

Meredith College Social Work Program
Student Handbook
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Social Work Student Handbook

Accreditation

The Meredith College Social Work Program is fully accredited by the Council on Social Work Education.

Statement of Non Discrimination

The Meredith College Social Work Program does not discriminate on the basis of conditions of age, class, color, disability, ethnicity, family structure, gender, marital status, national origin, race, religion, sex and sexual orientation.

Social Work Program Overview

The Social Work Program at Meredith College is dedicated to educating social work practitioners who effectively strengthen opportunities for persons in their environments and who create policies and services to correct conditions that limit human rights and the quality of life. At Meredith, social work education is committed to combining scientific inquiry with the teaching of professional skills to enable our graduates to provide effective and ethical social work services.

Meredith College Mission Statement

“In educating women to excel, Meredith College fosters in students integrity, independence, scholarship, and personal growth. Grounded in the liberal arts, the college values freedom and openness in the pursuit of truth and, in keeping with its Christian heritage, seeks to nurture justice and compassion.

Meredith endeavors to create a supportive and diverse community in which undergraduate and graduate students learn from the past, prepare for the future, and grow in their understanding of self, others, and community. To these ends, Meredith strives to develop in students the knowledge, skills, values, and global awareness necessary to pursue careers, to assume leadership roles, to continue their education, and so lead responsible lives of work, citizenship, leisure, learning, and service.” *Meredith College Undergraduate Catalogue 2009-2010*, p. 6.

Social Work Program Mission Statement

The Meredith College Social Work Program is committed to the preparation of ethical and competent generalist social workers. The program is grounded in the liberal arts, supports excellence in scholarship, and affirms principles of diversity and social and economic justice.

Social Work Program Goals

- To prepare ethical and competent generalist social workers
- To pursue excellence in teaching, scholarship, and service.
- To foster in graduates a commitment to diversity and social and economic justice

Social Work Program Core Competencies

Upon successful completion of the Meredith College Social Work Program, graduates will:

1. Identify as a professional social worker and conduct oneself accordingly
2. Apply social work ethical principles to guide professional practice.
3. Apply critical thinking to inform and communicate professional judgments.
4. Engage diversity and difference in practice
5. Advance human rights and social and economic justice
6. Engage in research-informed practice and practice-informed research
7. Apply knowledge of human behavior and the social environment.
8. Engage in policy practice to advance social and economic well-being and to deliver effective social work services
9. Respond to contexts that shape practice
10. Engage, assess, intervene, and evaluate with individuals, families, groups, organizations, and communities

Definition of Generalist Social Work Practice

Generalist practice is grounded in the liberal arts and the person and environment construct. To promote human and social well-being, generalist practitioners use a range of prevention and intervention methods in their practice with individuals, families, groups, organizations, and communities. The generalist practitioner identifies with the social work profession and applies ethical principles and critical thinking in practice. Generalist practitioners incorporate diversity

in their practice and advocate for human rights and social and economic justice. They recognize, support, and build on the strengths and resiliency of all human beings. They engage in research-informed practice and are proactive in responding to the impact of context on professional practice. BSW practice incorporates all of the core competencies. (Educational Policy and Accreditation Standards, Council on Social Work Education, 2008, revised March 27, 2010)

Social Work Program Administrative Structure and Governance

The Meredith Social Work Program is located within the Department of Psychology and Social Work. The department offers a major in psychology with a B.A. degree and the Bachelor of Social Work Degree (BSW).

The Social Work Program Director reports administratively to the Head of the Department of Psychology & Social Work.

Social Work Program Director

The Social Work Program Director is responsible for providing leadership in all areas of the social work program, which includes ensuring that the program operates to achieve the mission, program goals, and objectives as specified above. For questions or concerns about the Social Work Program, contact Dr. Cynthia Bishop, Director, by telephone at 760-8304 or by e-mail at bishopc@meredith.edu.

Director of Social Work Field Education

The Social Work Program Field Director is responsible for administering all aspects of the field education program and reports directly to the Social Work Program Director. Responsibilities include selection of social service agencies and field instructors, provision of orientation and training for field instructors, approval of students for field placement, assignment to field agencies, coordination of field instruction through the field instruction seminar, coordination of the work of faculty field liaisons, and supervision of adjunct faculty who serve as field liaisons and instructors of field seminar. All questions and/or concerns about the field education program should be addressed to Suzanne R. Rabon, Director of Field Education, by telephone at 769-8142 or by e-mail at rabonsuz@meredith.edu.

Social Work Faculty

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Social Work Program Policies & Procedures

Declaration of Major

The first step in gaining admission to the social work program is to complete the declaration of major form, which may be obtained from 100 Ledford, office of the Social Work Program Director, or from the social work program admissions packet which is available from any social work faculty member. Complete the first part of the declaration of major form, then present to the Social Work Program Director, who will sign the form and assign you to a social work faculty advisor. Then obtain the signature of the Department Head of Psychology and Social Work and turn the declaration of major form into the Office of the Registrar.

Social Work Advising

When a student declares a major in social work, she is assigned an advisor who is a member of the full-time social work faculty. This advisor works with the student in academic and professional planning.

At the time she declares a social work major, each student meets with her advisor to develop a curriculum plan that will ensure completion of all requirements for graduation with a BSW according to the designated sequence, completing the Curriculum Planning Form. (Appendix

A). One copy of the curriculum plan is placed in the student's folder and she retains a second copy. The curriculum plan serves as a guide for planning throughout the remainder of the student's enrollment in the social work program.

Each semester prior to the registration period for the upcoming semester, the student and her advisor will meet to review the Curriculum Plan and determine the student's course schedule for that semester. The advisor will complete a curriculum plan form that lists courses in which the student will enroll. Both student and advisor sign the form and each receives a copy of the courses scheduled.

It is the policy of Meredith College that each student has the final responsibility for ensuring that she meets all academic requirements for graduation. The role of the major advisor is to provide guidance and consultation in planning a curriculum and selecting courses.

Admission to the Social Work Program

Admissions Policy

All candidates for the BSW degree from Meredith College must meet admissions criteria and complete the admissions process in order to be admitted to the social work program. The first step in the process is to complete a declaration of major form and be assigned to an advisor. Once she has declared a major, a student may **not** complete more than 12 semester hours credit in social work prior to formal admission. **No student may enroll in SWK 390 Generalist Practice with Individuals, SWK 394 Generalist Practice with Families and Groups, or SWK 398 Generalist Practice with Communities and Organizations prior to formal admission to the social work program.**

Admissions Criteria

1. Successful completion of a minimum of forty-five (45) semester hours of college credit according to the grade point average requirements specified in the Meredith College Catalogue.
2. Completion of a minimum of 6 hours in social work courses, but no more than 12 semester hours in social work. The 6 hours in social work must include the following courses: *Introduction to Social Work* and one of the two required *Human Behavior for Social Work Practice* courses with a grade of C or better.
3. Demonstration of ability and willingness to perform according to standards of professional conduct, personal integrity and emotional stability necessary for professional practice. This includes but is not limited to the following behaviors:
 - Consistently appropriate behavior toward Meredith College peers, faculty and staff and/or agency staff and clients at volunteer and field placement agencies.

- Consistent communication of acceptance to those persons who differ from the student in terms of conditions of class, color, culture, disability, ethnicity, family structure, gender, marital status, national origin, race, religion, sex and sexual orientation.
 - Demonstration of ability to uphold the NASW Code of Ethics in both professional and personal behaviors.
 - Demonstration of effective interpersonal skills necessary for establishing and maintaining professional relationships. These include but are not limited to the following:
 - a) Demonstration of a nonjudgmental attitude.
 - b) Demonstration of appropriate listening skills.
 - c) Demonstration of a strengths based approach to practice.
 - d) Demonstration of beginning ability to accept and support clients' rights to make independent decisions and to participate actively in the helping process.
 - e) Demonstration of belief and actions, which promote social and economic justice.
 - f) Demonstration of beginning ability to develop professional relationships based on regard for individual worth and dignity.
 - g) Demonstration of ability to handle conflict in a responsible manner.
 - h) Demonstration of beginning ability to resolve conflicts between personal and professional values.
4. Recommendations for admission from two college faculty members who have taught you, one from the Social Work Program and the other who has taught you in a non social work course.
5. Successful completion of the social work admission process.

Admission Procedures

Upon successful completion of SWK 100 *Introduction to Social Work* and one of the two *Human Behavior for Social Work* courses with a grade of C or higher, if you wish to continue in the social work program, you should secure a Social Work Program Application Packet, which is available from the office of the social work director, 100 Ledford. Complete the admission process according to the following instructions (These instructions are also included in the Application Packet):

Declaration of Major Form

Complete the first part of the declaration of major form, then present to the Social Work Program Director, who will sign the form and assign you to a social work faculty advisor. Then obtain the signature of the Department Head of Psychology and Social Work and turn the declaration of major form into the Office of the Registrar.

Application for Admission

Complete the application for admission to the social work program and submit it to your social work advisor along with your admissions essay completed according to instructions included in the admissions packet.

Recommendations

Secure recommendations from a college social work faculty member and a non-social work faculty member who have taught you, providing them with the forms that are included in the admissions packet. It is preferred that both the faculty members be from Meredith. If this is not feasible, please discuss your choice with your social work advisor. An envelope addressed to the Social Work Program Director is included for submission of the application. The Program Director will forward the recommendations to your social work faculty advisor with whom you will work to complete the admissions process.

Admissions Interview

When you have completed all admissions requirements and turned the packet in to your social work advisor, a faculty member will contact you to schedule an admissions interview.

Admissions Decisions and Notification

You will be informed in writing of decision of the social work faculty regarding your admission into the social work program and of any conditions of the admission.

The social work faculty will review all applications and make one of three decisions. These are:

1. Admit.
2. Admit conditionally with specific conditions that must be addressed to ensure full admission into the program.
3. Deny admission. Specific conditions that led to denial of admission will be detailed in a letter and discussed with the student by her social work advisor.

Appeal of Admissions Decision

A student may appeal a denial of admission or a condition of admission first in writing to the Social Work Program Director, then to the Head of the Department of Psychology and Social Work. If she does not accept the decision of the Department Head, she may appeal in writing to the Dean of the School of Education, Health and Human Sciences, and, if still unsatisfied, to the Vice-President for Academic Programs and Planning, whose decision will be final.

Termination Policy

Reasons for termination

A student may be terminated from the Social Work Program for the following reasons:

1. Failure to maintain the grade point average requirement specified in the Meredith College Catalogue.
2. Failure to maintain a minimum grade of C in all social work courses.
3. Failure to demonstrate ability and willingness to perform according to standards of professional conduct, personal integrity and emotional stability necessary for professional practice. This includes but is not limited to the following behaviors:
 - Consistently appropriate behavior toward Meredith College peers, faculty and staff and/or agency staff and clients at volunteer and field placement agencies.
 - Consistent communication of acceptance to those persons who differ from the student in terms of conditions of class, color, culture, disability, ethnicity, family structure, gender, marital status, national origin, race, religion, sex and sexual orientation.
 - Demonstration of ability to uphold the NASW Code of Ethics in both professional and personal behaviors.
 - Demonstration of effective interpersonal skills necessary for establishing and maintaining professional relationships. These include but are not limited to the following:
 - a) Demonstration of a nonjudgmental attitude.
 - b) Demonstration of appropriate listening skills.
 - c) Demonstration of a strengths based approach to practice.
 - d) Demonstration of beginning ability to accept and support clients' rights to make independent decisions and to participate actively in the helping process.
 - e) Demonstration of belief and actions, which promote social and economic justice.
 - f) Demonstration of beginning ability to develop professional relationships based on regard for individual worth and dignity.
 - g) Demonstration of ability to handle conflict in a responsible manner.
 - h) Demonstration of beginning ability to resolve conflicts between personal and professional values.

Termination Process

All social work faculty members will monitor the performance of every social work major and will review the progress of each major at least once every academic year. If any faculty member raises a concern about a student's failure to fulfill the requirements for continuation in the Social Work Program, the student's performance will be reviewed immediately and at specified intervals until the problem has been resolved or the student is terminated from the Social Work Program. The student will be notified immediately in writing of any concern(s) raised and will work with her advisor to make required behavioral changes or to withdraw from the Social Work Program according to the following plan:

1. The advisor in consultation with the student will develop a written contract detailing changes required if the student is to remain in the social work program.
2. The contract will be presented to the social work faculty who will review, revise, and return to the student.
3. If the student fails to complete the requirements named in the contract, she will be notified in writing by the program director of her dismissal from the Social Work Program.
4. The student may appeal the decision of the faculty in a letter to the program director that states her specific concerns with the decision. The program director will forward the letter to the Social Work Grievance Committee, an interdisciplinary committee that consists of the head of the Department of Sociology and Social Work, one sociology faculty member, one social work faculty member, two field instructors, and two social work majors. The committee will review the decision, will meet with the student, and will notify her in writing of the committee's decision regarding dismissal.
5. If the student does not accept the final decision of the Social Work Grievance Committee, she must present a written appeal of the decision to the Dean of the School of Education, Health and Human Sciences. If still unsatisfied with the decision, she may appeal in writing to the Vice President for Academic Programs and Planning at Meredith College. The decision of the Vice President will be final.

Enrollment Restrictions in Practice Courses & Field

Enrollment in social work practice courses (SWK 390, SWK 394, SWK 398), the Field Experience (SWK 490) and the Field Instruction Seminar (SWK 491) is restricted to social work majors who have been formally admitted to the Social Work Program. Any conditions to admission must be addressed and full admission achieved before any student may be admitted to a field placement.

Academic Credit for Life and Work Experience

The Meredith College Social Work Program does not grant academic credit for life and previous work experience in whole or in part in lieu of the field practicum or of the courses in the professional foundation curriculum.

Transfer of Academic Credit

Social work courses and required liberal arts courses taken at other institutions of higher education must be evaluated for their equivalence to Meredith's social work curriculum requirements. The intent of the transfer policy is to prevent duplication of academic content by recognizing prior academic achievement, but also to ensure student outcomes consistent with Meredith's program goals and objectives. Foundation social work courses may be transferred only from CSWE accredited social work programs. Students wishing to transfer social work courses must present a catalogue that includes a detailed course description and a syllabus for each course being transferred to the Social Work Program Director. The Program Director, in consultation with the Meredith social work faculty member who teaches the course at issue, will rule on the acceptance of transfer credits toward meeting major requirements. Under no circumstances may practice and field education courses be transferred from non-accredited

social work programs. Credits from social work programs in candidacy status are treated in the same way as courses transferred from non-accredited programs. Any course substitutions allowed for transfer students must be documented in the student's record and recorded in the Office of the Registrar. The student's advisor will present the request for substitution to the Social Work Program Director who will make the decision and notify the Registrar in writing.

Social Work Advising

When a student declares a major in social work, she is assigned an advisor who is a member of the full-time social work faculty. This advisor works with the student in academic and professional planning. Each social work major will meet with her advisor *at least* one time each semester to plan a semester schedule and explore field and practice options.

Upon declaring a social work major, each student meets with her advisor to develop a curriculum plan that will ensure completion of all requirements for graduation with a BSW according to the designated sequence. One copy of the curriculum plan is placed in the student's folder and she retains a second copy. The curriculum plan serves as a guide for planning throughout the remainder of the student's enrollment in the social work program.

It is the policy of Meredith College that each student has the final responsibility for ensuring that she meets all academic requirements for graduation. The role of the major advisor is to provide guidance and consultation in planning a curriculum and selecting courses.

The Social Work Major

Liberal Arts Foundation

The social work foundation curriculum is based on a strong liberal arts foundation, a hallmark of all education at Meredith College. General education requirements may vary from 51 to 67 hours. It is expected, however, that the majority of students will complete 57 hours of general education courses.

Social Work Foundation Curriculum

The social work foundation curriculum is focused around eight specified areas. All course content is designed to support the mission, goals, and objectives of the program, and the purposes, values, and ethics of the profession. The content areas are as follows:

Values and Ethics

Content about values and principles of ethical decision making presented in the National Association of Social Workers Code of Ethics is integrated into all social work courses. This content is intended to assist students in developing awareness of personal values, to develop, demonstrate, and promote the values of the profession, and to analyze ethical dilemmas and ways in which these affect practice, services, and clients.

Diversity

Content designed to promote understanding, affirmation, and respect for people from diverse backgrounds is integrated throughout the social work curriculum. This content emphasizes the interlocking and complex nature of culture and personal identity. It ensures that social services meet the needs of groups served and are culturally relevant. The social work program educates students to recognize diversity within and between groups that may influence assessment, planning, intervention, and research. Social work majors learn to define, design, and implement strategies for effective practice with persons from diverse backgrounds.

Populations-at-Risk and Social and Economic Justice

The social work curriculum integrates content on populations-at-risk, examining the factors that contribute to and constitute being at risk. Students are assisted in identifying how group membership influences access to resources, and to examine the dynamics of risk factors and the responsive and productive strategies required to change them.

The program also integrates social and economic justice content grounded in an understanding of distributive justice, human and civil rights, and the global interconnections of oppression. Content is provided on implementing strategies to combat discrimination, oppression, and economic deprivation and to promote social and economic justice. The curriculum is designed to prepare students to advocate for nondiscriminatory social and economic systems.

While content on issues of populations-at-risk and social and economic justice is integrated into all courses in the social work curriculum, students are introduced to these concepts and processes early in the professional curriculum through SWK 200 Populations at Risk and Social Justice. This course offers a framework and strategies for addressing the unique needs of populations that may be at risk as a result of conditions related to age, class, color, culture, disability, ethnicity, family structure, gender, marital status, national origin, race, religion, sex, and sexual orientation.

Human Behavior and the Social Environment

Empirically based theories and knowledge on the reciprocal relationships between human behavior and social environments are presented through two HBSE courses. Course content includes empirically based theories and knowledge that focus on the interactions between and among individuals, groups, societies, and economic systems. SWK 220 covers life stages from conception through adolescence, and SWK 225 examines the life stages of young adulthood through death. Theories of biological, sociological, cultural, psychological, and spiritual development across the life span are presented in the context of the range of social systems within which people live (individual, family, group, organizational, and community) and the ways social systems promote or deter people in maintaining or achieving health and well-being. A knowledge base for these courses is provided through required prerequisites: BIO 105 and Lab 145, SOC 230 Principles of Sociology, and PSY 100 Introduction to Psychology.

Social Welfare Policy and Services

The program provides content about the history of social work, the history and current structures of social welfare services, and the role of policy in service delivery, social work practice, and attainment of individual and social well-being. This content is introduced in the introductory social work course SWK 100 Introduction to Social Work and Social Welfare Policy where the history of social welfare policy and social service delivery are presented. SWK 330 Social Welfare Policy and Services provides students with the knowledge and skills to understand major policies that form the foundation of social welfare; analyze organizational, local, state, national, and international issues in social welfare policy and social service delivery; analyze and apply the results of policy research relevant to social service delivery; understand and demonstrate policy practice skills in regard to economic, political, and organizational systems, and use them to influence, formulate, and advocate for policy consistent with social work values; identify financial, organizational, administrative, and planning processes required to deliver social services. POL 100 American Political Systems is required as prerequisite for the social policy course. Social work majors continue to analyze and apply issues of policy in SWK 398 Generalist Practice with Communities and Organizations and in their senior field placements and the accompanying integrative seminar.

Social Work Practice

Social work practice content is presented through three generalist practice courses, which present a strengths-based approach to working effectively with individuals, families, groups, organizations, and communities. Practice content is anchored in the purposes of the social work profession and focuses on capacities and resources of client systems in relation to their broader environments. Students learn practice content that encompasses knowledge and skills needed to work with individuals, families, groups, organizations, and communities. This content includes engaging clients in an appropriate working relationship, identifying issues, problems, needs, resources, and assets; collecting and assessing information; and planning for service delivery. The focus includes using communication skills, supervision, and consultation. Content in the three practice courses also includes identifying, analyzing, and implementing empirically based interventions designed to achieve client goals; applying empirical knowledge 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. Practice courses are sequenced as follows: SWK 390 Generalist Practice with Individuals, SWK 394 Generalist Practice with Families and Groups, and SWK 398 Generalist Practice with Organizations and Communities. Students may not enroll in the first practice course before completing all prerequisites and being formally admitted to the Social Work Program.

Research

Qualitative and quantitative research content presented throughout the social work curriculum provides students with understanding of a scientific, analytic, and ethical approach to building knowledge for practice. This content prepares them to develop, use, and effectively

communicate empirically based knowledge, including evidence-based interventions. Students will use research knowledge to provide high-quality services; to initiate change; to improve practice, policy, and social service delivery; and to evaluate their own practice. Students are introduced to the research process in SWK 100 Introduction to Social Work and SWK 330 Social Welfare Policy. Research content appropriate to the students' level of understanding is presented in subsequent courses. Either Psyc 200 Statistical Methods in Psychology or MAT 245 Statistics serve as the prerequisite for SWK/SOC 374 Research Methods for Social Work. An Evaluation of Practice Project, which is required as a part of every student's field practicum, serves as the culminating research experience.

Field Education

An educationally directed field experience is an integral part of the social work curriculum. Field education is anchored in the mission, goals, and objectives of the Program. Field agencies and instructors are carefully assessed and selected in order to ensure that field learning experiences reinforce students' identification with the purposes, values, and ethics of the profession, foster the integration of empirical and practice-based knowledge, and promote the development of professional competence. The field education program at Meredith College is systematically designed, supervised, coordinated, and evaluated on the basis of criteria by which students demonstrate the achievement of program objectives. Students engage in pre-field agency experiences throughout the curriculum. The culminating experience occurs during the senior year, when each student engages in a 430-hour field learning experience under the supervision of a qualified field instructor and with ongoing coordination by the Director of Field Education. The field experience is related to the students' overall learning through a concurrent integrative seminar. (SWK 490, SWK 491).

Requirements for the Bachelor of Social Work Degree

In order to be awarded a BSW degree from Meredith College, each student must complete the following:

- All requirements for the BSW degree from Meredith as specified in the College Catalogue and described below.
- A minimum of 124 semester hours including:

General College Requirements

- For social work majors these requirements must include the following specified liberal arts courses: BIO 105, BIO 145 (lab), PSY 100, PSY 200 or MAT 245, POL 100, SOC 230
- Social Work Major Requirements
- Electives

MEREDITH COLLEGE GENERAL EDUCATION REQUIREMENTS

COURSE REQUIREMENTS FOR THE SOCIAL WORK MAJOR

<u>Required Liberal Arts courses</u>	<u>Hours</u>
BIO 105 Biological Principles	3
BIO 145 Biological Concepts Lab	1
SOC 230 Principles of Sociology	3
PSY 100 Introduction to Psychology	3
PSY 200 Statistical Methods in Psychology <i>or</i>	
MAT 245 Basic Statistics	3
POL 100 American Political Systems	3
SOC 374 Social Research Principles	3
	<hr/>
Total	19

<u>Social Work Major Courses</u>	<u>Hours</u>
SWK 100 Introduction to Social Work	3
SWK 200 Human Diversity & Social Justice	3
SWK 220 Human Behavior for Social Work Practice (Birth through Adolescence)	3
SWK 225 Human Behavior for Social Work Practice (Young Adulthood through Death)	3
SWK 330 Social Welfare Policy	3
SWK 350 Selected Topics in Social Work	2
SWK 390 Generalist Practice With Individuals	3
SWK 394 Generalist Practice With Families & Groups	3
SWK 398 Generalist Practice with Macro Systems	3
SWK 480 Preparation for Field Practicum	1
SWK 490 Social Work Field Practicum	12
SWK 491 Field Practicum Seminar	3
	<hr/>
Total Social Work Hours	42

Social Work Prerequisites

As you will note in the social work course descriptions, most social work foundation courses require prerequisites. These prerequisite requirements ensure that students acquire the necessary knowledge base before enrolling in a required social work course. All students should be familiar with all prerequisite requirements. Your social work advisor will assist you in developing a curriculum plan that will ensure that courses are taken in sequence and all

prerequisites are scheduled at the appropriate time. The instructor of each course is responsible for ensuring that all students enrolled in a class have the appropriate prerequisite courses before beginning the course.

SOCIAL WORK COURSE DESCRIPTIONS

SWK 100 Introduction to Social Work

This course introduces students to the profession of social work and the United States social welfare system. Students learn about the values and ethics of the social work profession and its advocacy for change in social, economic, political, historical, and cultural injustices. The history, mission, and philosophy of the social work profession, with an emphasis on the generalist method of social work practice, are covered. Students explore social work as a career path through completion of 20 hours of service learning in a local social service agency.

SWK 200 Human Diversity and Social Justice

This course focuses on the diversity of the population of the United States with an emphasis on North Carolina. Students are introduced to the concepts of prejudice, discrimination, oppression and social and economic injustice and to the processes by which these are imposed upon some populations based on age, class, color, culture, disability, ethnicity, family structure, marital status, national origin, race, religion, gender, sex, and/or sexual orientation. Methods to combat prejudice, discrimination, and oppression and to restore social justice will be considered.

SWK 220 Human Behavior for Social Work Practice—Conception—Adolescence

This course provides content on the reciprocal relationships between human behavior and social environments. Content includes empirically based theories and knowledge that focus on the interactions between and among individuals, groups, societies, and economic systems. It focuses on theories and knowledge of biological, sociological, cultural, psychological, and spiritual development that address the stages of the life span from conception through adolescence. Also addressed is the range of social systems in which people live (individual, family, group, organizational, and community); and the ways social systems promote or deter people in maintaining or achieving health and well-being. Prerequisites: BIO 105, BIO 145, PSY 100, SOC 230. Prerequisite or co-requisite: SWK 200

SWK 225 Human Behavior for Social Work Practice—Adulthood—Death

This course provides content on the reciprocal relationships between human behavior and social environments. Content includes empirically based theories and knowledge that focus on the interactions between and among individuals, groups, societies, and economic systems. It focuses on theories and knowledge of biological, sociological, cultural, psychological, and spiritual development that address the stages of the life span from young adulthood through death. Also addressed is the range of social systems in which people live (individual, family,

group, organizational, and community); and the ways social systems promote or deter people in maintaining or achieving health and well-being. Prerequisites: BIO 105, BIO 145, PSY 100, SOC 230: Prerequisite or co-requisite: SWK 100.

SWK 330 Social Welfare Policy

This course introduces students to both domestic and international social welfare policy. It emphasizes the social work profession's core value of social justice, human and civil rights, and the ideologies that have shaped the United States' and other nations' efforts to provide for their citizens. Frameworks for social policy analysis will be presented.

.SWK 350 Selected Topics in Social Work

Topics relevant to social work practice will be customized to reflect specialized areas of knowledge. Topics offered may include health care, aging, mental health, and children and families. Course numbers advance as topics shift to reflect emerging or controversial issues in the community. (2 Credits)

SWK 390 Generalist Social Work Practice with Individuals

This course is the first of three professional practice courses designed to focus on the strengths, capacities, and resources of client systems. The course prepares majors to engage individuals in appropriate working relationships by identifying issues, needs, strengths, and resources; by collecting and assessing information; by planning interventions; and by delivering services. **Open to social work majors only.**

Prerequisites: SWK 200, SWK 220 or 225

SWK 394 Generalist Practice with Families and Groups

This course is the second of three generalist practice courses designed to focus on strengths, capacities, and resources of client systems. The course prepares majors to engage families and groups in appropriate working relationships, by identifying issues, needs, strengths, and resources by collecting and assessing information; by planning interventions; and by delivering services. **Open to social work majors only.** Prerequisites: SWK 200, SWK 220, SWK 225, SWK 390

SWK 398 Generalist Practice with Macro Systems

This course is one of three professional practice courses designed to focus on strengths, capacities, and resources of client systems. The course prepares majors to engage macro systems, such as organizations, neighborhoods, communities, and governments, in appropriate working relationships by identifying issues, needs, strengths, and resources; by collecting and assessing information; by planning interventions; and by delivering services. Open to social work majors only.

SWK 480 Preparation for Social Work Field Practicum

Students will be assisted in the selection of a social work field placement and in the completion of the application and interview process. The professional values, knowledge, and skills necessary for a successful field experience will be reviewed. Prerequisite: SWK 390, Co-requisites: SWK 394, SWK 398.

SWK 490 Social Work Field Experience

The Social Work Field Experience is the integral component of social work education and is anchored in the mission, goals, and objectives of the social work program. A *minimum of 430 hours* of entry level generalist social work experience under the supervision of a professional social worker in an appropriate social agency is required. This experience will reinforce the student's identification with the purposes, values, and ethics of the profession; foster the integration of empirical and practice-based knowledge; and promote the development of professional competence. Open to social work majors only. All social work major courses must be completed before enrollment in SWK 490 and SWK 491, which are co-requisites. Also requires approval by Director of Field Education. *Field fee assessed*

SWK 494 Social Work Field Practicum Seminar

Students meet weekly for a 3-hour integrative field seminar designed to assist them in applying empirically based social work theory, knowledge and professional ethics in a social work practice setting and provide a capstone experience. Students complete an evaluation of practice research project in which they apply in their field settings research skills obtained through the social work curriculum. Written assignments are provided to demonstrate integration of knowledge and practice. **Open to social work majors only.** All social work major courses must be completed prior to enrollment in SWK 490 and SWK 494, which are co-requisites. Also requires approval of the Director of Field Education.
Fall & Spring 3 hours

Suggested Curriculum Plan

The following is a suggested curriculum plan for a student who enters Meredith College as a freshman. This plan provides an outline for earning a BSW degree in four academic years of study. This is not a prescribed plan for every student and will require modification to meet the needs of transfer students and part-time students.

Fall		Spring		Summer
SWK 100 (or Elective)	3	SWK 100 (or Elective)	3	
BIO 105/BIO 145	4	ENG 111	3	
PSY 100	3	POL 100	3	
Religion (Any 100-Level)	3	SOC 230	3	
Physical Education 1	1	History (101, 102, or 103)	3	
Total	14	Total	15	
Sophomore Year				
Fall		Spring		Summer
SWK 220	3	SWK 200	3	<u>Elective (if needed)</u>
ENG 200	3	SWK 225		
Physical Education 2	1	SWK 350 (as needed)	3	
Foreign Language	3	PSY 200 or MAT 245	3	
Cultural Elective	3	Physical Education 2	1	
Elective	3	Literature Elective	3	
Total	16	Foreign Language 2	3	
		Total	16	
Junior Year				
Fall		Spring		Summer
SWK 390		SWK 330		<u>Elective (if needed)</u>
SWK 350 (as needed)	3	SWK 374	3	
Arts & Aesthetics	3	SWK 394	3	
Natural Science, MAT, CS	3	Elective	3	
Physical Education 3	1	Elective	3	
Elective	3	Elective	3	
Total	16	Elective	3	
		Total	18	
Senior Year				
Fall		Spring		Summer
SWK 398	3	SWK 490	12	
SWK 480	1	SWK 491	3	
Elective	3			
Elective	3			
Elective	3			
Elective	3			
Total	16	Total	15	

Suggested Curriculum Plan for Junior Transfers

(Social Work Courses and Required Prerequisites only. Assumes completion of SOC 230, and PSY 100 prior to entering Meredith. If these have not been completed, this plan will require modification).

<i>Junior Year</i>		
Fall	Spring	Summer
SWK 100 (3) SWK 220 (3) SWK 390 (3) POL 100 (3) PSY 200/MAT 245 (3) Gen Ed Courses	SWK 100 or elective (3) SWK 200 (3) SWK 225 (3) SWK 330 (3) SWK 394 (3) SOC 374 (3)	
<i>Senior Year</i>		
Fall	Spring	Summer
SWK 350 (2) SWK 398 (3) SWK 480 (1) BIO 105, BIO 145 (4) Gen Ed/Electives as needed	SWK 490 (12) SWK 491 (1)	

Social Work Field Education Program

The professional field placement serves as the culminating experience of social work education. During either fall or spring semester of the senior year, after completion of all other social work requirements, students enroll in a 430-hour professional field placement. The field experience will be supervised by a professional social worker, who serves as the agency based field instructor. A designated social work faculty member will oversee the placement in a liaison role. The College field liaison will visit the agency a minimum of three times during the field semester. The initial visit provides an overview of expectations and may be completed during the semester that precedes placement. Mid-term and final field evaluation conferences are designed to provide educational focus to the experience and assist the student in professional development. These evaluation conferences will include student, field instructor, and faculty liaison. A weekly 3-hour integrative seminar serves as a capstone experience and enables students to process field experiences and relate these to prior learning.

Pre-professional Volunteer Experience

All students who enroll in the social work field experience must have completed pre-professional volunteer experiences in social agencies. The first experience requires a minimum of twenty (20) hours of service learning experience as a part of SWK 100 Introduction to Social Work and Social Welfare. Students are strongly encouraged to volunteer in the community in each of their major social work courses.

Field Application Procedures

To be eligible for application to field placement, the student must have been formally admitted to the Social Work Program, be a social work major in good standing and have completed all prerequisites specified in the Meredith College Catalogue. The field application process is managed through SWK 480 Preparation for Field.

SWK 480 Preparation for Field

The student will enroll in this one-hour course the semester prior to the semester in which she enrolls in the field placement. SWK 480 meets for one hour each week, providing the opportunity for the Field Director to assist students in determining their needs for specific types of field experiences and in assigning them to appropriate agencies and field instructors. As part of this course, students must complete a resume, an application to field, an interview with potential field instructors, and must finalize arrangements for field placement. Students also complete written assignments in preparation for the field experience.

While student preferences will be carefully considered in the selection of field placement agencies and instructors, primary placement consideration will focus on the availability of a qualified social work field instructor and the appropriate generalist practice learning experiences with diverse clients. The final decision as to the field assignment rests with the Field Director in consultation with the social work faculty.

The Field Director must approve the assignment of all students to agencies and field instructors.

Field Fees and Expenses

Each student is charged a fee of \$350 to enroll in SWK 490 Social Work Field Experience. This fee covers the cost of a professional liability insurance policy and other expenses related to the field program.

Professional Liability Insurance

The Social Work Program maintains a group professional liability policy to protect all social work students and faculty against malpractice suits in any incident related to the social work field placement. Coverage consists of \$2,000,000 for each wrongful act and \$4,000,000 for all incidents related to the Meredith College Social Work Program. Student field fees fund this insurance.

Parking Expenses

The College does not reimburse students for parking expenses incurred during the field placement. Students are also responsible for all other expenses such as travel required by the field placement.

Supervision by a Professional Social Worker

It is the policy of the Meredith College Social Work Program that all field students must receive supervision by persons holding a professional degree in social work from an educational program accredited by the Council on Social Work Education. All field instructors must hold the BSW or MSW degree with a minimum of two years professional experience. In the unlikely event that the MSW or BSW supervision is not available in an agency that offers strong and appropriate learning experiences, the student will meet weekly with a social work faculty member or approved social work professional from the community for professional supervision.

Field Placement Attendance Policy

In order to receive credit for SWK 490 Social Work Field Experience, each student must adhere to the following attendance policy:

1. Social work field placements will begin each semester on Meredith's first class day and will terminate on the last class day of the semester. All Meredith holidays and breaks will be observed except for those students who are placed in public schools during spring semester. In those cases, the student will observe the public school break in lieu of the Meredith spring break.
2. The student must complete a minimum of 430 hours in the placement. Students who complete the 430 hours before the end of the semester must continue in placement full-time through the last class day of the semester.
3. A student is allowed two absences due to illness. All absences in excess of two must be made up. If necessary the student will work in the agency during Meredith holidays and/or during the final examination period to compensate for hours or days missed in excess of the two allowed.

Termination of Field Placement Prior to the End of the Placement

The professional field placement experience is crucial to successful completion of the student's preparation to enter the social work profession as a general practitioner and/or to enroll in a Master of Social Work Program.

In the event that appropriate standards of professional development are not consistently maintained, the agency, the field instructor, the student, or the field director may initiate the termination of a field placement prior to the end of the semester. Reasons for termination include but are not limited to:

1. Inappropriateness of the learning opportunity.
2. Unethical conduct on the part of the student or agency personnel.

3. Excessive absences and/or tardiness.
4. Illness of the student or field instructor.
5. Personal conditions that prohibit successful continuation of the placement.

Termination Process

The person who wishes to initiate termination proceedings will contact the other parties involved. (i.e. student, field instructor, or director of field education).

The social work student, the field instructor, and the faculty liaison or field director will then meet together for an exit conference in which reasons for termination and procedures to be followed will be addressed.

Both the oral evaluation conducted in the exit conference and a written evaluation must be completed by both field instructor and student. The written evaluation and a summary of the exit conference will be placed in the student's permanent record.

Right to Appeal

If the student disagrees with the decision to terminate the field experience prior to the end of the semester, she must appeal in writing first to the Social Work Program Director. If not satisfied with the program director's decision, then the student must appeal in writing to the head of the Psychology and Social Work Department. If not satisfied with the Department Head's decision, she may appeal in writing to the Dean of the School of Education, Health and Human Sciences. If not satisfied with the Dean's decision, the student may appeal in writing to the Vice-President of Academic Programs and Planning whose decision is final.

Evaluation of the Student's Performance

While the evaluation process between field instructor and student is an ongoing one, the social work faculty member serving as field liaison will arrange a minimum of two formal evaluation conferences during the field semester. The liaison, the field instructor, and the student will meet to evaluate the student's performance and the progress of the field placement at the mid-point of the semester. The Student Learning Agreement and Field Evaluation Instrument will be used to evaluate the student's performance at this point. This evaluation will be used to structure the remainder of the field placement. Revisions to student learning tasks, activities, and opportunities will be made as needed to assist student in achieving competency in the 41 practice behaviors as outlined by the Council on Social Work Education.

During the last weeks of the field semester, a final evaluation conference will be conducted with the student, the field instructor, and the faculty liaison. At this time, the field instructor will complete a written evaluation of the student's performance using the field evaluation instrument. The student, the field instructor, and the social work faculty liaison sign the field evaluation form, which becomes a part of the student's permanent record within the social work program. In addition, each student will complete a narrative evaluation of her performance in the field placement experience.

Assignment of Field Grade

The Director of Field Education is the instructor of record for SWK 490 Social Work Field Experience. Final authority for assigning the grade for this experience rests with the field director who will consult with the field instructor and the social work faculty liaison in determining the grade.

NASW Code of Ethics

All social work students are required to be knowledgeable about the NASW Code of Ethics and to conduct themselves in complete accordance with its requirements. The Code of Ethics is the social work profession's statement of the responsibilities of social workers to clients, colleagues, employers, and society. It is presented in its entirety in Appendix F of this Handbook.

Social Work Program Advisory Board

The Meredith College Social Work Program Advisory Board is composed of a group of community social work practitioners, field instructors, and professionals and administrators in related fields who meet no fewer than three times each academic year to provide input into the continuing development of the Social Work Program and curriculum. The Advisory Board assists the program faculty in curriculum and policy development and change. They provide social work majors with volunteer and professional field placements and serve as mentors and class speakers. Each year one junior and one senior social work major is selected by the Board to serve as student representatives. The Board solicits applications from all social work majors and selects from these two representatives who may serve up to two-year terms. At least once each year, the student representatives poll the majors about programmatic concerns and present these to the Board.

Second Baccalaureate Degree

Students wishing to complete a BSW who have a baccalaureate degree from Meredith or another institution must enroll as a second-degree student. This means the candidate must complete all requirements for the Meredith BSW degree. Courses taken to meet requirements for the first baccalaureate degree may be used to meet requirements for the BSW provided they are approved through the Office of the Registrar and the Director of the Social Work Program. Transfer credits from other colleges and universities are evaluated as a part of the College admissions process.

Meredith College Policies

Academic Grievances

Students who are experiencing academic problems with a grade or other conditions of the course should first discuss the matter with the professor. It is the professor's responsibility to explain fully all grades and requirements of the course. If the problem is not resolved, the

student or professor should consult the department head. Should further action be required, the matter should be brought to the dean of the school.

Any grievance concerning a grade that has not been satisfactorily resolved by the teacher, the department head, or the dean may be appealed to the vice president for academic programs. The grade may be appealed on the basis of a question concerning: (1) clerical or numerical error, (2) personal bias or arbiter grading. The formal appeal must be made within the first eight weeks of the term immediately following the grading period in which the grade is received. If the grievance can be equitably settled, the matter will be closed. In an agreement acceptable to the teacher and the student cannot be reached through the vice president's mediation, the case will be referred to Academic Council for action. The decision of Academic Council will be final. *This policy is published in the Meredith College Student Handbook.*

General Student Complaints

Meredith College provides a learning environment that prepares students for responsible lives of life-long learning, professional development and global citizenship. The Meredith experience is designed to encourage collaborative learning among students, faculty and staff. Meredith College has a long and rich history in student self-governance and in promoting the general welfare of all students. To continue to enhance the quality of services and resources offered to students, Meredith College welcomes opinions, feedback and constructive ideas. The College is committed to ensuring that students have an avenue for articulating concerns, complaints and grievances.

In communicating specific concerns, complaints and grievances, students are encouraged to follow established policies and procedures outlined in the online Meredith College Student Handbook and the Meredith College Undergraduate Catalogue. These methods include grievance and appeal procedures for academic problems or grades, academic suspension and other academic policies, harassment and non-discrimination policy complaints, reports of sexual assault and rape, Honor Code violations, housing issues, financial aid probation or suspension, disability services, student employment, and access to educational records.

In communicating general concerns, complaints or grievances that do not follow one of the specific grievance procedures indicated above, students have recourse through the following avenues, which are outlined in the Meredith College Student Handbook: Communication of Concerns through the Student Government Association, Informal Process for General Complaints, Formal Process for General Complaints, Procedures for Resolution of Formal Complaints.

Academic Probation/Suspension

To continue enrollment at Meredith, students must maintain satisfactory progress toward graduation. Satisfactory progress means maintaining at least the minimum required quality point ratio or grade point average (QPR or GPA) required for the number of semester hours attempted.

If a student fails to achieve minimum levels of achievement, she will be placed on academic probation for the following semester. A student on academic probation who does not meet the minimum QPR at the conclusion of the following semester will be suspended. Refer to College Catalogue for additional information.

Attendance Policy

Each student is expected to be regular and prompt in her attendance at all classes, conferences, and other academic meetings. Regular attendance is vital for the student, the professor, and fellow classmates to benefit from classroom experiences. Each student must accept full responsibility for class preparation, announcements, and assignments missed because of absence.

The student is responsible for contacting her professors regarding any absence. The faculty will be notified by the Office of the Dean of Students in the event of a death in the student's immediate family (parents, spouses, siblings, children) or the hospitalization of a student.

Grade Point Average

All student grades are averaged in two ways: a Meredith average and an overall average. Each semester hour with a grade of A carries four quality points; B, three; C, two; D, one; F, none. The grade point average or quality point ratio is calculated by dividing the number of quality points earned by the number of semester hours attempted, whether passed or not. A course that is repeated does not count toward additional hours attempted in calculating the quality point ratio. The effect of class attendance on the student's final grade will be specified in writing by each instructor at the beginning of the course. Refer to the College Catalogue for additional information.

Inclement Weather Policy

In case of class cancellations resulting from inclement weather, the College will run public announcements on local radio and television stations. Information about class cancellations is also available by calling the inclement weather phone number 832-8878. In the event the College does not cancel classes, individual instructors will still have the option to cancel classes. All instructors must include an inclement weather policy in their syllabi, as well as instructions to students regarding how to obtain information on any class cancellations.

Honor Code and Honor Council

Any student accused of academic dishonesty is entitled to a fair hearing before a committee of her peers. The body responsible for conducting such hearings and determining guilt or innocence, if appropriate, is the Honor Council. Rules governing functioning of the Honor

Council are covered in Article IX of the Constitution and By-laws of the Student Government Association. For additional information, consult the Student Government Association Constitution and By Laws found in the Meredith College Student Handbook.

Plagiarism

Plagiarism is the dishonest use as one's own of another's words, thoughts, ideas, or organization. Honest work in no way precludes using another's work; it simply requires that in all instances such use be properly acknowledged.

Plagiarism results when a student copies from another student's paper or from books and other sources and fails to acknowledge such borrowing.

Whether source materials are quoted directly or are paraphrased, all such borrowing must be acknowledged clearly in the final paper or oral report through the use of footnotes.

If a student discovers that she has made a mistake in acknowledging sources in a paper already submitted, she should make this error known to her instructor.

The College Honor Council will not accept a plea of ignorance as an excuse.

Sexual Harassment

Sexual harassment encompasses any sexual attention that is unwanted. Anyone who experiences sexual advances by another member of the Meredith community which s/he considers inappropriate should discuss the matter with either the Vice President for Student Development or the Vice President for Academic Affairs.

Appeal of a Grade

A student has the right to discuss with an instructor both the grades she receives for assignments and final course grade. According to the faculty manual, "When an individual student raises a question about her grade, she should be dealt with openly and fairly. Every student should have the opportunity to examine every assignment she submits and to understand the mark assigned to it. Each teacher must be willing to discuss any grade—intermediate or final—with the student and must make it clear that if the student is still not satisfied, she may consult with the Head of the Department and then with the Vice President for Academic Affairs." (Meredith College Faculty Handbook, 1999. Section 3.3.4)

Filing For Graduation

Students may graduate in May, August, or December. Formal commencement exercises are

held in May. Seniors who expect to graduate must register their intention in the Office of the Vice President for Academic Affairs. Those who plan to graduate in May or August must file by December 1. Students planning for December graduation must file by May 1.

Leave of Absence

A currently enrolled student may request from the Registrar a leave of absence for up to one year without having to apply for readmission as long as she is in good, academic, social and financial standing at Meredith. Refer to the College Catalogue for additional information.

Resources for Students

Social Work Major Advisor

When the student officially declares as a social work major, she is assigned as an advisee to a full-time social work faculty member. The role of the major advisor is to:

1. Guide the student through the process of applying for admission to the social work program.
2. Assist the student in developing a plan for completing requirements for the BSW degree.
3. Provide guidance and assistance with issues of academic and professional development as the student progresses through the curriculum. The advisee may confer with her advisor about volunteer experiences, decisions about field placement, applying for social work positions and graduate school.

Each student must meet with her advisor at least once every semester to plan for pre-registration for the following semester. In order to register for classes the student's advising box on WebAdvisor must be checked by the faculty adviser. However, all social work advisors are available throughout the semester to provide academic and professional advising needed by the student.

Counseling Center

The Meredith College Counseling Center offers individual and group counseling to students with concerns of any kind—social, emotional or academic—with counselors who are degreed and licensed. All counseling services are free and confidential. The Center also works with students with disabilities and their faculty. In addition to counseling services, the Counseling Center offers psychological consultation, and general referral services. The staff also coordinates an outreach program often facilitated by Peer Educators. The Center has a small resource library available to students and staff. The Counseling Center is located on the first floor of Carroll Hall next to the Health Center. Services for acute psychological crises are provided by local hospitals.

Learning Center

Meredith College's Learning Center is staffed by Meredith students who have been trained to support other students with one-on-one tutoring in writing, grammar, Spanish, French, and mathematics. Tutors also answer questions related to word processing, library research, and speech writing and delivery. In addition to tutoring, the Center has reference books, handouts, and self-help exercises in grammar and mathematics. Students are encouraged to contact the Center for an appointment for assistance with writing or mathematics.

Disability Services

Meredith College is equipped to provide a variety of services to students with disabilities. When admitted, students have the opportunity to submit a voluntary disability disclosure form so that appropriate offices may be notified on a confidential basis of the disability. Students who need accommodations are required to support requests for accommodations with appropriate documentation of the disability. A handbook of resource information and procedures for students with disabilities is available in the Office of the Dean of Students and the Counseling Center.

Special concerns or requests for services or accommodations should be directed to the Assistant Director of the Counseling Center and Coordinator of Disabilities Services. She provides assistance to students with learning disabilities, attention deficit disorders, physical disabilities, and psychiatric disabilities. Her office is located on the first floor of Carroll Hall.

Community Volunteer Resource Directory

The Social Work Program maintains a resource directory of community volunteer opportunities in a notebook located in 103 Ledford. This directory includes a wealth of volunteer opportunities. Students are encouraged to review it in preparation for volunteer experiences.

Office of Volunteer Service

The mission of the Office of Student Leadership and Service is to develop the knowledge, skills, values, and global awareness necessary to foster leadership and responsible citizenship in a safe and inclusive learning environment. Students and other members of the Meredith community are given opportunities to:

- develop leadership abilities, grow in their understanding of self, others and community;
- design and implement programs to enhance social, intellectual, recreational, community service and campus governance involvement;
- participate in civic engagement and activities that focus on affecting positive change; and
- connect to the institution and peers through student organizations.

For additional information about volunteer opportunities, contact the Office of Student Leadership and Service via email at leadershipandservice@meredith.edu; via telephone at 919-760-8338, or stop by the office at 202 Cate Center.

Volunteer Fair

At the beginning of fall semester, the Office of Community Volunteer Services sponsors a volunteer fair on campus. Representatives of a variety of community agencies are available to share information about volunteer opportunities in their programs. Contact the Office of Volunteer Services for the specific date, time, and location of the volunteer fair.

Professional Organizations, Awards, and Professional Development

Social Work Club

The Meredith College Social Work Club is an organization that promotes interest in social work; increases awareness of the social work profession among club members, other Meredith students, and faculty and administration; functions as a supportive body for social work majors and prospective students; and serves as a forum for the discussion of social problems and issues. The club also serves as an advisory group to the social work program by providing input regarding program and curriculum changes and improvements. In addition, the student Social Work Club engages in a variety of service projects and professional development events. Past activities have included sponsoring a Halloween Social Work Promotion, Diabetes Walk, Random Acts of Kindness Week, Angel Tree, Stuffed Animal Drive for Interact Pet Pals Program, Baked Goods Fund Raiser, daily events during Social Work Week in March and participation in the statewide conference of the North Carolina Family Based Practice Association.

Phi Alpha

Lambda Omega is the Meredith College Chapter of Phi Alpha, national social work honor society. Membership is open to Meredith students who have declared a major in social work, completed a minimum of 12 credit hours in the major, and have an overall 3.0 grade point average and a major grade point average of 3.25. Phi Alpha works to encourage members to strive for excellence in scholarship and the practice of social work.

National Association of Social Workers (NASW)

The National Association of Social Workers is the professional organization for social workers. NASW advocates for the profession and for client groups served by social workers. BSW students are eligible to apply for student membership at \$40 per year to be followed by

reduced fees of 50% of the full member rate for two years after graduation.

Following are some of the benefits student members of NASW receive:

- Subscription to Social Work, the official journal of the social work profession.
- Subscription to *NASW News*, a publication that provides news of the latest developments in the social work profession.
- Subscription to the *NC-NASW Newsletter*. This is a newsletter that provides information about the latest developments related to social work in North Carolina.
NASW JobLink assists members in locating social work job opportunities throughout the U.S. by linking to the NASW website that can be accessed at <http://www.socialworkers.org>.
- Discounts: Student members receive discounts on professional development opportunities.

All BSW students are strongly encouraged to join NASW. NASW application packets are available from the director of the social work program, 100 Ledford. All social work faculty members will be happy to provide additional information about this professional organization.

Each year a social work major is recommended by the social work faculty to serve as the NC-NASW Student Liaison for the Meredith College Social Work Program.

Social Work Professional Development Award

The Meredith College Social Work Club began a social work professional development award more than 20 years ago. It is presented annually to the senior social work major who :

- has completed a minimum of 90 hours of course credits,
- reflects the values of the profession,
- has shown the greatest growth and development in becoming a social worker while enrolled in the Meredith College Social Work Program.

The recipient of the award is selected by vote of students who have completed SWK 490/491 or are in field placement at the time of the vote and of the social work faculty.

The recipient of the award is announced each April during Celebrating Student Achievement Day where the recipient is presented a commemorative plaque and her name is inscribed on a plaque displayed in the Department of Psychology and Social Work.

Social Work Week

During National Social Work Month each March, the Social Work Program faculty and students observe Social Work Week at Meredith, a week of celebration and recognition of social work students and alumnae. Special events are planned by the Student Social Work Club.

Advanced Standing in MSW Programs

Students who complete the BSW from a program accredited by the Council on Social Work Education are eligible to apply for admission to advanced standing status in two-year graduate programs leading to the Master of Social Work (MSW) degree. Persons admitted to advanced standing programs complete the MSW degree in two semesters and one summer instead of the four semesters required by MSW applicants who have not completed an accredited Bachelor of Social Work Degree

Licensure and Certification

North Carolina Licensure & Certification Board

The state of North Carolina regulates the practice of social work through the General Statutes of North Carolina, Chapter 90B Social Work Certification Act. The legislation establishes levels of regulated practice:

Certified Social Worker. A voluntary level of certification requiring a baccalaureate degree in social work from a program accredited by The Council on Social Work Education. Graduates must pass a national exam and provide appropriate references.

Certified Master Social Worker. A voluntary level of certification requiring an MSW from a program accredited by the Council on Social Work Education. Graduates must pass a national exam and provide appropriate references.

Licensed Clinical Social Worker. A mandatory license required of anyone practicing clinical social work in North Carolina. Successful completion of the MSW degree from a program accredited by the Council on Social Work Education followed by two years clinical practice supervised by a qualified social work supervisor. The candidate must also pass a national exam and provide appropriate references. Candidates who meet all requirements may legally use the title LCSW. Graduates of accredited MSW program who pass the licensing exam may use the title LCSW-P while receiving the required two years of supervised practice.

Certified Social Work Manager. A voluntary level of certification awarded to social workers who:

- hold the certification level of Certified Social Worker or Certified Master Social Worker;
- complete two years of experience in the administration and supervision of a social agency, program or personnel;
- pass the appropriate written examination.

Graduates of the Meredith College Social Work Program are eligible to apply for the Certified Social Worker designation. The student may apply for certification and take the exam during her final year of enrollment in the Meredith Social Work Program. Inquiries about application procedures and forms should be made to:

North Carolina Social Work Certification & Licensure Board
Post Office Box 1043
Asheboro, NC 27203
336-625-1679
1-800-550-7009 (Toll Free)
336-625-680 (Fax)
e-mail: swboard@asheboro.com
Website: www.nccbsw.org

APPENDIX A
SOCIAL WORK MAJOR CURRICULUM PLANNING FORM

Student Name _____

Graduation Date _____

Fall	Freshman Year Spring	Summer
Fall	Sophomore Year Spring	Summer
Fall	Junior Year Spring	Summer
Fall	Senior Year Spring	Summer

APPENDIX B

**MEREDITH COLLEGE SOCIAL WORK MAJOR
GRADUATION CHECKLIST**

Student _____

I.D. _____

Required Liberal Arts Courses	Date Completed
BIO 105 , BIO 145 Lab (4 hours)	
SOC 230 Principles of Sociology (3 hours)	
PSY 100 Introduction to Psychology (3 hours)	
PSY 200 Statistical Methods in Psychology (3 hours) or MAT 241 Statistics 1 (3 hours)	
POL 100 The American Political System (3 hours)	
Social Work Courses	
SWK 100 Introduction to Social Work (3 hours)	
SWK 200 Human Diversity and Social Justice (3 hours)	
SWK 220 Human Behavior for Social Work Practice— Conception through Adolescence (3)	
SWK 225 Human Behavior for Social work Practice— Young Adulthood through Death (3 hours)	
SWK 330 Social Welfare Policy (3 hours)	
SWK 350 Special Topics in Social Work (3 hours)	
SWK 390 Generalist Social Work Practice with Individuals (3 hours)	
SWK 394 Generalist Social Work Practice with Families & Groups (3 hours)	
SWK 398 Generalist Social Work Practice with Macro Systems (3 hours)	
SWK 480 Preparation for Field Practicum (1 hour)	
SWK 490 Social Work Field Practicum (12 hours)	
SWK 491 Field Practicum Seminar (3 hours)	

Notes: (Substitutions, etc.)

Cynthia Bishop, Director
Meredith College Social Work Program

Date