

# **DIVISION OF SOCIAL SCIENCE**

# **SOCIAL WORK PROGRAM**

## **STUDENT HANDBOOK**



Accredited by

Council on Social Work Education

An Affirmative Action/Equal Opportunity Institution

Every aspect of the Social Work Program's organization and implementation is conducted without discrimination on the basis of race, ethnicity, national origin, color, gender, sexual orientation, age, marital status, political belief, religion, mental or physical disability.

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**Welcome** on behalf of the faculty and staff of the Social Work Program at Lewis-Clark State College. I would like to formally welcome you as a social work major. You have chosen a challenging yet rewarding career path. The Lewis-Clark Social Work Program is known for its exceptional faculty, all of whom have practical experience in a variety of fields of social work practice. The program emphasizes quality teaching and practical course content designed to provide students with the values, skills, and knowledge necessary for effective generalist social work practice. Graduates from the Program go on to obtain employment in a variety of human service settings, complete state licensing exams, and attend graduate social work programs.

Please take time to review the contents of the student handbook and become more familiar with the program, organizations, and resources available to social work majors.

The social work program office can be reached by phone at 208-792-2866, by email at [socialwork@lsc.edu](mailto:socialwork@lsc.edu) or on the Lewiston campus in room 17 within Expedition Hall. The Coeur d' Alene campus is located at DeArmond Building, 901 W River Ave, CDA, ID 83814 and can be reached by phone at 208-292-1378.

We look forward to working with you to reach your career goals.

Sincerely,

A handwritten signature in black ink, appearing to read 'LaChelle Rosenbaum', written in a cursive style.

LaChelle Rosenbaum, EdD, LMSW  
Social Work Program Director

# **Lewis-Clark State College Social Work Program: Who We Are**

## **Brief History of our Social Work Program**

The LC State Social Work Program, which offers the only Bachelor's Degree in Social Work (BSW) in northern Idaho, was established in the fall of 1991 as part of the College's Social Science Division. Two years later in the fall of 1993, the program was expanded to include students on LC's Coeur d' Alene campus. In the fall of 2018, the program evolved to include a Hybrid option.

Fully accredited by the Council on Social Work Education (CSWE), the program achieved candidacy for accreditation in 1992 and achieved full accreditation in 1996. Since 1992, LC's Social Work graduates have been eligible for advanced standing in Master's level (MSW) programs. Over 900 individuals have graduated from the program since its inception in 1991.

## **Program's Mission Statement**

The mission of the Social Work program at Lewis-Clark State College is to prepare students for entry-level generalist practice within their chosen community. Our program is dedicated to meeting students' needs by providing in-person and online delivery options to promote success for all students. We are committed to the preparation of professional Social Workers by enhancing cognitive and affective processes, and instilling knowledge, skills, and values to serve the needs of individuals, families, groups, communities, and organizations.

The Program relies on a liberal arts foundation and draws on person-in-environment and strengths-based perspectives. Through courses, field education, and student service activities the program prepares graduates to:

- Provide competent services to promote social, racial, economic, and environmental justice and advocate for the creation of conditions that facilitate human rights to promote human thriving, community well-being, and enhance the quality of life for all persons, locally and globally.
- Acknowledge and respect the importance of human relationships across diverse populations and to value the dignity and worth of each person.
- Practice from a set of ethical principles inherent to the Social Work profession, including the recognition that professional development is a life-long learning process.
- Practice with integrity as professional Social Workers.
- Engage in meaningful scientific inquiry, practice-informed research, and research-informed practice.

(Adopted FY25)

# Program Guidelines

## **Program Philosophy**

The LC Social Work Program is committed to creating an environment which supports and encourages the personal and professional growth and development of students, with particular attention to the diverse and individual needs of each student.

The primary objective of the social work program is the preparation of students for generalist practice within a diverse human community. The program has a strong commitment to this goal in relation to curriculum development and in relation to the needs of social work students.

The social work program is committed to affirming and respecting all dimensions of diversity, as understood as the intersectionality of multiple factors, including but not limited to, age, class, color, culture, disability and ability, ethnicity, gender, gender identity and expression, immigration status, marital status, political ideology, race, religion and spirituality, sex, sexual orientation, and tribal sovereign status.

In all of its aspects, the LC Social Work Program is committed to:

- Developing self-awareness of attitudes and personal values (Values)
- Understanding the implications of life in a diverse society (Knowledge)
- Promoting nondiscriminatory social work practice (Skills)
- Enhancing students' critical thinking, affective reactions, and exercise of judgment (Cognitive & Affective Processes)

## **Program Purpose**

The social work curriculum prepares students for beginning generalist social work practice with individuals, families, groups, organizations, and communities, as well as research and social policy.

The social work curriculum builds on a global perspective and a liberal arts foundation that blends academic coursework with field experiences to establish a course of study that meets the needs of students, future clients, employers, and graduate schools of social work.

Traditional areas of social work practice for BSW graduates include: adolescent and children's services, residential facilities for individuals with mental and physical disabilities, hospitals, prisons, agencies for older adults, nursing homes, and multi-service community agencies.

Newly emerging areas of this profession are in-home services for the elderly, women's advocacy networks, shelters for battered spouses and children, day treatment facilities, juvenile detention centers, mental health programs, school districts, chemical dependency treatment programs, support groups, research programs, community activism, and crisis centers.

## **Program Core Competencies (EPAS 2022)**

Students completing the Social Work Major will be able to demonstrate knowledge, values, skills, and cognitive and affective processes related to the following.

1. Demonstrate ethical and professional behavior.
2. Advance human rights and social, racial, economic, and environmental justice
3. Engage anti-racism, diversity, equity, and inclusion in practice.
4. Engage in practice-informed research and research-informed practice.
5. Engage in policy practice.
6. Engage with individuals, families, groups, organizations, and communities.
7. Assess individuals, families, groups, organizations, and communities.
8. Intervene with individuals, families, groups, organizations, and communities.
9. Evaluate practice with individuals, families, groups, organizations, and communities.

## **Program Outcome Assessments**

Outcome assessment activities are an important component of the LC State Social Work Program. Examples of assessment strategies that are utilized include: student course evaluations, field education “midpoint” and “exit” evaluations, through use of the Social Work Assessment of Competencies, and Capstone assignments. In addition to the annual program assessment required by LC State, the program participates in a re-affirmation assessment process every eight years to remain accredited by the Council on Social Work Education.

## **Social Work Faculty and Staff**

Meet our dedicated Social Work Faculty and Staff on our website.

## **The Social Work Curriculum**

The LC State Social Work curriculum consists of 18 required sequenced courses. The Lewiston and Coeur d’Alene programs offer most courses face-to-face with a few online. The hybrid/online program offers the courses online or through a hybrid format (includes virtual remote, and Microsoft Teams weekend intensives). The program also requires students to take five program electives that include three social work electives from social work faculty and two upper division (300 or 400 level) social science electives.

The program affirms that the required social work courses and five electives sufficiently prepare students for ethical and competent social work practice. These courses introduce, enhance, and continuously reinforce the knowledge, skills, values, and cognitive and affective processes needed for competent social work practice. With this level of exposure to a Social Work perspective through multiple delivery methods, the program seeks to reduce observed and potential gaps in student learning.

### **Generalist Practice Definition:**

“Generalist practice is grounded in the liberal arts and the person-in-environment framework. To promote human and social well-being, generalist practitioners use a range of prevention and intervention methods in their practice with diverse individuals, families, groups, organizations, and communities based on scientific inquiry and best practices. The

generalist practitioner identifies with the social work profession and applies ethical principles and critical thinking in practice at the micro, mezzo, and macro levels. Generalist practitioners engage diversity in their practice and advocate for human rights and social, racial, economic, and environmental 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” (EP 3.1, 2022 EPAS).

The social work curriculum emphasizes and integrates this generalist practice perspective into all of its social work courses. The Generalist Planned Change Process (engagement, assessment, planning, intervention, evaluation, and termination) are presented to students from the first course, *Introduction to Social Welfare and Social Services*, throughout the field education experience.

These steps are addressed by utilizing systems thinking and analysis, with an ecological framework of assessing and building on the strengths of the individuals, families, groups, organizations, and communities. Students learn that no single theory or level of assessment can address the wide range of problems they will encounter in practice. The program seeks to equip students with a multidimensional, holistic perspective with which to view client issues. The cultural and historical elements of the ecological perspective are grounded in sensitivity to, an appreciation for, and an encouragement of diversity.

**Social Work Degree Requirements**

Graduation Requirements for Social Work Majors.....	120 credits
General Education Core Requirements .....	37 credits
General Electives.....	14 Credits
Social Work Major Required Courses .....	54 credits
Social Work Electives .....	9 credits
Behavioral Science Electives (300-400 level).....	6 credits

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>• Justice Studies</li> <li>• Chemical Dependency</li> <li>• Political Science</li> <li>• Psychology</li> <li>• Social Sciences</li> </ul> | <ul style="list-style-type: none"> <li>• Social Work</li> <li>• Sociology</li> <li>• Anthropology</li> <li>• History</li> </ul> |
|--|---|

The student is encouraged to work with their academic advisor to develop electives according to the student’s interest.

**Sequence Pedagogy**

As field education is considered the signature pedagogy of accustoming students to the profession of social work, in addition to integrating the knowledge, values, skills, and cognitive and affective processes into real world practice, the program has designed and implemented an Integrated Senior Block Schedule.

## **Integrated Senior Block Schedule**

The eight following senior courses have been blocked together to maximize an integrated experiential model. Courses in the Senior Block are highly encouraged to be taken within the same academic school year in the sequence as listed below.

### **Fall Semester**

SW480: Diversity Awareness in SW Practice  
SW483: Field Education I  
SW485: Field Seminar I  
SW487: SW Research Proposal

### **Spring Semester**

SW443: SW Practice with Organizations & Communities  
SW484: Field Education II  
SW486: Field Seminar II  
SW488: SW Statistical Analysis

## **Grading Policy**

### **Practice Courses**

Students must earn an 80% (B-) or better in each of the following Social Work practice courses to pass the class: SW140: Introduction to Social Work; SW241: Social Work Practice Foundations; SW341: Social Work Practice with Individuals; SW342: Social Work Practice with Groups; SW343: Social Work Practice with Families; SW443: Social Work Practice with Organizations and Communities; SW480: Diversity Awareness in Social Work Practice; SW485: Field Seminar I; and SW486: Field Seminar II.

### **Non-Practice Courses**

Students must earn a 73% (C) or better in each of the following Social Work non-practice courses to pass the class: SW321: HBSE I; SW322: HBSE II; SW340: Social Work Policy; SW355: Self-Care for Social Workers; SW386: Foundations of Social Work Research; SW487: Social Work Research Proposal; SW488: Social Work Statistical Analysis; and Social Work Electives and Social Science Program Electives.

### **Minimum GPA**

Although the minimum grade to pass practice courses is a B- and a C for non-practice courses and electives, to maintain the required 2.7 GPA in the social work program students need to have a minimum of a B- in all courses, or a higher grade in some courses to compensate for grades of C or C+ earned in non-practice courses.

Be advised that most Master of Social Work Programs require a minimum cumulative GPA of 3.0 (3.3 for ISU) or higher for admission. However, as many MSW programs in the state of Idaho are very competitive, a minimum of 3.5 may be necessary.

### **Minors**

Minor programs for the Bachelors of Social Work degree are available in anthropology, behavioral science, environmental studies, global studies, communication arts, history, justice studies, Native American studies, nonprofit management, political psychology, political science, psychology, social sciences, sociology, Spanish, and women and gender

studies. For a full list of current minors see the [Minors' webpage](#). Students are encouraged to explore these options with their faculty advisor when planning their academic schedule.

### **Academic and Professional Advising Policy**

Each social work student is assigned to an academic advisor who is a member of the LC State Social Work Faculty. Students are required to meet with their advisors at least once each semester to plan the student's schedule for the following semester, and to explore professional career and/or graduate program options. Advisors will make every effort to provide students with accurate information and guidance; however the student is required to assume final responsibility for their academic program.

### **Diversity, Equity, and Inclusion (DEI) Attestation**

As a declared social work major at LC State, we want to make you aware of Idaho Senate Bill 1198 (SB 1198), which outlines new guidelines regarding the use of Diversity, Equity, and Inclusion (DEI) content in higher education.

The LC State Social Work Program includes DEI-related material to meet professional, licensure, and accreditation requirements.

To ensure that LC State and the social work program remain in compliance with SB 1198, we ask that you review and complete the Social Work Attestation form available in WarriorWeb as soon as possible, it must be completed before you register. Without completing the Attestation, there will be a SS Hold on your Account. The hold will be lifted once you've confirmed you've reviewed the attestation.

#### **What the Form States:**

The attestation explains that social work courses may involve topics related to race, gender, cultural identity, and social systems as part of meeting professional standards. As a result, alternative assignments or course substitutions may not be available.

- If you click Accept, no further action is required.
- If you click Decline, a faculty member will follow up with you to discuss your options within the social work program.
- If you'd like more information prior to agreeing or declining, please reach out to your advisor or Social Work Program Director.

If you think you might want to change your major and classes if you do not agree, we strongly recommend that you make this change prior to advanced registration.

We sincerely appreciate your prompt attention to this matter and your support in helping LC State comply with SB 1198. If you have any questions, please contact us at 208-792-2866, [socialwork@lcsc.edu](mailto:socialwork@lcsc.edu) or stop by Expedition Hall Room 19.

## **Social Work Course Descriptions**

To explore the many required and elective social work courses available, please see the updated [LC General Catalog](#).

# Social Work Program Plan

STUDENT NAME					BACHELOR OF SOCIAL WORK Program Plan 2025-20256					STUDENT ID NUMBER				
COURSE	NO	TITLE	CRED	REQ	COMP	NEED	COURSE	NO	TITLE	CRED	REQ	COMP	NEED	
<b>WRITTEN COMMUNICATION (PART OF CORE)</b>							<b>GLOBAL PERSPECTIVES (PART OF CORE)</b>							
ENGL	101	Writing and Rhetoric I	3	6			* Asterisked courses on this Core sheet may be taken as a Diversity Option							
ENGL	102	Writing and Rhetoric II	3				ANTH	360	Race and Ethnicity	3				
ENGL	100	College Writing and Research	6				COMM	345	Communications & Diversity	3				
<b>ORAL COMMUNICATION (PART OF CORE)</b>							<b>INTEGRATIVE SEMINAR: ETHICS &amp; VALUES</b>							
COMM	101	Fundamentals of Oral Comm.	3	3			Take one Ethics/Values Course							
COMM	201	Small Group Communication	3				ID	300	Integrative Seminar in Ethics & Values					
COMM	204	Public Speaking	3				A	Animals & Society						
<b>MATHEMATICAL WAYS OF KNOWING (Choose One) - (PART OF CORE)</b>							See course descriptions for section descriptions							
MATH	123	Math in Modern Society	3	5			B	Art & Censorship						
MATH	130	Finite Mathematics	4				C	Ethics and Identity*						
MATH	143	College Algebra	3				D	Ethics & Ecology						
MATH	147	College Algebra & Trigonometry	5				E	Ethics & Technology						
MATH	153	Statistical Reasoning	3				F	Gender & Culture						
MATH	170	Calculus I	4				G	Health Integrative Seminar						
MATH	253	Statistical Methods/Science	3				H	Law & Society						
MATH	257	Math for Elem Teachers II	3				I	Propaganda						
MTHPT	130	Finite Mathematics	4				J	Terrorism in the Contemporary Era						
MTHPT	137	Math for Technology	4				K	Values & Sports						
MTHPT	153	Statistical Reasoning	3			L	Western							
<b>HUMANISTIC WAYS OF KNOWING (PART OF CORE)</b>							<b>TOTAL CREDITS 37-39</b>							
Choose two courses from two of the three categories (Literature, Arts, Language)							3							
ENGL	175	Literature and Ideas	3	3			M	Vulnerable Populations						
ENGL	257	World Classics	3				N	Wickedness						
ENGL	260	Native American Literature	3				O	Women in the Twentieth Century						
ENGL	258	International Literature*	3				P	Disease & Society						
ENGL	261	Mythologies	3				Q	Economics of Good & Evil						
<b>ARTS</b>							<b>PROGRAM REQUIREMENTS</b>							
ART	100	Introduction to Art	3	3			SW	340	Intro Social Work (240-CDA)	0	3			
HUM	101	The Art & History of Motion Picture	3				SW	341	Social Work Practice Foundations	0	3			
HUM	150	Introduction to the Arts	3				SW	321	Human Behavior in Social Envir I	0	3			
MUS	101	Survey of Music	3				SW	322	Human Behavior in Social Envir II	0	3			
MUS	102	Music in America	3				SW	340	Social Work Policy	0	3			
MUS	150	World Music	3				SW	341	Social Work Practice with Individuals	0	3			
MUS	151	History of Musical Theater	3				SW	342	Social Work Practice with Groups	0	3			
THEA	101	Survey of the Theater	3			SW	343	Social Work Practice with Families	0	3				
<b>LANGUAGE</b>							<b>PROGRAM ELECTIVES (300-400)</b>							
NP	101	Nez Perce Language and Culture	4	4			SW	395	Self-Care in Social Work	0	3			
NP	102	Nez Perce Language and History	4				SW	396	Foundations of Social Work Research	0	3			
SPAN	101	Elementary Spanish I*	4				SW	443	SW Practice with Org. & Comm.	0	3			
SPAN	102	Elementary Spanish II*	4				SW	480	Diversity Awareness in SW Practice	0	3			
<b>SCIENTIFIC WAYS OF KNOWING (PART OF CORE)</b>							<b>TOTAL 54</b>							
Take one course from two disciplines. One must be a lab. 7-8 credits required							<b>PROGRAM ELECTIVES (300-400)</b>							
BIOL	100	Introduction to Bioinformatics	3	7			Select 3 Social Work 300/400 and 2 Social/Behavioral Science 300/400 Level Courses							
BIOL	103	Concepts of Biology	4				SW	300/400	Social Work 300/400	0	3			
BIOL	123	Plants & People	4				SW	300/400	Social Work 300/400	0	3			
BIOL	125	Biology in Film	3				SW	300/400	Social/Behavioral Science 300/400	0	3			
BIOL	175	Human Biology	4				SW	300/400	Social/Behavioral Science 300/400	0	3			
BIOL	227	Human Anatomy & Physiology I	4				<b>TOTAL 15</b>							
CHEM	100	Concepts of Chemistry	4				<b>SUMMARY</b>							
CHEM	105	General, Organic & Biochemistry	4				GENERAL EDUCATION							
CHEM	111	General Chemistry I	4				PROGRAM REQUIREMENTS							
CS	108	Intro to Computer Science	4				PROGRAM ELECTIVES							
FSC	101	Intro to Forensic Science	4				GENERAL ELECTIVES							
GEOG	101	Physical Geography	4				<b>TOTAL CREDITS 120</b>							
GEOG	120	Introduction to Earth Systems	4				<b>TOTAL CREDITS 120</b>							
GIS	271	Intro to Geographic Info Systems	4				<b>TOTAL CREDITS 120</b>							
ID	240	Integrated Science II	4				<b>TOTAL CREDITS 120</b>							
NS	140	Integrated Science II	4				<b>TOTAL CREDITS 120</b>							
NS	150	Intro to Natural Science	3				<b>TOTAL CREDITS 120</b>							
NS	174	Natural Science for Elementary Edu	4			<b>TOTAL CREDITS 120</b>								
PHYS	111	General Physics OR 112	4			<b>TOTAL CREDITS 120</b>								
PHYS	171	Physical Science for Elem Education	4			<b>TOTAL CREDITS 120</b>								
PHYS	205	Descriptive Astronomy	4			<b>TOTAL CREDITS 120</b>								
PHYS	211	Engineering Physics I	5			<b>TOTAL CREDITS 120</b>								
<b>SOCIAL &amp; BEHAVIORAL WAYS OF KNOWING (PART OF CORE)</b>							<b>TOTAL CREDITS 120</b>							
Take one course from two disciplines. 6 credits required.							<b>TOTAL CREDITS 120</b>							
PSYC	101	Introduction to General Psych	3	3			<b>TOTAL CREDITS 120</b>							
ANTH	102	Cultural Anthropology*	3				<b>TOTAL CREDITS 120</b>							
ANTH	120	World Prehistory*	3				<b>TOTAL CREDITS 120</b>							
ANTH	170	Introduction to Native American Studies*	3				<b>TOTAL CREDITS 120</b>							
ECON	201	Principles & Theories of Macroeconomics	3				<b>TOTAL CREDITS 120</b>							
ECON	202	Principles & Theories of Microeconomics	3				<b>TOTAL CREDITS 120</b>							
GEOG	102	Introduction to Geography*	3				<b>TOTAL CREDITS 120</b>							
HST	101	World History I*	3				<b>TOTAL CREDITS 120</b>							
HST	102	World History II*	3				<b>TOTAL CREDITS 120</b>							
HST	111	United States History I*	3				<b>TOTAL CREDITS 120</b>							
HST	112	United States History II*	3				<b>TOTAL CREDITS 120</b>							
HIST/SS	184	Diversity in Organizations*	3				<b>TOTAL CREDITS 120</b>							
HIST/SS	185	Human Relations in Organizations	3				<b>TOTAL CREDITS 120</b>							
POLS	101	American National Government	3				<b>TOTAL CREDITS 120</b>							
POLS	237	International Politics	3				<b>TOTAL CREDITS 120</b>							
POLS	285	Comparative Government*	3				<b>TOTAL CREDITS 120</b>							
PSYC	205	Lifespan Developmental Psych	3				<b>TOTAL CREDITS 120</b>							
SOC	101	Introduction to Sociology*	3			<b>TOTAL CREDITS 120</b>								
SOC	102	Social Problems	3			<b>TOTAL CREDITS 120</b>								
<b>GENERAL ELECTIVES (PART OF CORE)</b>							<b>TOTAL CREDITS 120</b>							
<b>TOTAL GENERAL ELECTIVES</b>							<b>TOTAL CREDITS 120</b>							

COURSE	NO	TITLE	REQ
<b>PROGRAM REQUIREMENTS</b>			
SW	140	Intro Social Work (240 -CDA) <b>D</b>	3
SW	241	Social Work Practice Foundations <b>D</b>	3
SW	321	Human Behavior in Social Envir I <b>D</b>	3
SW	322	Human Behavior in Social Envir II <b>D</b>	3
SW	340	Social Work Policy <b>D</b>	3
SW	341	Social Work Practice with Individuals <b>D</b>	3
SW	342	Social Work Practice with Groups <b>D</b>	3
SW	343	Social Work Practice with Families <b>D</b>	3
SW	355	Self-Care in Social Work <b>D</b>	3
SW	386	Foundations of Social Work Research <b>D</b>	3
SW	443	SW Practice with Org. & Comm. <b>D</b>	3
SW	480	Diversity Awareness in SW Practice <b>D</b>	3
SW	483	Field Education I <b>D</b>	4
SW	484	Field Education II <b>D</b>	4
SW	485	Field Seminar I <b>D</b>	2
SW	486	Field Seminar II <b>D</b>	2
SW	487	Social Work Research Proposal <b>D</b>	3
SW	488	Social Work Statistical Analysis <b>D</b>	3
<b>Total</b>			<b>54</b>
<b>PROGRAM ELECTIVES (300-400)</b>			
<b>Select 3 Social Work 300/400 and 2 Social/Behavioral Science 300/400 Level Courses</b>			
Social Work 300/400		<b>D</b>	3
Social Work 300/400		<b>D</b>	3
Social Work 300/400		<b>D</b>	3
Social/Behavioral Science 300/400		<b>D</b>	3
Social/Behavioral Science 300/400		<b>D</b>	3
<b>Total</b>			<b>15</b>
<b>SUMMARY</b>			
GENERAL EDUCATION			<b>37</b>
PROGRAM REQUIREMENTS			<b>54</b>
PROGRAM ELECTIVES			<b>15</b>
GENERAL ELECTIVES			<b>14</b>
<b>Total</b>			<b>120</b>

Updated FA25 **D** Indicates that the course includes DEI related content

Students must earn a B- or better in all social work practice courses (140/240, 241, 341, 342, 343, 443, 480, 485, 486) and a C or better in remaining required social work program courses, including social work electives. Students must also maintain a 2.7 GPA in all Social Work courses and earn a minimum cumulative GPA of 2.5 to be awarded a BSW.

# Social Work Program Policies and Procedures

## **Program Responsibilities**

1. Criteria for performance evaluation in classroom and field placement will be clearly stated and presented to the student, including such requirements as attendance. These criteria are academic expectations.
2. Academic decisions, including professional practice appraisals, will be made in good faith, not arbitrarily or capriciously. Decisions of skill insufficiency or incompetence will be made by faculty and field instructors.
3. Any student facing dismissal for academic reasons will be given notice of the pending action and provided an opportunity for improvement prior to dismissal.
4. As a matter of fair play and professional courtesy, a system of review and re-evaluation will be made available to students who challenge academic decisions.

## **Professional Classroom Expectations Policy**

Professional Social Workers are expected to be *on time, prepared, present, and engaged* when working with clients.

Therefore, as developing professional social workers, you are expected to practice being *on time, prepared, present, and engaged* when enrolled in your classes\* and attending your internship.

These behaviors will be continuously assessed through use of the “Rubric for Assessing Academic and Professional Behaviors” and will significantly impact both your academic and professional outcomes, as well as your preparation for a career in Social Work.

\*Definition of Classroom: Face-to-Face Classes, Microsoft Team Sessions, Weekend Intensives, Discussion Boards, and/or Meetings (with Peers and/or Instructors)

*Developed in August 2022 to replace Attendance Policy*

## **Social Media Guidelines**

Social Media channels such as Facebook, Instagram, TikTok, YouTube, and Threads/X are some of the most popular ways to connect and interact with one another. Students are expected to implement the same professional behaviors as those established in the NASW Code of Ethics.

This may include upholding the ethical principles of confidentiality and privacy, being mindful of connecting with organizations which may violate ethical guidelines, maintaining professional boundaries when interacting with others via social media, and considering personal biases when engaging in certain activities online.

There is no expectation of privacy when posting online. Users should remain conscientious when sharing personal opinions, views, or posts that could be biased, avoid using offensive and/or discriminatory language, and should consider the consequences that could follow if a post were to become widely known that could reflect on you. The LC State Social Work

Program is a training ground for the Social Work Profession. Anything posted online during this time contributes to a digital footprint and can be judged by future employers and clients.

### **Professionalism: Presentation of the Whole Self**

While utilizing a client-centered and strengths perspective, it is expected that professionalism and respect for clients extends beyond interactions and behavior to include the whole presentation of the person.

This self-awareness takes into consideration hair expression, daily attire (such as clothing choices and accessories), maintaining proper hygiene and grooming, being aware of potentially provoking body expression (such as tattoos, piercings, etc.), and being mindful of cosmetic choices.

The program encourages and celebrates individualism and self-expression when it doesn't have a negative impact on the ability to create safe environments, not just for clients, but for those working with the clients as well.

### **Reasonable Accommodations for Students**

In compliance with the Americans with Disabilities Act of 1990 and Section 504-508 of the Rehabilitation Act of 1973, LC State provides services and accommodations to students who experience barriers in the educational setting due to learning, emotional/psychiatric, physical, visual, or hearing disabilities. Students seeking reasonable accommodations should contact Accessibility Services, in the Library Building Room 161, or phone 208-792-2277 in Lewiston, and in Coeur d' Alene 1031 N. Academic Way, Suite 140, or phone 208-666-6707. The Following guidelines have been established for students requesting accommodations.

1. Accommodations for all reasonable requests will be made for documented disabling conditions. To request reasonable accommodations, students need to contact the Accessibility Services, listed above, to document the condition and access a range of supportive services.
2. Students receiving reasonable accommodations should discuss their needs with each instructor at the beginning of each semester.
3. Students with disabling conditions must qualify for the program by the same criteria as all other students.
4. The program will not use any test or criterion that has a disproportionate, adverse effect on a person with a disability, unless such is a requirement for a social work career.
5. The otherwise qualified student must meet the academic standards for participation in the program.

The program is not required to lower or effect substantial modifications of standards to accommodate a disabled person.

# Formal Admission to the Social Work Program/Field

## Timeline for Applying to the Social Work Program/Field

Students may apply for admission to the social work program/field when:

1. The student has completed 30 credits of the General Ed Core including Math (120's level or higher) and English 101.
  - a. Provisional acceptance will be given to those concurrently enrolled in Core Math (120's level or higher) or English.
2. The student has completed SW140: Introduction to Social Work and SW241: Social Work Practice Foundations with a B- or better in both courses. Provisional acceptance may be given to those concurrently enrolled in SW140 and/or SW241.
3. The student has achieved a minimum overall GPA of 2.5.
4. The student has achieved a minimum GPA of 2.7 in all social work courses.

All applications are due **OCTOBER 1<sup>st</sup>**. Students cannot register for SW443 (Practice with Org. & Comm.), SW480 (Diversity Awareness), SW483/484 (Field Education I/II), SW485/486 (Field Seminar I/II), or SW487/488 (SW Research Proposal/Social Work Statistical Analysis) prior to admissions into the program. Following admission, social work students need to maintain at least a social work GPA of 2.7 through graduation.

Students under certain conditions, including but not limited to, deficient GPA's, concurrently enrolled in SW240/140 and/or SW241, or concurrently enrolled in Math or English may apply to the social work program, but may be accepted on a provisional basis. Students admitted on a provisional basis will receive additional instructions in their Provisional Acceptance Letter on actionable items to move forward to full acceptance. The actionable items will be monitored and reviewed on an ongoing basis until they have been completed.

### Application Requirements and Instructions:

The application instructions, forms, and submissions are located in a Canvas course. Students will be invited to the course a year and a half prior to entering their field education experience with the program. If you believe that you should be enrolled in this course, but are not, please contact the program.

To view the application components prior to enrollment in the Program Application Canvas Course, please go to the LC State Social Work Website and select the program option you are currently enrolled in (Lewiston, Coeur d'Alene, Hybrid). This will take you to the components for review.

## Application Requirements

1. Personal Statement
2. Submit two (2) Rubrics for Assessing Academic and Professional Behaviors from your SW241 Professor and one Social Work Professor of your choice (the rubric is provided in the application packet)
3. The applicant must submit three (3) Professional Reference Forms (provided in the application packet via Google Form) that evaluate and document the applicant's potential for success in social work education and practice. One of these references must come from an individual who supervised the student's 40 hours of work as an employee or volunteer in a human services agency
4. Personal Information Form
5. Educational History Survey
6. Volunteer &/or Paid Experience in Human Service
7. Medical Documentation Statement of Understanding
8. Criminal History Statement of Understanding
9. Student Handbook Statement of Understanding
10. NASW Code of Ethics Statement of Understanding
11. Certification

## Application Evaluation Process

All requirements of the Social Work Program/Field Application should be submitted by the student within the Application Canvas course by **October 1st**.

The Social Work Faculty will then evaluate each requirement and submit a score. The scores inform the faculty of which components of the application are complete and to what degree. The faculty utilizes rubrics to evaluate application requirements.

Each application will be evaluated by a minimum of two faculty members. Applicants who meet all requirements moved forward for acceptance. Applicants who fail to meet one or more requirements are discussed at the next Social Work Faculty Meeting to determine next steps. These steps may include (1) accepting the application as is, (2) interviewing the applicant, (3) denying admission, or (4) giving provisional acceptance with actionable steps to move towards full acceptance. Decisions will be final and made by a majority vote. Students denied admission will not be allowed to register for SW443 (Practice with Org. & Comm.), SW480 (Diversity Awareness), SW483/484 (Field Education I/II), SW485/486 (Field Seminar I/II), or SW487/488 (SW Research Proposal/Social Work Statistical Analysis). Each student will be notified of the program/field's admission decision in an official LC letter, attached and emailed to the student's LC email address prior to the start of the next semester. Additional instructions for applicants who did not receive full acceptance will be articulated in the letter.

## **Admission Denial Appeal Process**

Any student who is denied admission into the LC State Social Work Program will receive a letter from the Program Director. The student has the right to appeal the program's decision if they believe that their denial was arbitrary, capricious, or grossly unreasonable.

The process for such an appeal is as follows:

1. The student must inform the Program Director in writing of their decision to appeal the program's denial of their application within 10 working days from the date of the notice.
2. Should the student choose to formally appeal their denial, the Program Director will notify the program's Social Work Community Advisory Board President that there is a need to form an appeals committee within five working days of receipt of the written appeal. The Advisory Board President will select at minimum two other agency social worker board members, in addition to themselves to serve on the appeals committee.
3. Once formed, the appeals committee has 10 working days to notify the student of the date, time, and place for a hearing via LC State e-mail and to review the student's testimony. The appeal will be heard and reviewed on the Lewiston Campus, with an option to use Microsoft Teams upon student request. If the appellant is unable or unwilling to participate in the hearing in person or via Microsoft Teams, the appeals committee will review the written request for an appeal and all criteria used while making the initial admission decision, and, subsequently, will make a recommendation to the Program Director about the appeal. The burden rests with the appellant to prove to the appeals committee that the denial was arbitrary, capricious, or unreasonable. The student may bring in a support person to the meeting. The support person is not entitled to actively participate in the proceedings but may advise the appellant during the hearing. The appeals committee has two working days from the conclusion of the hearing to make a recommendation to the Program Director in writing.
4. The Program Director will review the recommendation of the appeals committee and will inform the student in writing of the program's final decision within five working days of the recommendation.

## **Important Notices**

- Applicants may be interviewed by faculty and/or program advisory board members
- Any falsification in the application for admission may be grounds for dismissal from the program
- The social work program cannot grant credit for previous life experience
- Students with prior volunteer or work experience are urged to seek placements that offer different tasks, new contacts, and opportunities for personal growth

# Evaluating Academic and Professional Performance

## **Evaluating Academic and Professional Performance**

The LC State Social Work Program is dedicated to ensuring that each student rises to their fullest potential, both academically and professionally. To provide consistency regarding academic and professional expectations across the duration of a student's enrollment, the program utilizes the "Assessing Academic and Professional Behaviors Rubric" for all evaluation purposes, during admissions and for ongoing assessment.

The "Assessing Academic and Professional Behaviors Rubric" is an assessment tool that examines 16 behaviors: three (3) academic behaviors, nine (9) professional behaviors, and four (4) combined academic and professional behaviors. Each behavior has varied language for each scale, describing levels of performance ranging from unacceptable (1) to outstanding (4) with a total score of 64.

### **Academic Behaviors**

The seven (7) academic behaviors that are included within the Rubric for Assessing Academic and Professional Behaviors include:

- Academic Presence (#1)
- Reliability (#2)
- Academic Writing (#9)
- Initiative (#10)
- Responsiveness to Feedback (#11)
- Compliance with Academic and Professional Requirements (#12)
- Conceptual Understanding (#16)

### **Professional Behaviors**

The thirteen (13) professional behaviors that are included within the Rubric for Assessing Academic and Professional Behaviors include:

- Reliability (#2)
- Communication with Professor (#3)
- Respectful Engagement (#4)
- Self-Awareness (#5)
- Diversity Awareness and Responsiveness (#6)
- Collegiality (#7)
- Oral and Written Expression (#8)
- Initiative (#10)
- Responsiveness to Feedback (#11)
- Compliance with Academic and Professional Requirements (#12)
- Compliance with NASW Code of Ethics (#13)
- Responsiveness to Communication (#14)
- Professional Appearance (#15)

# **Academic and Professional Performance Grievance**

## **Assessment**

If there is a concern about a student's academic and/or professional performance, current faculty members who are teaching and advising that student will fill out a Rubric for Assessing Academic and Professional Behaviors based on the student's current performance and submit to them confidentially to the Program Director. The Program Director then aggregates the scores for each behavior. If the aggregate rubric indicates that there are multiple behaviors that have fallen into the (1) unacceptable or (2) needs improvement level, then an Academic/Professional Behavior Committee is established.

The Academic/Professional Behavior Committee includes the faculty who brought up the concern, another social work faculty member, and the Program Director. The committee reviews the aggregate rubric, listens to the faculty member's concerns, and determines whether the student should be invited to meet with the Academic/Professional Behavior Committee for an intervention meeting. If the student is invited to attend an intervention meeting, the student will receive the aggregate rubric as well as instructions on when, where, and with whom the meeting will take place in their LC State email.

## **Planning**

The intervention meeting will utilize a strengths-based perspective and solution-focused approach to plan with the student for change. A plan for academic and/or professional actionable steps and along with a completion timeline will be developed with the student to assist in meeting the academic and professional behavior expectations set forth by the social work program.

## **Intervention**

The instructions for the academic and/or professional actionable steps and completion timeline will be included on a LC State letterhead along with a statement that the student has been moved to provisional acceptance (if previously accepted) and/or noted within their social work file that they are currently on an Academic and/or Professional Behavior Plan Status (not yet completed application process). A faculty member will monitor the intervention and meet regularly with the student to assist as needed.

## **Evaluation**

Once the timeline has ended, the Academic/Professional Behavior Committee will meet with the student to hear a progress report from the student and the monitoring faculty member. After the evaluation meeting, the Academic/Professional Behavior Committee will determine which criteria and result should be initiated.

<b>Evaluation Meeting Criteria</b>	<b>Evaluation Meeting Result</b>
Student met academic and/or professional actionable steps	Restore student to full acceptance and/or remove behavior plan status from file
Student is making progress towards academic and/or professional actionable steps	Recommend the student receive an extension to complete academic and/or professional actionable steps
Student failed to make any progress towards academic and/or professional actionable steps	Terminate the student from the social work program and counsel into another field of study

## **Termination Based on Academic and/or Professional Performance**

If the Academic/Professional Behavior Committee votes to terminate the student from the social work program, based on the Evaluation Meeting Criteria, then the student will be counseled into another field of study and/or terminated from the Social Work Program. A formal letter written on LC State letterhead will be sent via email and/or the post, informing the student that their acceptance to the social work program has been terminated. The letter will include the date the termination goes into effect, resources for seeking a new career path, and a date on which the applicant may reapply (if appropriate).

## **Field Education Process**

Field education is a significant part of preparation for professional practice. The field education experience integrates course content with hands-on experience. Social work agencies provide fieldwork opportunities in which students are supervised by professional social workers within the agency. A minimum of 400 hours of fieldwork placement is required of all social work majors. This is considered the minimum amount of time for students to obtain the skills and knowledge necessary to enter the work force as an entry level social work practitioner. The traditional schedule is 200 hours in the fall semester and 200 hours in the spring semester. Students are assigned to one agency for the entire field education experience. This ensures comprehensive practice experience over two consecutive semesters. All students eligible for field education will need to complete all components of the field process that is located in a Canvas Course. This field process course includes three modules to assist students: (1) prepare for field, (2) secure an internship, and (3) participate in internship.

Concurrent practice and field seminar courses will allow each student an opportunity to apply conceptual and theoretical knowledge to field education, to share knowledge of social

work roles and functions, and to explore problem-solving with other students. In practice courses, field seminar courses, and field placements the student is expected to integrate and apply social work theoretical concepts as well as knowledge, skills, values, and cognitive and affective processes in working directly with clients. This begins with the integration of knowledge from beginning social work courses and culminates with the integration of field experience and senior practice courses.

### **Field Education Placement Process and Scheduling**

Assignment of students to field agencies is a cooperative process directly involving the student, the Field Director, field liaisons, and the agency. Details of the field education placement process, related policies and procedures, and the responsibilities of students, field instructors, and LC State are contained in the Social Science: Social Work Program Field Education Manual. The field manual includes vital information and forms that the student will need to use in their fieldwork throughout their senior year in the social work program. The field manual is located on the LC State Social Work Field Education webpage and within the Field Education Process Canvas course.

Students are expected to complete fieldwork in an agency off campus during the same semesters that they are registered for classes. This means that they will need approximately a fifteen (15) hour block of time within their academic and employment schedules to provide for fieldwork hours that coincide with hours the social agencies provide services. Transportation from campus varies depending on the distances of social agencies and the accessibility of private automobiles and/or public transportation. Some agencies require the use of an automobile.

### **LC State Versus Agency Policies**

LC State policies that may be in effect on campus do not apply to agency field placement sites. That being said, students must abide by all agency policies while working at community placements. Infractions of these policies may result in termination of the field placement as well as termination from the program. Other agency policies that interns will abide by may include, but are not limited to, mandatory drug testing, fingerprinting, and background checks.

### **Medical Documentation:**

The LC State Social Work Program no longer requires students to submit medical documentation prior to entry into field education. However, students are strongly encouraged to be up to date on the following vaccinations: Measles, Mumps, and Rubella (MMR), Meningococcal, Tetanus, Diphtheria, and Pertussis (Tdap), Hepatitis B, Varicella (Chickenpox), and COVID-19.

Students should also be aware that some field education internship sites may require additional medical documentation. This may include, but is not limited to, proof of tuberculosis (TB) testing and evidence of current health insurance coverage.

It is the student's responsibility to ensure they meet the medical documentation requirements of their selected internship site. The social work program does not monitor or

enforce agency-specific health requirements. Students who are unable to provide required documentation to their internship agency may experience delays in starting their internship hours or may have limited placement options, including the potential inability to secure a placement at their preferred site.

Students are advised to proactively consult with prospective internship agencies to understand and prepare for any medical documentation expectations well in advance of placement.

## **Transfer/Life Experience Credit Policies**

### **LC State Transfer Credit Policy**

According to the LC State Transfer Student Information document, “The Idaho State Board of Education recognizes the eligibility for transfer of credits from any institution whose regional or national accrediting agency is recognized by the USDE and CHEA.” LC State evaluates those credits to determine appropriate equivalencies. Vocational courses or remedial courses are not accepted for academic credit.

### **Social Work Program Policy**

The LC State Social Work Program has the authority to determine what transfer credits are equivalent to LC social work core and elective courses. Below is a table that outlines various options depending on where the course is being transferred from (CSWE Accredited, Non-Accredited, or Non-Social Work). The following criteria determine equivalency:

- The content must be similar;
- The credit value must be similar;
- Practice courses must be taught by instructors who have earned an MSW and have two or more years of practice experience;
- Students must earn a B- or better in transfer practice courses;
- Students must earn a C or better in elective or transfer non-practice courses;
- Field and Seminar transfer courses are not permitted.

<b>Transfer Credit</b>	<b>CSWE-Accredited Social Work</b>	<b>Non-Accredited Social Work</b>	<b>Non-Social Work</b>
<b>Approved by</b>	Social Work Faculty	Social Work Program Director	Social Work Program Director
<b>Content</b>	Review Catalog Description	Review Syllabus	Review Syllabus
<b>Credit Value</b>	Must be Similar	Must be Similar	Must be Similar & From Related Field
<b>Instructor Credentials (MSW + 2 years practice experience)</b>	Not Checked	Checked for 300+ Level Practice Courses	Checked for Non-Practice Courses
<b>Social Work Electives</b>	Earn C or Better	Earn C or Better	Earn C or Better
<b>Non-Practice Courses</b>	Earn C or Better	Earn C or Better	Earn C or Better

<b>100-200 Level Practice Courses</b>	Earn B- or Better	Earn B- or Better	Earn B- or Better
<b>300+ Level Practice Courses</b>	Earn B- or Better	Additional Permission by 2 More Faculty	Not Permitted
<b>Field/Seminar</b>	Not Permitted	Not Permitted	Not Permitted

The 54 social work program credits and nine (9) social work electives have been designed to instill the necessary knowledge, values, skills, and cognitive and affective processes students need to become a competent social worker. The sequence and integration of ethical and professional behavior, engaging diversity and difference in practice, advancing human rights and social, economic, and environmental justice, engaging in and enhancing research and policy, and engaging, assessing, intervening, and evaluating practice with individuals, families, groups, organizations, and communities that are woven throughout the LC State Social Work Program courses is strategic and in compliance with the accreditation standards of the Council on Social Work Education. Courses from related fields will enhance student perspective but are not substitutes for social work practice courses.

### **Social Work Course Credit for Life/Work Experience Policy**

In accordance with the accreditation standards established by the Council on Social Work Education (CSWE), testing-out of required social work core courses is not permitted. Students will not be granted academic credit or course waivers for required core social work classes or field education/field seminar based on life or previous work experiences.

## **Grievances/Dismissal from Program**

### **Academic Dismissal from the Social Work Program**

While serving the student consumer within the academic community, social work educators are the first-line gatekeepers to the profession and are thus held responsible for graduating competent beginning-level professionals that are academically, behaviorally, and ethically suited to practice as social workers. The nature of screening future professional social workers involves an ongoing process throughout the student's academic career, beginning with a formal admission to the social work program and continuing throughout their field placement. The LC State Social Work Program shall not discriminate against students when taking action to remove them from the program or extend their time in the program.

### **Grounds for Academic Dismissals**

Any student whose academic performance makes their continuance in the program inadvisable may be dismissed from the program. Such student will be apprised of deficiencies and given recommendations for improvement before dismissal from the program takes place. Insufficient academic performances may include, but are not limited to:

1. Failure to pass (earn a B- or better) one or more social work practice courses after two attempts. Practice courses include SW140; SW241; SW341; SW342; SW343; SW443; SW480; SW485; and SW486.

2. Substantial limitation of conceptual understanding demonstrated in two or more courses.
3. Academic dishonesty which is defined by Student Affairs' Student Code of Conduct includes: cheating, plagiarism, fabrication, and collusion facilitating academic dishonesty.

### **Grounds for Professional Behavior Dismissals**

Professional behavior, especially in practice settings, is a program requirement, not separate from the educational component of the program. Unprofessional behavior may include, but is not limited to:

Violating the NASW Code of Ethics.

- Consumption, influence, or possession of alcohol or other drugs in class or in field placement.
- Criminal activities, while in the social work program, that could render a student unable to be licensed as a social worker.
- Students who pose a significant risk of harm to themselves or others.

### **Student Grievance Policy and Procedures**

The process of addressing academic grievances or matters of unprofessional behavior that are solely within the social work program will be based upon the following:

1. Respect for all parties involved will be communicated throughout the process;
2. Complaints will be investigated in a manner that provides equal access and responsiveness to all parties;
3. Social work ethics and values consistent with the NASW Code of Ethics will be upheld;
4. Resources outside the program or college may be consulted when appropriate;

Grievances outside the social work program that pertain to the college should be addressed with the Student Affairs Office. Details can be accessed from the LC State's Student Code of Conduct webpage, as well as the LC State's Disciplinary Procedure webpage.

Grievances will be handled within the social work program according to the following procedures:

1. The professor, advisor, and/or Social Work Program Director are always available to assist the student with the process.
2. If the student feels that their rights have been violated, the student should speak directly with the faculty person or agency field instructor with whom they have a grievance.
3. The student must address any grievance within 30 days of the situation causing the grievance.
4. If the procedures above do not resolve the grievance, the student may proceed with a more formal process.
5. The next step in the grievance process is to put the incident in writing and submit it to the Social Work Program Director. Anonymous grievances will not be addressed. Include in the document:
  - a. The names of all parties involved

- b. A description of the situation for which the student is filing the grievance
6. Within seven (7) working days of receiving a grievance, the Social Work Program Director will respond to the student's written grievance. Steps will then be taken by the Program Director to arrange a meeting with the student, the student's academic advisor, the Program Director, and the involved faculty person or agency field instructor.
7. If the grievance is still unresolved after the above steps have been taken, the student may submit the grievance to the Chair of the Social Science Division.
8. After these steps are taken, and if the issue is still unresolved, the student may submit the grievance to the campus grievance committee. This committee, which includes student representatives, will make the final decision.

**Grievances related only to the student's field placement require the following protocol:**

1. The grievance should first be initiated with the Faculty Field Liaison no later than five (5) school days after the situation causing the grievance occurs.
2. If the situation causing the grievance occurred in-between academic semesters, the student shall file the complaint no later than five (5) school days after the beginning of the next academic semester.
3. The Faculty Field Liaison, in coordination with the Field Director, shall make a decision within five (5) school days following the presentation of the complaint, and will notify the petitioner in writing immediately thereafter.
4. If a satisfactory outcome is not achieved, the appeal may be forwarded to the Social Science Division Chair.
5. The appeal must be presented to the Social Science Division Chair or designee no later than five (5) school days after receiving the Field Director's decision. If the decision occurred in-between academic semesters, the student shall file the appeal no later than five (5) school days after the beginning of the next academic semester following the date that the Field Director's decision occurred. The Social Science Division Chair shall make a decision within five (5) school days following the presentation of the appeal and will notify the petitioner in writing immediately thereafter.
6. After these steps are taken, and if the issue is still unresolved, the student may submit the grievance to the campus grievance committee. This committee, which includes student representation, will make the final decision.

## **Student Participation**

The LC State Social Work Program believes that students have the right and responsibility to contribute to academic and student affairs policymaking. Therefore, the social work program is committed to providing a wide variety of opportunities for students participate in and contribute their voice to. A few of these opportunities include, but are not limited to, participation in student course evaluations, representation on faculty hiring committees, engaging in policy and procedure focus groups, and being involved with the Social Work Advisory Board.

## **Student Course Evaluations**

Student course evaluations are used to garner student opinions and feedback regarding course content, procedures, and environment. Evaluations are delivered by the college at the end of each semester and are completed by students attending social work classes. These evaluations are reviewed by course instructors, the Social Work Program Director, and the Social Science Division Chair. Students do not identify themselves on the evaluation form. The evaluations are seriously assessed and used for faculty annual evaluations, tenure and promotion portfolios, and curriculum revisions.

## **Student Representation on Social Work Advisory Board**

A student representative from each program option (Lewiston, CDA, and Hybrid) serves on the Social Work Advisory Board. Students serve for two-year terms. Students entering their junior year are invited to submit a Social Work Advisory Board application.

## **Student Participation in Social Work Faculty Hiring Committees**

When social work faculty positions become available, social work students and advisory board members participate in the hiring process. Candidates for full-time positions are asked to present to a student audience. Recent Alumni and students are members of the search committee and share responsibility for interviewing the candidate. Following the interview process, the search committee makes a recommendation to the college administration for hiring.

## **Student Representation on Policy and Procedure Focus Groups**

When amending the policies and procedures within the Social Work Program Student Handbook, a student representative from each program option (Lewiston, CDA, and Hybrid) is invited to attend focus groups regarding policymaking.

# **Student Social Work Organizations**

Students are encouraged to become members of the Student Organization of Social Workers (SOSW) and the Phi Alpha Honor Society. Social work students also have the opportunity to join the National Association of Social Workers (NASW) at a reduced rate. Enrollment in this organization includes a membership in the Idaho Chapter of the National Association of Social Workers. All three of these opportunities are available on both the Lewiston and Coeur d' Alene campuses. Students in the Hybrid Program are invited to join either location.

## **Student Organization of Social Workers (SOSW)**

The Student Organization of Social Workers (SOSW) provides opportunities for social work students to acquire leadership experience, establish relationships with local agencies, and become involved in an activity-based club with the possibility of earning academic credits.

### **Eligibility**

Applicants must be students at LC State. Generally, students should be interested in pursuing a career in social work.

## **Advantages**

The SOSW club offers volunteer opportunities to work with task groups and helps develop effective groupwork skills. This experience will acquaint members with various functions of the social work program's mission.

## **Opportunities**

Members may assist with a variety of assignments including holding an office, chairing a committee, attending and brainstorming at meetings, helping with publicity and exposure, managing and coordinating specific functions, helping with special functions and fundraisers, publicizing campus activities and public events, advocating for a specific cause, and being involved in the community.

## **College Credit Option**

Students may earn college credit for assuming positions of leadership in the SOSW. Contact one of the organization's advisors, Luella Loudonback or Tiffany Renner, or refer to the social work website for more information.

## **National Association of Social Workers and the Idaho NASW Chapter**

The National Association of Social Workers (NASW) is a national organization that supports high standards of social work practice with over 120,000 members across the United States, Guam, Puerto Rico, and the Virgin Islands. This organization offers a number of benefits to its members including:

- Access to scholarly publications and the entire NASW research library
- Conferences, webinars, and workshops
- Career preparation through networking, receiving job postings, virtual career fairs, etc.
- Professional action
- Membership services such as group insurance, professional liability insurance, travel services, etc.

Students enrolled in an accredited program of social work are eligible to join NASW at a discounted rate and can purchase professional liability insurance while in their field placement. If you are interested in learning more about NASW, you can visit the NASW website. The NASW website has additional information about the profession of social work, the roles social workers play in public policy decisions, and job announcements.

# **The Social Work Profession**

## **Licensure**

Most states (including Idaho) have licensing or registration laws regarding social work practice and the use of professional titles. Voluntary certification is offered by the National Association of Social Workers (NASW), which awards the title ACBSW (Academy of Certified Baccalaureate Social Workers) to those who qualify. Idaho licenses social workers who pass

requisite exams at three levels: Bachelor’s (LSW), Master’s (LMSW), and Clinical Social Workers (LCSW). For more information visit the Idaho Division of Occupational and Professional Licenses website.

For a list of the licensure status of each state, please visit the LC State’s Professional Licensure Disclosure website. Please note that not all states license bachelor level social workers. In these cases, you can still practice as a social worker, it just isn’t regulated by licensure at that level. These states start licensing at the master’s level.

An applicant is eligible to take the licensing exam three months prior to their expected graduation date of their social work program. However, a license cannot be issued before official transcripts are received. Students should be aware that the examination and licensing process may take several weeks or months to complete.

### **Salary Information from the U.S. Department of Labor**

According to the Occupational Outlook Handbook, 2024 Edition:

1. There are four main types of social workers:
  - a) Child and Family Social Workers: protect vulnerable children and help families in need of assistance.
  - b) School Social Workers: work with teachers, parents, and school administrators to develop plans and strategies to improve students’ academic performance and social development.
  - c) Healthcare Social Workers: help clients understand their diagnosis and adjust their lifestyle, housing, or healthcare.
  - d) Mental Health and Substance Abuse Social Workers: help clients with mental illnesses or addictions
2. Social workers work in a variety of settings, including child welfare, mental health clinics, schools, hospitals, and private practices. Most work full time and some work evenings, weekends, and holidays.
3. A bachelor’s degree is required for most social work positions, but some positions and settings require a master’s degree. Clinical social workers must have a master’s degree. Licensure for social workers varies by state. Clinical social workers must be licensed by their state.
4. In 2024, there were approximately 810,900 social work occupations across the nation.
5. Employment of social workers is expected to grow 6% from 2024-2034, faster than the average for all occupations
6. The median annual wage for social workers was \$61,330 in May 2024.

<b>Social workers, all other</b>	<b>\$69,480</b>
<b>Healthcare social workers</b>	68,090
<b>Mental health and substance abuse social workers</b>	60,060
<b>Child, family, and school social workers</b>	58,570