**Course title:** Social Work Capstone – Micro  
**Course #/term:** SW 699-007 Fall Semester 2022  
**Time and** Thursdays 6:00pm-9pm  
**Credit hours:** (ONE) 1  
**Prerequisites:** SW 590 or permission of instructor  
**Instructor:** Brooke Buys, PhD, LLMSW  
**Pronouns:** She/her  
**Email:** bbbuys@umich.edu  
*You may expect a response within 24-48 hours*  
**Office:** By appointment – Please e-mail me to schedule

**Course Statement**

This Capstone course will provide students an opportunity to reflect on their social work education, as well as look forward to their future social work career. Students will explore concepts of professional resilience and social work identity, as well as gain an understanding of lifelong learning as a core value of the social work profession. The course will provide an opportunity for students to integrate and apply learning from their academic career in a comprehensive manner. The course will assess the students’ overall mastery of social work competencies, as demonstrated through products produced over the course of their study and collected in a professional portfolio. Students will be given the opportunity to develop a cover letter and resume, as well as explore interviewing and negotiating skills necessary to secure a social work position upon graduation.

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**Course Objectives and Competencies:**
Identify the importance of lifelong learning, including the effective use of supervision and consultation (Essential 37; EPAS 1). Demonstrate the use of effective communication strategies to market yourself as a professional social worker (Essential 41; EPAS 1, 6, 8).

Develop a plan for professional resiliency (Essential 43; EPAS 1). Apply the 4 core components of emotional intelligence to future growth as a social worker (Essential 42; EPAS 1). Reflect on social work learning, especially related to key social work competencies (Essential 42; EPAS 1).

**Design:**

This course will use multiple methods including but not limited to: lectures, demonstrations, case studies, readings, guest speakers, discussions, written assignments, individual and group exercises. The course will make use of a computer based portfolio system.

**Intensive Focus on Privilege, Oppression, Diversity and Social Justice (PODS):**

This course will integrate PODS (privilege, oppression, diversity and social justice) as the framework through which social work practice is viewed. Students will explore how these concepts manifest in social work practice. Students will provide a demonstration of a product or assignment, and reflect on the relationship to PODS.

This course integrates PODS content and skills with a special emphasis on the identification of theories, practice and/or policies that promote social justice, illuminate injustices and are consistent with scientific and professional knowledge. Through the use of a variety of instructional methods, this course will support students developing a vision of social justice, learn to recognize and reduce mechanisms that support oppression and injustice, work toward social justice processes, apply intersectionality and intercultural frameworks and strengthen critical consciousness, self-knowledge and self-awareness to facilitate PODS learning.

**Class Requirements:**

Participation will be graded by attendance in class, and or communication to the instructor when absence is expected. In addition, demonstration of skills in class and participation in group and individual assignments in class will be counted towards participation. Note: It is YOUR responsibility as the student to inform the instructor if you plan to be significantly late (15+ min), need to leave early, absent or need to make-up work. You can email ahead of time to coordinate as needed.

**Attendance and Class Participation:**
Attendance is necessary but not sufficient for engaging fully in course material. Participation is assessed by level of engagement in the course, including taking part in group activities, providing feedback to peers, asking questions, and contributing to class discussions. If personal or professional circumstances require your absence from class or tardiness, please contact the instructor. Note that, even if you are absent from a class, you are still responsible for learning the material and submitting any assignments due that day. Please review the Policy on Class Attendance found in the MSW Student Guide. Also see information regarding COVID-19 and Health-Related Class Absences below.

**Student Time Expectation:**

This is a 1-credit course and is offered in person. This means that, as a student, you are expected to spend a total of 37.5 hours of work per semester, this includes classroom time and out of classroom time spent on materials. Because we meet for 5 classes, that means 7.5 hours per week we meet (3 hours class time, 4.5 hours out of class time).

**Text and Class Materials:**

Required readings and required videos to watch will be posted to Canvas. Please complete all pre-work prior to meeting for that week’s module.

Some of the assigned readings will be from: Digital Portfolio Construction: A guide for showcasing Social Work Skills (First Edition), by Fitch, Ruffolo and Austin (2021). This book will be on reserve at the library for you.

*Any Changes in the class schedule or class content will be sent via announcement.*

This class is Pass - Fail. The grading scale for individual assignments is as follows: **GRADING SCALE:** The criteria for each grade are as follows:

95- 100 A Brilliant mastery of subject content; demonstrates exceptional skill, insight, reflection, understanding of self and others; exceptional mastery of core concepts.

90 - 94 A- The difference between A and A- is based on the degree to which the above described skills are demonstrated

88 - 89 B+ Mastery of subject content beyond expected competency; is growing in insight, clinical acuity, and self-reflection and in mastery of core concepts

85 - 87 B Mastery of subject content at level of expected competency – meets course expectations

80 - 84 B- Less than adequate competency, but demonstrates student learning and potential for mastery of subject content
70 - 79 C or C- Demonstrates a minimal understanding of core content, and of self and others. Significant areas need improvement to meet course requirements.

69 and below Student has failed to demonstrate minimal understanding of subject content.

OTHER FACTORS INFLUENCING GRADING:

If you have good attendance and participation and make a strong and timely effort on each assignment, you will do well in this class in terms of grading. I will provide clear, thoughtful feedback to help you deepen your awareness of a number of key issues - the process of working with others, who you are in the work (i.e. what appear to be strengths and challenges for you), themes that arise in Interpersonal Practice work, writing and communication skills, etc. If I write or say something that confuses or upsets you, please make an appointment so we can discuss it! If I help you deepen your understanding of something that is helpful for me to know too.

GENERAL ASSIGNMENT GRADING CONSIDERATIONS:

- Meeting parameters of assignment
- Clarity of thought
- Effort/ability to self-reflect
- Demonstration of social work values related to empathy, strengths-based thinking, and client dignity
- Insightfulness and clinical acuity (since this is a clinical course, this is the area that tends to differentiate papers that earn extra points from others)

- Integration of reading materials into paper The ability to discern which aspects of use of self would be important in assessment or intervention

- Writing Skill – clarity, coherence, organization, citation (if necessary), grammatically strong

Class Recording and Course Materials

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 a recording is occurring. 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.
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.

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.

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