

## Brothers, Sheila C

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**From:** Hippisley, Andrew R  
**Sent:** Wednesday, March 27, 2013 3:40 PM  
**To:** Brothers, Sheila C  
**Subject:** Hazard, new wording

This is a recommendation that the University Senate approve the expansion of the Hazard College of Social Work program at the UK Rural Health Center at Hazard to include the Bachelor of Arts in Social Work (BASW) degree.

Andrew Hippisley

To: Andrew Hippisley, Academic Program Approvals Committee

From: Karen Badger, PhD, Director of Undergraduate Studies, Associate Dean of Academic and Student Affairs, College of Social Work

Date: March 27, 2013

Re: Expansion of off-campus program to include BASW degree

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The College of Social Work faculty and Dean have approved the expansion of off-campus educational programming offered in Hazard to include the offering of the Bachelor of Arts in Social Work degree currently offered on the main campus of UK. Per the direction of Sheila Brothers, I am attaching the off-campus program expansion proposal for your review.

Although there is no standard form available for proposals such as this, I did meet with Dr. Heidi Anderson to review the SACS/COC requirements relevant to the proposal, which then guided the construction of the document. Dr. Anderson concluded that this proposal did not constitute a substitutive change based on the SACS/COC process and then only “regular internal university processes” are necessary for approval. I have forwarded the email received from Dr. Anderson that shares this information.

The BASW would be offered at the UK Center for Excellence and Rural Health, address: 750 Morton Boulevard, Hazard, Ky. 41701. This expansion was approved by the UK College of Social Work Curriculum Committee on November 7, 2012 and by the College of Social Work Faculty on November 19, 2012. The Dean of the College (Dr. James ‘Ike’ Adams) approved the proposal on November 19, 2012 also.

The intended start date of this program is the fall 2013 semester (following the successful completion of the approval process). More details about the expansion initiative are outlined in the proposal.

Please direct any questions about the proposal to Karen Badger ([kbadger@uky.edu](mailto:kbadger@uky.edu)) or phone 7-2350.

Thank you for your consideration.

To: Undergraduate Council

From: Karen Badger, PhD, Director of Undergraduate Studies, Associate Dean of Academic and Student Affairs, College of Social Work

Date: November 28, 2012

Re: Expansion of off-campus program to include BASW degree

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Thank you for your consideration.

## **BASW Program –Hazard Off-campus Site Proposal November 28, 2012**

**Proposed Action:** This initiative proposes that the Hazard off-campus social work program be expanded to include the BASW degree offered at the UK Rural Health Center, Hazard, Ky. beginning Fall, 2013.

### **Background**

UK COSW has been invited by Hazard faculty and students to establish an off-campus BASW program at the Rural Health Center, Hazard, Ky. to fill the gap left by EKU following the discontinuation of their Hazard-based BSW program. Collaborative planning efforts have occurred with Melissa Slone, UK MSW Hazard Program Coordinator, Cindy Plummer, Coordinator of the AAS Human Services Program at Hazard, and Dr. Fran Feltner, UK Rural Health Center. Consultation has also been obtained from Dr. Heidi Anderson regarding regulatory implications of this substantive change.

UK Rural Healthcare Center is an off-site location that is an established off-campus site for the UK COSW that has in place classrooms, technology options, student space, as well as a UK supported Director of Student Services to offer support to students supplemental to that supplied by degree programs. This proposal is compatible with the mission of a land grant institution and would create greater access to social work undergraduate education in the Commonwealth.

The Hazard- KCTC currently offers an Associate in Applied Science (AAS) degree in Human Services. Many of these enrolled students wish to pursue BSW degrees, and do so either after completion of the AAS or once undergraduate social work programs pre-requisites are met for transfer to 4 year social work programs. Dr. Latonya Hesterberg, Chair, Morehead State University, shared that they currently have approximately 12 students who are traveling from the Hazard area. Reportedly, between 10 and 18 students were admitted each fall and spring semester at the EKU BSW Hazard location (C. Plummer, personal communication, November 4, 2012). Approximately 19 graduates are expected from the AAS in Human Services program this academic year; 177 students are currently enrolled in the major. An approximate enrollment of 15 students in the Fall semester of 2013, with subsequent fall enrollments ranging from about 15 students to 25 is anticipated. *Additional information is outlined in the Addendum, pp. 5-7 of this document.*

Approximately 30 AAS students in the 2011-2012 academic year specifically requested the UK BASW program as their program of choice. Many of these students brought up proximity/access issues as obstacles to obtaining a BASW/BSW education. Since some travel long distances even to the Hazard campus, the students reacted positively to the idea of possible delivery of the UK BASW via a combination face-to-face and distance learning program model. All students present during that discussion stated they had access to high speed internet services. In addition, The Rural Health Center has state-of-the art ITV rooms available, which make this delivery mode easily accessible and an option for course delivery.

### **BASW Degree Information**

**BASW Degree Requirements:** The BASW degree consists of 120 semester credit hours and includes general education, college pre-requisites, core professional major requirements, and upper division elective credits. Students in the proposed off-campus Hazard program would transfer in their general education, pre-major, and two elective requirements (*61 credit hours*). Only the last two years of the BASW curriculum would be offered at the Hazard location. This arrangement requires students to obtain *59 credit hours* from the University of Kentucky to meet degree requirements. Social work professional courses would be offered at the Hazard off-campus site (face-to-face, ITV, or hybrid format) and elective

requirements could be fulfilled via distance learning offerings. This curricular design is in compliance with the SACS requirement that at least 25% of the credits required for a degree are earned within the degree-conferring institution.

**Admission Cycle and Criteria:** Social work admission criteria for Hazard-based students would be the same as those applying for the social work major program in Lexington. Students would need grades of A or B in the transfer equivalency courses for SW 124, SW 222, as well as successfully complete SOC 101, PSY 100, and a human biology course with a grade of D or higher, while maintaining an overall GPA of 2.5 or higher. Prospective students would be expected to complete the BASW social work major application and essay requirement and submit these materials to the College of Social Work, as well as complete an application through Undergraduate Admissions for general admissions to UK (similar to any student entering UK).

It is proposed that a new cohort of BASW students be accepted each Fall semester with the expectation that students can complete the BASW within 4 (fall and spring) semesters following the program model.

**Comparability of Curriculum:** The courses and student learning outcomes established for the Hazard-based BASW program are the same as those employed in the main campus BASW program. Each course offered in the BASW program has a master syllabus that includes embedded Signature Assignments in each course that are tied to the program student learning outcomes. These syllabi will be employed in the same manner in the Hazard campus program as they are on main campus.

**Transfer of general education and pre-major social work requirements:** A transfer agreement regarding the UK BASW general education (UK Core) and pre-requisite requirements will be completed between UK and KCTCS Hazard using the KCTCS general transfer agreement form. This form delineates course equivalencies and asks for notification of one year prior to the discontinuation of any agreement/program. Such an agreement will assist KCTCS advisors in preparing students for application to the BASW program and will clarify UK transfer requirements in advance of student application to UK.

**BASW Professional Course Schedule:** The last two years of the BASW program model requires students to complete the following courses:

First Fall Semester		First Spring Semester	
<b>SW 300- Social Work Practice I</b> (4 credits)		<b>SW 350- Social Work Practice II</b> (3 credits)	
<b>SW 430- Policy</b> (3 credits)		<b>SW 435- Ethics</b> (3 credits)	
<b>SW 421- HBSE I</b> (3 credits)		<b>SW 422- HBSE II</b> (3 credits)	
<b>Upper division elective</b> (3 credits)		<b>SW 444- Field Practicum I</b> (5 credits)	
<b>Upper division elective</b> (3 credits)			
<b>Total:</b> 16 credits		<b>Total:</b> 14 credits	
Second Fall Semester		Second Spring Semester	
<b>SW 400- Social Work Practice II</b> (4 credits)		<b>SW 445- Field Practicum II</b> (8 credits)	
<b>SW 450- Research</b> (4 credits)		<b>SW 470- Senior Seminar</b> (3 credits)	
<b>SW 460- Understanding Behavior from a Socio-cultural Perspective</b> (4 credits)		<b>Upper division elective</b> (3 credits)	
<b>Upper division elective</b> (3 credits)			
<b>Total:</b> 15 credits		<b>Total:</b> 14 credits	

New cohorts in the BASW program would begin each fall semester of each year. The first year in which student were accepted would require the offering of the following courses at the Hazard location (either face-to-face or DL (hybrid) formats once approved):

First Fall Semester	First Spring Semester
<b>SW 300- Social Work Practice I</b> (4 credits)	<b>SW 350- Social Work Practice II</b> (3 credits)
<b>SW 430- Policy</b> (3 credits)	<b>SW 435- Ethics</b> (3 credits)
<b>SW 421- HBSE I</b> (3 credits)	<b>SW 422- HBSE II</b> (3 credits)
	<b>SW 444- Field Practicum I</b> (5 credits)

From the second year forward of the offering of the Hazard-based BASW program, six (6) courses would be offered at the Hazard location (either face-to-face or DL hybrid formats) each semester:

First Fall Semester	First Spring Semester
<b>SW 300- Social Work Practice I</b> (4 credits)	<b>SW 350- Social Work Practice II</b> (3 credits)
<b>SW 430- Policy</b> (3 credits)	<b>SW 435- Ethics</b> (3 credits)
<b>SW 421- HBSE I</b> (3 credits)	<b>SW 422- HBSE II</b> (3 credits)
	<b>SW 444- Field Practicum I</b> (5 credits)
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<b>SW 400- Social Work Practice II</b> (4 credits)	<b>SW 445- Field Practicum II</b> (8 credits)
<b>SW 450- Research</b> (4 credits)	<b>SW 470- Senior Seminar</b> (3 credits)
<b>SW 460- Understanding Behavior from a Socio-cultural Perspective</b> (4 credits)	

**Electives:** Students would complete elective requirements via distance learning options. Nine (9) credit hours offered under the SW prefix are currently available: **SW 580-** Financial Social Work, **SW 515** (RC 515), and **SW 516** (RC 516) Psychosocial aspects of medical disabilities I/ II. Additionally, **RC 520-** Rehabilitation Counseling Principles is available on-line and popular with the BASW students. Also, **SW 580:** End of Life Care is currently being revised as an on-line course offering. There are other initiatives occurring across campus that will create increased offerings of electives from which students can choose that will be delivered completely on-line. Hazard KCTCS is revising specific sections of three courses they offer to meet the standards of UK's 300 level courses. Students who successfully complete these specific sections of these courses could then receive 300 level credit upon transfer.

**Course Delivery Mode:** Courses offered at the Hazard location will be offered on-site unless approved for distance learning delivery modes (on-line or hybrid). Courses offered at the off-campus site will be comparable to those offered to students enrolled on main campus.

### Faculty and Staff Support

**Program Staffing:** The program would be supported by a Student Affairs Officer II (.6 to 1.0 FTE as appropriate for program development) hired by the College of Social Work and located at the Hazard site and supported through student credit hour monies earned. This position will require an earned MSW and be responsible for providing the same level of student support to BASW students enrolled in the Hazard based program as those provided on main campus by the Student Affairs Officer II assigned to the undergraduate program. Responsibilities include program orientation, advising, recruitment, student record functions (e.g., degree planning and auditing, lifting advising holds, and coordinating APEX requests, and acting as a liaison for students and the overall university (regarding deadlines, requirements, etc.) The Hazard based position will fulfill job duties using processes/procedures central to the College of Social Work and UK as well as the same resources (databases, forms, etc.)

The Director of Undergraduate Studies would supervise the Student Affairs Officer II position and oversee the program. Cindy Plummer (KCTCS-Hazard), program director, has agreed to work with UK to assist with advising and transfer for KCTC- Hazard students who wish to apply to the BASW program.

**Faculty Resources, Credentialing and Quality Assurance:** Adjunct faculty teaching in the Hazard-based BASW program would complete the same credentialing process as those assigned course instruction responsibilities in the main campus program and those teaching in other off-campus MSW programs. Adjunct faculty teaching practice courses would need to meet CSWE COA requirements. A core of potential adjunct faculty members have been identified who could provide consistent support to this program, along with the support of full-time faculty. These adjunct faculty assignments could be made without detracting from the current adjunct faculty support of the Hazard-based MSW program. The Associate Dean of Academic and Student Affairs/Director of Undergraduate Studies will provide oversight to Hazard-based adjunct faculty, including faculty meetings scheduled regularly throughout each teaching semester at the Hazard location.

The College of Social Work currently offers an MSW program at this location and has a Clinical Faculty member (Melissa Sloan) coordinating that program on-site. Melissa Sloan will also be teaching in the BASW program once approved.

The faculty of record for the Hazard based BASW program is the same as that for the BASW program on campus. It consists of the Director of Undergraduate Studies, faculty members on the Undergraduate Program Committee and the Curriculum Committee. The College has a combined graduate and undergraduate faculty and all faculty have the opportunity to be involved in the BASW program.

Courses at the Hazard site will be taught face-to-face by the MSW Clinical Coordinator or adjunct instructors. In addition, there are 20 full-time faculty positions within the College of Social Work. Full-time faculty instructional support to the off-campus site will include face-to-face classes (with some use of technology) offered at the Hazard site but will take place primarily through ITV or other distance learning formats (e.g., hybrid, on-line delivery) once social work courses are improved as distance learning offerings for both main campus and Hazard-based students. For example, courses planned for the Fall semester 2013 will consist of SW 430 (Hybrid and approved), SW 300 (face-to-face taught by Hazard-based Adjunct instructor), and SW 421 (face-to-face with some use of technology by College faculty member). The availability of Skype and ITV allows for the sharing of guest lectures occurring in a section of a course offered on main campus as well as in Hazard.

The central UK course evaluation system will be employed for any course offerings at the Hazard locations. Program assessment data will be collected from student enrolled in the off-campus program using the same measures and methods designed for main campus assessment data collection. These data will be examined in the aggregate for the BASW program, as well as examined as separate programs.

### **Program Facility and Student Resources**

The BASW program would be delivered at the UK Rural Health Center, a site approved by SACS and the delivery site of the MSW program. This facility has state-of-the-art ITV rooms available for classroom instruction, as well as a student lounge, study rooms, and a computer lab. The Center also has a Student Services Director to assist students with issues such as financial aid and academic enhancement support.

In addition, the Center has ITV staff available to assist students, along with the COSW IT staff person and UK's central Helpdesk. All Hazard based BASW students would be assigned UK email addresses each course offered at the campus location will have a Blackboard shell (as is true for all main campus

courses). Off-campus students would have access to librarians (a DL librarian attends the MSW Hazard orientation each year), the electronic library distance learning resources and inter-library loan options.

Melissa Sloan shared that there are agencies in the region for completion of field practica such as the DCBS offices in all the counties, 6 private foster care agencies in the surrounding regions, 2 youth residential facilities. The DJJ (including the Detention Center and CLEP program) and both comprehensive care centers offer a variety of services to youths and their families. There are approximately 7 hospitals in the area (all employ social workers), a number of clinics, health departments, VA nursing homes, hospice agencies, substance abuse intervention agencies and additional services for adults and the elderly (ADDs in each region, senior centers, day treatments, etc.)



### Addendum: Additional Information

**Job Outlook:** According to the Kentucky Office of Employment and Training website, <http://workforcekentucky.ky.gov/> here is the estimated employment trends for Big Sandy and Kentucky River regions.

#### Big Sandy Region

Occupation	Estimated Established Employment	Projected Employment
Child, Family, and School Social Workers	2008 Estimated Employment = 174	2018 Projected Employment = 182
“Case workers” = Healthcare Social Workers (medical and public)	2010 Estimated Employment = 1510	2020 Projected Employment = 2020
Mental Health and Substance Abuse Social Workers	Confidential	Confidential
Social and Community Service Managers	2008 Estimated Employment = 56	2018 Projected Employment = 62
Social and Human Service Assistants	2008 Estimated Employment = 149	2018 Projected Employment = 164
Social Workers, All Others	2008 Estimated Employment = 48	2018 Projected Employment = 53
Mental Health Counselors	Confidential	Confidential
Educational, Guidance, School and Vocational Counselors	2008 Estimated Employment = 131	2018 Projected Employment = 151
Rehabilitation Counselors	2008 Estimated Employment = 70	2018 Projected Employment = 78
Substance Abuse and Behavioral Disorder Counselors	2008 Estimated Employment = 54	2018 Projected Employment = 65
“Family Services” = Health Educators, Funeral Attendants, and Child, Family, and School Social Workers. Health Educators	Confidential	Confidential
“Corrections” = Correctional Officers and Jailers	2008 Estimated Employment = 592	2018 Projected Employment = 695
Personal Care and Service Workers	Confidential	Confidential

#### Kentucky River Region

Occupation	Estimated Established Employment	Projected Employment
Child, Family, and School Social Workers	2008 Estimated Employment = 261	2018 Projected Employment = 270
Healthcare Social Workers (medical and public)	2008 Estimated Employment = 78	2018 Projected Employment = 93
Mental Health and Substance Abuse Social Workers	61	77
Social and Community Service Managers	2008 Estimated Employment = 171	2018 Projected Employment = 186
Social and Human Service Assistants	2008 Estimated Employment = 215	2018 Projected Employment = 246
Social Workers, All Others	Confidential	Confidential
Mental Health Counselors	2008 Estimated Employment = 192	2018 Projected Employment = 237
Educational, Guidance, School and Vocational Counselors	2008 Estimated Employment = 56	2018 Projected Employment = 62
Rehabilitation Counselors	2008 Estimated Employment = 47	2018 Projected Employment = 55
Substance Abuse and Behavioral Disorder Counselors	Confidential	Confidential
“Family Services” = Health Educators, Funeral Attendants, and Child, Family, and School Social Workers. Health Educators	2008 Estimated Employment = 76	2018 Projected Employment = 87
“Corrections” and “Juvenile Corrections” = Correctional Officers and Jailers	2008 Estimated Employment = 130	2018 Projected Employment = 138
Personal Care and Service Workers	Confidential	Confidential

According to the U.S. Bureau of Labor Statistics (<http://www.bls.gov/>) we find the following employment trends for the nation

**Employment by major occupational group, 2010 and projected 2020, May 2010(In thousands)**

Occupation	Employment		Change	% Change
	2010	2020		
Healthcare Support	4,190.0	5,633.7	1,443.7	34.5
Personal Care and Service	4,994.7	6,331.4	1,336.6	26.8
Healthcare Practitioners	7,799.3	9,819.0	2,019.7	25.9
Community and Social Service	2,402.7	2,985.0	582.3	24.2
Protective Service	3,302.5	3,667.0	364.5	11.0

Source: Employment data - Employment Projections Program, U.S. Bureau of Labor Statistics

**Current Data regarding KCTCS-Hazard AAS in Human Services program**

Estimated current student enrollment in the Fall 2012 as described in the Hazard Community and Technical College Office of Institutional Effectiveness Report:

The history of conferring of AAS in Human Services degree as described in the Hazard- KTCT Office of Institutional Research is listed below:

Academic Year	Unduplicated Student AAS in HS Degrees
2011- 12	26
2010- 11	14
2009- 10	9
2008- 09	12
2007- 08	14

These data show only students who completed all AAS in Human Services degree requirements. Students interested in pursuing a BSW/BASW often enroll in KCTCS to meet gen ed and pre-requisites and then transfer out without finishing the AAS degree to pursue a bachelors degree (C. Plummer, personal communication, October 19, 2012). Enrollment data in this major on the Hazard KCTC campus for the current year follows.

<b>HAZARD COMMUNITY AND TECHNICAL COLLEGE FALL 2012 HUMAN SERVICES STUDENT ENROLLMENT</b>	
County	Number Enrolled
Breathitt	21
Knott	12
Lee	14
Leslie	11
Letcher	2
Menifee	1
Owsley	7
Perry	45
Wolfe	4
<b>TOTAL</b>	<b>117</b>
<p><b>SUMMARY:</b> As of the last day to add a 16-week class, 8-17-2012, 117 students were enrolled and listed in the Human Services program major. 116 of 117 (or 99%) are from the HCTC 8-county service area which includes Breathitt, Knott, Lee, Leslie, Letcher, Owsley, Perry, and Wolfe; the other student from outside the HCTC service area is from Menifee County.</p>	

Enrollment data for MSW students in the Hazard- Prestonsburg area using SW 608 or SW 722 courses for Advanced Standing students and SW 600 for 60 hour program students.

Academic Year	Hazard Campus		Prestonsburg Campus	
	60 Hr Program	Advanced Standing	60 Hr Program	Advanced Standing
2012-2013	4	4 (3 are EKU BSW graduates near end of 5 yr AS window)	7	8
2011-2012	4	2	1	9
2010-2011	5	5	4	5
2009-2010	2	--	4	--
2008-2009	--	2	--	4
2007-2009	5	--	7	--

Hazard program 60 hour and Advanced Standing MSW graduates (per retrospective calculation)

Year	# of Hazard MSW Graduates
2002	10
2004	17
2006	7
2008	18
2010	10
2012	8

**Brothers, Sheila C**

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**From:** Hippisley, Andrew R  
**Sent:** Wednesday, March 27, 2013 3:38 PM  
**To:** Brothers, Sheila C  
**Subject:** FW: Expansion of Off-Campus programming

**From:** Anderson, Heidi Milia  
**Sent:** Wednesday, March 27, 2013 12:16 PM  
**To:** Badger, Karen  
**Subject:** Expansion of Off-Campus programming

Dear Karen:

I've reviewed your proposal, regarding expansion of the programming in Hazard to include the BASW program, to determine whether it requires a SACSCOC substantive change. Based on the new SACSCOC substantive change policy, since the college already has the MSW in Hazard which has been previously approved by SACSCOC, this expansion falls under the SACSCOC type of change labeled "adding programs that are not significantly different from an approved off-campus program the site". Thus, based on their process, this is not considered a substantive change.

The college only needs to complete the regular internal university processes.

Please let me know if you have any questions.

Sincerely,  
Heidi

Heidi Milia Anderson, Ph.D., FAPhA  
SACSCOC Accreditation Liaison &  
Associate Provost for Institutional Effectiveness  
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"Tell me, and I forget  
Teach me, and I may remember  
Involve me, and I learn."  
Benjamin Franklin

## Brothers, Sheila C

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**From:** Ett, Joanie M  
**Sent:** Wednesday, December 19, 2012 10:36 AM  
**To:** Ellis, Janie  
**Cc:** Brothers, Sheila C  
**Subject:** Chemical Engineering BS, BASW-Hazard program  
**Attachments:** Chemical Engineering BS-change FINAL Revised Dec 2012.pdf; Hazard BASW Program Proposal 11-28-12.pdf

Good morning Janie,

Undergraduate Council has reviewed and recommends approval of changes to the BS in Chemical Engineering and the BA in Social Work expansion of an off-campus program.

Thanks,  
Joanie

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