



UNIVERSITY OF KENTUCKY

TRANSMITTAL

DATE: January 7, 2004

TO: Rebecca Scott
Senate Council

FROM: Lissa Holland
Graduate Council

A handwritten signature in black ink, appearing to be 'LH', written over the name 'Lissa Holland'.

The Graduate School

351 Patterson Office Tower
Lexington, KY 40506-0027
(859) 257-4613
Fax: (859) 323-1928
www.rgs.uky.edu/gsl/

The Graduate Council met on November 20, 2003 and approved the following:

COLLEGE OF SOCIAL WORK

Graduate Certificate – School Social Work

The Graduate Certificate in School Social Work is proposed in response to an identified need for social workers specifically trained to work in elementary and secondary school settings. In addition, it will meet the State of Kentucky mandated requirements for school social work certification. At its meeting on May 19, 2003, the state Professional Education Standards Board approved the proposed Graduate Certificate in School Social Work curriculum of the College of Social Work as appropriate educational preparation for school social work positions.

As the call for school reform grows and efforts to close the achievement gap and "leave no child behind" intensify, it is clear that barriers to student achievement must be addressed. Social workers are trained to assess and provide intervention for the social, emotional, familial, cultural and cognitive barriers to achievement and adjustment. However, to meet the specific challenges of providing services in the elementary and secondary school settings, knowledge of the practice and policy issues of public education and the inter-relational issues among schools, families and the community is imperative. The certificate in school social work curriculum will provide course work and experiential learning opportunities, which will enable graduates to meet these challenges. In addition, the National Association of Social Workers (NASW) strongly supports certification programs that surpass or are embedded in Master of Social Work programs. The National Association of Social Workers provides *Standards of Practice for Social Work in Schools*. It recognizes that many states and school districts already adhere to these standards and encourages the development of school social work as a specialty practice area.



UNIVERSITY OF KENTUCKY

December 9, 2003

The Graduate School

*351 Patterson Office Tower
Lexington, KY 40506-0027
(859) 257-4613
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www.rgs.uky.edu/gsl*

Dr. Jeffrey B. Dembo, Chair
Senate Council
153 Bowman Hall
CAMPUS 0059

Dear Dr. Dembo:

At its meeting on November 20, 2003, the Graduate Council approved, and recommends approval by the Senate Council, for the proposal from the College of Social Work to establish a Graduate Certificate in School Social Work.

Thank you for your attention to this request.

Sincerely yours,

A handwritten signature in blue ink that reads "Jeannine Blackwell". The signature is written in a cursive style.

Jeannine Blackwell, Dean
The Graduate School

Enclosures

lh

cc: Rebecca Scott
Jaque Hager



UNIVERSITY OF KENTUCKY

PO6

College of Social Work
619 Patterson Office Tower
Lexington, KY 40506-0027
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September 10, 2003

Dr. Jeannine Blackwell
Dean, Graduate School
University of Kentucky
Campus 0027

Dear Dr. Blackwell,

I am enclosing a proposal for the establishment of a Graduate Certificate in School Social Work along with four letters of support. There is a distinct need as well as high demand for such a graduate certificate and the Professional Education Standards Board of the State of Kentucky has approved the proposed Graduate Certificate in School Social Work curriculum as appropriate educational preparation for social work positions in elementary and secondary schools. Kindly take the necessary steps to have this proposal approved by the Graduate Council and the University Senate. I will be glad to provide further information about the proposal, if needed.

Thanking you,

Sincerely,

(Surjit Singh. Dhooper) Ph.D.
Professor & Director of Graduate Studies

Enclosures: As above

PROPOSAL FOR GRADUATE CERTIFICATE IN SCHOOL SOCIAL WORK

INTRODUCTION

The Graduate Certificate in School Social Work is proposed in response to an identified need for social workers specifically trained to work in elementary and secondary school settings. In addition, it will meet the State of Kentucky mandated requirements for school social work certification. At its meeting on May 19, 2003, the state Professional Education Standards Board approved the proposed Graduate Certificate in School Social Work curriculum of the College of Social Work as appropriate educational preparation for school social work positions.*

As the call for school reform grows and efforts to close the achievement gap and “leave no child behind” intensify, it is clear that barriers to student achievement must be addressed. Social workers are trained to assess and provide intervention for the social, emotional, familial, cultural and cognitive barriers to achievement and adjustment. However, to meet the specific challenges of providing services in the elementary and secondary school settings, knowledge of the practice and policy issues of public education and the inter-relational issues among schools, families and the community is imperative. The certificate in school social work curriculum will provide course work and experiential learning opportunities, which will enable graduates to meet these challenges. In addition, the National Association of Social Workers (NASW) strongly supports certification programs that surpass or are embedded in Master of Social Work programs. The National Association of Social Workers provides *Standards of Practice for Social Work in Schools*. It recognizes that many states and school districts already adhere to these standards and encourages the development of school social work as a specialty practice area.

CERTIFICATE CURRICULUM

The minimum number of credits required for the Graduate Certificate in School Social Work will be either 17 or 9 credits, depending on whether the applicant is a (a) UK degree-seeking MSW student or (b) one who already holds an MSW degree from an accredited social work program. Applicants with an MSW

* Enclosed herewith are letters from (1) Director, Division of Educator Preparation, Education Professional Standards Board, State of Kentucky, and (2) Director, Division of Student, family & Community Support Services, Kentucky Department of Education.

degree will be given credit for SW 740 or SW 741 (Field Education Practicum in a school setting) for two semesters if they have equivalent practice experience with school-aged children. Although 17 credits is slightly above the nominal Graduate School maximum of 15 credits, we feel this is warranted because this reflects the mandated Practicum requirements for certification, and is in accord with the agreement reached with the State. Seventeen credits is still within the upper limit specified by the University Senate that "should" be enforced.

The Certificate will be embedded in the College of Social Work Master's curriculum in the Advanced Standing and regular (60-hour) programs for either the Family/Community or Mental Health concentration. All MSW students enroll in courses in human behavior, social work practice, social policy, research, assessment and intervention, psychopathology, ethics, administration and supervision, and field practicum. In addition, students working toward the Graduate Certificate in School Social Work will take the following required courses.

Required Courses for Graduate Certificate in School Social Work (9 hours)**

SW 616 Social Work Practice in a School Setting (3 credit hours)

SW 704 Child and Adolescent Assessment and Treatment (3 credit hours)

EDS 516 Principles of Behavior Management and Instruction (3 credit hours)

In addition, degree-seeking students will be required to do their field practicum in a school setting. (Field Practicum is a part of the MSW course requirements.)

SW 740 or SW 741 Field Education Practicum (4 credit hours) in a school setting for two consecutive, fall/spring, semesters.

SW 616 – Social Work Practice in School Settings (3 credit hours) will be offered once a year.

GRADUATE CERTIFICATE ASSOCIATES AND DIRECTOR

The following graduate faculty members are the primary designated associates for the certificate: Dr. Richard Sutphen and Dr. Sherry Fairchild of the College of Social Work and Dr. John Schuster, Director of Graduate Studies in the Department of Special Education of the College of Education. Mrs. Flo Lankster, College of Social Work and Fayette County Public School System Liaison will also be heavily involved. In addition, a number of graduate faculty from the College of Social Work will participate in teaching the courses involved and serving on the Graduate

**A student must have a minimum GPA of 3.0 in the set of courses required for completion of the graduate certificate in order to be awarded the certificate.

Certificate in School Social Work Committee.***

The Dean of the Graduate School will appoint the Director. We recommend that Dr. Richard Sutphen be appointed the Director.

ADMISSION REQUIREMENTS

Two groups of students are eligible to apply for admission to the Graduate Certificate in School Social Work:

- (a) Students who have been accepted for admission into the MSW degree program, and
- (b) Students who hold the MSW degree from a program accredited by the Council on Social Work Education and apply for admission to the Graduate School Social Work Certificate Curriculum.

Students admitted to the MSW degree program must complete the application process prior to enrolling in the advanced year and be approved for admission by the Certificate Director.

Applicants currently holding an accredited MSW degree will be eligible for admission in Post-baccalaureate status for purposes of pursuing the Certificate. They will not be required to enroll in the field practicum courses (SW-740 or SW-741) if they have met the following conditions.

1. Completion of a minimum of two (2) semesters and 450 clock hours of an advanced graduate practicum in a school context from an MSW program accredited by the Council on Social Work Education.
or

2. Completion of one (1) academic year of full-time post-MSW experience working in a school context.
or

*** Two letters of support, one from Dr. John Schuster and the other from Dr. Kay Hoffman, Dean, College of Social Work are enclosed.

3. Completion of one (1) calendar year of post-MSW work experience with pre-school or school age children and their families (within the last five (5) years) including collateral work with schools and/or related programs and services. Examples of such experience include clinical and case management experience with children, youth and families; program planning and evaluation; consultation to schools; and child welfare/family service experience, which includes collaborating with public schools concerning such areas as child abuse and neglect, children with special needs, teen pregnancy and parenting programs, substance abuse, homelessness and school dropout prevention.

These applicants may seek credit transfer for courses similar to the courses required for the Graduate School Social Work Certificate i.e. SW-616, SW-704 and EDS-516 if those courses meet the following conditions:

1. The course is a graduate course from an accredited educational institution.

2. The course will not be older than eight (8) years at the time the applicant earns his/her Certificate..

3. The Graduate School Social Work Certificate Committee considers the course equivalent to the appropriate required course.

GRADUATE CERTIFICATE DURATION

We request that the Certificate be initially approved for a 6-year period.

Applicants to either the master's degree program in Social Work or to Post-baccalaureate status must meet the minimum admission requirements of the Graduate School for the status requested, as well as the program admission requirements for degree-seeking applicants. Admission and Certificate completion requirements will be made available in print and will be posted on a Certificate website. The Certificate Director will notify the Graduate School in writing of all admitted students.

AWARD OF CERTIFICATE

Upon a student's completion of the required courses with a minimum graduate GPA of 3.00, the Certificate Director shall send a completed, signed Graduate Certificate Completion Form to the Dean of the Graduate School for verification and award of the certificate. On verification, the Graduate School shall officially notify the University Registrar of the award of the Certificate for posting to the student's permanent transcript.



EDUCATION PROFESSIONAL STANDARDS BOARD

1024 Capital Center Drive, Suite 225
Frankfort, Kentucky 40601
(502) 573-4606 * Toll Free (888) 598-7667 * FAX (502) 573-1610

June 25, 2003

Dr. Kay S. Hoffman, Dean
University of Kentucky College of Social Work
602 Patterson Office Tower Room 619
Lexington, KY 40506

Dear Dr. Hoffman:

There were significant changes made by the Education Professional Standards Board (EPSB) to regulations relevant to the school social worker certification in Kentucky. March 19, 2003, regulations 16 KAR 2:070 Social Workers' Standard Certification and 16 KAR 2:080 Social Workers' Provisional Certification became effective. The two regulations changed the method of certification for all school social workers' who serve in the public schools.

January 1, 2004, all applicants for the provisional and professional certificate will be required to either be enrolled in or have completed an EPSB approved school social workers program. In the past, Social Work graduates could apply directly to the Division of Certification without any previous preparation from an EPSB approved program.

Currently there are two EPSB approved programs in Kentucky. They are:

- University of Kentucky's College of Social Work
- University of Louisville's Kent School of Social Work

This letter is for your information even though you may never have graduates who plan to work in the public school system. It is our responsibility to inform those colleges and universities that might be affected by this type of policy change. We also ask that you inform your graduates of the change in EPSB policy. The regulations are enclosed with this letter.

If you have additional questions, do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink that reads "Marilyn Troupe". The signature is written in a cursive, flowing style.

Marilyn Troupe, Director
Division of Educator Preparation

Enclosure

cc: Janet Banta



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Kentucky Department
of Education

KENTUCKY DEPARTMENT OF EDUCATION

CAPITAL PLAZA TOWER • 500 MERO STREET • FRANKFORT, KENTUCKY 40601

Gene Wilhoit, Commissioner
(502) 564-4770

August 15, 2003

Dr. Surjit Dopper
College of Social Work
University of Kentucky
Patterson Office Tower, Room 649
Lexington, KY 40506

Dear Dr. Dopper:

Our division is the Department's liaison with school social workers, and we work regularly with both local district school social workers and their professional organization. This letter is written in support of the College of Social Work's intention to apply to the UK Graduate School for a Graduate Certificate Program in School Social Work.

If approved, this certificate program would provide specific course work and practicum experiences to better prepare school social workers in the work they do with students and families. Specifically, these educational preparatory experiences will enable school social workers to better meet the academic, social and emotional needs of the students with whom they work.

We sincerely urge you to support the proposal put forth by the UK College of Social Work. This new program will directly benefit the students of Kentucky, and provide stronger support services for Kentucky students and families.

Sincerely,

Dr. Angela Wilkins
Director
Division of Student, Family and
Community Support Services

Nijel Clayton
Consultant
Division of Student, Family and
Community Support Services




UNIVERSITY OF KENTUCKY

College of Education
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May 1, 2003

To: Florence Lankster
School Social Work Coordinator

From: John Schuster 
Director of Graduate Studies

Re: Proposal for School Social Work Graduate Certificate

As a Professor and as the Director of Graduate Studies in the Department of Special Education and Rehabilitation Counseling I wholeheartedly support the proposal for the School Social Work Graduate Certificate.

This program will meet the many needs of social worker practitioners in school settings. The more support that school personnel can deliver to students will help in “leaving no child behind”. Having social workers competent in the many issues involved in school settings will not only be helpful for the students they serve but for the coordination of services with their colleagues in those settings. I think an important and meaningful aspect of this proposal is that EDS 516 (i.e., Principles of Behavior Management and Instruction) is included as a required course. School personnel continually report challenges in the area of behavior management for children with and without disabilities. Having this as a requirement will bring more knowledgeable school personnel to face these challenges.

I support this proposal and highly recommend it be approved.



UNIVERSITY OF KENTUCKY

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September 11, 2003

Dean Jeannine Blackwell
Graduate School
University of Kentucky
Campus 0027

Dear Dr. Blackwell:

I am writing to support the proposal to establish a graduate certificate in school social work. School social work is an identified need throughout Kentucky. Not only are there considerable vacancies in school social work positions, but the need for to offer a graduate certificate to persons who are already in school social work positions is sizeable.

During the past year, Mrs. Flo Lankster, interim field director in the College of Social Work, colleagues from the University of Louisville and Spalding University in Louisville and I worked directly with the KY Department of Education to change the regulations governing school social work in KY. Essentially, where there were no requirements beyond the Master of Social Work degree, there are now specific courses in social work and in special education required in order to obtain the school social work certification.

The proposed certificate in school social work follows the requirements now in place by the Department of Education. The University of Louisville is in the process of approving its graduate certificate in school social work. In order to stay competitive and to meet the needs of current students as well as graduates of the MSW program who are working in public education or who may wish to work in public education, the College must offer the graduate certificate.

Thank you for considering our proposal and please count this letter among those that support establishment of the certificate program.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kay Hoffman'. The signature is fluid and cursive, with a long horizontal stroke at the end.

Kay Hoffman
Dean