SOCW 2362 SOCIAL WELFARE: LEGISLATION, PROGRAMS, AND SERVICES
ONLINE

Course Syllabus: Fall 2025

"Northeast Texas Community College exists to provide personal, dynamic learning experiences empowering students to succeed."

CARMEN SHURTLEFF
Professor of Sociology and Social work

Monday - off campus
Tuesday - 1:30-3:30
Wednesday - 10:00-5:00
Thursday - 1:30-3:30
Friday - off campus

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This syllabus serves as the documentation for all course policies and requirements, assignments, and instructor/student responsibilities.

Information relative to the delivery of the content contained in this syllabus is subject to change. Should that happen, the student will be notified.

Course Description: This course offers a historical and contemporary examination of legislation and resulting programs, policies, and services in the context of the social welfare system in the United States. Special attention is given to the political, economic, environmental, and social conditions that prompted the development of legislation to meet the needs of vulnerable populations. Societal responses to legislation are also considered.

Prerequisite(s): None

Student Learning Outcomes:

1. Describe characteristics of legislation.
2. Differentiate between legislation and policy.
3. Explain how legislation influences service delivery and identify current proposed or recently passed state or federal legislation that will influence services.
 4. Trace the history of major pieces of social welfare legislation, including the political, economic, environmental, and social conditions affecting vulnerable populations that prompted the legislation's development.
5. Describe how political ideology and social constructions of vulnerable populations influences the development of social welfare legislation.
6. Describe how political ideology and social constructions of vulnerable populations influence societal responses.
7. Compare and contrast the residual, versus institutional, view of social welfare.
8. Articulate how social workers can actively and ethically engage in the political process to address social justice issues.

Evaluation/Grading Policy:

Discussions	100 points
NUMIA Labs	100 points
Social Welfare Policy Letter	100 Points
Mid-term Exam	100 points
Final Exam	100 points
Total Possible	500 points

Grading and evaluation--In general, a course grade of a "C" represents an acceptable level of work. A course grade of "B" represents a substantial effort and achievement. It is clearly a grade for the better than average product and effort. An "A" is awarded only in the event of both outstanding efforts and quality in the required products. The grades will be awarded on the following basis:

A = 90% to 100% of possible points
B = 80% to 89% of possible points
C = 70% to 79% of possible points
D = 60% to 69% of possible points
F = 59% and below of possible points

Required Instructional Materials: Segal, E. (2016). Social Welfare Policy and Social Programs: A Values Perspective, 4th Ed. Boston, MA: Cengage Publisher: Cengage

ISBN Number: 978-1-305-10192-0
Recommended Reading(s): None
Optional Instructional Materials: None

Course Structure and Overview:

Course Structure and Overview: This is a sixteen-week online course where students must access graded activities on the Blackboard Learning Management System.

Online Coursework Student Expectations

- Complete all assigned readings from the required e-book chapters
- Watch instructional videos to reinforce learning
- Complete the online chapter activities in Blackboard

Technology and Time Commitment

- Regular access to a computer and the internet is required. Technical difficulties will not be accepted as an excuse for late submissions.
- Students should expect to dedicate 3-6 hours per week to this course, including both in-person and online activities.

Assignment Deadlines & Participation

- Late Assignment Policy: Assignments are expected to be submitted by the designated due date. However, any late submissions will incur a daily point deduction. If an assignment is more than seven (7) days late, the student must contact the instructor via

email to request an extension. Approval of an extension is at the instructor's discretion and may require documentation or additional justification. To stay on track, students are encouraged to review deadlines carefully and reach out in advance if they anticipate any challenges in meeting due dates.
- Active participation in class is required. In-class speaking drills and activities are essential for skill development and will directly impact your success in this course.

Completion of the online portion is mandatory. You cannot pass this course without fully engaging in both the in-person and online component

Assignments:

Written Assignment Guidelines

All written assignments must be formatted according to the current (7th edition) APA style and adhere to the following requirements:

- Font & Spacing: Use a legible font such as 12-point Times New Roman, 11-point Arial, or 11-point Calibri, double-spaced.
- Margins: One-inch margins on all sides.
- Title Page: Required, formatted according to APA 7th edition guidelines (include the title, student name, institution, course, instructor, and date).
- Headings: Use APA-style headings where appropriate to organize content.
- Citations & References: In-text citations and reference lists must follow APA 7th edition format. Include a References page for all sources cited in the assignment.
- Indentation & Spacing: The first line of each paragraph should be indented 0.5 inches.
- Page Numbers: Include page numbers in the top-right corner of each page.
- Running Head: Not required for student papers unless specified by the instructor.

Before submitting, students should proofread their work to ensure it is spell-checked and free of grammatical errors. Assignments that do not meet these formatting and writing standards will receive point deductions.
For additional guidance on APA formatting, refer to the current APA 7th Edition Manual or visit www.apastyle.org.

SOCIAL WELFARE POLICY LETTER
GRADING: 100 POINTS

Choose a social welfare issue discussed in this course, textbook, or through internet exploring. Prepare a letter to an elected official regarding your chosen social welfare issue. You are not required to send the letter; however, it will need to show the appropriate format and content. Before writing your letter, engage in assessment tools to gain knowledge of the difference between policy and legislation, the characteristics of legislation, and how social workers actively engage in social change. Guidelines on how to write a social policy letter can be found in the course resource folder.

DISCUSSION BOARD GUIDELINES AND EXPECTATIONS

Discussions are an essential component of this course, providing opportunities for active engagement, peer learning, and deeper understanding of course material. Participation in

discussions ensures that you remain involved in the learning process and allows you to develop critical thinking, analytical, and communication skills.

Participation Expectations

Each student is expected to fully participate in all discussions and related activities. This may include:
- Summarizing assigned readings
- Responding to questions from the textbook or course materials
- Watching and providing insightful commentary on multimedia resources

Posting Requirements

To receive full credit for each discussion, you must complete the following:
Initial Post
- Due: Thursday by 11:59 PM (CST)
- Minimum Length: 250 words
- Your response should clearly address the discussion prompt, demonstrate critical thinking, and incorporate relevant course concepts.
- Citations required: Support your response using course materials, assigned readings, or credible external sources, formatted in APA style (7th edition).

Response Post
- Due: Monday by 11:59 PM (CST)
- Minimum Length: 125 words
- Respond to at least one (1) peer's post, providing meaningful engagement by:
  - Offering a new perspective
  - Asking a thought-provoking question
  - Providing additional supporting evidence
  - Expanding on their ideas with relevant connections to course material

Grading Criteria

Discussion board participation is graded based on the following criteria:

Criteria	Expectations	Points
Relevance	Posts directly address the discussion topic, contribute meaningful insights, and demonstrate an understanding of the course material.	5
Engagement	Thoughtfully responds to at least one classmate, adding depth to the conversation and fostering peer learning.	5
Quality of Writing	Posts are well-organized, use appropriate academic language, and are free from spelling and grammatical errors. APA included with citing sources.	5
Respectful Communication	Interactions are professional, respectful, and contribute constructively to the discussion. Inappropriate or disrespectful comments will not be tolerated. **This includes if your discussion is in APA format, including in-text citation and end of discussion citation. If you do not cite, you will receive 5-point deduction.**	5
Total Points	20	

Additional Guidelines

- Posts that do not meet the word count requirement or lack citations will receive point deductions.
- All students must follow netiquette guidelines, ensuring respectful and professional communication.
- Further details and expectations can be found in the Course Resource Folder in Blackboard.

By following these guidelines, you will contribute to a rich, engaging, and academically stimulating discussion environment that enhances learning for everyone.

NUMIA Labs

NUMIA Labs are designed to provide hands-on experience in analyzing and interpreting social work data, case studies, and practice scenarios. These labs help students apply key social work concepts, ethical frameworks, and intervention strategies in real-world contexts. Through these exercises, students will develop critical thinking, problem-solving, and professional decision-making skills essential for social work practice.

Lab Structure & Expectations

- Students will complete IN NUMIA Labs throughout the course.
- Each lab is worth 25 points and contributes to the overall course grade.
- Labs will include:
  - Case study analysis focused on social work practice, ethics, and intervention strategies.
  - Application of social work theories to real-world client situations.
  - Reflective exercises that encourage students to critically engage with social work principles and professional values.

Formatting & Submission Requirements

- All NUMIA Labs must be formatted in APA (7th edition) style.
- Minimum word count: 250 words per lab.
- Students must provide clear, well-structured responses that demonstrate an understanding of social work practice concepts.
- Proper citations and references are required when incorporating external sources, including the NASW Code of Ethics.

Evaluation Criteria

Criteria	Expectations	Points
Application of Concepts	Demonstrates understanding by applying social work theories, models, and interventions appropriately.	10
Case Analysis & Interpretation	Effectively evaluates client needs, ethical considerations, and appropriate interventions.	5

Criteria	Expectations	Points
Critical Thinking & Reflection	Provides thoughtful responses, demonstrating analytical reasoning and self-awareness in social work practice.	5
APA Formatting & Clarity	Meets formatting requirements, is well-organized, and free from grammar/spelling errors. **This includes if your discussion is in APA format, including in-text citation and end of discussion citation. If you do not cite, you will receive 5-point deduction.**	5
Total Points	25	

Additional Guidelines

- NUMIA Labs should be completed independently, though students may discuss general social work concepts and ethical dilemmas with peers.
- Further details and expectations can be found in the Course Resource Folder in Blackboard.

By engaging in NUMIA Labs, students will enhance their ability to assess client needs, apply evidence-based interventions, and critically reflect on social work values and ethics in a professional context.

Exams (TEST) 100 Points per Exam:

There will be two tests (100 points each). Everyone must take the exams. Exams will include multiple- choice, matching or definitions, and short essay questions. As a rule, make-up examinations will not be permitted unless the student's absence is excused in advance. A grade of incomplete ("X") will not be given unless the student contacts the instructor to make special arrangements for making up the required work. Only an emergency that prohibits the student from completing the course as planned will warrant consideration of the grade of "X". **EXAMS on released on the date above and students are provided 48 hours to complete the exam.**

Preferred Communication Method: Microsoft Teams

To improve communication and accessibility, Microsoft Teams will be the primary tool for announcements, discussions, and quick responses. All students are strongly encouraged to:

- Download the Microsoft Teams app on their personal phones or computers.
- Enable notifications to receive important updates regarding the course.
- Log in using your NTCC email and password via the mobile app, desktop application, or web browser at [Microsoft Teams Login](#).

Typical response to Teams messages within one hour during weekdays, but response time may be up to 24 hours depending on availability. If you need additional help, email me at cshurtleff@ntcc.edu.

Instructor Availability & Response Time

Communication Method	Expected Response Time
Microsoft Teams Messages	Within 1-24 hours (faster response)
Email (NTCC Email Address)	Within 48 hours (Monday-Friday)
Blackboard Discussion Posts	Within 48 hours after the discussion closes
Assignment Feedback	Within 5-7 days after submission
Virtual Office Hours	Scheduled weekly (details in syllabus)

Feedback on Assignments & Discussions

- Discussions: individual and general feedback within 48 hours after the discussion closes.
- NUMIA Labs Expect detailed, constructive feedback within 5-7 days, including:
  - Strengths in analysis and writing
  - Areas for improvement
  - Suggestions for deeper engagement with course material
- Exams & Quizzes: Auto-graded exams provide immediate feedback, while written responses will be graded within one week with individualized comments.

Opportunities for Additional Interaction & Support

- Weekly Announcements – I will post weekly updates and reminders to help students stay on track.
- Virtual Office Hours – Available for one-on-one meetings via Microsoft Teams. Details will be posted in Blackboard.
- Instructor Check-Ins – I will periodically check in through announcements or discussion boards to address common misconceptions, highlight student contributions, and reinforce key concepts.

Where to Find These Expectations

- These communication and interaction expectations are clearly outlined in:
- The syllabus (under "Instructor Communication & Feedback Policies")
  Course orientation materials (in the introductory module)
  Weekly announcements (to reinforce deadlines and updates)
- By providing clear expectations for communication and feedback, I ensure that students receive regular, meaningful, and substantive interaction throughout the course.
- Please download Microsoft Teams and enable notifications to stay connected!

Minimum Technology Requirements:

Below are some technical requirements for using Blackboard that will help your experience in this course. You will see the NTCC Tech Support email address and phone number below. Please contact them if you run into any technical problems during the semester. Please let your instructor know you are having difficulties as well. If you need further NTCC technical support

services, please contact IT at IT@ntcc.edu or 903.434.8140.

Blackboard will work on both a Mac and a PC. (Chrome Books are known to have issues with Blackboard.) Accessing Blackboard through Fire-Fox or Chrome as your web browser is best. If you have trouble with improper activities, you might change your web browser as your first solution. The Default Browser in Windows 10 is Edge. This browser does not do well with Blackboard! If you go to Windows Accessories, you will find Internet Explorer still on your computer, but it is not your default browser. If you struggle to navigate with Edge, close it and go to Internet Explorer. You can download Blackboard Student for your smartphone from the Play or App stores. More information is available for Technology Requirements and Support under the Student Resources – Technical Support Tab in Blackboard.

Required Computer Literacy Skills:

The ability to communicate via email, including sending attachments; navigate the World Wide Web using a Web browser such as Internet Explorer; use office applications such as Microsoft Office (or similar) to create documents; willingness to learn how to communicate using a discussion board and upload assignments to a classroom Web site. In addition, students need to be comfortable uploading and downloading saved files; navigating blackboard, including using the email component within Blackboard.

For more information or technical assistance on using the Learning Management System, please refer to the Home Page, Orientation Module in Blackboard's critical technical requirement, information, and support folder.

Late work will only be accepted with prior approval by the instructor. Students are always expected to be respectful toward classmates and professors! Review Student Conduct in the Student Handbook., which can be located at https://www.ntcc.edu/sites/default/files/2024-12/NTCC%20Student%20Handbook.pdf.   It is the student's responsibility to check Blackboard for important information/announcements regarding the course. Students should be working on course material via Blackboard every week. Do not wait until the last minute to complete and submit assignments in case of technical issues.

Alternate Operations During Campus Closure and/or Alternate Course Delivery Requirements:

In the event of an emergency or announced campus closure due to a natural disaster or pandemic, it may be necessary for Northeast Texas Community College to move to altered operations. During this time, Northeast Texas Community College may opt to continue delivery of instruction through methods that include but are not limited to, online through the Blackboard Learning Management System, online conferencing, email messaging, and/or an alternate schedule. It is the responsibility of the student to monitor NTCC's website (http://www.ntcc.edu/) for instructions about continuing courses remotely, Blackboard for each class for course-specific communication, and NTCC email for important general information.

Additionally, there may be instances where a course may not be able to be continued in the same delivery format as it originates (face-to-face, fully online, live remote, or hybrid). Should this be the case, every effort will be made to continue instruction in an alternative delivery format. Students will be informed of any changes of this nature through email messaging and/or the Blackboard course site.

NTCC Academic Honesty/Ethics Statement:

NTCC upholds the highest standards of academic integrity. The college expects all students to engage in their academic pursuits in an honest manner that is beyond reproach, using their intellect and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. Academic dishonesty, such as cheating, plagiarism, and collusion, is unacceptable and may result in disciplinary action. This course will follow the NTCC Academic Honesty and Academic Ethics policies in the Student Handbook. Refer to the student handbook for more information on these subjects.

Artificial Intelligence Statement:

Individual instructors may allow or disallow any use of AI software for coursework. It is the student's responsibility to follow any AI classroom policy and the course's guidelines set forth by the instructor. Integrating AI into the course can undoubtedly bring numerous benefits and advancements. However, any use of AI software must be cited, or it could constitute **academic dishonesty (plagiarism)**. Recognizing the potential risks and ensuring that AI technologies are implemented responsibly and ethically is crucial. Students are fully accountable and responsible for any content, AI or non-AI, used in an assignment that is submitted. If any student has any questions surrounding the use of AI, please reach out to the instructor.

ADA Statement:

It is the policy of NTCC to provide reasonable accommodations for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to request accommodations. More information can be located at, https://www.ntcc.edu/student-services/eagle-assist/classroom-accomodations. An appointment can be made with the Academic Advisor/Coordinator of Special Populations located in Student Services and can be reached at 903-434-8264. For more information and to obtain a copy of the Request for Accommodations, please refer to the special population's page on the NTCC website.

Family Educational Rights and Privacy Act (FERPA):

The Family Educational Rights and Privacy Act (FERPA) is a federal law protecting student education records' privacy. The law applies to all schools that receive funds under an applicable U.S. Department of Education program. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when attending a school beyond the high school level. Students to whom the rights have transferred are considered "eligible students." A parent has no legal right to obtain information concerning the child's college records without the student's written consent. In compliance with FERPA, information classified as "directory information" may be released to the general public without the student's written consent unless the student requests in writing. Directory information is defined as the student's name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, the field of study, degrees, awards received, and participation in officially recognized activities/sports.

Student Social Support Resources:

At Northeast Texas Community College, we understand that students may encounter challenges that can create barriers to success. If you need support or guidance, NTCC offers Eagle Assist—a comprehensive hub where you can access resources beyond the classroom. https://www.ntcc.edu/student-services/eagle-assist. Services available through Eagle Assist include classroom accommodation, mental health counseling, tutoring, the CARE Center, financial literacy, and emergency assistance. NTCC is committed to alleviating barriers and fostering student success, regardless of your lived experiences. To access these services, please email eagleassist@ntcc.edu. **Additionally, if you need further community resources, please visit www.ntcc.edu/carecenter**

Title IX Statement:

Northeast Texas Community College (NTCC) is committed to maintaining an educational environment free from discrimination based on sex, in compliance with Title IX of the Education Amendments of 1972. Title IX prohibits sex-based discrimination in any educational program or activity receiving federal financial assistance. This includes, but is not limited to, acts of sexual harassment, sexual violence, and interpersonal violence. Title IX is a federal law that ensures no individual is subjected to discrimination on the basis of sex under any education program or activity. At NTCC, this commitment extends to all students, faculty, and staff, promoting a safe and inclusive campus community. If you or someone you know has experienced any form of sex-based discrimination, including sexual harassment or violence, NTCC encourages prompt reporting to ensure appropriate support and resources are provided.

Title IX Coordinator:
Amy Adkins Executive Director of Human Resources
Email: aadkins@ntcc.edu
Phone: (903) 434-8121

SOCIAL POLICY
TENTATIVE FALL SCHEDULE

Week #	Lecture Topic	Chapter	Student Responsibility
1 March 24	Module I Social Welfare Policy and Underlying Values	Read Ch 1	• Read Start Here Folder • Syllabus Acknowledgement • **SELF INTRODUCTION DISCUSSION**
1 March 24	Module I Historical Foundations of Social Welfare	Read Ch 2	• Complete Ch 2 Blackboard Content • **DISCUSSION #1 – HISTORICAL SOCIAL POLICY, 25 POINTS (SLO4)** **DUE MARCH 31ST**
2 March 31	Module I Conceptual Foundations of Social Welfare Policy	Read Ch 3	• Complete Ch 3 Blackboard Content • **DISCUSSION #2 – CHARACTERISTICS OF LEGISLATION, 25 POINTS (SLO1)** **DUE APRIL 7TH**
2 March 31	Module II Analyzing and Researching Social Welfare Policies	Read Ch 4	• Complete Ch 4 Blackboard Content • **DISCUSSION #3 – LEGISLATION VS POLICY, 25 POINTS (SLO2)** **DUE APRIL 7TH**
3 April 7	Module II The Delivery of Social Welfare Services	Read Ch 5	• Complete Ch 5 Blackboard Content • **DISCUSSION #4 – RESIDUA VS INSTITUTIONAL, 25 POINTS (SLO#7)** **DUE APRIL 14TH**

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April 7 | Module II

Social Justice and Civil Rights | Read Ch 6 | • Complete Ch 6 Blackboard Content
• **NUMIA LAB #1– ADVOCACY GROUP, 25 POINTS (SLO5)**

DUE APRIL 14TH |
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April 7 | Module II

Poverty and Economic Inequality | Read Ch 7 | • Complete Ch 7 Blackboard Content
• **NUMIA LAB #2 POLITICAL IDEOLOGY, 25 POINTS, (SLO6)**
DUE APRIL 14TH |
| 4

April 14 | Module III

Economics, Employment, Budgets, and Taxes | Read Ch 8 | • Complete Ch 8 Blackboard Content
• **MID-TERM 100 points**
DUE APRIL 21ST |
| 4

April 14 | Module III

Social Insurance | Read Ch 9 | • Complete Ch 9 Blackboard Content
• **NUMIA LAB #3, SOCIAL SECURITY ACCOUNT, 25 POINTS**
• **DUE APRIL 21ST** |
| 5

April 21 | Module III

Aging and Social Welfare Policy | Read Ch 10 | • Complete Ch 10 Blackboard Content
• **NUMIA LAB #4– LEGISLATION INFLUENCES OF SERVICE - PODCAST, 25 POINTS (SLO3)**

DUE APRIL 28TH |
| 5

April 21 | Module III

Children and Families | Read Ch 11 | • Complete Ch 11 and Blackboard Content |

6 April 28	Module IV Health Care Policy	Read Ch 12	• Complete Ch 12 Blackboard Content
6 April 28	Module IV United States Social Welfare Policies and International Comparisons	Read Ch 13	• Complete Ch 13 Blackboard Content • **SOCIAL POLICY LETTER DUE, 100 POINTS (SLO8) DUE MAY 5TH**
7 May 5	Module IV Policy Practice and the Impact of Social Welfare Policy	Read Ch 14	• Complete Ch 14 Blackboard Content
8 May 12	Module V Overpopulation, Misuse of the Environment, & Family Planning		• **FINAL EXAM – 100 points** **DUE MAY 10TH**