion of this course, students will:

- Develop knowledge of group work, group process, and emergent strategy theories
- Gain skills and techniques to strengthen participatory facilitation practices, including understanding intergroup dialogue, liberating structures, participatory planning activities, and alternative forms of facilitation including world cafes and online facilitation practices
- Recognize and address issues of ethics and values arising in participatory facilitation contexts

Class Materials

All materials will be posted to Canvas.

Grading and Assignments

An outline of the assignment and due dates is listed in the assignment section of the canvas or your reference.

Assignment Expectations

Due dates are firm. I expect that assignments will be turned in on the day they are due unless there are extenuating circumstances and/or you have talked with me in advance. I reserve the right to mark down papers ½ a grade for each day late in fairness to classmates who turn papers in on-time.

Learning Environment

This class is based on a collaborative learning model—one in which students are both “teachers and learners” in the classroom. During the class, we will have regular opportunities for peer-based learning and teaching activities. This model requires that students be prepared to participate, to take risks and share ideas, to respect diverse opinions, and be open to challenging yourself each class.

My Commitment to You as an Instructor is to:

- Recognize trauma & compounding, on-going stress (including COVID, Systemic Racism, Social Injustice, & Current Society)
- Value participation & engagement (recognizing multiple forms)
- Focus on process, effort & growth not the outcomes- want you to move forward your own work
- Support your critical thinking- about you as a change agent, about authentic and critical community change
- Acknowledge experience- you each bring knowledge, expertise in your own lives (All teachers & learners)
- Building community where we can work & learn together (on-going)
- Support you- as a person & a student

General Class Structure

We will meet synchronously each week for class. Synchronous class meetings will be roughly (1.5-2 hours). Weekly meetings will include:

- Whole Group, Small Group Work
- Interactive & Discussion Based
- Home Groups (Discussion & Work Groups)
- Participatory-Led Work

In addition to the weekly meetings, students will be expected to engage in additional out of class time work. This includes reviewing preparation materials (readings, websites, toolkits). Completing pre-class work (e.g. surveys, writing activities, quizzes) and/or working in small groups to prepare assignments for class (e.g ice-breaker, home group projects, facilitation work, prep for class). The out of class time work will be used for discussion during our weekly meeting.

Week-by-week plans can be found in the modules on canvas.

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.

Recording of Class (Audio & Video)

Audio and video recording of in-class lectures and discussions is prohibited without the advance written permission of the instructor. Students with an approved accommodation from the Office of Services for Students with Disabilities permitting the recording of class meetings must present documentation to the instructor in advance of any recording being done. The instructor reserves the right to disallow recording for a portion of any class time where privacy is a special concern. If the instructor chooses to record a class, they will decide which classes, if any, are recorded, what portion of each class is recorded, and whether a recording is made available on the course management website. On days when classes are recorded, students will be notified in advance that a recording will occur and be provided with an option to opt-out. Class recordings and course materials may not be reproduced, sold, published or distributed to others, in whole or in part, without the written consent of the instructor.

Attendance Expectations & Camera

I expect that students will be engaged in class and ready to start at 12 noon. I will expect that people come to class having read the materials and bringing examples from the readings and from one's experience to share. My commitment is to create an environment where people feel a part of a community. That may be tough in the online space- but to do this- I hope that you will commit to staying focused during our class time. The expectation is that you will keep your camera on during the zoom calls.

*If you have a reason why you cannot have your camera on, please talk to me ASAP.

Plagiarism

I take plagiarism seriously. Plagiarism is when you attribute others' ideas and/or exact words as your own. This includes ideas and/or passages from the readings, class activities, peers, and from the Internet, among others. I expect that all sources used will be cited or referenced. If I suspect plagiarism, I will follow the University's protocol for disciplinary action. This could mean a lost of points, failure of a grade, and/or other consequences. If you have questions, please do not hesitate to ask.

Personal Issues and Special Accommodations

Please see me if you have any concerns about the class, your participation in the class, or have personal issues that relate to the class. I am more than happy to meet with you at any point to discuss your situation or to address any special accommodations. I am also available to assist you with accessing school or university-based resources you may need during the semester.

As a reminder, if you will require special accommodations for class and/or assignments, please see me as soon as possible.

Class Policies

This is a Social Work course and therefore we follow the policies and practices of the School of Social Work. For more information, please see:

<https://ssw.umich.edu/standard-policies-information-resources> (Links to an external site.).

Grading Rubric

Scores on the preceding assignments are cumulative and will be converted to a final letter grade at the end of the semester according to the following scale:

94-100 =A

91-93 = A-

87-90 = B+

84-86 = B

81-83 = B-

77-80 = C+

74-76 = C

71-73 = C-

70- 0 = No Record COVID (NRC)

Course Summary:

Date	Details	Due
Mon Mar 1, 2021	Assignment Participatory Facilitation 101 “Re-Imagining Meetings” Individual Essay (20%)	due by 11:59pm
Thu Mar 4, 2021	Assignment Midterm Participation Assessment	due by 11:59pm
Thu Apr 22, 2021	Assignment Final Paper/Project- Application of Ideas (20%)	due by 11:59pm
	Assignment Foundation Assignment Overview	
	Assignment Icebreaker Facilitation (Information & Google Folder Submission Link)	
	Assignment Individual Appreciation and Reflection	
	Assignment Participation & Individual Effort (10%)	
	Assignment Presentation of Example of a Workshop/Organization/Group that Promotes Participatory Facilitation for Community Change	
	Assignment Reflection on a “21 List” on Key Ideas, Skills, Concepts	

Date

Details

Due

Assignment [Skills Facilitation](#)
