

# SOCIAL WORK

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## Program Mission and Goals

The Social Work Program (<https://www.bethel.edu/undergrad/academics/social-work/>) at Bethel University prepares students for professional generalist social work practice, equipping them to be advocates of hope and change. Students learn to practice in a diverse world through scholarship, service, justice, and leadership within the context of a Christian liberal arts learning community.

- Students will demonstrate a commitment to critical thinking, ethical social work practice, scientific inquiry, and lifelong learning.
- Students will acquire social work knowledge, values, skills, and cognitive and affective processes that promote the well-being of individuals, families, groups, communities, and organizations.
- Students will integrate a faith and justice perspective that upholds the dignity and worth of all persons.
- Students will develop leadership abilities that promote human rights in a local and global context.

Bethel's Social Work Program is accredited by the Council on Social Work Education (CSWE) (<https://www.cswe.org/>). Graduates are eligible to be licensed as social workers. While preparation for generalist-level professional practice is the program's primary objective, academically qualified graduates are prepared to pursue graduate-level social work education. The students from Bethel's social work program are eligible for advanced standing admission to CSWE accredited graduate schools. The 64-credit major includes classroom and field courses, and select biological, social, and behavioral science foundational support courses.

## Application for Candidacy for the Social Work Program

### Policy:

The Department of Social Work establishes specific candidacy requirements for students who wish to formally enter the program as candidates.

### Procedures:

1. Candidacy applicants submit completed paperwork to the Department of Social Work office by the identified deadline.
2. The Bethel University social work program operates under a selective admissions policy. The policy is based on the need to maintain a program of excellence in the classroom, assure the availability of quality field placements, and adhere to accreditation requirements.
3. The Bethel social work program reserves the right to admit a limited number of candidates each year. Meeting the minimum standards does not guarantee a student will be accepted as a candidate to the program.
4. The decision to admit a student is based on a review of all materials submitted by the student, as well as evaluation forms and letters of recommendation submitted by the evaluators on behalf of the student.
5. Students denied candidacy may appeal, reapply during the next candidacy review cycle, and/or may meet with their academic advisor to explore career alternatives (refer to Policy 2.4).
6. Students must meet the Bethel University requirements for academic progress.

### Criteria:

1. Have second semester sophomore standing (CAS) or be enrolled in at least one Social Work course (CAPS);

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2. Complete SOW 210Z (*Introduction to Social Work*), with a grade of C or better;
3. Have a minimum cumulative GPA of 2.25 at time of candidacy application. (Note: GPA is reviewed again at the end of the semester and must remain 2.25 or higher.);
4. Submit the completed **Volunteer or Paid Service form**, which 1) documents at least 50 hours of experience in a community agency, school, hospital, or other social service organization; and, 2) provides evidence the requirements for volunteer or paid service as outlined on the form have been met;
5. Demonstrate an introductory understanding and corresponding skill-set conducive to the development of professional knowledge, values, skills, the application of cognitive and affective processes, ethical practice, and conduct expected of a generalist social work practitioner as evidenced in service learning performance feedback, instructor observation, and assessment of professional skills commensurate with introductory level social work;
6. Examine, agree, adhere, and demonstrate evidence of ability to meet the **Standards for Academic and Professional Performance (SAPP)** (\*2). Evidence of meeting SAPP at an entry level comes from service learning performance feedback, instructor observation, interview with social work faculty, and assessment of professional skills related to the **SAPP** in the classroom setting;
7. Submit the completed **Candidacy Self-Assessment form** and corresponding writing sample demonstrating a) capacity for professional written communication; b) self-awareness of strengths, areas of potential growth and emotional intelligence; and c) values consistent with the values identified in the social work profession;
8. The following components of the submitted application are considered as evidence of readiness for full admission into the social work program:
  - a. **Application for Candidacy to the Social Work Program form**
  - b. Admission narratives on five (5) topics addressing the applicant's interest in the social work profession;
  - c. Self-assessment of readiness for social work practice;
  - d. Two letters of reference from qualified individuals assessing applicant's aptitude to pursue social work;
  - e. Current resume (reflects current number of social work related hours in each work area);
  - f. Copy of unofficial transcript from Degree Works;
  - g. If provisionally accepted for candidacy due to being in process of completing the required 50 hours of volunteer or paid service, students must also provide: **Volunteer or Paid Service form** documenting at least 50 hours of experience in a community agency, school, hospital, or other social service organization.
9. Demonstrate evidence of following the **NASW Social Work Code of Ethics** as shown by performance in the classroom and in the field;
10. Successfully complete any on-going Improvement Plans (\*2) related to Conditional Status and/or Notice of Concerns (\*3);
11. After thoroughly examining the **Statement of Understanding and Agreement** and all listed documents, sign and agree to:
  - a. NASW Code of Ethics
  - b. Social Work Program Policy Manual & Student Handbook
  - c. Social Work Field Policy Manual
  - d. Program Position Statement on Diversity
  - e. Racial Harassment Policy
  - f. Sexual Harassment Policy
  - g. Eligibility for Social Work Licensure
  - h. Criminal Background Disclosure
  - i. Standards for Academic and Professional Performance (SAPP)
  - j. SAPP Evaluation Form (see #6 above)

- k. Volunteer or Paid Service Documentation (see #4 above)
- l. Candidacy Self Assessment Form/Writing Sample (see #9 above)

## Reviewing Candidacy Applications

### Policy:

It is the policy of the Department of Social Work that all candidacy applications are assessed using standardized rubrics and reviewed by the Candidacy Review Committee which consists of full-time faculty.

### Procedures:

1. During a regularly scheduled department meeting, applications are divided evenly amongst the Candidacy Review Committee members with intentionality to minimize bias and dual relationships.
2. Faculty review and clarify standardized rubrics prior to application review.
3. Each faculty member uses standardized rubrics to review and score assigned candidacy applications prior to meeting with the Candidacy Review Committee.
4. The Candidacy Review Committee meets to review scores, assess all applications, and make formal recommendations regarding acceptance.
5. The Candidacy Review Committee discusses any conditions or provisions of acceptance, if necessary.
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10. The Candidacy Review Committee discusses any conditions or provisions of acceptance, if necessary.

## Appeal Process for Candidacy Admissions Decisions

### Policy:

The Department of Social Work has established a process for students who wish to appeal program-related decisions.

### Procedures:

1. Students who choose to appeal decisions related to candidacy must follow the process and policy for program appeals as articulated in the social work section of the Bethel catalog and the Social Work Program Policy Manual & Student Handbook.
2. Please see social work program policy definitions for an explanation of conditional acceptance (\*4) and provisional acceptance (\*5) in the social work section of the Bethel catalog.

## Notifying Applicants of Admission Decisions

### Policy:

It is the policy of The Department of Social Work to formally notify students regarding candidacy decisions via email and a formal letter sent to the students' P.O. boxes or home address within five business days of the final Review Committee meetings.

**Procedures:**

1. The Department of Social Work provides formal notification regarding candidacy decisions via email and via student PO box or home address.
2. Written notification regarding any contingent or provisional conditions of acceptance will be included in the formal notification.
3. Notifications regarding candidacy admission decisions are sent out within five days of the final Review Committee meetings.
4. All notifications are sent out by the administrative assistant to the Department of Social Work.
5. Email notification will be sent from the Department of Social Work's official email address.

## **Standards for Continuance and Graduation (SCG)**

1. To progress in the program, students must meet the following requirements:
  - a. Earn a grade of C or better in each social work (SOW) course (courses with a grade of C- or lower must be repeated);
  - b. Maintain a minimum cumulative Bethel GPA of at least 2.25;
  - c. Demonstrate understanding of the NASW Code of Ethics and a consistent and growing commitment to ethical practice in accordance with this code as demonstrated by successful completion of ethics assignments as indicated in syllabi;
  - d. Demonstrate continued development of professional knowledge, values, skills, cognitive and affective processes, ethics, and expected evidence of ability to meet the **Standards for Academic and Professional Performance (SAPP)** (\*1). Evidence of meeting SAPP at a level commensurate with program standards comes from service learning and field performance feedback, field evaluations, instructor/ classroom observation, and assessment of professional skills related to the SAPP;
  - e. Demonstrate continued development of professional knowledge, values, skills, cognitive and affective processes, ethics, and conduct expected of a generalist social work practitioner as presented throughout the social work program;
  - f. Receive a successful final evaluation from SOW 325 (*Experience in Anti-Racism, Diversity, Equity, and Inclusion in Social Work Practice II*), as completed by the field supervisor and approved by the field director, confirming that satisfactory progress is evident and the student is ready for SOW 420 (*Social Work Field Instruction I*).
  - g. Receive a mid-year evaluation from SOW 420 (*Social Work Field Instruction I*), as completed by the field supervisor and approved by the field director, confirming that satisfactory progress is being made toward competent, ethical, and professional social work practice;
  - h. Receive a final evaluation from SOW 425 (*Social Work Field Instruction II*), as completed by the field supervisor and approved by the field director, confirming that satisfactory progress is being made toward competent, ethical, and professional social work practice and that student is adequately prepared to graduate as a professional social worker.
2. Applicable requirements for continuance and graduation are reviewed at the completion of each semester. If students do not meet the **Standards for Continuance and Graduation (SCG)**, notifications are sent to student P.O. boxes and via email. Please see social work program policy definitions located later in the social work section (p. 1) of this catalog for an explanation of Notice of Concern (\*3).
3. Students who choose to appeal decisions related to **Standards for Continuance and Graduation (SCG)** must follow the process and policy for program appeals as articulated in the social work

section (p. 1) of the Bethel catalog and the Social Work Program Policy Manual & Student Handbook.

## Social Work Program Policy Definitions

### **1 Standards for Academic and Professional Performance (SAPP)**

Critical thinking and decision-making, interpersonal relationship skills, professional values and ethics, communication skills, responsible conduct, professional readiness, and self-awareness. These standards are consistent with the role and responsibilities of the social work professional. (NOTE: a criminal history may preclude one's ability to become licensed as a social worker upon graduation).

### **2 Improvement Plan (IP)**

A formal Improvement Plan (IP) may be required at multiple points in the program including but not limited to SOW 210Z Introduction to Social Work, during candidacy, full admission, or in response to a Notice of Concern (NOC) (\*3). An IP is developed by the student in collaboration with the course instructor/designated faculty. The IP is signed by the student and course instructor/designated faculty and placed in the student's candidacy file. An IP must clearly specify goal(s), methods to measure achievement of the goals, specific actions to be taken to successfully meet the goal(s), and a timeline for the completion of those actions. Students with a formal IP must have successfully achieved the identified goals using the measurement listed in the IP before being eligible for candidacy and/or full admission to the program.

### **3 Notice of Concern (NOC)**

An (NOC) may be issued to students who have been either accepted as candidates or fully accepted into the social work program and for whom performance issues in the field or classroom have been identified. Students receiving a NOC are required to develop and submit a formal IP (\*2) which addresses the identified issue. An NOC is identified as Level 1 (serious concern) or Level 2 (most serious concern).

### **4 Conditional Acceptance**

On rare occasions, students not meeting all candidacy, full admission, or standards for continuance requirements, may be accepted and/or advanced conditionally with specific requirements identified and addressed in a formal IP.

### **5 Provisional Acceptance**

Students who are in the process of completing 50 hours of voluntary or paid experience and/or students enrolled in SOW 210Z (*Introduction to Social Work*) at the time of application review, and who meet all other requirements, may be accepted provisionally and will be reviewed for full candidacy or full admission after successful completion of the required element(s).

## Social Work Program Appeals Process

Students denied candidacy or continuation in the social work program, may submit a written request for consideration of conditional candidacy, conditional admission, or conditional continuation in the program. This written request must be submitted to the director of the social work program within one week of receiving the decision and needs to include an IP stating how unmet requirements will be achieved. Within one week of receiving students' written request, the program director and field director will review the plan and notify students of their decision. If conditional candidacy, full admission, or continuation is granted, conditions for moving forward will be stated. If students are not granted conditional candidacy, full admission, or continuation, students may submit a written appeal to the appropriate academic dean. This written appeal must be submitted within one week of receiving the department's decision.

Those who appeal should be aware of the responsibility of a professional program. It is the social work faculty's responsibility to recommend for candidacy, admission, continuation, and graduation only students who have demonstrated the capacity to perform professional social work practice.

This includes adherence to the *Social Work Code of Ethics* and ability to meet criteria as outlined in the **Standards for Academic and Professional Performance (SAPP)**.

**NOTE:** Students who request to resume their involvement with the social work program after dropping out of the program, being dismissed from the program, or withdrawing from Bethel University for any reason must apply for readmission into the program. Issues that led to the decision to drop out (whether voluntary or involuntary) must be addressed prior to being readmitted to the social work program. Being readmitted to Bethel University does not constitute readmission into the social work program.

## Field Education Program

Bethel's social work Field Education Program provides students with generalist social work practice experiences within community-based settings where students learn to connect the theoretical and conceptual contributions from the classroom in a field setting. The field placement is carefully selected because of its ability to provide opportunities for students to demonstrate specific social work competencies with individuals, families, groups, organizations, and communities.

Students are introduced to the concept of anti-racism, diversity, equity, and inclusion (ADEI) professionalism through a 150-hour junior level community learning experience SOW 320 (*Experience in Anti-Racism, Diversity, Equity, and Inclusion in Social Work Practice I*) and SOW 325 (*Experience in Anti Racism, Diversity, Equity, and Inclusion in Social Work Practice II*) under the guidance of an experienced community professional.

Students who have been admitted to the Senior Level Field Program are required to complete a minimum of 400 hours of in-person contact with clients and constituencies, performing the role of a professional social worker under the supervision of an on-campus field instructor, and a qualified community-based social work field instructor. These field hours are completed concurrently with the following courses: SOW 420 (*Social Work Field Instruction I*), SOW 425 (*Social Work Field Instruction II*).

Students are often required to complete a criminal background check at their own expense as part of agency requirements. Students must furnish their own transportation to and from field settings.

## International Field Practicum

Junior-level students may fulfill SOW 325 (*Experience in Anti-Racism, Diversity, Equity, and Inclusion in Social Work Practice II*) in a 100 hour social work-approved international service oriented field-based internship experience guided by Non-Government Organization staff or local service agency staff with International academic program oversight. Students must work with the Office of International and Off Campus Programs (<https://www.bethel.edu/international-studies/>) to arrange a study abroad program that meets social work junior level internship requirements and obtain approval from the Field Director of the social work program. Students must meet both the academic requirements of the study abroad and the social work program to receive field related credit upon completing their International field based service oriented internship experience.

## Major in Social Work

- B.A. in Social Work (<https://catalog.bethel.edu/arts-sciences/academic-programs-departments/social-work/social-work-ba/>)

## Minor in Social Work

- Social Welfare Studies (<https://catalog.bethel.edu/arts-sciences/academic-programs-departments/social-work/social-welfare-studies-minor/>)

**SOW 180 • Human Behavior and the Social Environment 4 Credits**

Analyzes individuals, families, and groups utilizing systems theory, learning theories, and psychosocial frameworks. Appraises important lifespan milestones and the influence of social environment on human development. Applies information and theories consistent with social work values, cultural diversity and the promotion of social justice.

*Offered: Spring.*

**SOW 210Z • Introduction to Social Work 4 Credits**

Understanding of social work mission, core values, history, and field of practice overview. Recognition of the dimensions of diversity, cultures, and structures that may oppress and marginalize people groups. Communication and collaboration with diverse individuals with community-based, cross-cultural service learning. Consideration of social work as career choice.

*Prerequisites: Sophomore standing and Major in social work or Minor in social welfare studies or Consent of instructor. Offered: Fall, January even # years.*

**SOW 240 • Socioeconomic & Justice Issues in Market Economies 2 Credits**

Critical evaluation of how market economies operate, their broad socioeconomic consequences, and their impact on the lives of socially disadvantaged people. Evaluation of global and local processes and mechanisms. Analysis of theories and approaches to social justice that advocate and promote social and economic justice, and human rights.

*Offered: Spring, odd # years.*

**SOW 304 • Social Work Practice with Organizations and Communities 2 Credits**

How cultural structures and values affect privilege and power. Identifies practices that ensure that rights and responsibilities are distributed equitably. Analyzes strength-based assets and community empowerment. Applying self-awareness and self-regulation, relationship building and inter-professional collaboration, multidisciplinary theoretical frameworks and intervention strategies based on assessment, research, values, and preferences of clients.

*Prerequisites: SOW 210Z; SOW 180 or PSY 203 (may be taken concurrently); Major in social work; Candidacy status in the social work program. Offered: Spring.*

**SOW 312 • History of Social Change Through Policy 4 Credits**

Interrelationship of social problems, social welfare policies, and service delivery. Examines social and political movements that have shaped social activism. Evaluates significant turning points and their legacies in order to appreciate the linkages and contexts that interconnect social welfare reform efforts. Identifies strengths and weaknesses of the American welfare state.

*Prerequisites: SOW 210Z; SOW 180; POS 100 (may be taken concurrently, or with instructor approval). Offered: Spring.*

**SOW 313 • Social Work Practice with Individuals 4 Credits**

Introduction to generalist social work theory and practice with individuals and families. Application of professional development, critical thinking, effective communication, Human Behavior and the Social Environment (HBSE), ethical and evidence-based practice. Development of knowledge and skills of social work practice: engagement, assessment, planning, intervention, evaluation, and termination.

*Prerequisites: SOW 210Z; SOW 180 or PSY 203 (may be taken concurrently); Major in social work; Candidacy status in the social work program. Offered: Fall.*

**SOW 320 • Experience in Anti-Racism, Diversity, Equity, and Inclusion in Social Work Practice I 2 Credits**

Integration of anti-racism, anti-oppressive, and justice-informed theories and practice in social work experience. Understanding of how one's own cultural identity impacts engagement and assessment with individuals, groups, families, organizations, and communities. Application of interpersonal skills within a multi-service community-based agency setting. Students participate in 75 hours of community-based learning.

*Prerequisites: SOW 210Z; SOW 180 or PSY 203 (may be taken concurrently). Offered: Fall.*

**SOW 325 • Experience in Anti-Racism, Diversity, Equity and Inclusion in Social Work Practice II** 2 Credits

Develops advanced skills and integration of anti-racism, anti-oppressive and justice-informed theories and practice to social work experience. How one's cultural identity impacts engagement and assessment with individuals, groups, families, organizations, and communities. Application of interpersonal skills within a multi-service community-based agency setting. Includes 75 hours of community-based learning.

*Prerequisites:* SOW 210Z; SOW 180 or PSY 203 (may be taken concurrently) and SOW 320. Offered: Spring.

**SOW 327G • Identity, Diversity, and Social Justice** 4 Credits

Examines impact of societal conditions on individuals and communities. Evaluates communal, local, and national power structures, especially their impact on nondominant cultures and identities. Applies contemporary writings, social theory, and the voice of marginalized individuals. Analyzes systems that promote justice and equity, as well as those that exploit and marginalize.

*Prerequisites:* [GES 130; GES 160 or GES 149]; Contemporary Western Life and Thought (L) course or World Cultures (U) course. Offered: Fall.

**SOW 340 • Environmental Justice, Health Disparities, and Restoration Perspectives in Social Work** 2 Credits

Examination of policies established to address the inequitable distribution of environmental risks. Explanation of theories and history of environmental justice. Analysis of environmental justice and health disparities in racial groups and communities. Identification of strategies to reduce environmental injustices and health disparities.

*Offered:* Spring, odd # years.

**SOW 405 • Social Work Practice with Families and Groups** 4 Credits

Generalist social work theory applied to integrated practice within client systems. Emphasis on families and groups and on the planned change process. Student development of a group work project and case study review promote application of critical thinking, research-informed practice and cultural competence.

*Prerequisites:* SOW 210Z; SOW 180 or PSY 203; SOW 304; SOW 313. Offered: Fall.

**SOW 420 • Social Work Field Instruction I** 4 Credits

Applies social work competencies to guide ethical and professional practice. Analyzes personal strengths and weaknesses. Analyzes social, economic, racial and environmental injustices and human rights issues. Analyzes policy practice in relation to human rights and injustice issues. Applies practice skills in the engagement, assessment, intervention and evaluation of client constituencies.

*Prerequisites:* SOW 210Z; SOW 180 or PSY 203; SOW 304; SOW 313; SOW 320; SOW 325; SOW 327G (may be taken concurrently). Offered: Fall.

**SOW 425 • Social Work Field Instruction II** 4 Credits

Demonstration of ethical and professional behavior. Engagement in Antiracist, Diversity, Equity, and Inclusion (ADEI), practice-informed research, research-informed practice, and policy practice. Advancement of human rights and social, economic, racial and environmental justice. Engagement, assessment, intervention, and evaluation with individuals, families, groups, organizations, and communities.

*Prerequisites:* SOW 210Z; SOW 180 or PSY 203; SOW 304; SOW 313; SOW 320; SOW 325; SOW 327G (may be taken concurrently); SOW 420. Offered: Spring.

**SOW 431 • Conversations about End of Life** 1 Credit

Development of advanced care planning (ACP) facilitation skills in the context of faith, cultural, healthcare system, and societal perspectives. A First Steps ACP Facilitator Certificate is available for students who successfully complete ACP Facilitator requirements.

*Prerequisites:* Senior standing in nursing or social work, or Consent of instructor. Offered: Spring. Special Notes: This course carries cross-credit in nursing.



**SOW 450 • Abuse, Trauma, and Mental Health in Social Work Practice 4 Credits**

Presentation of the characteristics and consequences of family violence, intimate partner abuse and child and elder abuse. Identification of theoretical frameworks for assessment and intervention with survivors. Exploration of the role of racism and oppression in addressing abuse and trauma. Application of the DSM in case plans for client vignettes.

*Prerequisites: PSY 101; PSY 102; SOW 180 or PSY 203 (may be taken concurrently). Offered: Spring.*

**SOW 451 • Research for Social Work Practice 4 Credits**

Analysis and evaluation of research methods for various practice contexts and purposes. Using research-based data to advance knowledge, inform practice, and evaluate program and practice effectiveness. Synthesizing scholarly research and best practice in an organized professional literature review. Creation of a research study to improve practice, policy or delivery.

*Prerequisites: SOW 210Z; SOW 180 or PSY 203; SOW 320; SOW 325. Offered: Fall.*

**SOW 499 • Senior Integrative Seminar 4 Credits**

Integration of generalist social work knowledge, values, and skills through ethics-based case studies and completion of practice/program evaluation research applied to field practicum setting. Critical thinking, leadership, and scholarship emphasized. Understand ethical integration of a Christian worldview into social work practice.

*Prerequisites: SOW 420; SOW 451; Admission to the social work program. Offered: Spring.*