BA Curriculum Committee Meeting Minutes
Date: January 29, 2020
12:00-1:00 p.m. Curriculum Items; 1:00-1:30 p.m. Faculty Case Consultation
Location: Sabin 207

Department Members Present: Libby Fry, Laura Parker, Laura Praglin, Sei-Young Lee, Rebecca Dickinson, Lixia Zhang, Jenny Becker (chair), Jim McCullagh, Matt Vasquez, McKenna Crotty and Tayrn Templeman (SSWA Student Reps)

I. Grade requirement for core/required social work courses
   A. Faculty Feedback
      1. Jim McCullagh - supports C+ minimum for all social work core classes, shared that Family Services requires students achieve "a minimum of C in all courses required for the major."
      2. Laura Praglin - "on the fence", leaning towards C minimum for all social work core classes, feels Practice with Community and Organizations should have a C minimum as the other practices courses do
      3. Steve Onken - questioned how clear it is to students of grade and GPA requirements, wants to know how many social work majors are getting grades below a C in core classes and still graduating.
      4. Laura Parker - supports C- minimum for all social work classes
   B. UNI Data
      1. Out of the 75 students who graduated in 2018-19 (Summer 2018, Fall 2018, Spring 2019)
         - 2 students received a D+ in SW 4144 Social Policies and Issues (1 graduated with SW degree)
         - 2 students received a C- and 1 student received a D+ in SW 4164 HBSE
         - 3 students received a C- in SW 4164 HBSE
      2. Out of the 72 students who graduated in 2017-18 (Summer 2017, Fall 2017, Spring 2018)
         - 2 students received a C- in SW 4144 Social Policies and Issues
         - 1 student received a C- in SW 4164 HBSE
         - 1 student received a C- & 1 student received a D- in SW 4196 Practice with Comm&Org
   C. Committee requests for further information
      1. What is the grade requirement, if any, to retake a course?
      From UNI Registrar's office 2/2/20: In regards to retaking courses, a student can retake a class no matter the grade. There is no limit on the number of times a student can retake a class, but the most recent grade they received will be the one that goes towards their GPA.
      2. What is the UNI Registrar's policy on what warrants an incomplete?
      \(\text{Policies Regarding Course Grades of Incomplete} \quad (\text{https://catalog.uni.edu/generalinformation/academicregulations/#PoliciesGradesIncomplete})\)
      To receive credit for course work a student must be in attendance for the full semester. Exceptions to this rule are rarely made. Work lost by late enrollment or by change of registration may be made up for credit by an undergraduate student with the consent of the Office of Academic Affairs. Graduate students must have the consent of the Dean of the Graduate College. Work lost because of absence due to illness, or other extenuating circumstances, may be made up, but arrangements for making up work missed are made between the student and the instructor. Work left incomplete at the end of a semester or summer session will be reported as F (Failure) unless a report of I (Incomplete) has been authorized by the instructor. The Incomplete is restricted to students doing satisfactory work in the class who, because of extenuating circumstances, are unable to complete the work of the course. The Incomplete is limited to assigned work during the final sixth of the term. If a course is reported as Incomplete, a student is not prevented from registering for another course for which the incomplete course is a prerequisite.
      (Sei-Young Lee and Laura Praglin have syllabus statements regarding incompletes)

II. Related courses approved for SW Elective
   A. Geography practice "approved courses in cognate areas"
   B. Minors flier shared at recruitment and advising events
   C. Starting Summer 2020, there will be a list of 10 Social Work electives in our program, not all are offered every semester.
D. Further discussion requested as to which departments and courses would fit under "related" courses and what the impact might be for those departments: consideration for Criminology, Family Studies, Psychology, Sociology and Women and Gender Studies
E. Would our records analyst have data to share what courses are students are counting as SW electives that are outside our department? Tricia Welter, SW records analyst shared that there is no way of knowing what our SW students are having count as SW electives that are taken outside our department.
F. Libby Fry is also rolling out an experimental social work elective SW 4159/5149 Sexuality and Gender Diversity in the Helping Professions
   This course provides a foundational knowledge of a spectrum of sexual orientations and gender identities, centering marginalized identities. Engagement in critical thinking and analysis of systems of oppression, intersectionality, and ethical practice while utilizing a social justice and equity framework will be fundamental. Implications for social workers and others in the helping professions will be identified and explored to offer concrete tools and plans for becoming a safe and affirming provider for all clients.
   PREREQUISITE(S): SW 1001 Introduction to Social Work and Social Services, SW 2091 Practice with Individuals
G. Committee agrees to keep electives as they are with the ability to consider related courses case by case as a substitute for a social work elective.

III. Bi-Lingual Certificate - support by the committee to move forward on exploring this certificate
   A. SW 4159-5159 Latina/o and Hispanic Cultural Principles for Human Service Providers (experimental course taught by Dr. Roberto Swazo/School of Applied Human Sciences, Counseling Faculty)
   B. Course syllabus (handout) & student feedback (handout) from Summer 2019
   C. Request to create a bi-lingual certificate for SW majors (recommended courses; 20 credits)
      1. Spanish Conversation Course (SPAN; 3 credits)
      2. Cultural Course (SOC and/or SPAN; 3 credits; on campus or Study Abroad (looking for SW faculty to led - Rebecca Dickinson is interested in a Study Abroad or an Out of State Service Learning opportunity)
      3. SW 4159-5159 Latina/o and Hispanic Cultural Principles for Human Service Providers
      4. SW Internship with Hispanic population (SW 4200; 11-15 credits)
   D. Current certificates
      Child Welfare - 4 classes (12 credits) of coursework, internship (11-15 credits) - total of 23 credits
      Substance Abuse Counseling - 4 classes (12 credits) of coursework, internship (11-15 credits) - total of 23 credits
      Conflict Resolution - 5 classes (15 credits) - total of 15
   E. Process…
      1. Approve SW 4159/5159 as a permanent SW course elective and move that through the curriculum process in Feb to be in effect Summer 2021.
      2. Work with SPAN department on Spanish Conversation Course and a Cultural Course (SOC or SPAN on campus; immigrant and refugee focus if able) and well as with SW department on a Study Abroad option, moving the certificate through the curriculum cycle for implementation Summer 2020 at the earliest).

IV. CSWE Feedback on Assessment Matrix (handout)
   A. Clarification - 2 dimensions need to be measured per competency, one with a real/simulated "practice"
   B. Recommendation - "helpful" to have one outcome measure benchmark (i.e. 80%) 
   C. Recommendation - be specific about what rubric items are being averaged (assigned item number to each rubric item - if you want it resent to you prior to grading, let me know)
   D. Recommendation - formatting issues (fixed)
   E. Other - Want to use elearning to pull of signature assignment data
   F. Handout - Undergraduate Program Assessment Matrix ALL AREAS assessed

V. BA Program Curriculum Matrix (handout)
   A. Needs to include
      1. 9 social work competencies
      2. The course(s) where each competency is implemented
3. Course content (e.g. readings, module, assignments, class activities) where each competency is implemented
4. Dimension(s) (knowledge, values, skills, and cognitive & affective reactions) associated with the course content for each competency. *Each dimension must be represented for each competency.*

B. Gaps - Comp 6 Engagement with Families, Groups, Organizations, Communities
   1. Practice with Groups and Families course has assignment(s) that cover this - Jenny will follow up with Rebecca Dickinson
   2. Practice with Community and Orgs course has assignment(s) that cover this - Jenny will follow up with Steve Onken

C. Gap - Comp 7 Assessment of Families, Groups, Organizations, Communities
   1. Practice with Groups and Families course has assignment(s) that cover this - Jenny will follow up with Rebecca Dickinson
   2. Practice with Community and Orgs course has assignment(s) that cover this - Jenny will follow up with Steve Onken

D. Gap - Comp 8 Intervention of Families, Organizations, Communities
   1. Practice with Groups and Families course has assignment(s) that cover this - Jenny will follow up with Rebecca Dickinson
   2. Practice with Community and Orgs course has assignment(s) that cover this - Jenny will follow up with Steve Onken

E. Gap - Comp 9 Evaluation of Families, Groups, Communities
   1. Practice with Groups and Families course has assignment(s) that cover this - Jenny will follow up with Rebecca Dickinson
   2. Practice with Community and Orgs course has assignment(s) that cover this - Jenny will follow up with Steve Onken

F. Faculty/Instructors are welcome to share any other assignments that they do in their courses that they want included on the curriculum matrix

VI. BA mission statement revisions - committee requested it be emailed directly for feedback and suggestions to be shared.

Faulty Case Consultation - consult with faculty about student successes, concerns, and how to best support students

**February 19, 2020 Agenda (12-1:30 p.m., Sabin 207)**
Grade requirement for core social work courses
BA Mission Statement (final)
BA Curriculum Matrix revisions
Signature assignment data from Fall 2019
BA Program Data collected every year, shared out every 2 years (Fall 2020)
BA Handbook review (i.e. admissions, courses and field, grades, GPA, incompletes; Policy vs Practice; Standard attendance and technology policies)