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Student Handbook Introduction

The Student Handbook (noted as the Handbook hereafter) is produced by the Department of Social Work and updated every August. The Handbook is compiled by the Director of Social Work in consultation with the social work faculty, representatives from the Community Advisory Group, and representatives from the Student Social Work Organization. The policies, regulations, procedures, and fees in this Handbook are subject to change without notice, if necessary, to keep the program in compliance with the current University of Arkansas at Monticello Catalog (noted as the UAM Catalog). (Link to UAM Catalog 2016-2017) and accreditation requirements promulgated by the Council on Social Work Education (Link to CSWE EPAS 2008 Handbook).

Purpose of the Student Handbook

The Handbook serves to inform prospective students, current students, and others about the nature of the Department of Social Work and its programs at the University of Arkansas at Monticello (UAM). The Handbook is organized into the following sections: Student Handbook Introduction; General University Information; the UAM Department of Social Work; the Bachelor of Social Work (B.S.W.) Degree Program; Social Work Minor and Emphasis Area; Social Work Course Descriptions; Social Work Faculty and Staff; Academic Policies Specific to the UAM Department of Social Work; and Student and Professional Organizations.

The University of Arkansas at Monticello reserves the right to change curricula, rules, fees, admission requirements, and other requirements without notice. The provisions of this Handbook do not constitute a contract, expressed or implied, between any applicant, student, faculty member, or any other person and the University of Arkansas at Monticello.

Statement of Accreditation

The University of Arkansas at Monticello is accredited by the Higher Learning Commission (a commission of the North Central Association of Colleges and Schools), and the Social Work Department is accredited by the Council on Social Work Education. The University offers certificates of proficiency, technical certificates, associate, baccalaureate, and master’s degree programs.

Statement on Equal Educational Opportunity

“The University of Arkansas at Monticello is committed to providing educational opportunities to all qualified students and employment opportunities to all persons, regardless of their economic or social status, and will not discriminate on the basis of race, color, religion, creed, gender, ethnic or nation origin, disability, age or any legally protected class. The Office of Special Student Services has been designated to coordinate efforts to comply with all laws and regulations applicable to qualified disabled individuals as required by Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Inquiries concerning the application of all federal laws and regulations regarding discrimination should be directed to the Human Relations Officer, Office of Finance and Administration, Babin Business Center, Monticello campus, (870) 460-1021.” (UAM 2013-15 catalog, pg. 2).
The university website addresses its policy of nondiscrimination under “Employment Policies and Procedures.” It outlines the policy and procedure for any complaint of harassment or discrimination. The policy is provided below, and the full statement regarding procedures to follow in filing a complaint can be found at: Link to Policy for Adjudication a Complaint of Harassment or Unlawful Discrimination

**Policy for Adjudicating a Complaint of Harassment or Unlawful Discrimination**

It is the policy of the University to prohibit harassment and unlawful discrimination. This prohibition applies equally to male and female faculty, staff, administration, students, and to all other persons on premises subject to University control and to those engaged to further the interests of the University.

The University explicitly condemns sexual harassment as a violation of an individual's human rights and dignity and as a form of discrimination based upon gender. It is the policy of the University to prohibit sexual harassment in any form.

Employees and students who engage in harassment or unlawful discrimination shall be subject to applicable disciplinary processes. Those who engage in harassment or unlawful discrimination may also be subject to civil and/or criminal penalties.

“Unlawful discrimination” results when an employment or academic decision affecting an individual is biased by the individual's race, color, religion, creed, gender, ethnic or national origin, disability, age, or any other legally protected characteristic.

“Harassment” consists of unwelcome conduct, whether verbal, physical, or visual, that is based upon a person's protected status, such as gender, color, race, ancestry, religion, national origin, age, disability, medical condition, marital status, veteran status, citizenship status, or other protected group status. Harassment includes conduct that denigrates or shows hostility or aversion toward an individual because of his/her protected status or that of his/her relatives, friends, or associates.

“Sexual harassment” deserves special mention, as it is a form of gender discrimination and consists of unwelcome sexual advances, requests for sexual favors, and other physical, verbal, or visual conduct based on gender. This conduct is unlawful when: submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or educational benefits or services; submission to or rejection of such conduct is used as the basis for employment or academic decisions affecting the individual; or such conduct unreasonably interferes with an individual's professional or academic performance. Sexual harassment may include, but is not limited to, such actions as: sex-oriented verbal “kidding”, “teasing”, or jokes; foul or obscene language or gestures; display of foul or obscene printed or visual material; physical contact such as patting, pinching, or brushing against another's body; and demands for sexual favors.
Student Responsibility

Each student is responsible for knowing the academic regulations in the UAM Catalog. Unfamiliarity with these regulations does not constitute a valid reason for failure to fulfill them. In the UAM Department of Social Work, students have the responsibility to understand the current social work curriculum, departmental regulations and policies, and their course of study. Students may be administratively dropped from a course if they do not meet the proper requirements to be in that particular course, or removed from the program for regulation or policy violations. Students are expected to know what classes they are required to take each semester, including what prerequisites are required for each class. Please refer to advisee checklist on pg. 29 of this manual.

Student Rights

Students have a right to study and work in a non-discriminatory environment. The UAM Department of Social Work affirms and respects diversity and difference among students, faculty, field instructors, staff, and others involved in the program. Further, students have a right to appeal certain decisions and file grievances, including but not limited to admission decisions, and academic and professional advising comments and recommendations. If a student takes issue with a decision made by a social work faculty member, the student is directed to first discuss the issue or circumstance with that particular faculty member. If a resolution to the issue cannot be reached, the student is directed to address their appeal, in writing, to the UAM Department of Social Work’s Director. After the written appeal is received, a conference between the student and Director will be scheduled as soon as possible to address the issue. If a resolution still cannot be reached, the student may appeal the decision in accordance with university policy through the proper channels (see the UAM Catalog 2016-2017, pg. 60). However, in most cases, the decision of the UAM Department of Social Work’s Director is final.

The University of Arkansas at Monticello seeks to fulfill its mission by identifying the following goals:

1. Providing contemporary curricula which prepare students for careers in selected fields, for personal development, and for meeting societal needs.
2. Strengthening students’ capabilities as thoughtful contributors to society by encouraging them to take personal responsibility and seeking the benefits of life-long learning.
3. Providing support programs that increase the probability of success for those students needing additional academic preparation to meet college standards.
4. Assisting students in developing interpersonal skills needed by responsible and productive members of society.
5. Providing viable programs of public service, continuing education in selected areas, and cooperative programs with other educational institutions.
6. Promoting research programs which strengthen the institution and contribute new information to the existing body of knowledge and the extension of knowledge to serve the public.
7. Providing cultural and aesthetic experiences that will serve to enhance appreciation of the arts.
8. Maintaining regional and national recognition of the institution and its academic and technical programs by continuing to meet the standards of accrediting bodies, available but yet to be achieved.
9. Preparing students to live and work in a technological and global society (UAM Catalog, 2016-2017, pg. 9).

The UAM Department of Social Work

The Purpose of the Social Work Profession

Per the Council on Social Work Education (CSWE), “the purpose of the social work profession is to promote human and community well-being. Guided by a person and environment construct, a global perspective, respect for human diversity, and knowledge based on scientific inquiry, social work’s purpose is actualized through its quest for social and economic justice, the prevention of conditions that limit human rights, the elimination of poverty, and the enhancement of the quality of life for all persons.” (CSWE Educational Policy and Accreditation Standards [EPAS], 2008, pg. 1).

The Practice of Social Work in Arkansas

Social work practice can be challenging and exhilarating all in the same short sequence of time. Within the context of each region of the state there are unique challenges and opportunities for social workers to advocate for social justice, economic equality and expansion of resources for state constituents. The Social Work Licensure Board describes the practice of social work in this state to mean a professional service, which effects change in human behavior, social conditions, and emotional responses of individuals, couples, families, groups, and organizations. Effective social work practice can be enhanced by the utilization of specialized knowledge and skills related to human development, an understanding of social systems, and knowledge of a broad array of available resources. The social work program at UAM emphasizes and educates students regarding the 10 core competencies, and 41 practice behaviors set forth by the Council on Social Work Education, (CSWE). This vital information is not only taught, but applied in many educational opportunities afforded to the students.

The B.S.W. Degree Program

The Nature of Social Work Education

Social work education is based on the liberal arts and consists of a structured and integrated curriculum and applied experiences that are designed to train practitioners to competently apply social work values, theories, and methods to the various social problems encountered by individuals, couples, families, groups, organizations, and communities. Social work education is academically and personally challenging. The B.S.W. degree program at the University of Arkansas at Monticello is designed to support the mission of the University of Arkansas at Monticello, and reflects the mission and charter of the social work profession by conforming to the standards set forth by the CSWE and the National Association of Social Workers (NASW).
The Nature of Generalist Social Work Practice

The B.S.W. degree program at the University of Arkansas at Monticello is designed to prepare generalist social work practitioners, and uses the ecological perspective as the theoretical foundation of generalist practice. Generalist social work practice includes the provision of social work services to individuals, couples, families, groups, organizations, and/or communities. Regardless of the population (e.g., children and families, criminal justice, health, mental health, aging, substance abuse) or level of practice (i.e., micro, mezzo, or macro), social workers seek to promote social and economic justice and to improve the social, psychosocial, or biopsychosocial functioning of individuals, couples, families, groups, organizations, and communities. Social work practitioners support individual self-determination and respect the dignity and worth of all people regardless of their age, disability, color, race, ethnicity, family structure, gender, sexual orientation, culture, national origin, religious preference, or socioeconomic status. Social work practitioners advocate for those who have experienced various social problems that cut across cultural groups such as, but not limited to, poverty; crime and victimization; oppression; discrimination; mental illness; substance abuse; chronic physical illness; physical, emotional, or sexual abuse; and neglect. However, given the breadth of the social work profession, social work practitioners also work with those who may not have experienced such social problems. Regardless of the population served, social workers recognize their legal and ethical responsibilities to clients and only provide those services in which they are competent to provide.

The social work literature offers numerous definitions of generalist practice. Drawing upon those definitions, and considering the educational program we seek to provide, the UAM social work department chose to define generalist practices as follows:

Generalist social work practice is built upon a foundation in the liberal arts, and is a process of using critical thinking skills to competently engage, assess, intervene, and evaluate outcomes with diverse multi-level systems using research-informed knowledge and professional values to enhance individual and community well-being. Generalist social workers are life-long learners who engage in promoting human rights, and advancing social and economic justice in an ever-changing global context.

The B.S.W. degree curriculum at the University of Arkansas at Monticello is designed to prepare generalist social work practitioners to work in a variety of areas including, but not limited to: child, adolescent, and family services; health care; mental health care; criminal justice; geriatrics; substance abuse; and in a variety of social service organizations in the community. An emphasis is placed on the ecological perspective, providing students with an understanding of the reciprocal relationship between the person and environment.
The Social Work Department Mission Statement

While drawing upon the university’s mission, the Social Work Department more narrowly focuses its mission to reflect the purpose of our profession and its core values: service, social justice, dignity and worth of the person, importance of human relationships, integrity, and competence. Enhancing individual and community well-being underlies our purpose and our mission of educating BSW students.

Our mission statement is, “To prepare students to be critical thinkers and competent, ethical generalist social work practitioners who serve and work with and empower vulnerable populations within a diverse, global environment; embrace professional values; advocate for social/economic justice and human rights; and are dedicated to lifelong learning.”

Social Work Degree Plan Goals
The following goals are derived from the program’s mission:

1. To prepare students for ethical generalist social work practice to include an awareness of the profession’s global reach.

2. To build upon a student’s liberal arts foundation that emphasizes critical thinking.

3. To graduate students who are grounded in the profession’s values and ethics.

4. To instill in students a commitment to serve vulnerable populations and to promote and economic justice.

5. To prepare students for graduate education and to encourage lifelong learning.

The Values of the B.S.W. Degree Program

The UAM Department of Social Work’s B.S.W. degree program supports and accepts the core values of the social work profession, reflecting the six values of the National Association of Social Workers’ Code of Ethics that include: service; social justice; the dignity and worth of the person; the importance of human relationships; integrity; and competence. These values provide the foundation for the mission and goals of the B.S.W. degree program and its curriculum (CSWE, 2008).

The Core Competencies of the B.S.W. Degree Program at UAM

The core competencies (as taken directly from the CSWE’s 2008 EPAS) of the B.S.W. degree program at UAM are the following:

EP 2.1.1 Identify as a professional social worker and conduct oneself accordingly. Social workers serve as representatives of the profession, its mission, and its core values. They know the profession’s history. Social workers commit themselves to the profession’s enhancement and to their own professional conduct and growth.

Social workers:
Advocate for client access to the services of social work.
Practice professional reflection and self-correction to assure continual professional development.
Attend to professional roles and boundaries.
Demonstrate professional demeanor in behavior, appearance, and communication.
Engage in career-long learning.
Use supervision and consultation.

**EP 2.1.2**  
Apply social work ethical principles to guide professional practice. Social workers have an obligation to conduct themselves ethically and to engage in ethical decision making. Social workers are knowledgeable about the value base of the profession, its ethical standards, and relevant law. Social workers:

- Recognize and manage personal values in a way that allows professional values to guide practice.
- Make ethical decisions by applying standards of the National Association of Social Workers Code of Ethics.
- Tolerate ambiguity in resolving ethical conflicts.
- Apply strategies of ethical reasoning to arrive at principled decisions.

**EP 2.1.3**  
Apply critical thinking to inform and communicate professional judgments. Social workers are knowledgeable about the principles of logic, scientific inquiry, and reasoned discernment. They use critical thinking augmented by creativity and curiosity. Critical thinking also requires the synthesis and communication of relevant information. Social workers:

- Distinguish, appraise, and integrate multiple sources of knowledge, including research-based knowledge, and practice wisdom.
- Analyze models of assessment, prevention, intervention, and evaluation.
- Demonstrate effective oral and written communication in working with individuals, families, groups, organizations, communities, and colleagues.

**EP 2.1.4**  
Engage diversity and difference in practice. Social workers understand how diversity characterizes and shapes the human experience and is critical to the formation of identity. The dimensions of diversity are understood as the intersectionality of multiple factors including age, class, color, culture, disability, ethnicity, gender, gender identity and expression, immigration status, political ideology, race, religion, sex, and sexual orientation. Social workers appreciate that, as a consequence of difference, a person’s life experiences may include oppression, poverty, marginalization, and alienation as well as privilege, power, and acclaim. Social workers:
- Recognize the extent to which a culture’s structures and values may oppress, marginalize, alienate, or create or enhance privilege and power.
- Gain sufficient self-awareness to eliminate the influence of personal biases and values in working with diverse groups.
- Recognize and communicate their understanding of the importance of difference in shaping life experiences.
- View themselves as learners and engage those with whom they work as informants.

**EP 2.1.5**  
**Advance human rights and social and economic justice.** Each person, regardless of position in society, has basic human rights, such as freedom, safety, privacy, an adequate standard of living, health care, and education. Social workers recognize the global interconnections of oppression and are knowledgeable about theories of justice and strategies to promote human and civil rights. Social work incorporates social justice practices in organizations, institutions, and society to ensure that these basic human rights are distributed equitably and without prejudice. Social workers:

- Understand the forms and mechanisms of oppression and discrimination.
- Advocate for human rights and social and economic justice.
- Engage in practices that advance social and economic justice.

**EP 2.1.6**  
**Engage in research-informed practice and practice-informed research.** Social workers use practice experience to inform research, employ evidence-based interventions, evaluate their own practice, and use research findings to improve practice, policy, and social service delivery. Social workers comprehend quantitative and qualitative research and understand scientific and ethical approaches to building knowledge. Social workers:

- Use practice experience to inform scientific inquiry.
- Use research evidence to inform practice.

**EP 2.1.7**  
**Apply knowledge of human behavior and the social environment.** Social workers are knowledgeable about human behavior across the life course; the range of social systems in which people live; and the ways social systems promote or deter people in maintaining or achieving health and well-being. Social workers apply theories and knowledge from the liberal arts to understand biological, social, cultural, psychological, and spiritual development. Social workers: utilize conceptual frameworks to guide the processes of assessment, intervention, and evaluation; and critique and apply knowledge to understand person and environment.

- Utilize conceptual framework to guide the process of assessment, intervention, and evaluation.
- Critiques and applies knowledge to understand person and environment.
**EP 2.1.8** Engage in policy practice to advance social and economic well-being and to deliver effective social work services. Social work practitioners understand that policy affects service delivery, and they actively engage in policy practice. Social workers know the history and current structures of social policies and services; the role of policy in service delivery; and the role of practice in policy development. Social workers:

- Analyze, formulate, and advocate for policies that advance social well-being.
- Collaborate with colleagues and clients for effective policy action.

**EP 2.1.9** Respond to contexts that shape practice. Social workers are informed, resourceful, and proactive in responding to evolving organizational, community, and societal contexts at all levels of practice. Social workers recognize that the context of practice is dynamic, and use knowledge and skill to respond proactively. Social workers:

- Continuously discover, appraise, and attend to changing locales, populations, scientific and technological developments, and emerging societal trends to provide relevant services.
- Provide leadership in promoting sustainable changes in service delivery and practice to improve the quality of social services.

**EP 2.1.10** Engage, assess, intervene, and evaluate with individuals, families, groups, organizations, and communities. Professional practice involves the dynamic and interactive processes of engagement, assessment, intervention, and evaluation at multiple levels. Social workers have the knowledge and skills to practice with individuals, families, groups, organizations, and communities. Practice knowledge includes identifying, analyzing, and implementing evidence-based interventions designed to achieve client goals; using research and technological advances; evaluating program outcomes and practice effectiveness; developing, analyzing, advocating, and providing leadership for policies and services; and promoting social and economic justice.

**a. Engagement.** Social workers:

- Substantively and affectively prepare for action with individuals, families, groups, organizations, and communities.
- Use empathy and other interpersonal skills.
- Develop a mutually agreed-on focus of work and desired outcomes.

**b. Assessment.** Social workers:

- Collect, organize, and interpret client data.
- Assess client strengths and limitations.
- Develop mutually agreed-on intervention goals and objectives.
- Select appropriate intervention strategies.
c. Intervention. Social workers:

- Initiate actions to achieve organizational goals.
- Implement prevention interventions that enhance client capacities.
- Help clients resolve problems.
- Negotiate, mediate, and advocate for clients.
- Facilitate transitions and endings.

d. Evaluation. Social workers:

- Critically analyze, monitor, and evaluate interventions.

Declaration of a Major in Social Work

Students who wish to major in social work, but have not met the requirements for admission into the B.S.W. degree program will be designated, per degree plan, as a “Social Work Major”. Please meet with a member of the Social Work Faculty (Memorial Classroom Building, Office 215) and complete an application to be a “Social Work Major.” This is a single sheet of paper that takes approximately five minutes to complete. After completion of this document and the signature of the social work director it will be sent to the registrar’s office for processing.

Admission Requirements to the Social Work Program as a B.S.W. student

1. Complete an application.

2. Submit a resume.

3. Complete SWK 2123 (Introduction to Social Work), SOC 2213 (Introduction to Sociology), PSY (Introduction to Psychology), ENGL 1013 (Comp I), ENGL 1023 (Comp II), CIS 2223 (Microcomputer Applications).

4. Have a 2.00 cumulative GPA as identified on a UAM transcript.

5. Have a 2.5 cumulative GPA in social work courses. (Only social work courses with a C or better will count towards completion of the BSW).

6. Have completed at least twenty hours of volunteer service with a social or human service agency.

7. Submit a personal narrative of at least eight pages of content (not including title page or any reference pages) that covers the following:

   a. Your understanding of the social work profession, including its historical development, the NASW Code of Ethics and its purpose, the profession’s mission and
values, and how the profession differs from sociology, psychology, psychiatry and counseling.

b. How do you personally feel about the core values listed in the NASW Code of Ethics? Is there any value with which you have any particular difficulty? What influence, if any, has the Code of Ethics had on your decision-making in the past? Give at least one example of this. How do you think you can apply the Code of Ethics in your decision-making process in the future?

c. Discuss why you want to enter the social work profession. Include in this a discussion the following: what drew you to the profession, any personal experiences you have had with social workers, what specific aspect of the social work profession do you most strongly identify with (for example, you may see yourself as a natural advocate, or you are drawn to policy).

d. What population or populations are you most interested in working with? Is there a population you would prefer not working with? Why would you not want to work with this population? Are you aware of any personal characteristics or experiences that contribute to your hesitancy to work with this population?

e. Discuss what the ecological paradigm (person-in-environment perspective and biopsychosocial approach to clients) means to you. What is your understanding of generalist social work practice?

f. Discuss three of your personal strengths and three of your weaknesses. How will your strengths help you become a professional social worker? How do you plan to overcome your weaknesses to become a social worker?

g. What is your understanding of the importance of self-care for professional social workers? Do you currently have a self-care plan? If so, what is it?

h. Discuss your future goals as a professional (for example, graduate school or social work employment). How do you see your social work career path unfolding, and what is your life-long learning plan?

8. Two letters of reference. These must be either academic or work-related references.

9. Consent to a criminal background check upon request.

10. Have an interview with social work faculty.

Completed social work major application packages should either be hand delivered to the UAM Department of Social Work, located at the Memorial Classroom Building (MCB), Office 215, and given to administrative specialist, or mailed to:

University of Arkansas at Monticello
Department of Social Work
UAM Box #3619
Monticello, Arkansas 71656
Attention: Social Work Admissions
REMEMBER, STUDENTS MAY ENROLL AS A “SOCIAL WORK MAJOR” UNTIL THEY MEET FULL ADMISSION REQUIREMENTS FOR THE B.S.W. DEGREE PROGRAM. IT SHOULD BE NOTED THAT STUDENTS MUST BE ADMITTED INTO THE SOCIAL WORK DEGREE PROGRAM TO GRADUATE WITH THE B.S.W. DEGREE. PLEASE DIRECT ANY QUESTIONS CONCERNING YOUR ADMISSION STATUS TO THE DEPARTMENT OF SOCIAL WORK’S DIRECTOR.

Admission Procedures

Immediately upon meeting criteria for admission to the B.S.W. degree program, students should send all required information to the UAM Department of Social Work (see address above). For consideration for the fall semester, all materials are due by the last day of the spring semester. The material will be evaluated by the UAM Department of Social Work’s Director in collaboration with the other social work faculty.

Students that have completed their admission application packets are scheduled for an interview with social work faculty. After completion of the interview and careful review of all required application materials, the faculty makes a decision about admission. The Social Work Director sends a letter indicating the admission decision within two weeks of the formal interview. All students who are admitted have their designation changed from “social work major” to “BSW student,” and are required to attend a fall orientation meeting. Students who are denied admission into the program may appeal the decision by written letter to the UAM Department of Social Work’s Director.

Types of Admission to the Social Work Program

There are two types of admissions for the B.S.W. degree program: regular admission and provisional admission.

Regular admission: Regular admission into the B.S.W. degree program is offered to students that fully meet all admission criteria. To maintain regular admission status, students must maintain all current admission criteria, have no ethical or conduct infractions, and receive satisfactory reviews from their social work and field instructors. It should be noted that all students are admitted into the latest B.S.W. degree program curriculum or newer UAM Catalog.

Provisional admission: Students may be provisionally admitted to the BSW program if they are deficient in some area of the criteria, and the faculty believes they have the potential to remove the deficiency within one semester. The deficiency is explained to the student, an improvement plan (Performance Improvement Plan, see pg. 30 of this manual) is agreed upon by the faculty, written by the advisor, and signed by the student and advisor. Provisional admission status is awarded for only one semester. If the student is not successful in removing the deficiency, the program director sends a letter to advise the student of their removal from the BSW program, and asks the student to meet with social work faculty to consider alternative educational and career possibilities. In rare instances students may be given one more semester to finish, if they have extenuating circumstances such as a major illness or death in the family. These situations will be examined on a case by case basis.
**Probationary status:** Probationary status in the B.S.W. degree program is offered to students who hold regular or provisional admission status in the B.S.W. degree program, and their overall (cumulative) grade point average (GPA) drops below a 2.00, or their social work GPA drops below 2.50. Probationary status is only awarded for one semester. At the end of the semester in which the probationary status was awarded, the student will be evaluated for regular admission or returned to “Social Work Major” status, or be advised to leave the program.

**Reasons for Denial of Admission to the Social Work Program**

Student may be denied admission because they did not complete the admission requirements, or because of a problem with the criminal background check. We do not admit students who have been convicted of sexual offenses against children.

**The B.S.W. Degree Program Plan**

There are a total of 120 semester hours required for the B.S.W. degree program. These hours are divided into groups that include: the general education requirements, supportive requirements, general electives, major core curriculum electives, and advanced social work electives. Some courses are required to be advanced (3000 and 4000 level courses) while others can be from lower division selections (1000 and 2000 level courses). B.S.W. degree program students are not required to have a minor field of study with their degree plan.

While the B.S.W. degree program at the University of Arkansas at Monticello focuses on generalist social work practice, with the careful selection of advanced elective courses through the academic advising process, and with the proper internship placement, students can effectively build skill sets in the following areas that reflect faculty expertise:

- Social Work & Children/Families
- Social Work & Aging
- Social Work & Healthcare
- Social Work & Mental Health
- Social Work & Criminal Justice
- Social Work & Substance Abuse
- Domestic Violence
- Spirituality
- Social Work & Ethics

These skill sets increase student expertise in specific substantive areas of practice across system levels, may help them obtain employment in these areas of practice, and/or prepare them for more concentrated graduate study. It is recommended that students discuss such options with their assigned academic advisor.
Recommended Course Sequence for Social Work Students

Eight-Semester Plan (as required by Act 1014 Arkansas 85th General Assembly)

<table>
<thead>
<tr>
<th>First Semester: Fall</th>
<th>Hrs.</th>
<th>Second Semester: Spring</th>
<th>Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1013 Composition I</td>
<td>3</td>
<td>ENGL 1023 Composition II</td>
<td>3</td>
</tr>
<tr>
<td>(Acts Equivalent # ENGL 1013)</td>
<td></td>
<td>(Acts Equivalent # ENGL 1023)</td>
<td></td>
</tr>
<tr>
<td>HIST 1013 or 1023 Civ. I or Civ. II</td>
<td>3</td>
<td>COMM 1023 or 2283 or 2203</td>
<td>3</td>
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<tr>
<td>(Acts Equivalent # HIST 1113 or 1123)</td>
<td></td>
<td>(Acts Equivalent # SPCH 1003)</td>
<td></td>
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<tr>
<td>MATH 1003 Survey of Math or College Alg.</td>
<td>3</td>
<td>CIS 2223 Microcomputer Applications</td>
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Academic and Professional Advising

“Social Work Majors” and “B.S.W. Students” are required to attend academic and professional advising prior to each semester of enrollment in the UAM Department of Social Work regardless of class rank (Freshman, Sophomore, Junior, or Senior). You will be assigned an advisor by the UAM Department of Social Work.

If a student takes issue with a decision or comments made by a social work faculty member during the academic and professional advising process, the student is directed to first discuss the issue or circumstance with that particular faculty advisor. If a resolution to the issue cannot be reached, the student is directed to address their appeal, in writing, to the UAM Department of Social Work’s Director. After the written appeal is received, a conference between the student and the Director will be scheduled as soon as possible to address the issue. In cases where the Director’s decision is not final, students will follow the UAM policy concerning the appeal process.

The Provision of Credit for Life Experience, Work Experience, and Prior Field Practicum Experiences

The UAM Department of Social Work does not award credit for life experience or work experience toward the B.S.W. degree program. All social work field practicum experiences must be taken in residence at UAM.

Residency Requirements and Transfer Credit

The UAM Department of Social Work subscribes to the residency requirements on pg. 63 of the 2016-2017 UAM Catalog. Additionally, the UAM Department of Social Work follows the transfer credit policy on pg. 59-60, of the 2016-2017 UAM Catalog. Students who wish to transfer to UAM must first have an evaluation of general education and supportive liberal arts courses done by the Registrar’s Office. Once that process is complete, the program director makes decisions about transfer credit for social work courses. The student must provide a syllabus to the program director for any social work course they want to transfer. The program director typically consults with the faculty member who teaches a similar course to enlist their input into the evaluation. If, in the assessment of both, the course is comparable, it is accepted as transfer credit. The program director then notifies the student that the course has been accepted. Our department does not accept transfer credit for field.

Requirements for Graduation with a B.S.W. Degree

All requirements must be met for the B.S.W. degree program pursuant to the UAM Catalog 2016-2017, pp., 133-134.
The Social Work Minor and Emphasis Area

The Department of Social Work also offers the following programs:

1. A social work minor.
2. A social work emphasis area.

Each of these two programs contains the same requirements, but serves different purposes. The social work minor is available to students in non-social work degree programs that require an 18 semester credit hour minor. The social work emphasis area is designed to serve the UAM Bachelor of General Studies degree program allowing those students to take 18 hours in social work. The course requirements for the social work minor and emphasis area are as follows:

The Social Work Minor and Emphasis Area

SWK 2123 Introduction to Social Work
SWK 2043 Social Welfare Policy I
SWK 3133 Human Behavior in the Social Environment I

9 additional hours of social work electives from the following course options:
SWK 3013 Social Work Values and Ethics
SWK 3123 Cultural Diversity
SWK 4323 Social Work and Children/Families
SWK 4333 Social Work and Aging
SWK 4343 Social Work and Health Care
SWK 4353 Social Work and Mental Health
SWK 4363 Social Work and Criminal Justice
SWK 4373 Social Work and Substance Abuse
SWK 4383 Domestic Violence
SWK 4393 Spirituality

Social Work Course Descriptions (SWK)

SWK 1003 Survey of Social Work
3 credits: 3 hours lecture
For non-social work majors. An introduction to the profession of social work, social welfare methods, and fields of social work practice with diverse populations.

SWK 2123 Introduction to Social Work
3 credits: 3 hours lecture
An introduction to the profession of social work. Social work's mission, values, and ethics are a focus in this course. An introduction to professional roles, fields of practice, and generalist practice methods with diverse populations are covered.
SWK 3043 Social Welfare Policy I  
**3 credits: 3 hours lecture**  
Prerequisite: Admission to BSW Program or permission of instructor and SWK director.  
Introduction to policy practice: history, politics and forces that shape policy, ethics in policy practice, arenas for policy practice, stages of policymaking, legislative processes/lobbying, and political campaigns. Emphasis on social and economic justice.

SWK 3123 Cultural Diversity  
**3 credits: 3 hours lecture**  
Prerequisites: ENGL 1013 and SWK 2123  
Students examine commonalities and diversities among groups in our global society and the nature of transactions among and within these groups in the U.S. The importance of cross-cultural competency in social work practice is stressed.

SWK 3013 Social Work Values and Ethics  
**3 credits: 3 hours lecture**  
Provides identification, exploration and application of the professional values and ethics principles of the social work profession within the framework of the practice setting including, the rights and responsibilities of the client and professional, levels of competency, providing quality services to diverse populations, and potential conflicts between personal and professional values.

SWK 3113 Generalist Social Work Practice I  
**3 credits: 3 hours lecture**  
Prerequisite: Admission to B.S.W. Degree Program or permission of instructor and SWK director.  
Introduction to social work practice using the generalist intervention model with individuals, couples, families, and small groups. Systems theory, strengths perspective and ecological framework are emphasized.

SWK 3133 Human Behavior in the Social Environment I  
**3 credits: 3 hours lecture**  
Prerequisite: Admission to BSW Program or permission of instructor and SWK director.  
Human development theories in the context of biological, social, cultural, psychological, and physical environments that help shape behavior. Focuses on conception to young adulthood.

SWK 3143 Social Welfare Policy II  
**3 credits: 3 hours lecture**  
Prerequisite: SWK 3043  
Social welfare policy analysis frameworks, examination of specific major social welfare policies, and policy advocacy. Students will do an in-depth policy analysis to include an examination of values driving the policy.
SWK 3213 Generalist Social Work Practice II  
3 credits: 3 hours lecture  
Prerequisites: SWK 3113, and SWK 3133  
Introduction to generalist social work practice applying the general intervention model with large groups, organizations, and communities. Focuses on engagement, assessment and evaluation, planning for service delivery, implementing empirically based interventions, evaluating outcomes, and follow-up with clients on the mezzo and macro system levels.

SWK 3233 Human Behavior in the Social Environment II  
3 credits: 3 hours lecture  
Prerequisites: SWK 3113, and SWK 3133  
The biopsychosocial science basis for social work practice. Focuses on multidimensional aspects of the person (i.e., biological, psychological, sociological, cultural, and spiritual) in the context of the social environment. Covers the critical application of theory and knowledge to generalist social work practice.

SWK 3243 Methods of Social Work Research I  
Same as CJ 3313  
3 credits: 3 hours lecture  
Prerequisite: Admission to BSW Program or permission of instructor and SWK director.  
Statistical methods used in scientific inquiry, practice and program evaluation. Statistical analysis and interpretation.

SWK 3343 Methods of Social Work Research II  
3 credits: 3 hours lecture  
Prerequisite: SWK 3243, or CJ 3313  
Social Work research methods and design. Evaluation of research-based knowledge to social work practice. Ethics and culturally competent application of research methods.

SWK 4323 Social Work and Children/Families  
3 credits: 3 hours lecture  
Prerequisites: SWK 3043, SWK 3133, SWK 3113  
Provides knowledge and skills necessary for generalist social work practice relating to children and families. Includes processes of engagement, assessment, planning, intervention, evaluation, termination, and follow-up with diverse clients across system levels.

SWK 4333 Social Work and Aging  
3 credits: 3 hours lecture  
Prerequisites: SWK 3043, SWK 3133, SWK 3113  
Provides knowledge and skills necessary for generalist social work practice relating to the geriatric population. Includes processes of engagement, assessment, planning, intervention, evaluation, termination, and follow-up with diverse clients across system levels.
SWK 4343 Social Work and Health Care  
**3 credits: 3 hours lecture**  
Prerequisites: SWK 3043, SWK 3133, SWK 3113  
Provides knowledge and skills necessary for generalist social work practice relating to health care. Includes processes of engagement, assessment, planning, intervention, evaluation, termination, and follow-up with diverse clients across system levels.

SWK 4353 Social Work and Mental Health  
**3 credits: 3 hours lecture**  
Prerequisites: SWK 3043, SWK 3133, SWK 3113  
Provides knowledge and skills necessary for generalist social work practice related to mental health and illness. Includes the processes of engagement, assessment, planning, intervention, evaluation, termination and follow-up with diverse clients across system levels.

SWK 4363 Social Work and Criminal Justice  
**3 credits: 3 hours lecture**  
Prerequisites: SWK 3043, SWK 3133, SWK 3113  
Provides knowledge and skills necessary for generalist social work practice relating to juvenile and criminal justice. Includes processes of engagement, assessment, planning, intervention, evaluation, termination, and follow-up with diverse clients across system levels.

SWK 4373 Social Work and Substance Abuse  
**3 credits: 3 hours lecture**  
Prerequisites: SWK 3043, SWK 3133, SWK 3113  
Provides knowledge and skills necessary for generalist social work practice relating to substance abuse population. Includes processes of engagement, assessment, planning, intervention, evaluation, termination, and follow-up with diverse clients across system levels.

SWK 4383 Domestic Violence  
**3 Credits: 3 hours lecture**  
Prerequisites: ENGL 1013(Acts Equivalent # ENGL 1013) and SWK 2123 required for Social Work Majors; All others with permission of instructor and Junior standing.  
Examines aggression/violent behavior from a micro, mezzo, and macro level. Tendencies toward violent behavior are examined using a biological, social, environmental, and learning perspective. Theories of victimization and various treatment modalities are presented.

SWK 4393 Spirituality in Social Work Practice  
**3 Credits: 3 hours lecture**  
Prerequisites: SWK 3043, SWK 3133, SWK 3113  
Examination of spirituality, recognizing one’s own belief system while acknowledging/respecting client’s belief system, learn about other belief traditions that students may encounter in their professional careers, and concepts/intervention techniques to incorporate client’s spirituality into Social Work practice, and policy issues.

SWK 4653 Special Topics in Social Work  
**3 credits: 3 hours lecture**  
Selected topics in social work offered as student need indicates. May be repeated once for credit when topic varies.
SWK 4674 Social Work Field Practicum I
4 credits: 16 hours field experience per week, 240 total semester hours
Prerequisites: Restricted to B.S.W. majors. A grade of "C" or better in all social work courses applied towards the degree, good academic standing as a senior in the B.S.W. Degree Program, and the permission of the Social Work Department's Director and Social Work Field Education Director.
A supervised practicum of at least 240 hours in an approved agency appropriate to social work. Fosters the integration of classroom knowledge, values, and ethics with practice-based knowledge that seeks to increase practice skills and promotes professional competence.

SWK 4252 Social Work Field Practicum I Seminar
2 credits: 2 hour seminar
Prerequisites: Restricted to B.S.W. majors. A grade of "C" or better in all social work courses applied towards the degree, good academic standing as a senior in the B.S.W. Degree Program, and the permission of the Social Work Department's Director and Social Work Field Education Director.
Corequisite: Enrollment in SWK 4674
A 2 hour seminar designed to facilitate students’ integration of practice experience, practice knowledge acquired in the classroom, and development of professional identity beyond the scope of the internship setting. Course must be taken concurrently with SWK 4674 Social Work Field Practicum I

SWK 4704 Social Work Field Practicum II
4 credits: 16 hours field experience per week, 240 total semester hours
Prerequisite: SWK 4376
A supervised practicum of at least 240 hours in an approved agency appropriate to social work. Fosters the integration of classroom knowledge, values, and ethics with practice-based knowledge that seeks to increase practice skills and promotes professional competence.

SWK 4302 Social Work Field Practicum II Seminar
2 credits: 2 hour seminar
Prerequisites: Restricted to B.S.W. majors. A grade of "C" or better in all social work courses applied towards the degree, good academic standing as a senior in the B.S.W. Degree Program, and the permission of the Social Work Department's Director and Social Work Field Education Director.
Corequisite: Enrollment in SWK 4704
A 2 hour seminar designed to facilitate students’ integration of practice experience, practice knowledge acquired in the classroom, and development of professional identity beyond the scope of the internship setting. Course must be taken concurrently with SWK 4674 Social Work Field Practicum I

SWK 479V Independent Study in Social Work
Variable Credit
Consult the Independent Study Courses section in the Academic Regulations chapter of the 2016-2017 catalog (pg. 52) for prerequisites and description.
Social Work Course Rotations

Fall semester.

- SWK 2123 Introduction to Social Work
- SWK 3133 Human Behavior in the Social Environment II
- SWK 3113 Generalist Social Work Practice I
- SWK 3243 Research I/CJ 3313 Statistics for Social Sciences
- SWK 3043 Social Welfare Policy II
- SWK 4674 Field Practicum I
- SWK 4252 Social Work Field Practicum I Seminar

At least 9 hours of Advanced Social Work Electives

Spring semester.

- SWK 3123 Cultural Diversity
- SWK 3233 Human Behavior in the Social Environment I
- SWK 3213 Generalist Social Work Practice II
- SWK 3343 Methods of Social Work Research II
- SWK 3143 Social Welfare Policy I
- SWK 4704 Field Practicum II
- SWK 4302 Social Work Field Practicum II Seminar

At least 6 hours of Advanced Social Work Electives
Academic Policies Specific to the UAM Department of Social Work

Academic Honesty

The university expects all students to engage in all academic pursuits in a manner that is beyond reproach. Students will be expected to maintain complete honesty and integrity in their experiences in the classroom. Any student found guilty of any form of dishonesty in academic work is subject to disciplinary action. Procedures for discipline due to academic dishonesty have been adopted by UAM and are published under the Student Services section of the UAM Catalog 2016-2017 (pg. 40). In summary, the Department of Social Work’s policy concerning academic honesty is consistent with the UAM policy concerning academic honesty found in the UAM Catalog 2016-2017.

Field Practicum Placements in Social Work

The social work field practicums are administrated by the UAM Department of Social Work’s Field Education Director. According to the CSWE, field education is the signature pedagogy of the social work profession. The CSWE EPAS state the following:

“Signature pedagogy represents the central form of instruction and learning in which a profession socializes its students to perform the role of practitioner. Professionals have pedagogical norms with which they connect and integrate theory and practice. In social work, the signature pedagogy is field education. The intent of field education is to connect the theoretical and conceptual contribution of the classroom with the practical world of the practice setting. It is a basic precept of social work education that the two interrelated components of curriculum-classroom and field-are of equal importance within the curriculum, and each contributes to the development of the requisite competencies of professional practice. Field education is systematically designed, supervised, coordinated, and evaluated based on criteria by which students demonstrate the achievement of program competencies” (CSWE, 2008, pg. 8).


Only B.S.W. students may enroll in a social work field practicum course. Student placements in particular practicum sites are negotiated between the social work student and the Social Work Field Education Director. Please see the B.S.W. Field Education Manual for details about social work field practicums, or you may discuss the social work field practicum course sequence with the Social Work Field Education Director.
Student Liability Insurance for Field Practicums

Students must obtain and maintain malpractice insurance prior to beginning their first field practicum course, and proof of malpractice must be filed with the UAM Department of Social Work’s Field Education Office (Memorial Classroom Building, Office 215) while enrolled and/or participating in an practicum course. Proof of malpractice constitutes a copy of the “Certificate of Insurance” that accompanies the policy at the 1 million/3 million (1/3) level.

Requirement to Follow the NASW Code of Ethics

Students who have been admitted into the B.S.W. degree program are required to join the National Association of Social Workers (NASW), and follow the NASW Code of Ethics. Substantiated violations of the NASW Code of Ethics may result in dismissal from the B.S.W. degree program.

Academic and Professional Performance and Dismissal from the B.S.W. Degree Program

There may be times when a student’s academic or professional performance merits termination from the B.S.W. degree program; for example, violations of the NASW Code of Ethics or when Field Practicum Supervisors may have serious concerns about the professional performance of students, their health or mental health status, or their criminal background. If this occurs, a student’s case will be sent to committee consisting of the resident social work faculty. The student’s case may be substantiated, not substantiated, or declared that there is not enough information to determine. If the case is substantiated, the student may be dismissed from the program, required to attend professional performance advising with a member of the core social work faculty, or they may be referred to an appropriate service agency such as the campus mental health clinic for evaluation. If a case is unsubstantiated, or if there is not enough information to determine, the case is dismissed with documentation of the case placed in the student’s UAM Department of Social Work file.

Concerning academic performance, a student is required to make at least a “C” in all social work courses. Courses with an earned grade of a “D” or less will not count towards the B.S.W. degree and must be retaken. All social work majors must maintain an overall (cumulative) GPA of 2.0, and a social work GPA of 2.5. If a student falls below this minimum GPA level, they are placed on academic probation with the B.S.W. degree program and given one semester to raise their GPA to or above the minimum requirements. These students will be required to meet with their advisor to fill out a Performance Improvement Plan to set specific goals. Failure to accomplish set requirements could result in the student being removed from the B.S.W. degree program and returned to “Social Work Major” status. If the student accomplishes set goal, she/he can reapply to the B.S.W. degree program, if not, the student may be advised out of the program.

Concerning professional performance, students are required to maintain professional standards consistent with social work professionals in training. This means that they should follow the National Association of Social Workers Code of Ethics and UAM’s academic and non-academic conduct policies found in the UAM Catalog. While it is perfectly acceptable for social work students to experience health and mental health concerns like all other people,
such concerns must not impair their professional performance. If a student’s health or mental health condition affects their professional performance, if the student is in their field practicum, he/she may be referred to an appropriate agency for evaluation or other services. The student will need clearance from their health care provider to return to their field practicum placement.

Prohibition of Independent Practice While a Student and Use of Titles

Social work students at UAM of any status are prohibited from engaging in any form of private or independent practice. They are further prohibited from receiving or soliciting direct payment for services. Additionally, social work students may refer to themselves as a “Social Work Student,” or if they are in Field Practicum, as a “Social Work Student Intern.” They may not, and are prohibited by law, from calling themselves a “Social Worker” or any derivation of the term social worker that would imply to the public that they hold a social work degree or are licensed in social work.

Student and Professional Organizations

The Student Social Work Association (SSWA)

The Student Social Work Association is an official UAM student-led organization in which all UAM students are welcome to join on a voluntary basis. Social work faculty member will serve as the SSWA’s faculty sponsor and liaison with the SSWA’s president. The SSWA holds meetings to discuss community activities and to generate recommendations for the Director concerning the Department. A member of the executive committee may relay information to the social work director on behalf of the members in writing, face to face, or through a suggestion box which is located right outside the social work office. The SSWA is the primary mechanism for students to organize and have a voice in the Department. Student recommendations are taken seriously and are a part of the student voice in the Department. The dues are $10.00 per year as voted upon and approved by the SSWA membership. All student members of the SSWA and the faculty in the Department are welcome to attend all meetings and sponsored events held by the SSWA. All events (except routine monthly meetings) must be approved by the SSWA faculty advisor.

The Phi Alpha Honor Society

The UAM Department of Social Work has a local chapter of Phi Alpha (Theta Zeta). According to the Phi Alpha website, the purpose of Phi Alpha is “to provide a closer bond among students of social work and promote humanitarian goals and ideals. Phi Alpha fosters high standards of education for social workers and invites into membership those who have attained excellence in scholarship and achievement in social work.” The criteria to become an undergraduate student member of Phi Alpha include:

- Declared social work as a major.
- Achieved sophomore status.
- Completed 8 semester hours of required social work courses.
- Achieved an overall grade point average of 3.0 on a 4.0 scale.
- Achieved a 3.25 grade point average in required social work courses.

Students who meet the above stated criteria are encouraged to apply for membership.
Professional Social Work Organizations

The following are two of the major social work organizations in the United States that social work students and professional social workers commonly hold membership:

- Council on Social Work Education (the profession’s educational accrediting body)
- National Association of Social Workers (the profession’s largest professional association)

Please note that there are many other social-work related professional organizations in which social work students may be interested in pursuing membership. Such professional and scholarly activities are encouraged.
# APPENDIX A
Advisee Course Checklist/Social Work Department

Student Name: ___________________________  Student ID: ___________________________  Advisor: ___________________________

Mailing Address: ___________________________  Cell phone: ___________________________  GPA: ___________________________

Email Address: ___________________________  SWK GPA: ___________________________

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*PHIL 2223 or 3523 or 4633 |            |           | SWK 4393 Spirituality |            |           |

Note: Post-Bacc Students must have 30 hours or more to come back for their second degree. Any missing supportive requirements must be taken and any classes of the major that are missing can be taken towards the 30 credit hours.

*No longer required
APPENDIX B
Professional Performance Plan

STUDENT REFERRAL
Name:
Date of Report:
Name(s) of Person(s) raising issue:

Dr. André Lewis, Director of Social Work  Signature________________________
Marie Jenkins, Field Education director  Signature________________________
Dana Williams, Assistant Professor  Signature________________________

Enrolled in SWK:

REASON FOR REFERRAL-CHECK ALL THAT ARE NOT BEING DEMONSTRATED

_____ Attend class regularly
_____ Attend class punctually
_____ Meet assignment deadlines
_____ Appropriately participate in class
_____ Meet academic writing standards
_____ Give credit to others for writing and ideas (not plagiarizing)
_____ Demonstrate professional behavior (making and keeping appointments, being respectful in class)
_____ Communicate concerns to faculty and/or others
_____ Demonstrate self-awareness
_____ Set appropriate personal and professional boundaries
_____ Manage strong emotions
_____ Manage personal issues such that they do not interfere with one’s ability to be academically and professionally successful
_____ Stay away from class/internship when under the influence of substances
_____ Adhere to the NASW Code of Ethics
_____ Other, please explain__________________________________________________________

Write a brief narrative of problem area/s. Use back of paper if necessary.
PLAN TO HELP STUDENT SUCCEED

Options for addressing problem area/s. Check all that apply.

_____ Communicate every_____ week/s with instructor of ________________________________

_____ Meet with academic advisor_____ times during each semester

_____ Seek mental health assistance and supportive services

_____ Receive learning disability testing

_____ Obtain a tutor

_____ Use a writing tutor for each written assignment

_____ Withdraw from__________________________ class

_____ Reduce course load this semester

_____ Take a leave from school for ______ semester/s

_____ Reduce course load next semester

_____ Get regular feedback from instructor on in-class professional behavior

_____ Take an incomplete in__________________________ course

_____ Bring Social Work GPA up to 2.5 by ______ semester, 20

_____ No other action needed at this time

_____ Other, please state ________________________________________________________________

__________________________________________________________

__________________________________________________________

This plan will be monitored by advisor:__________________________________________

Date by which plan must be completed by:__________________________________________
**Success will be evidenced by:** (check all that apply)

- Instructor reports behavior meets professional standards
- Student reduces credit hours to no more than _______
- Verification from professional that student is ready to resume classes
- Student is on time for all classes per faculty member’s report
- Student has no excess absences from class
- All assignments for **any classes student is enrolled in** class/s are submitted by due date
- Cumulative GPA is 2.5 for social work and 2.0 overall by the end of 2013 fall semester
- Instructor reports that student writing meets professional and academic standards

**What is the consequence for not following this plan?**

At the end of the allotted time for you to complete the objectives outlined in your PIP, the faculty will meet to review your progress. After that meeting, you will be informed by letter of a decision either to move you from provisional status to regular status, or that you are being dismissed from the program. If you are dismissed, you will be asked to meet with faculty so we can assist you in considering alternative educational and career possibilities.

Student signature___________________________________________Date:________________

Program Director signature___________________________________Date:________________

Signature of person raising concern____________________________ Date________________
# Student Monitoring

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<tr>
<th>Date</th>
<th>Contact (how and with whom)</th>
<th>Evidence of success or lack thereof</th>
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Department of Social Work Faculty and Staff

Resident Social Work Faculty

André Lewis, Ph.D., LCSW  Associate Professor of Social Work and BSW Program Director
Marie R. Walker, M.S.W., LMSW  Assistant Professor of Social Work and Field Education Director
Dana Williams, M.S.W., LCSW  Assistant Professor of Social Work

Social Work Staff

Krystal Morgan  Administrative Specialist I