

**CALIFORNIA STATE UNIVERSITY,
SAN BERNARDINO**

DEPARTMENT OF SOCIAL WORK

MEMORANDUM

Date: March 19, 1996
To: VP Fernandez, AVP Pritchard, Dean Gruenbaum, Dean Kaplan
From: Rosemary McCaslin
Subject: CSWE Decision

We finally, today, received our formal letter of re-accreditation from CSWE. The items to be covered in an interim report seem, for the most part, not too onerous. The expectations strike me as being more clearly stated than in the past. The faculty will discuss the curricular interim report requests and our plans for addressing at each item at our first Spring faculty meeting on April 10.

As to the administrative issues, I will be discussing items 1 and 2 further with some of you. Item 3 is actually just a matter of cleaning up some forms.

cc: Pres. Evans

COUNCIL ON SOCIAL WORK EDUCATION

CONFIDENTIAL

March 12, 1996

Dr. Anthony H. Evans, President
California State University, San Bernardino
Office of the President
5500 University Parkway
San Bernardino, California 92407-2397

Dear President Evans:

At its meeting held February 8-10, 1996, the Commission on Accreditation reviewed the application for reaffirmation of the master's degree program in social work at California State University, San Bernardino. The review included an assessment of the self study documents, the site visit report, and the program's response thereto. In addition, the Commission considered comments of the program representative and site team chair.

I am pleased to inform you that the Commission voted to reaccredit the master's degree program to February 2004 for the full eight year cycle.

The Commission commends the efforts of the faculty and those associated with it in meeting the accreditation standards. The site team noted the many strengths of the program in its site visit report, including good support from the university administration, an articulate and diverse student body, strong community support, good integration of field and classroom experiences, and several well-developed areas of curriculum.

However, the Commission identified seven areas of concern and requests an interim report from-the program on these issues: 1) physical facilities; 2) library holdings; 3) faculty information; 4) liberal arts requirements; 5) human behavior content; 6) research content; and 7) evaluation of concentration.

Evaluative Standard 6.0 requires that goals, objectives, and curriculum are to be consistent with the Curriculum Policy Statement for master's social work education. This statement applies whenever the Curriculum Policy Statement is cited, below, and will not be repeated at each such citation.

1. Evaluative Standard 2.1.6 - ORGANIZATION, GOVERNANCE, AND RESOURCES, PHYSICAL FACILITIES

Evaluative Standard 2.1.6 states that the social work program must have sufficient jurisdiction over physical space to realize program goals.

The program is asked to report on progress toward moving into new physical quarters, and to also report on how it is addressing current space limitations, and additional pressures created by any further growth in the program.

2. Evaluative Standard 2.3.3 - ORGANIZATION, GOVERNANCE, AND RESOURCES
LIBRARY RESOURCES

Evaluative Standard 2.3.3 states that the administration of the institution and the program must provide the library holdings and other educational resources necessary for attaining the program's goals.

The site visit team notes that the program's library holdings are relatively weak for a master's program, and that budget limitations severely curtail new purchases. The program's response indicates purchase of some new resources, a cooperative stance on the part of the in situation's library staff, and plans to upgrade faculty activity in this area. The Commission requests a progress report on improvements in library holdings, giving specifics of numbers of items and titles, along with an overall discussion of success in strengthening library resources for the program.

3. Evaluative Standard 4.0 – FACULTY

Evaluative Standard 4.0 requires a full-time faculty adequate in number, qualifications, competence, and range of expertise to achieve its specified goals.

The Commission is concerned with inconsistent information provided by the program on its faculty regarding Forms D, D3, and the self-study narrative. The program is asked to re-submit a full set of faculty forms with full and comparable data for each faculty member, and an overall discussion of faculty deployment and faculty workloads.

The Commission notes that forms for Professors McCaslin, Morris, and Hunt do not clearly document two years of post-social work masters professional practice experience. Should the program wish any of them to teach required practice content or coordinate the field practicum, an exceptions application in each case is needed (see Handbook; pages 205-209).

4. Evaluative Standard 6.2 - CURRICULUM; Curriculum Policy Statement 5.9-5.11 - LIBERAL
ARTS

Evaluative Standard 6.2 states, in part, that the master's curriculum has a liberal arts prerequisite. Curriculum Policy Statement 5.9-5.11 discuss the liberal arts perspective and require that all programs clearly explicate the requirements for attaining a liberal arts perspective and the rationale for these requirements.

The program's self-study materials lacked a clear definition of the liberal arts perspective the program requires in candidates for the master's program, and the rationale relating liberal arts content to courses in the social work curriculum. The program's response contained initial materials addressing both these concerns, albeit briefly. The Commission now asks for a full discussion of the program's liberal arts requirements and the rationale linking those requirements to the social work curriculum.

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5. Evaluative Standard 6.0, Curriculum Policy Statement 6.9 - HUMAN BEHAVIOR CONTENT

Curriculum Policy Statement 6.9 defines the general requirements for this area of curriculum including, in part, theories and knowledge about the range of social systems in which individuals live (families, groups, organizations, and communities); content on ways in which systems promote or deter people in the maintaining of achieving of optimal health or well-being; and content about values and ethical issues related to bio-psycho-social theories.

The Commission asks that the program review and revise its human behavior courses to enhance incorporation of larger systems (small groups, organizations, communities); present and discuss the revised psychopathology course as a required course, detailing its relationship to other courses; and update the bibliographies of the two foundation human behavior courses. The Commission requests revised syllabi for all courses involved.

6. Evaluative Standard 6.0 - CURRICULUM; Curriculum Policy Statement 6.12 - RESEARCH CONTENT

Curriculum Policy Statement 6.12 describes the general requirements for this area of curriculum including, in part, understanding and appreciation of a scientific, analytic approach to building knowledge for practice; ethical standards of -scientific inquiry; and analysis and evaluation of theoretical bases. (Cross-reference with Curriculum Policy Statement 6.5-6.7).

The site visit team found research courses lacking in content on diversity, values and ethics, and promotion of social and economic justice. The program's response provided a lengthy discussion of the paradigms through which the research enterprise is viewed, and cited student projects as evidence that these areas are addressed. What is still lacking is a discussion that documents how content from each of these areas is built into the curriculum. Reference in this discussion should include course objectives, content in required and recommended readings, course outline, assignments, and course bibliographies. Bibliographies should be updated to reflect the dynamic nature of these content areas. In addition to an overview, revised course syllabi with additions highlighted should be submitted.

7. Evaluative Standard 6.0 - CURRICULUM; Curriculum Policy Statement 6.20 - CONCENTRATION CURRICULUM

Curriculum Policy Statement 6.20 states that for each concentration a program must clearly explicate the conceptualization and design, objectives, and content. (Cross-reference with Evaluative Standards 1.5 and 4.3).

The program's self-study describes the design, objectives, and content of the concentrations, but does not discuss their evaluation. The Commission requests that the program provide results of evaluation of its concentrations, and indications of program revisions which have resulted from such evaluation.

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The Commission requests an interim report (in five copies) from the program on these issues, due December 15, 1996, for review in the February 1997, meeting of the Commission on Accreditation.

Procedures regarding the process for the next reaffirmation are included with this letter.

Please be in touch with Dr. Scott Wilson, Senior Educational Specialist in the Division of Standards and Accreditation, if there are questions about this letter or the procedures and actions of the Commission on Accreditation.

Congratulations on the continued accreditation of the master's degree program in social work at California State University, San Bernardino. We look forward to our continuing mutual effort to ensure quality in social work education.

Sincerely,

Julia M. Norlin, Ph.D., Chair
Commission on Accreditation

JMN/SMW/slb
Enclosure: Procedures for Reaffirmation
xc: Dr. Rosemary McCaslin, Director
Department of Social Work

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PROCEDURES FOR REAFFIRMATION

PROGRAM NAME: CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO (MSW)

DATE: March 12, 1996

In accordance with procedures for reaffirmation of accreditation, the master's social work program should prepare 2 copies of materials to show compliance with eligibility standards (the CSWE Commission on Accreditation's Handbook of Accreditation Standards and Procedures, fourth edition, 1994, page 69), and Forms ELG and ELGM (Handbook, pages 61-67). One copy of these materials, accompanied by one copy of the University Bulletin, must be received by the Council on Social Work Education by May 15, 2003.

If the program is found to be in compliance with all eligibility standards, the Chair of the Commission will notify the program to prepare 12 copies (including the University Bulletin) of a full self study, along with prescribed forms A-F. (Handbook, pages 155-196). Four copies of these materials (securely and individually wrapped, suitable for mailing) must be received at the Council on Social Work Education no later than August 15, 2003.

The remaining eight copies are to be retained by the program pending further instruction for distribution.

Presently the reaffirmation fee is \$2,650 for a single program, \$3,310 for a combined program, and \$680 for each extension or branch.

An invoice for the reaffirmation fee will be mailed to the program in time for the fee to be paid by July 1 of the accreditation year.

Site visit planning may begin several months before the self study documents are due, and it becomes the program's responsibility to notify the Council of any changes which might affect the site visit schedule. The site visit will be scheduled between September and November 2003, and the program file must be completed at least two months prior (December 15, 2003) to the Commission meeting in February 2004, when the program is scheduled to be reviewed.