



THOMPSON  
RIVERS  
UNIVERSITY

# STUDENT HANDBOOK

## Bachelor of Social Work Program

2016-2017

School of Social Work and Human Service  
Faculty of Education and Social Work

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## History of the Bachelor of Social Work Program

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In September 1990, Thompson Rivers University (TRU) began offering the Bachelor of Social Work degree in partnership with the University of Victoria (UVic). This initiative was developed in response to the growing need for undergraduate degree education in interior and northern areas of British Columbia and, specifically as part of the 'university college' concept.

With proclamation of the College and Institute Amendment Act in 1994, TRU was given authority to grant degrees in its own right. These developments, along with the very successful partnership with UVic provided the basis for development of a fully independent social work program.

In 1997, The TRU Bachelor of Social Work Degree attained candidacy status with the Canadian Association for Social Work Education, and admitted its first TRU-only BSW students (no longer in affiliation with UVic). In the winter of 2002 we attained full accreditation status and achieved reaccreditation in 2009. Our growing reputation as an excellent, progressive and innovative school of social work has made TRU a popular choice for students.

The School of Social Work and Human Service began offering the TRU BSW Program at NVIT in Merritt in the fall of 1998. The joint TRU/NVIT BSW degree is offered at NVIT campuses in Merritt and Burnaby through an Affiliation Agreement. This provides an exciting opportunity for the School and an opportunity to further the goal of providing indigenous social work education.

Plans are well underway to develop and deliver a Master of Social Work degree. The TRU Master of Social Work Program will provide an opportunity for social work professionals to develop leadership abilities in community-based organizations while engaging with local, provincial, national and global contexts.

## Mission Statement

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The Bachelor of Social Work program prepares competent generalist practitioners to provide service and leadership within regional, national, and global contexts to achieve social justice, respect for diversity, and social change. We facilitate the development of knowledge, skills, and values necessary to work in collaborative and anti-oppressive ways. We deliver social work education that identifies and eradicates barriers that prevent people from reaching their full potential. We are committed to social work education that integrates and incorporates Aboriginal perspectives.



## Goals and Values

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The Bachelor of Social Work program provides an educational experience that is learner-centred, teaching-focused, and built on community relationships. We:

- promote a participatory learner-centred environment respectful of the learner's life experiences and educational background, promote maximum student access through diverse program delivery, and ensure student success through the provision of supportive services
- develop and teach social work practice that challenges oppression, aligns the profession with exploited and disadvantaged people, and focuses on social change and social justice
- develop critical and analytical thinking
- focus on values and ethics consistent with the professional Code of Ethics
- honour ethnic and cultural diversity in the classroom, in the operation of the program, and in the community
- develop and disseminate professional knowledge through research, scholarly activity, teaching, and service
- respond to the needs of Aboriginal communities in the TRU region
- engage in community service and work collaboratively with community social workers, employers, policy-makers, the professional association, and advisory committees
- promote accessible and equitable educational policies within the program and the university
- provide continuing education opportunities for community practitioners

## Administrative Roles

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<b>Dr. Airini</b>	Dean Faculty of Education and Social Work
<b>Dr. Jeanette Robertson</b>	Chair School of Social Work and Human Service
<b>Dr. Jennifer Murphy</b>	Program Coordinator Bachelor of Social Work
<b>Dr. Rebecca Sanford</b>	Field Education Coordinator Bachelor of Social Work
<b>Catherine Dallaire</b>	Program Advisor Bachelor of Social Work
<b>Dr. Wendy Nordick</b>	Program Coordinator, Open Learning Bachelor of Social Work
<b>Elaine Herbert</b>	Department Head NVIT/TRU BSW Program

## Governance Structure

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In 2010 the School of Social Work and Human Service (SSWHS) became an academic unit within the Faculty of Education and Social Work. The School also implemented a new internal governance structure at that time. The main decision making body is School Council, comprised of faculty members, staff and students from all programs. The SSWHS also has a number of committees such as Appointments, Performance Review, Diversity and Equity, and International which include representatives from Social Work, Human Service and Open Learning. The School also has representation on a number of Faculty of Education and Social Work committees, such as Faculty Council, Tenure and Promotion, Sabbatical, International, Chairs' Leadership and Research Committee.

*Social Work and Human Service welcomes student and community representatives to serve on most Committees.*

### Program Advisory Committee

This committee is composed principally of community professionals but also includes faculty and students. The purpose of the committee is to provide community input on curriculum, policy and employment, and to act in an advisory capacity to the School.

### Social Work and Human Service Student Club

The Social Work and Human Service Student Club is an organization created by, and open to, all HUMS and BSW students. It is an excellent opportunity to develop leadership skills and provides a forum for the discussion of various school, community and international topics. The Student Club also creates opportunities for students to become involved in social action activities. Previous work of the Student Club has resulted in a joint venture between the City of Kamloops and the University to research social services and gaps within Kamloops. The Club is also involved in many committees of the School.

## Faculty and Staff

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### FACULTY

#### Natalie Clark

Natalie Clark, M.S.W., Ph.D. (abd). Natalie's practice, teaching and research over the last 20 years have focused on trauma with children, youth and their families and communities and the coping responses to trauma and violence including experiences with issues of sexual exploitation; eating disorders; addictions, youth justice and health. Natalie's work is informed and mobilized through her interconnected identities including her metis ancestry; as a solo-parent of three Secwepmec children and part of the Secwepemc community; an academic; a community based researcher and counsellor. Natalie's research focuses on Indigenous field education, and Indigenous child and youth trauma, with a focus on healing and resistance to violence and trauma, including the impact of policy and intersecting policies on Indigenous families and communities. Natalie continues to practice and provide training on trauma-informed practice and girls groups, including the model she co-developed and facilitated for over 12 years in both rural and urban space.

#### Wendy Hulko

Dr. Hulko started at TRU in 2004 as an Assistant Professor and earned tenure and promotion to Associate Professor in 2010. Born and raised in Victoria, Wendy has lived in Ontario, Spain, Scotland, and Cuba. Wendy earned a BA Hon. in Sociology and Spanish (Trent University), a MSW (University of Toronto), and a PhD in Sociology and Social Policy (University of Stirling, Scotland). She has worked in the field of aging since 1993 in roles as diverse as residential care aide, hospital social worker, and government policy advisor. Wendy conducts research with equity-seeking groups on aging and dementia and advocates for equity and diversity at TRU and is affiliated with the Institute for Intersectionality Research and Policy at SFU and the Centre for Research on Personhood in Dementia (CRPD) at UBC (Vancouver). Dr. Hulko was awarded the 2016 TRU Excellence in Scholarship Award and will be on sabbatical in Winter 2017.

#### Daphne Jeyapal

Daphne joined TRU in 2014 from the University of Toronto, where she completed a PhD in Social Work and taught in the 'Social Justice and Diversity' and 'Children and Families' specializations. Daphne's experience combines anti-racist social work practice, research and resistance to promote racialized communities re-negotiations of social justice and citizenship at local, national and transnational levels. Her research focuses on racial discrimination in social activism, social services and Canadian social policy.

#### Oleksandr (Sasha) Kondrashov

Oleksandr (Sasha) was born and raised in Lviv, Ukraine. He completed his Ph.D. at the University of Manitoba in 2016. Sasha loves teaching and has more than ten years of extensive teaching experience in Canada. Before coming to TRU he has designed and delivered more than 20 unique Bachelor of Social Work and Family Social Sciences undergraduate and graduate degree courses at the University of Manitoba and Dalhousie University. Many courses have been developed and taught through distance education and in small communities in Northern and Rural Manitoba. His research interests and teaching focus includes social work distance education, Canadian and comparative social policy, history and development of social work profession, community and social development, social work in Northern, rural and remote communities and international social work practice.

### **Grant Larson, Professor Emeritus**

Grant came to TRU in 1991 as one of the first faculty members and as Associate Dean of Social Work. He has a BA (psychology/math), BSW, MA (S.W.) and Ph.D. Grant has taught at Red Deer College, The University of Texas, the University of Calgary and the Nicola Valley Institute of Technology. Areas of teaching and research includes: mental health, international social work, social work theory and social work education. Current research and scholarly activity prospects include disaster rehabilitation/sustainability, mental health, social work education and co-authorship of a book on social work and disabilities.

### **Christina McLennan**

Christina completed her Master of Social Work at the University of Northern British Columbia and practiced for over 10 years in Dawson Creek in the area of prevention of violence against women and community development. Her teaching interests include social work philosophy and ethics, disability, social work practice and policy. Research interests are women's issues, social determinants of health such as poverty, and using Information and Communication Technology (ICT) to augment social work practice and promote social change.

### **Jennifer Murphy**

Jennifer has a Bachelor of Social Work from UCC (now TRU), a Master of Social Work from the University of British Columbia, and a PhD in Sociology from the University of Essex, England. She has held a variety of social work positions, including eight years as a family justice counsellor and certified family mediator. Her research interests focus on reintegration of offenders into a community upon their release from prison. Jennifer is the Bachelor of Social Work Program Coordinator.

### **Jeanette Robertson**

Jeanette is currently serving as the Chair of the School of Social Work and Human Service. Since joining the School in 1998, Jeanette has taught a number of courses including disability studies, Canadian social policy, research, theory and ideology and others. She was the BSW Field Education Coordinator from 2001 – 2006. Her research interests and teaching focus includes disability studies, immigrant settlement experiences, and educational leadership in social work and field education. She completed a Doctorate of Education degree at the University of British Columbia in 2010, as well as a Master of Social Work degree at the University of Victoria in 1996, and a Bachelor of Social Work degree at the University of Calgary in 1993.

### **Rebecca Sanford**

Rebecca L. Sanford received a Bachelor of Social Work and Psychology from Defiance College, a Master of Science in Social Administration from Case Western Reserve University, and a PhD in Social Work from the University of Kentucky. Rebecca's practice, teaching, and administrative experiences have primarily been in the fields of child welfare, child and adolescent mental health, and working with children and their families in community based settings. She has a passion for program development, and has created numerous innovative programs for youth and their families. Rebecca also has research and clinical interests in the area of suicide prevention and suicide bereavement. She has provided individual and group interventions for those who have lost a loved one to suicide, and she is involved in community outreach efforts to promote awareness of suicide. Her research interests include the suicide bereavement trajectory, disenfranchised grief and ambiguous loss, and the development and dissemination of interventions for the bereaved.



### **Silvia Straka**

Silvia is new to Thompson Rivers University, having taught at Algoma's Northern BSW program (2012-2015) and University of Manitoba (2009-2012), following completion of her McGill PhD. She has taught a range of courses, including structural/anti-oppressive/anti-colonial social work, Northern social work, mental health, aging, family violence, field education, ethics, intro to social welfare and social work practice. Silvia especially enjoys teaching in the intersection of theory, policy and practice. Her research focuses on anti-oppressive perspectives on aging, including projects on IPV against older women, Indigenous aging, and elder abuse. She also has a strong interest in educational equity research and practice.

### **Christopher Walmsley, Professor Emeritus**

Christopher is now a professor emeritus and lives in New Westminster. He is the co-editor, with Terry Kading, of the forthcoming *Small cities, Big issues: Reconceiving community in a neoliberal era* (Athabasca University Press, Fall 2016). He has completed a number of articles and book chapters on fathering and child welfare. He is also the author of *Protecting Aboriginal Children* (UBC Press, 2005), and co-editor, with Diane Purvey, of *Child and Family Welfare in British Columbia: A History* (Detselig, 2005). Before TRU, he taught at the University of British Columbia, University of Manitoba and University of Victoria and was also Executive Director of the BC Association of Social Workers (1982-1988).

### **Juliana West**

Juliana joined Thompson Rivers University in 2014. She received her PhD from the University of Manitoba, where she taught social work courses and supervised practicum students. She is interested in decolonizing social work practice, education, and research, and is particularly concerned about the overrepresentation of Aboriginal peoples in child welfare and criminal justice systems. As a practicing structural social worker, Juliana was a clinical therapist working with loss, trauma, abuse, mental health, and addiction issues; a policy consultant; and an executive director of a non-profit organization.

### **STAFF:**

#### **Michelle Rutsatz – Program Assistant**

Michelle began working for TRU in 2014. She has worked in various TRU departments and joined the School of Social Work and Human Service in May of 2016 as our Program Assistant.

#### **Catherine Dallaire – Program Advisor**

Catherine is the part time Program Advisor for the School of Social Work and Human Service. She has more than 13 years of experience in the area of post secondary education including admissions, advising both prospective and enrolled students and administrative management.

Catherine has a degree in Education from the Faculte Saint Jean, University of Alberta and she completed her Master of Education from TRU IN 2013.

## Social Work Students and Graduates

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Since 1990 more than 1,000 students have graduated with the BSW degree from the Kamloops campus and through our affiliation agreement with NVIT. Approximately 90 new students are admitted to both programs each year.



Social work students are a diverse group who come from different geographic areas of BC and Canada and represent different ages, ethnicities, educational backgrounds and lifestyles. Most students call BC or Alberta their home but some come from as far away as the Yukon, Newfoundland, and other countries. About 85% are female so it is not unusual to have only one or two males in a class. Approximately 17% of the student body is Indigenous. There are also individuals from equity-seeking and racialized groups including Asian and Indo-Canadian, African Canadian, gay, lesbian, bisexual and two-spirited students, persons with disabilities, and international students. The School is committed to principles of equity and the inclusion of diversity in the student population.

Social work students vary significantly in age and educational background. Ages range from the low 20's to the 50's with most students between 22 and 30 years of age. Many of our students complete degrees or human service certificates and diplomas before entering the BSW program.

Approximately 50% of students enter the program as regular university transfer applicants with 60 credits in arts and science. Although students may take the BSW program as full-time or part-time studies, most register with full academic course loads. Recently many BSW students indicate an interest in international/global issues and complete field schools and practica in other countries.

Social work students are very successful in completing their studies. To date, attrition from the program is less than 5% of all admitted students. Graduates continue to do very well in gaining social work employment after graduation.

# Bachelor of Social Work Degree Graduation Requirements

## Academic Credits

The BSW degree includes up to three types of credits: Arts, Social Work and Discretionary credits. Students begin in third year, entering as Arts or Social Work/Human Service 'streams'.

48 to 60 Arts credits  
60 Social Work credits  
12 Block credits – if awarded

### Arts: Minimum 48 Credits

Students require a minimum of 48 Arts credits chosen from either Humanities or Social Sciences at the 1000 level or higher.

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120 credits total for BSW

Outside Credits are limited to 12 credits total for students entering from an Arts stream. Social Work/Human Service students may **not** take Outside Credits for admission or use in the BSW but must choose electives from Humanities and/or Social Sciences **only**.

Arts credits must include **ENGL 1100** (or equivalent) or six credits of English, either composition or literature.

Arts credits **may** include a lifespan human development course, for example, TRU's PSYCH 2130 and 2230. If a human development course is taken as Psychology, it will be considered Arts credits. Otherwise, the lifespan human development course requirement **must** be satisfied by SOCW 3550 (or SOCW 3551 in TRU's Open Learning). SOCW 3550/3551 will be considered Social Work credits.

### Social Work: Minimum 60 Credits

Students require a minimum of 60 Social Work credits.

Social Work credits include 6 credits for **SOCW 2060** (formerly 200A) and **SOCW 2120** (formerly 200B) or equivalents such as TRU's HUMS 2060 and HUMS 2120 or TRU-OL's SOCW 2021 and 2061. These courses are a condition of entry into the program. The remaining 54 credits are third and fourth year courses.

NOTE: Students must achieve a minimum grade of 'C' in all **required** Social Work courses. Students failing to do so may be given the opportunity to repeat the course.

### Discretionary Arts/Social Work/Block: 12 Credits

The remaining 12 credits can be in either Arts, Social Work, or a "Block".

**Block Credit:** Students with a certificate or diploma in a social work field may, upon admission, be awarded 12 "Block" credits. If Block credit is awarded, **no** "Outside" credit courses are permitted.

Please contact the Program Advisor or consult [www.tru.ca/campus/current/advising/resources](http://www.tru.ca/campus/current/advising/resources) to ensure your Arts and Outside credits are correct.

### Total for BSW Degree: 120 Credits

A minimum of 120 credits are required to complete the Bachelor of Social Work degree. NOTE: A **minimum overall GPA of 'C+' (2.33)** must be achieved each semester to continue in the program and for graduation. Failure to do so may result in students being asked to leave the program unless permitted to continue on Academic Probation.

**\*Please note: the BSW Degree Completion Package is available in PDF for download from the BSW Program Moodle Page (under Program Advising). We recommend you review the Checklist from the package every year.**

## Requirements for the Child Welfare Specialization

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In the fall of 2000 the Bachelor of Social Work program introduced the Child Welfare Specialization (CWS). The development of the specialization follows recommendations from the 1995 Gove Inquiry Report and subsequent discussions with the Ministry of Children and Family Development.

Students are required to take particular courses and complete a child welfare practicum during their BSW program in order to graduate with a transcript notation indicating successful completion of the CWS.

Students who intend to work in mandated child protection settings after graduation must complete their practicum in a child protection setting with the Ministry of Children and Family Development (MCFD) or a delegated Aboriginal agency. Students who wish to specialize in child welfare, but who do not intend to work in mandated child protection settings after graduation, may choose to complete their fourth year practicum in a non-delegated child welfare setting that works with at-risk children, youth and their families.

Graduates completing a practicum with MCFD child protection only will be required to complete less post-employment training than non-protection CWS students, as they will have met most of the competency requirements for MCFD.

NOTE: The Field Education Coordinator must approve all child welfare specialization practicum placements.

### Child Welfare Specialization Required Courses:

- SOCW 3570 - Social Work, Law and Social Policy
- SOCW 3760 - Family and Child Welfare Practice
- SOCW 4760 - Family and Child Welfare Policy

## Global Competency Credential

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Global Competency is a credential that can be earned in tandem with any credit program offered at TRU. The credential recognizes the global literacy (knowledge, skills and attitudes of a globally minded citizen) acquired by students through their educational experience at TRU and offers them the opportunity of earning a valuable supplementary credential. Global Competency credential is obtained by completing additional languages, international experiences (ex. International field practicum or field school), courses with an intercultural or international focus, and experience in Canada with an intercultural or international focus. For more information visit Student Services in OM 1631 or <http://www.tru.ca/learning/students/pathways-toolkit/global.html>

## Prior Learning Assessment and Recognition

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Prior Learning Assessment and Recognition (PLAR) may be granted for up to 25% of the BSW degree or 15 credit hours. SOCW 4020 Social Work Field Practice may not be credited through PLAR. You are encouraged to meet with the Program Coordinator if you believe your prior learning could be assessed for credit.

In the PLAR process, credit is not awarded for experience. It is awarded for demonstrated learning. It is not what students did that counts; it is what they learned from what they did. All prior learning assessment and recognition requires evidence of learning. Through assignments and portfolios, students will show prior learning from their experiences and demonstrate how their skills, knowledge and competencies match what they would learn if they took the course offered through the Bachelor of Social Work Program. Prior learning assessments require that the students be registered in the course(s) for which they seek credit.

Students pay a non-refundable registration fee in order to have their work assessed through the Prior Learning Assessment and Recognition process. This fee is the same as the tuition for the course. PLAR candidates who do not demonstrate sufficient learning to be awarded credit must pay the full fee a second time in order to register in and attend the course.

### Deadline for Courses on TRU Transcript

All courses taken at TRU and other institutions must appear on the TRU transcript by the last day in April for the Spring Convocation or the last day of August for the Fall Convocation.

### Advising and Registration – The Advisor and Program Coordinator

The BSW Program Advisor advises students for all social work and non-social work courses taken as part of the BSW program. The purpose of the advising system is to provide students with guidance regarding course selection, information about academic policies and procedures, and guidance and support in dealing with educational and personal issues related to the completion of their studies. Once advised, it is the responsibility of the student to complete their own on-line registration. Students who register late may not have much choice on course selections and times. Students who need personal counselling will be referred to TRU Student Services or community resources.

It is the student's responsibility to ensure that their program requirements are being met throughout their course of study and to contact the Program Advisor about course changes. If there are shared concerns of faculty regarding a student's progress in the program, it is the responsibility of the Program Coordinator to communicate those to the student and to assist in the resolution of the concerns.

***NOTE: Students need the Arts Advisor's permission to register in all 3000 and 4000 level Arts courses.***

### Application for Graduation

Students need to apply to graduate with a BSW degree. Students who expect to complete all course work by April 30 must complete the *Application for Credential* form and submit it by January of the graduation year in order to graduate that June. Those who expect to have course work completed by August must submit the form by May for Fall graduation. Students must also apply to convocate using the form and following the deadlines on the TRU website. Here is the link to the Convocation website. <http://www.tru.ca/convocation.html>



**The *Application for Credential form* available for download from the Bachelor of Social Work Moodle page in BSW Documents.**

## Course Descriptions

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### SOCW 2060 – Introduction to Social Work Practice – 3 credits

The purpose of this course is to introduce students to social work practice through an exploration of the history, philosophical foundation and theoretical perspectives of the profession of social work. This exploration includes a review of the relevant codes of ethics and practice standards that guide practitioners. This course provides an overview of the roles in which social workers become involved, for example, as advocates, policy analysts, administrators, activists, educators, counsellors, facilitators, mediators, organizers and researchers. Social workers are committed to working for social justice, therefore, the course examines the social structures that influence people's lives and how various sources and forms of oppression and marginalization impact the lives of people in Canadian society.

**Prerequisite:** *second year standing*

### SOCW 2120 – Introduction to Social Welfare in Canada – 3 credits

This course provides an introduction to the Canadian welfare state and the response of the federal and provincial governments to poverty in Canada. An overview of the historical development of social security policies and programs in Canada is provided and the influence of ideology on policy is discussed. The impact of policy on youth, women, older persons and Aboriginal peoples is described. The social worker's role in formulating and influencing policy is considered.

**Prerequisite:** *second year standing*

### SOCW 3000 – Canadian Social Policy – 3 credits

This course explores the socio-historical, economic, ideological and institutional contexts for the development of social policy in Canada. The policy-making process as well as the role of social policy in processes of inclusion, exclusion, marginalization and oppression will be discussed. The critical analysis of selected social policies will be emphasized.

**Prerequisites:** *SOCW 2060 and SOCW 2120, admission to the BSW program, or permission of the Program Coordinator. Note: Student must maintain a grade of C or better.*

### SOCW 3010 – Introduction to Social Work Research – 3 credits

This course introduces students to the concepts, methods and processes of social work research and develops skills in conducting and assessing research. It challenges students to examine their own approach to knowing, to incorporate research into practice and to think critically about research in relation to social work practice. The subjectivity of the researcher, the political and ethical context of research and the role of research as an instrument of power in the lives of oppressed peoples will be discussed.

**Prerequisites:** *SOCW 2060 and SOCW 2120, admitted BSW students only or permission of the Program Coordinator. Note: Student must maintain a grade of C or better.*

### SOCW 3040 – Social Work Field Practice – 6 credits

The purpose of the practicum is to apply ethics, theory and research to social work practice while developing professional practice skills. It is an opportunity to integrate classroom learning with practice while working in partnership with clients, community groups and other professions. The practicum is a structured educational experience that includes specific learning objectives and professional supervision provided in an evaluative, disciplined and reflective manner. Through seminar discussions students analyze inequality, injustice and oppression in practice. The practicum is normally completed three days a week and is accompanied by a seminar. It is a total of 300 hours including pre-practicum orientation and practicum seminars.

**Prerequisites:** *SOCW 3060 and SOCW 3530.*

### SOCW 3060 – Theory and Ideology of Social Work – 3 credits

This course introduces students to social work theory and ideology and examines the links between social values, theory and practice in social work. Various social work practice theories are introduced to build a foundation for critical social work practice. The social, political and economic contexts of social work and social welfare are addressed.

**Prerequisites:** SOCW 2060 and SOCW 2120, admitted BSW students only or permission of the Program Coordinator. *Note: Student must maintain a grade of C or better.*

### SOCW 3300 – International Field Studies – 3 credits

This course will offer a two-week international study experience in a selected country. Students will learn about the political, economic, cultural and social conditions of this country, globalization and its effects on citizens, social welfare policy and practice in this country, community development strategies and about the marginalization and oppression of groups in this country. Activities will involve presentations and seminars by international leaders, professionals and residents, as well as visits to a range of community sites and organizations.

**Prerequisites:** SOCW 2060 and SOCW 2120, admitted BSW students only or permission of the Program Coordinator.

### SOCW 3530 – Social Work Practice with Individuals – 3 credits

This course provides an introduction to social work practice with individuals by developing communication skills and applying these skills to social work practice. From anti-oppression, feminist and Aboriginal perspectives students learn communication concepts and methods applicable to practice with diverse groups. Through experiential methods, students increase self-awareness and problem solving skills, develop a beginning purposeful intervention framework, and gain experience in the conscious disciplined use of self.

**Prerequisites:** SOCW 2060 and SOCW 2120, admitted BSW students only or permission of the Program Coordinator. *Note: Student must maintain a grade of C or better.*

### SOCW 3540 – An Introduction to First Nations Issues and Human Services – 3 credits

This course critically examines the historical processes of colonization in Canada, the resulting barriers embedded in policy and practice and alternative ways of viewing the social-psychological position of First Nations people in Canadian society. Contemporary issues and the movement toward self-determination will be discussed in relation to social work theory and practice.

**Prerequisites:** SOCW 2060 and SOCW 2120, third year standing or permission of the Program Coordinator. *Note: Student must maintain a grade of C or better.*

### SOCW 3550 Human Development – 3 credits

This course gives an introductory knowledge base of normative human development across the life span. The student is provided with feminist critiques of the major developmental theories and an understanding of the implications for social workers.

**Prerequisites:** SOCW 2060 and SOCW 2120, admitted BSW students only or permission of the Program Coordinator.

### SOCW 3570 – Social Work, Law and Social Policy – 3 credits

This course provides a basic introduction to legal issues and examines the social impact of legislation and policy. Students will develop a beginning knowledge base in areas of law particularly relevant to social work practice.

**Prerequisites:** SOCW 2060 and SOCW 2120



### SOCW 3590 – Social Work with Diverse Populations – 3 credits

Like SOCW 3530 this course engages students in an experiential process of self-inquiry, growth and skill-development. Students identify and evaluate their own social and cultural identity that influences their social work practice. Several different teaching and learning methods are used, including in-class self-assessment exercises, role-play for skill development and interaction with individuals representing diversity, lectures and presentations. Guest lecturers will be invited to the class to present information and role-play diversity. Videotaping of class exercises and role-play are done on a weekly basis.

**Prerequisites:** SOCW 2060, SOCW 2120 and SOCW 3530

*Note: Student must maintain a grade of C or better.*

### SOCW 3760 – Family and Child Welfare Practice – 3 credits

Students will demonstrate learning by using a variety of learning methods such as moot courts, interview role plays, conflict resolutions scenarios and presentations. Students will have the opportunity to apply social work ethics and values to the role of the child protection and increase their awareness of those receiving services with an emphasis on cross-cultural practice perspectives.

**Prerequisites:** SOCW 2060 and SOCW 2120, admitted BSW students only or permission of the Program Coordinator.

### SOCW 4000 Policy in the Human Services – 3 credits

The objectives of this course are to provide an introduction to the main organizational structures of, and stages in, the social policy making process in Canada. As well, students will develop skills in the analysis of policies and programs in Canadian human services, and the ability to critically examine different ideologies and theories through which the welfare state has been explained in various countries. It is intended that students will develop an appreciation of the inter-disciplinary nature of social policy as a field of academic and applied activity.

**Prerequisites:** SOCW 2060 and SOCW 2120, fourth year standing or permission of the Program Coordinator.

### SOCW 4020 – Social Work Field Practice – 9 credits

The purpose of the practicum is to apply ethics, theory and research to social work practice while developing professional practice skills. It is completed at the end of the student's studies in the BSW degree program and develops analytic and practice abilities sufficient to begin professional objectives and professional supervision provided in an evaluative, disciplined and reflective manner. Through seminar discussions students analyze inequality, injustice and oppression in practice. The practicum is normally completed four days a week, includes a seminar, and is a total of 432 hours.

**Prerequisite:** Fourth year standing (105 credits) and a minimum of 45 social work credits including SOCW 3040.



### SOCW 4200 – Family Violence and Social Work Practice – 3 credits

This course provides an introduction to social work practice with individuals, families and communities in response to the problem of violence in adult intimate relationships. Students will have an opportunity to explore family violence and social work practice from a variety of perspectives including cross cultural, international, Aboriginal and feminist. This course emphasizes a social work practice approach that is community-based, culturally-sensitive, feminist and anti-oppressive. Family violence is understood in this course to mean violence in adult intimate relationships, including same-sex couples. Other topics include family violence in Aboriginal communities, children who witness violence and dating violence.

**Prerequisites:** SOCW 2060 and SOCW 2120, admitted BSW students only or permission of the Program Coordinator.

### SOCW 4300 – Sexual Orientation and Gender Expression – 3 credits

This course introduces students to interpersonal and systemic issues that sexually diverse and gender varied people encounter on a daily basis. Policies, legislation, and social contexts are analyzed with a view to understanding the impact of intersecting oppressions and privileges on sexual and/or gender minorities. We will discuss social work strategies to support and advocate for gay, lesbian, bisexual, trans-identified, two-spirit, intersex, queer and questioning (GLBTTSIQQ) people, plus their families and communities, including ways to be an ally.

**Prerequisites:** SOCW 2060 and SOCW 2120, third-year standing or permission of the Program Coordinator.

### SOCW 4400 – Social Work and Mental Health – 3 credits

This course provides an introduction to the practice of social work in the field of mental health. Students will critically examine historical and contemporary theoretical perspectives on mental illness, Canadian mental health law and policy, cultural and diversity aspects, classification and treatment, ethical issues and an exploration of selected mental health issues. Students will be presented with the personal accounts and experience of individuals who have experienced mental health problems. The course is intended to provide introductory foundational knowledge in the field of mental health rather than advanced knowledge and skills required for mental health practice.

**Prerequisites or Co-requisites:** SOCW 2060, SOCW 2120 and third-year standing.

### SOCW 4500 Leadership Practice in Social Service Organizations – 3 credits

This course provides students with a critical introduction to leadership in social service organizations. It reviews organizational theory and its application to government and non-profit organizations. Leadership in a diverse workplace, program development, budgeting, staff appraisal, supervision and work with voluntary boards are also discussed. Through experiential learning methods, the course introduces students to key organizational skills necessary for effective leadership in organizations.

**Prerequisites or Co-requisites:** SOCW 2060 and SOCW 2120, admitted BSW students only or permission of the Program Coordinator.

### SOCW 4520 – Educating for Social Change – 3 credits

This course focuses on the use of education as a strategy for individual and social change by introducing students to the concept of education as the practice of freedom and as a process of social transformation through conscientization. Principles and practices of adult education will be examined for their application in social work as empowerment and change. Students will present workshops, plays or web programs to achieve the objective of developing specific skills and knowledge for planning and delivering educational programs. This will be explored using feminist, Aboriginal and antioppression perspectives.

**Prerequisites:** SOCW 2060 and SOCW 2120, admitted BSW students only or permission of the Program Coordinator.

### SOCW 4540 – Aboriginal Decolonizing Practice – 3 credits

This course examines social workers' roles and responsibilities in working with diverse Aboriginal peoples such as First Nations, Inuit, Métis and on and off reserve peoples. The concept and process of decolonization is introduced and connected to contemporary stories, community social work program initiatives and practices of Aboriginal peoples. This course utilizes a gendered Aboriginal perspective. It explores strategies for reconciliation and building relationships between Aboriginal and non-Aboriginal peoples as well as practices within the social work profession.

**Prerequisites:** SOCW 2060, SOCW 2120, SOCW 3040 and SOCW 3540, admission to the BSW program or permission of the Program Coordinator. Note: Student must maintain a grade of C or better.

### SOCW 4550 – Social Work Practice with Communities – 3 credits

This course explores the construction of community and analyzes marginalization, exclusion and oppression in communities. It outlines social work roles as well as strategies for change in diverse communities. The history, philosophy, models and methods of social work practice with communities are described.

**Prerequisites:** SOCW 2060, SOCW 2120 and SOCW 3060, admitted BSW students only or permission of the Program Coordinator.

### SOCW 4600 – Special Topics in Social Work – 3 credits

This is a variable content course that deals with special issues in social welfare and approaches to social work practice. Restricted to students in third or fourth year.

**Prerequisites:** SOCW 2060 and SOCW 2120, admitted BSW students only or permission of the Program Coordinator.

### SOCW 4610 – Social Work with Groups – 3 credits

This course introduces students to the historical development of the use of groups in social work practice and an examination of the various theoretical approaches to group work including antioppression, feminist and Aboriginal perspectives. Students examine the use of groups as vehicles for treatment, task accomplishment, self-help, mutual aid, community intervention, peer supervision and professional association. The course provides an opportunity to understand the stages of group development and practice skills related to group processes. Students participate in structured group experiences.

**Prerequisites:** SOCW 2060 and SOCW 2120, admitted BSW students only or permission of the Program Coordinator.

### SOCW4650 – Older People, Aging and Society – 3 credits

This course provides an introduction to working with and on behalf of older people from an antioppression and inter-disciplinary perspective. We will examine age in relation to other identity factors, such as 'race', ethnicity, class, gender, (dis)ability, faith, sexual orientation and marital status. The course is designed to expose students to issues affecting older adults both locally and globally; to critically examine beliefs and attitudes related to aging and older people – our own and those of others; and to develop a framework for antioppression practice with older people. We will discuss policy, practice and research issues within the field of aging with a focus on structural inequalities in later life and the voices of older people.

**Prerequisite:** BSW admission or by permission of the Program Coordinator. Recommended for other disciplines such as nursing, sociology, anthropology, psychology and geography.

### SOCW 4660 – Addictions and Social Work Practice – 3 credits

This course is designed to give students an introduction to substance misuse and compulsive and addictive behaviour. Major addiction theories will be examined and the role of Social Work will be explored with respect to a variety of client groups. Students will acquire knowledge of the local network of available services and resources. Finally, the course will foster a critical perspective on government policy and addictive substances.

**Prerequisites:** SOCW 2060 and SOCW 2120, admitted BSW students only or permission of the Program Coordinator.

### SOCW 4760 – Family and Child Welfare Policy – 3 credits

This course provides a critical examination of family and child welfare policy and practice issues. The conceptual framework includes an examination of ideological influences, as well as the importance of a gender, race and class analysis regarding family and child welfare issues and practice in Canada.

**Prerequisites:** SOCW 2060 and SOCW 2120, admitted BSW students only or permission of the Program Coordinator.

### SOCW 4770 – Social Work Practice with Families – 3 credits

This course introduces students to social work practice with contemporary families with diverse structures and backgrounds utilizing a variety of theoretical perspectives including antioppression, feminist and Aboriginal. Students develop an understanding of families within a social, cultural, economic and political context and examine ethical and practice issues commonly encountered in social work practice with families. Students develop skills and integrate theory and practice through class discussion, assignments and experiential exercises.

**Prerequisites:** SOCW 2060 and SOCW 2120, admitted BSW students only or permission of the Program Coordinator.

### SOCW 4780 – Introduction to Disability Studies – 3 credits

This course involves students in an examination of perspectives on disability, race, gender and class, as well as a critical analysis of current theories, policies and practice. Students are introduced to issues affecting people with disabilities within a framework of human rights, citizenship and inclusion. The course also engages students in an examination of their own beliefs and attitudes about disability and emphasizes practice knowledge required for anti-ableist practice. Significant events and the contributions of pioneers in the disability rights movement are explored. The roles and perspectives of people with disabilities, family members and professionals are considered in relation to social work values, theory, policy and practice.

**Prerequisites:** SOCW 2060 and SOCW 2120, admitted BSW students only or permission of the Program Coordinator.

### SOCW 4800 – International Social Work– 3 credits

This course serves as an introduction to the field of international social work. Current global social welfare issues and challenges will be critically explored and discussed, including global Indigenous issues and development approaches of different countries. In this context, the course critically explores the economic, political, social and cultural dimensions of globalization. Implications for international social work and its social justice and anti-oppressive mandate will be analyzed by critically addressing complex global issues such as disaster relief/humanitarian aid, human trafficking and forced migration of people. The impact of political, social, economic, cultural, religious and environmental influences on human rights, social and economic justice, social policies and service delivery will be explored. The role of social work in facilitating international social development will be examined in both local and global contexts.

**Prerequisites:** SOCW 2060 and SOCW 2120, admitted BSW students only or permission of the Program Coordinator.

### SOCW 4900 – Directed Studies – 3 credits

This independent study course is designed to allow students the opportunity to investigate a specific issue within a field or topic in social work such as international social policy, HIV/AIDS, sexual assault or corrections. Consultation with, and permission of, a faculty member, Chair and the Dean is required.

***Prerequisite:*** Students must maintain a **GPA of B+** or better to take this course.

## Academic Policies and Procedures

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TRU's Policies are available online at: <http://www.tru.ca/policy/allpolicy.html>

### Academic Integrity Policy (TRU – Academic Integrity ED 5-0)

Plagiarism is the inclusion of someone else's words, ideas or data as one's own work. When a student submits work for credit that includes the words, ideas or data of others, the source of that information must be acknowledged through complete, accurate, and specific footnote references and, if verbatim statements are included, through quotation marks as well. By placing his/her name on work submitted for credit, the student certifies the originality of all work not otherwise identified by appropriate acknowledgements. Plagiarism is a serious form of academic dishonesty which may result in a failing grade in a course and suspension from TRU.

### Academic Probation Policy (BSW)

Students in the BSW program must maintain a sessional GPA of 2.33 or they may be required to withdraw from the program. If permitted to continue in the program, students will be placed on academic probation for the following semester. Students placed on academic probation are required to meet the conditions established by the Program Coordinator and/or Chair in the following semester or they will be required to withdraw from the program.

Students on academic probation are not permitted to enrol in field education courses including SOCW 3040 and SOCW 4020 in the semester they are on academic probation **nor in the semester subsequent to having academic probation status removed. To be eligible for field practicum, students must complete one semester with academic good standing (GPA  $\geq$  2.33) after academic probation status is removed.**

### Assignments Policy (BSW)

**Group Assignments:** In courses where students may work together in groups to complete graded assignments, the proportion of the student's final grade awarded to the group assignment will not exceed 25%.

**Final In-Class Exams/Tests** (TRU – Examinations ED 3-9): Final examinations in semesterized courses that make up more than 15% of the final grade shall be scheduled only during the prescribed final examination period.

**Late Assignments:** All assignments are due on dates specified in the course outline or as negotiated between the instructor and the entire class. Outside of unusual circumstances, the granting of extensions to students who request more time than their classmates in order to achieve higher grades defeats the principle of fairness. However, if a student has a valid reason (illness, bereavement) for requesting an extension they must negotiate this in advance of the due date. If a student provides no reason for the lateness of an assignment or if the reason is not considered valid by the instructor, the student will be subject to the following consequences:

- a) during each of the first two weeks of lateness, the student's grade **will be decreased by one letter grade** (e.g. A to B for one week, A to C for two weeks).
- b) after two weeks of lateness the student will receive an **F** for the assignment. Only in exceptional circumstances will assignments be accepted for grading after two weeks lateness.

**Separate Assignments:** Social Work faculty recognize that students often have particular areas of interest and knowledge which they wish to pursue or expand upon through papers and presentations. Such thematic learning is encouraged for students who believe it would be useful to enhance their educational experience. The policy of the BSW Department is that an assignment or paper submitted to one instructor to meet the requirements of one assignment may not be submitted to another instructor for evaluation in a different

course. Submission of the same or substantially similar form and content to more than one instructor constitutes academic dishonesty and will result in a grade of zero being assigned to both papers.

**Assignments Not Picked Up:** Assignments will only be held for one year from the date they are handed in to the instructor. After that they will be destroyed. Please pick up assignments from your instructor promptly. Part-time instructors, who do not have permanent offices, may want to leave assignments in a basket near the secretary's desk for student pickup. It is the responsibility of the faculty and student to coordinate this process. If questions arise please contact the appropriate faculty member for clarification.

### Attendance Policy (TRU – Student Attendance ED 3-1)

Students are encouraged to attend every lecture, lab and seminar class to gain the greatest benefit from their education. A student unable to attend part or all of a class or practicum session is expected to contact the instructor or field instructor in advance.

In accordance with TRU Student Attendance Policy ED 3-1, unless otherwise stated, students are expected to attend a minimum of 90% of classes.

Any student missing more than one day of practicum will be required to make up the missed time or they may be required to discontinue the practicum.

TRU Student Attendance Policy ED 3-1 states “in the case of deficient attendance without cause, a student may, on recommendation of the instructor and with the sanction of the instructor’s Dean or Chairperson, be withdrawn from a course”.

Students missing nine hours of class will be withdrawn from the course on the recommendation of the instructor and with the sanction of the Dean or Chairperson. If the withdrawal occurs before the date for withdrawal established by TRU the student will receive a W; if after, the student will receive a DNC or F. Students may appeal the withdrawal.

### Dean’s List Policy

The Dean in consultation with the Chair and BSW Coordinator will recommend that students be placed on the Dean’s List when they achieve a sessional grade point average of 3.5 or higher. This list of students shall not exceed 10 percent of students in the BSW program. To be eligible for the Dean’s List students must be enrolled in a minimum of 15 credits per semester.

### Policy on Course Credit Limits

A normal course load is no more than 15 credits per semester. Under exceptional circumstances, students may be given permission by the Program Coordinator to enrol in more than 15 credits. Under no circumstances will a student be given permission to enrol in more than 18 credits per semester in courses at TRU or other institutions.

### Degree Requirements Policy (BSW)

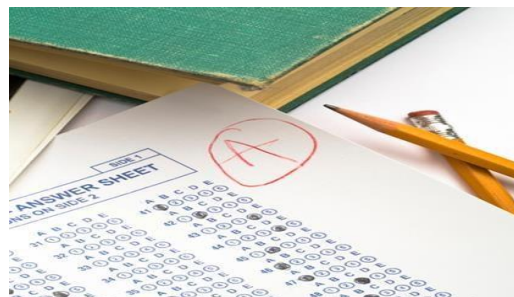
Students must have a cumulative GPA of 2.33 on all courses taken since admission to the BSW program in order to receive the BSW degree. Students failing to achieve a cumulative GPA of 2.33 may be permitted to enrol in additional courses in order to improve their cumulative GPA.

## Grading (TRU – Grading Systems ED 3-5) Letter Grade System

Letter Grade	Numerical Grade	Grade Points	Letter Grade Definitions
A+	90-100	4.33	Excellent. First Class Standing. Superior Performance showing comprehensive, in-depth understanding of subject matter. Demonstrates initiative and fluency of expression.
A	85-89	4.00	
A-	80-84	3.67	
B+	77-79	3.33	Very Good. Second Class Standing. Clearly above average performance with knowledge of principles and facts generally complete and with no serious deficiencies.
B	73-76	3.00	
B-	70-72	2.67	
C+	65-69	2.33	Satisfactory. Basic understanding with knowledge of principles and facts at least adequate to communicate intelligently in the discipline.
C	60-64	2.00	
C-	55-59	1.67	Pass. Some understanding of principles and facts but with definite deficiencies.
D	50-54	1.00	Minimal Pass. A passing grade indicating marginal performance. Student not likely to succeed in subsequent courses in the subject.
F	0-49	0.00	Unsatisfactory. Fail. Knowledge of principles and facts is fragmentary; or student has failed to complete substantive course requirements.
DNC		0.00	Did not complete the course, less than 50% of course work completed or mandatory course component(s) not completed. No official withdrawal.

### Other Grades (not counted in GPA)

- ADV - Advanced Credit
- AUD - Audit
- CIP - Course in Progress
- CTN - Course Continues into the Next Semester
- DEF - Final Grade Deferred
- PLA - Prior Learning Assessment and Recognition
- W - Withdrawal



### Competency Based System (not counted in GPA) (Practica)

- COM - Course Completed - Credit Granted
- NCG - No Credit Granted

### Anonymous Grading Policy (BSW)

Instructors may choose to have assignments graded anonymously by requesting students to use their student number instead of their name on assignments. Assignment anonymity is not possible in small classes or for some types of assignments (i.e. video-taped assignments and presentations).

## Grade Appeal and Rewrite Policy (BSW)

1. Any student wishing clarification about, or who is dissatisfied with, an assigned grade should first discuss the matter with the instructor. The request for review must be made within fourteen (14) days of the student receiving the grade. If asked to do so, the instructor will then review (reread) the assignment and decide whether or not the original grade should be confirmed or changed. The instructor will reread the assignment and return it to the student within seven (7) days.
2. If this review confirms the assigned grade and the student is still dissatisfied, the student can request either a grade appeal or an assignment rewrite within seven (7) days. **If the student chooses to appeal the grade, then she/he forfeits the right to an assignment rewrite.**
3. **Assignment Rewrite:** Students are encouraged in all classes to consult with their instructors to clarify assignment expectations, grading criteria and the selection of assignment topics well in advance of the assignment due date. In situations where students have received a **D or F** for an assignment they may be given the opportunity to rewrite the assignment on one occasion. The due date of an assignment rewrite shall be negotiated between the student and instructor, and the original assignment must be attached to the rewritten paper. The highest possible grade awarded to rewritten assignments will be a **C**. **Students may be allowed only one assignment rewrite per course. Students will not be allowed to rewrite late papers or exams.**
4. **Grade Appeal:**
  - a) An appeal request must be made in writing to the Chair. This request shall state clearly the grounds upon which the student believes the grade should be changed. The original assignment must be attached to the letter of appeal and, where possible, a copy of the assignment without any instructor or students comments should also be attached. The review will be completed within fourteen (14) days of receipt of the letter of appeal.
  - b) Upon receipt of a request for a grade appeal, the Chair shall appoint a second instructor to read the assignment. The second instructor will be provided with a copy of the instructions for the assignment and a statement of the objectives of the course.
  - c) Students have the following two choices regarding their letter of appeal and their intention must be made clear in the letter:
    - i. The letter can be read only by the Chair, in which case the second instructor does not review the remarks of the original instructor made on the assignment.
    - ii. The letter and the remarks of the original instructor can be read by the second instructor following his/her rereading and grading of the assignment.
  - d) Every attempt will be made to ensure that the student's identity is not made known to the second instructor throughout the process.
  - e) When, after reviewing the assignment:
    - i. The second instructor agrees with the original grade, then this grade shall be awarded.
    - ii. The two instructors grades differ, the matter shall be referred to the Chair who, in consultation with the two instructors and anyone else of the Chair's choosing, shall assign a grade.
  - f) When the assignment is based on student performance or competence, the Chair will develop a set of procedures in accord with the policy and in consultation with the instructor and student.
  - g) Students who remain dissatisfied with their grade, and who wish to appeal further, may consult with the Director of the School of Social Work and Human Service about further appeal procedures.
  - h) If the issue of grades remains unresolved, the student may commence an appeal in accordance with TRU appeal procedure. TRU's Student Academic Appeals Policy (Appeals ED 4-0) is available at: <http://www.tru.ca/policy/allpolicy.html>



### Grade Deferral Policy (TRU – Grading Systems ED-3-5)

A deferred grade (DEF) may be granted as a final course grade only when a student has a valid reason (illness, bereavement) for not completing course requirements on time. Although it is the instructor's discretion to grant a deferred grade, this alternative should only be used in very unusual circumstances. Instructors will submit a change of grade (from DEF to a letter grade) within six weeks of granting a deferral or an automatic DNC grade will be given by the registrar's office. If the student does not complete the course by that time they will be given a grade based on the work completed. An uncompleted assignment will be given an F in the calculation of the final grade.

### Harassment Policy (TRU – Respectful Workplace and Harassment Prevention Policy BRD 17-0) Responsibilities of the Program

In British Columbia, employers can be held liable for human rights violations, which include sexual harassment within the workplace, if they do not act to prevent or remedy such actions after they have occurred. The two governing statutes are the British Columbia Human Rights Act and the Canadian Human Rights Act.

The School of Social Work and Human Service acknowledges its responsibility to protect the freedom of students to work and study in a harassment free environment. Practicum students who encounter sexual harassment in their practica settings are encouraged to consult with their practicum coordinator regarding Policy BRD 17-0 on Harassment Procedures.



### No Scents Policy (TRU)

Please be aware that some people suffer from chemical sensitivities. Please consider not using scented products, such as scented deodorants, after-shave, hairspray, cologne, shampoo, soap and other scented personal care products. We share the air in classrooms, hallways and faculty offices.

### Academic Eligibility for Field Education Courses

Students are eligible to enrol in field education courses (SOCW 3040 and 4020) if they maintain a sessional GPA of 2.33 or better and are not on academic probation, have completed the required prerequisite courses and credit requirements, and **have maintained good academic standing (GPA  $\geq$  2.33) for one semester following a period of academic probation.**

### Out of Region Practicum Policy – SOCW 4020 (BSW)

In order to qualify for out of region practicum placements students must achieve a cumulative GPA of 3.0 on all courses taken since admission to the BSW program. The cumulative GPA will be calculated one full semester before the out of region practicum is to occur. For example, students taking an out of region practicum in the summer will have their GPA calculated at the end of the fall semester.

### Out of Region Practicum Policy – SOCW 3040 (BSW)

Out of Kamloops region practicum for SOCW 3040 may be allowed provided:

- The practicum is not international
- The student's cumulative GPA since admission to the BSW program is at least 3.0 as calculated a full semester prior to the semester when SOCW 3040 is to be taken (e.g. end of fall semester for a summer semester practicum).
- With few exceptions, students must attend the seminar in person.

### Concurrent Summer Practicum and Course Credit Policy

BSW students registered in summer practicum (SOCW 3040 or SOCW 4020) may register for one social work or arts course in summer session. In order to maximize learning in practicum, students may register for one summer course up to a maximum of six hours of instruction per week.

Practicum students are expected to complete their practicum hours and course work within the dates of the summer semester.

### Professional Suitability Policy (BSW)

Policy currently under review.

### Residency Requirement Policy (BSW)

A student with previous post-secondary education will be awarded transfer credit in accordance with TRU policies.

Students must complete a minimum of 60 credits at TRU to be awarded the BSW degree.

### Student Complaints

The BSW Degree Program recognizes that most students experience no concerns about their education. When students do experience problems, their concerns will be handled in a prompt and respectful manner consistent with the values and ethics of our profession and in keeping with appropriate TRU policies.

If a student has a complaint about a particular course or instructor, the first step may be to discuss the problem with the instructor. If the problem is not resolved or the problem is such that the student is not able to approach the instructor, the student may want to discuss the problem with the Chair of the School of Social Work and Human Service, Dean or the Field Education Coordinator if the concern is around practica. The Chair may act as a mediator with the student and instructor. If the student is still dissatisfied, the student may consult with the Office of Student Affairs or a TRU counsellor.

### Withdrawal Policy (TRU – Withdrawals ED 3-0)

TRU's Withdrawal Policy is available at: <http://www.tru.ca/policy/allpolicy.html>

### Writing and Reference Standards Policy (BSW)

The BSW Program expects that a competent social worker must be able to write letters, reports, case recordings, minutes of meetings, briefs, articles for newspapers and research papers. The evaluation of written work is based on content as well as proficiency in style and accurate use of English.

All assignments are expected to be written competently and typed (unless otherwise directed) with adequate documentation and referencing. The department follows the **American Psychological Association** format for documentation and referencing in written assignments. Handouts summarizing key components of the APA format are given out at orientation. Copies of the *Publication Manual of the American Psychological Association, (5th Ed.) (2001)* may be found in the TRU library. APA software for popular word processing programs is available for purchase at the bookstore.



## Student Resources at TRU

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### BSW Program Page on Moodle

Important dates, critical deadlines, and other information for the School of Social Work and Human Service are posted in the BSW Program page on Moodle. TRU events and important dates will also appear on your myTRU page. Log in to Moodle regularly to stay in the loop!

1. See Computer Lab Support to Log on to Moodle

If you need help logging into Moodle, visit **Computer Lab Support** in OM 1326 or call 250-828-5332. Computer Lab Support will give you a general overview of how to use Moodle for your courses. When you log in to your Moodle account, "**Bachelor of Social Work (2016/2017)**", the School's home page on Moodle, should appear on your Course List. If you registered late for your BSW courses, you may not have been automatically "enrolled" on the Social Work and Human Service home page. Email [socialwork@tru.ca](mailto:socialwork@tru.ca) to have your name added to the home page.

2. Change Your Password & Set Email Forwarding

Every user in Moodle has a Profile page which may be accessed from the user name located in the top right of the screen.

- Mouse-hover over your name at top right hand corner to access the drop down menu. From here you can customize your Moodle settings. Click on "**Preferences**" and then **Edit Profile**.
- In your Profile, make sure you enter an **Email** address. The email address you provide will be the address all Moodle messages and notifications are sent to. Click **Messaging** to configure notification methods for incoming messages. For all types of Moodle messaging you can choose to be notified by **Popup notifications** and/or **Email notifications**, these options can be different or the same depending on if you are logged in or offline
- Under **User account** click **Change Password**. This will take you to the TRU Self-Service Password Reset Portal. More information about your network account can be found at <http://www.tru.ca/its/students/networkaccounts.html>.

3. Access the School of Social Work & Human Service "Home Page"

In your Course List on your dashboard, click on "**Bachelor of Social Work (2016/2017)**". This takes you to the School's home page on Moodle. Different from a course, instructors and students use this home page to communicate essential information about the Bachelor of Social Work program. From the main Course Content window, click on the various folders to view announcements or download program documents, such as degree planning documents, field education forms or course schedules and read or post messages to the Discussion Boards. The General Information folder provides resources such as style guides, web links and information on the BC Association of Social Workers. You will also find the Student Club which posts meeting and event notices.

**It is critical to your success that you check Moodle regularly to stay informed about program related deadlines, events, job opportunities, etc.**

## Comprehensive University Enhancement Fund (CUEF)

Through the CUEF Steering Committee, students can apply for funding to attend conferences, field trips or competitions. The Research sub-committee deals with applications from students wishing to conduct research with a faculty advisor at TRU.

## Computer Labs

Labs for student use are situated in the following campus locations:

Arts & Education: AE305, AE361

House of Learning HL104, HL271

International Building: IB2004, IB2006

Old Main: OM1355, OM1345, OM1335, OM1330,

Science: S230A, S232, S275

Trades &Tech: TT255



<http://www.tru.ca/its/students/labs/hours.html>

Timetables for student use are posted on the doors of the computer labs.

## Video Labs

Audio-visual/communications labs are available for student use in AE 100B, AE 100C, AE 100D and AE 301A. Sign-up sheets to reserve these labs are located in the Faculty of Education and Social Work reception area in AE360 on the third floor. Labs are kept locked for security reasons. To gain access to these labs, students are required to sign out a key and leave their student identification cards at the reception area in AE 360. After 4:00 pm and on weekends, access is available only through the Campus Security office. Please ensure the doors are locked when you leave the video labs.

## Student Services/Counselling

Counsellors deal with personal issues that may affect a student's academic performance and/or personal wellbeing. Visits to the counsellors are voluntary and confidential. Appointments with counsellors are booked in advance but emergency or crisis situations are dealt with as quickly as possible. Counselling, Financial Aid & Awards and the Career Resource library are located in OM 1631.

For appointments:

Counselling 250-828-5023

Financial Aid and Awards 250-828-5024

Academic Advising is located in OM1100

For appointments: 250-828-5075

Web address: <http://www.tru.ca/advising.html>

## Disability Services

Disability Services can arrange for learning accommodations and supports to students who provide documentation that confirms their eligibility. Tutoring, note-taking, sign language, adaptive technology and alternate test taking strategies are available.

Contact with Disability Services should be made 3 months prior to the start of the semester. For an appointment call 250-828-5023. Disability Services are located in OM 1631 in the Counselling Department.

## The TRU Writing Centre

The Writing Centre is a collaborative effort sponsored and coordinated by TRU's English & Modern Languages. If a student would like feedback on writing for coursework drop by OM 2674 for assistance. They have trained peer tutors and experienced faculty ready to help. Phone: 250-371-5689 or web address:

<http://www.tru.ca/writingcentre.html>



### Library and House of Learning

Hours for the TRU Library and House of Learning will be found on the following website:

<http://www.tru.ca/library/hours.html>

Library Reference Desk Phone: 250-828-5306

House of Learning Reference Desk Phone: 250-828-5310

Students are encouraged to pay particular attention to regulations regarding overdue fines.

## Services for Aboriginal Students

New and current Aboriginal students may access a variety of services and supports through The Gathering Place located in House 5. Students may also visit The Gathering Place which is a friendly and inviting Aboriginal centre that provides information on all aspects of university life, from finding services on campus, supporting band funding applications, exploring academic support options such as tutoring to locating housing and off-campus amenities. Academic and Wellness workshops, one-to-one Counselling, on site computers, an established Elder in the House program as well as a kitchen and lounge area are also available at The Gathering Place. For more information about The Gathering Place, or to arrange a visit, please drop by House 5, email [aboriginal@tru.ca](mailto:aboriginal@tru.ca) or call 250-371-5508.

## TRU Students' Union & First Nations Collective

The First Nations Student Association is known as the First Nations Collective and is part of the TRU Students' Union (TRUSU). It is a student run association involved in organizing student run activities on campus and collaborating with TRU faculty and administrators to create a positive learning environment for First Nations students. The First Nations Society located in the Independent Centre, IDC 161, provides a place for students to socialize, study, tutor or hold special events. Phone no: 250-371-5753 or web address:

<http://www.tru.ca/aero/students/fnsa.html>



## TRU Students' Union (TRUSU)

The Student Society is responsible for representing students on campus in an effort to ensure student success at TRU. Students are entitled to vote at Annual General Meetings and take full advantage of the benefits of the Student Society office. Interested students can run for Student Society board positions. The Student Society is located in the Independent Centre, IDC 273. Phone no: 250-828-5289 or web address:

<http://www.trusu.ca>

## Campus Safety

Campus security is provided on a 24-hour basis every day of the year. All security personnel are trained in first aid procedures. The Security Office is located at HOL 128 phone no: 250-828-5033. In an emergency dial 1111 from a campus phone, 911 from a pay phone (no quarter required) or use one of the yellow emergency phones situated in parking lots around the campus.

All of us deserve to feel safe on our campus no matter when our classes end, when our study groups meet or when we attend events. If you don't feel comfortable walking to your car or dormitory alone, simply call 250-828-5033 on your cell phone or 5033 on any campus phone including the yellow security phones.

## Chaplaincy

On-campus support provided to students, staff and faculty. Chaplain can be reached at 250-371-5940.

## Sports and Recreation

Remember to always make time for yourself. One of the best ways to maintain a healthy balance in all areas of your life is to ensure that you take time to do the things you enjoy. Even when assignments are piling up and you are feeling pulled in several directions, try to incorporate some form of sports, leisure, humour or whatever helps you relax and reduce stress. Learning and practicing effective coping mechanisms for stress can reduce the anxiety around schoolwork and create the healthy balance between school and other commitments. Whether you are interested in league sports or individual recreation, Kamloops offers a wide range of activities that are both accessible and affordable.



TRU has a full sized track and field area and adjoining soccer fields. The web address for TRU Athletics is: <http://www.tru.ca/athletics/about/recruitment.html>. The Tournament Capital Centre (TCC), which includes the Aquatic Centre, is located directly behind the TRU track. Their web address is: <http://www.tournamentcapital.com/tcc.htm>.

Kamloops Parks and Recreation Department have a wide range of seasonal programs for all ages and interests. To find out more about these programs call 250-828-3500 or 250-828-3655 for Recreation and Facility information. The City also has financial assistance for children, youth and adult programs.

Kamloops Community YMCA – YWCA offers a cardiovascular room, circuit weight and free weights, sauna, hot tub and swimming pool depending on the location. They also provide aerobic classes, fitness training and child minding while using the ‘Y’ facility. The ‘Y’ has monthly and yearly membership’s available and financial assistance. (Ask the ‘Y’ about their Friends Program.) Phone no: 250-372-7725 (400 Battle St) or 250-554-9622 (Northhills Shopping Centre).

Another wonderful way of reducing stress is to maintain your sense of adventure, your sense of self and especially your sense of humour. Laughter is an extremely effective and healthy way to reduce stress.

## Health Services

TRU has accredited physicians available on an appointment basis, five days a week. The hours of operation of the medical clinic are Monday to Thursday 8:30 am to 4:00 pm and closed from 11:40 to 12:40 pm; Friday 8:30 am to 3:00 pm no lunch closure. Appointments can be arranged by visiting Health Services at OM 1463, or by contacting the Medical Office Assistant at 250- 828-5126. In case of emergency, 24 hours per day assistance can be summoned by dialling local 1111 or 911 on any of the campus security phones.

Student and employee health is the main concern of health services on campus. The services include first-aid, immunizations, health education and information. Charges for physician appointments on campus will be billed to the student's medical plan.

Permits for temporary handicap parking are available (with an approved doctor's note) from the Parking Office located at the Warehouse. For long term use, permits are available from the Social Planning and Research Council of BC (SPARC BC) at <http://www.sparc.bc.ca/parking-permit/> or People in Motion at <http://www.peopleinmotion.org/peopleinmotiondisabilityparkingpermit.html>.

Accidents should be reported as soon as possible to assist in processing insurance claims.

### Wellness Centre

The TRU Wellness Centre, located in OM 1482, promotes the physical, emotional, social, intellectual, occupational and spiritual well-being of students and employees by providing a comprehensive package of health education and promotion activities, services and programs. The Wellness Centre offers one-to-one health and wellness planning and education sessions; small group health and wellness education sessions; as well as campus-wide health and wellness events. Information and awareness on topics such as stress, sexual health, relationship issues, substance use, tobacco use, wellness planning, exercise and nutrition is supplied by the wellness program. Contact Chelsea Corsi, Wellness Coordinator at 250-828-5010.



## British Columbia Association of Social Workers (BCASW)

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The British Columbia Association of Social Workers (BCASW) is a voluntary, not-for-profit membership association that provides support and professional development services to its members and a strong voice for professional and social advocacy. BCASW is one of ten provincial/territorial social work associations belonging to the Canadian Association of Social Workers (CASW). Through CASW we support the work of the 76-nation International Federation of Social Workers. BCASW was incorporated in 1956 and has branches and members (including students) throughout BC.

BCASW's mandate is to advocate for the interests and concerns of professional social workers. The Association does not carry a disciplinary role, which is the mandate of the profession's regulatory body, the Board of Registration for Social Workers. BCASW and BC College of Social Workers are two distinct organizations.

### Membership Eligibility

You are eligible to join BCASW if you hold a degree in social work or are a student currently enrolled in a social work degree program. BCASW members are automatically members of the Canadian Association of Social Workers.

### Student Members

Students completing their social work degree program can join BCASW at a special student rate. You can join online at <http://www.bcasw.org>. Your student membership qualifies you to apply for the BCASW Scholarship awarded annually to a student member in each school of social work in BC. Student members also receive 'Perspectives' the BCASW quarterly newsletter. Following graduation, to encourage your continuing membership, BCASW will reduce the regular membership fee by 40% the first year and 20% the second.

### Our Mission

"We are the professional association of social workers in British Columbia and promote the profession of Social Work. We advance Social Work practice and values to create a just and compassionate society."

### Code of Ethics

The BCASW Code of Ethics and the BC College of Social Workers Practice Standards are available on the BCCSW website at: <http://www.bccollegeofsocialworkers.ca/registrants/code-of-ethicsstandards>  
<http://www.bccollegeofsocialworkers.ca/wp-content/uploads/2013/02/BCCSW-CodeOfEthicsStandardsApprvd.pdf> pdf booklet

### Contact Us:

#### BC Association of Social Workers

#402 - 1755 West Broadway, Vancouver, BC V6J 4S5

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Fax: 604-730-9112

E-mail: [bcasw@bcasw.org](mailto:bcasw@bcasw.org) Website: <http://www.bcasw.org>

Thompson-Nicola Branch Contact:

Michael Crawford

250-371-5520

E-mail: [mrcrawford@tru.ca](mailto:mrcrawford@tru.ca)



## BCASW Code of Ethics

1. A social worker shall maintain the best interest of the client as the primary professional obligation.
2. A social worker shall respect the intrinsic worth of the persons served in professional relationships with them.
3. A social worker shall carry out professional duties and obligations with integrity and objectivity.
4. A social worker shall have and maintain competence in the provision of social work services to a client.
5. A social worker shall not exploit the relationship with a client for personal benefit, gain or gratification.
6. A social worker shall protect the confidentiality of all professionally acquired information by disclosing such information only when required or allowed by law to do so or when clients have consented to disclosure.
7. A social worker who engages in another profession, occupation, affiliation or calling shall not allow these outside interests to affect the social work relationship with the client, professional judgment, independence and/or competence.
8. A social worker shall not provide social work services or otherwise behave in a manner that discredits the profession of social work or diminishes the public's trust in the profession.
9. A social worker shall promote service, program, and/or agency practices and policies that are consistent with this Code of Ethics and the Standards of Practice of the British Columbia College of Social Workers.
10. A social worker shall promote excellence in the profession.
11. A social worker shall advocate change in the best interest of the client and for the overall benefit of society.

## Telephone and Email Addresses

### Faculty

Dr. Airni	Dean, Faculty of Education and Social Work		250- 828-5249	<a href="mailto:airini@tru.ca">airini@tru.ca</a>
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