

**Status Report to the Joint Committee on Appropriations
South Dakota State Legislature**

**Master of Social Work Degree Program
The University of South Dakota**

Spring 2010

Prepared By:

**Charles L. Schwartz, PhD, MSW
Chair, Department of Social Work
School of Health Sciences
University of South Dakota**

and

**Brian Kaatz, PharmD, Dean
School of Health Sciences
University of South Dakota**

On April 6, 2009 the Joint Committee on Appropriations of the South Dakota Legislature requested quarterly reports summarizing the status of the new Masters Degree in Social Work at The University of South Dakota. Following is the third quarterly report by the University to the Board of Regents and the Joint Committee. This report will provide information and discuss each of the areas requested by the Committee.

Time frame for program implementation and estimated number of students

As previously described in the first quarterly report and reiterated in the second quarterly report, academic year 2009-2010 has been a planning year for curriculum development, acquisition of program leadership, and preparation for accreditation candidacy. No students will be admitted in this first year. A cohort of 10 foundation/concentration program students was proposed to be admitted every two years, starting in fall 2010; the program is planning to accommodate 12. A cohort of 10 advanced standing students will be admitted every year beginning in summer of 2011. We assume attrition of one student every other year. Estimated enrollments for the first years of the program are shown in the table below.

Master of Social Work	Fiscal Years of Program			
	2nd FY11	3rd FY12	4th FY13	5th FY14
Students new to the university	12	10	22	10
Total students in the program (Each fall)	12	21	22	21
Graduates	0	21	10	21

Number of Faculty Hired Per Year

As per the requirements of the Council on Social Work Education Accreditation Standards , the Department of Social Work's intends to hire four additional faculty incrementally as the program is being developed (over the next three years), achieves accreditation candidacy, and receives initial accreditation. The time line for hiring faculty and a CSA secretary position to fully staff the MSW program follows.

2009-2010 Academic Year

- *1 MSW Program Director
- *1 Department Field Education Director
- *1 0.50 FTE CSA Secretary

*Searches have been completed and all of the above positions have been filled.

2010-2011 Academic Year

- **1 MSW Program Faculty Member

** A search has been completed and this position has been filled

2011-2012 Academic Year

1 MSW Program Faculty Member

Estimated Costs Per Year

The following program operation costs are estimates that are taken from the final proposed budget for this program as submitted to the Board of Regents. We continue to estimate costs essentially as described – no changes to the budget have been made.

<u>1st Year-FY10</u>	<u>2nd Year-FY11</u>	<u>3rd Year-FY12</u>	<u>4th Year-FY13</u>	<u>5th Year-FY 14</u>	<u>6th Year-FY15</u>
\$319,000	\$388,438	\$461,000	\$471,500	\$467,000	\$474,500

The first half of the Program funding needs were appropriated in the 2009 legislative session. The second half of the funding was not legislatively appropriated, but has been committed by the South Dakota Board of Regents so that the Program can begin on time.

Curriculum Development Progress

The Department of Social Work has developed a curriculum for the MSW degree. The MSW degree will be offered in two formats. For students who possess a baccalaureate degree in social work, a 36 credit hour advanced standing concentration curriculum will be offered. For students who do not possess a baccalaureate degree in social work, a 60 credit hour foundation and concentration curriculum will be offered. The degree program has two formats in order to maximize enrollment which will include graduates of accredited undergraduate social work programs located in South Dakota and the surrounding states, as well as individuals who possess a non-Social Work Bachelors Degree that are currently employed in the social or human services fields. An MSW Program Advisory Council has been formed made up of members from the accredited undergraduate programs in the state, as well as individuals from agencies who will hire the graduates of this program. The Advisory Council had its first meeting in October of 2009. The feedback received from the Advisory Council at this meeting was positive and indicated agreement with the curriculum approach to the offering of this degree. Another Advisory Council meeting is scheduled for June 2010.

Although the MSW degree program for the both the traditional and advanced standing programs that were described in the program proposal, were approved by the Board of Regents in December of 2008, the courses for these were not. Since that time the Department of Social Work has made changes in proposed courses and added new courses. Therefore new course requests and both substantive and minor program modifications have been submitted to the Board of Regents for approval of the curriculums of the 2 year and advanced stranding programs. These curriculum actions were approved at the April Board of Regents meeting.

Accreditation Procedures and Progress

The Department of Social Work intends to admit the first cohort of MSW students in the fall of 2010, thus it is imperative that the MSW program be well underway towards achievement of accreditation candidacy by that time. The Department filed a letter of intent and a Candidacy Eligibility Application with the Council on Social Work Education. In September 2009, approval of the letter of intent and Candidacy Eligibility Application were received from the Council on Social Work Education and we were advised to proceed to prepare the Benchmark One document, the second step in obtaining accreditation candidacy. This document was completed and submitted the end of February, 2010. The Department received notice on March 26, 2010 that the Benchmark I document was approved for official review by the Program's Accreditation Specialist at the Council on Social Work Education. This action provides two important things for the MSW program. One, it provides approval for the program to begin offering courses in the fall of 2010, and secondly it provides for the assignment of a member of the Commission on Accreditation of the Council on Social Work Education to visit the MSW program. The assigned Commissioner will make this visit in September or October of 2010. The Commissioner will then file a report with the Accreditation Commission and, if based on this report the Benchmark I document is officially approved in February of 2011, the program will be admitted to accreditation candidacy.

Recruitment of New Faculty and Students

As noted earlier in this report, the Department has filled the positions of MSW Program Director and Department Field Education Director. The names and bios of the individuals we have hired were included in the first quarterly report. We have also filled the half time support staff position for the MSW program at the time of this report. As noted above, a search has been completed to fill the MSW faculty position that is congruent with the timeline for hiring noted previously in this report. Additionally, secondary to a Department retirement, another faculty member was also hired this spring. One new hire will have primary responsibility for the MSW and the second will maintain primary responsibility for the BSW program but will contribute to the MSW program as well. Both new hires are PhD's and have excellent experience within the Social Work field.

At the time of this report applications for admission to the two year foundation/concentration MSW program have been received and processed. We set an application deadline of February 15, 2010 for admission to the 2-year MSW program for Fall 2010 and applications were actually received up to about March 1, 2010. The total number of applications received was between 45 and 50. The review of applications has been completed and a cohort of twelve students has been accepted for admission for fall 2010. A waiting list has been established from the strong applicant group.

Practicum Site Possibilities

At this time, we are well into the development of field education placement sites for the MSW program. Department Field Education Director, Professor Aden has taken charge and engaged in the process of actively developing these placement sites in preparation for the cohort of MSW students we will admit to the program for Fall 2010. A list of these placement agencies has been posted separately on the Program's website.

Program Location – MSW to be delivered in Sioux Falls

The University believed that offering the program in Sioux Falls would best accommodate working students and sought approval from the South Dakota Board of Regents to teach the program at the Health Sciences Center on the Sanford campus in Sioux Falls. That approval was granted at the March 31 BOR meeting in Aberdeen. In his comments after approval was granted, Dr. Jack Warner, the executive director of the Regents, said “the intent is to make [the program] more convenient and accessible for a greater number of students, many of whom work full time while taking care of their families”.

The program concurs and expects that travel time and expense for students will be reduced. Many field placements will be located in the Sioux Falls area, thus also contributing to student convenience.

Summary

In summary, we are pleased to report that we are on schedule having hired for the critical positions of MSW Program Director, Field Education Director, a half time support staff position, and an additional faculty member. These individuals as well as the Department's faculty will be engaging in the ongoing program planning and accreditation candidacy processes and we move forward on-schedule to provide the curriculum of the foundation/concentration MSW to our first cohort of students in Fall of 2010, as proposed.

SOUTH DAKOTA BOARD OF REGENTS

Full Board

AGENDA ITEM: J - 4

DATE: March 31-April 1, 2010

SUBJECT: New Site Request: USD Master of Social Work, Sioux Falls

The University of South Dakota requests authorization to deliver its Master of Social Work, in Sioux Falls. The proposal is provided as Attachment I. The program prepares students for careers as certified social workers. Delivering the program in Sioux Falls instead of on the campus will be more convenient for students when completing the degree.

The request supports the Board’s strategic goals and State initiatives:

- Economic Development & Quality of Life: Graduate education. Contribution to workforce development.
- 2010 Education: Double the number of persons ages 25 and older engaged in postsecondary education. *Off-campus students are often age 25 and older. The site will accommodate people who cannot relocate to the campus.*
- 2010 Education: Achieve the national average of people with graduate degrees, moving from 6.5 to 9.4 percent.
- Workforce development: Licensure as a certified social worker requires a “doctorate or master's degree from a school of social work accredited by the Council on Social Work Education” (SDCL 36-26-14). The requirements for independent practice include licensure as certified social worker (SDCL 36-26-17).
- Department of Health, State Loan Repayment Program: Certified social worker is one of the eligible health professions.

Approval and Implementation

The Board approved the Master of Social Work in December 2008 (*Board Minutes*, pp. 3270-3270 & 4061-4096):

(Continued)

RECOMMENDED ACTION OF THE EXECUTIVE DIRECTOR

Authorize the University of South Dakota to deliver its Master of Social Work in Sioux Falls on state-support with the understanding that the University will request approval of a new delivery fee when FY11 tuition and fees are approved.

...with implementation contingent on identification of new external resources as described in the budget and with the understanding that no students would be admitted in the first fiscal year of funding (Minutes, p. 3272).

Resources for the program were included in the Board's FY10 budget request to the Governor. The Board agenda materials provided background on the development of the request:

The budget request was developed with these assumptions:

- *No MSW students would be enrolled in FY10 due to accreditation timelines. The first students would begin in fall 2010 (FY11). This schedule would allow the first MSW students to graduate from an accredited program.*
- *There would be no special discipline fee.*
- *The program would be offered on state-support tuition if the Board authorized delivery at an off-campus location or by distance delivery in the future. The budget request was developed to provide the necessary resources.*
- *As with the Ph.D. and D.Sc. programs funded by the State in recent years, the University would receive 80% of the tuition paid by MSW students. (Minutes, p. 4066)*

FY10 was to be used to meet accreditation requirements for candidacy status. Licensure as a certified social worker requires a "doctorate or master's degree from a school of social work accredited by the Council on Social Work Education" (SDCL 36-26-14). The requirements for independent practice include licensure as certified social worker (SDCL 36-26-17).

As designed in 2008, the program was expected to cost \$527,998 in Year 6 [FY15]. The estimated Year 6 tuition revenue was \$53,488.¹ The Board included the remaining \$474,500 in its budget request. The Governor did not include resources for the program in his recommended FY10 budget. The Legislature appropriated \$237,251 for FY10. The balance of the budget request — \$237,249 — was deferred until FY11.

The University hired an MSW program director and a field education director, began the work needed to obtain candidacy status from the Council on Social Work Education, and began recruiting students.

Delivery in Sioux Falls

Offering the program in Sioux Falls would reduce travel time and expenses for students from the Sioux Falls area. USD expects that most students will continue to work while enrolled and classes in Sioux Falls will reduce time away from work. The MSW degree requirements

¹ The estimated tuition revenue was determined in fall 2008 using FY09 tuition rates.

New Site Request: USD Master of Social Work, Sioux Falls
March 31-April 1, 2010
Page 3 of 3

include field placements. Many of the cooperating agencies are located in Sioux Falls. Offering the program in Sioux Falls will be more convenient for students and faculty.

Resources and Students Fees

The MSW would be offered in Sioux Falls on state-support tuition. The remaining portion of the FY10 budget request will be provided from the system tuition pool. The University will receive 80% of the tuition paid by the MSW students. Credit hours generated by MSW students will be excluded from the annual adjustment for enrollment growth.

USD will seek approval of a new MSW delivery fee when FY11 tuition and fee rates are approved. The new fee will be equal to the sum of the USD university support and general activity fees and will replace the USF and GAF the University would have received from campus students. MSW students will not pay more per credit in Sioux Falls than they would have paid on the campus.

**South Dakota Board of Regents
New Site: Request to Offer an Existing Degree Program**

Use this form to request authorization to deliver an existing degree program at a new site or by distance delivery. The Executive Director or the Board may request additional information.

University	The University of South Dakota
Degree(s) and Program	Master of Social Work (MSW)
New Site(s)	Sioux Falls
Proposed Implementation (term)	Fall 2010

University Approval

To the Board and the Executive Director: I certify that I have read this request, that I believe it to be accurate, and that it has been evaluated and approved as provided by university policy.

President of the University

Date

After approval by the President, a signed copy of the proposal should be transmitted to the Executive Director. Only after Executive Director review should the proposal be posted on the university web site and the Board staff and the other universities notified of the URL.

1. What is the need for this program in this site (these sites)? What is the expected demand for graduates in the site(s)?

The University of South Dakota Master of Social Work (MSW) was approved in December 2008 with the understanding that the first students would enroll in fall 2010. The new program request approved by the Board of Regents identified the site for program delivery as the Vermillion campus, based on understanding of accreditor expectations at the time. However, the external reviewer brought in to evaluate the MSW proposal recommended in his consultant's report that Sioux Falls be considered as the delivery site in order to increase access for the working adults who would be the program's students. Through subsequent discussions with the executive director and other leadership of the Council for Social Work Education (CSWE), it was agreed that Sioux Falls would be a more suitable site in order to offer the program in the "best and strongest" location.

The conclusion that Sioux Falls is the best site for the program is supported by inquiries from potential students, who overwhelmingly expressed Sioux Falls as the preferred location. Many potential students live and work in the Sioux Falls area, and virtually all students will continue their employment while pursuing the degree. Classes held in Sioux Falls would minimize travel and related expenses for students, as well as lessen the time away from work. To further increase accessibility, the program is being developed so as to schedule classes in a manner that will serve the needs of commuting and working adults.

Field education is a required and essential part of the MSW. At this point, 149 field education placement sites have been identified, and verbal agreements have been made with the

**The University of South Dakota
New Site: Master of Social Work, Sioux Falls**

cooperating agencies. Sixty-six percent of these sites are located in Sioux Falls. Other sites are located across the state (e.g., in Aberdeen, Madison, Pierre, Rapid City, Yankton, and Vermillion) and in the surrounding region to serve students beyond the immediate Sioux Falls area.

All students in the program will also be required to perform a research project. Initial discussions with agencies have revealed multiple opportunities in the Sioux Falls area for these projects.

If this new site request is approved, the classes will be held in the Health Sciences/Sanford School of Medicine building, where the MSW director and other School of Health Science faculty members are housed. School of Health Sciences personnel, including secretarial services, exist in that building at this time and will be available to support the program.

2. Is any regental university authorized to offer a similar program at the new site(s)? Is any non-system institution offering a similar program at the new site(s)? If either answer is "yes," identify the institution(s) and program(s) and explain why authorization is requested.

No. The USD MSW program approved in 2008 is the only one in the state. South Dakota is the final state in the nation to offer the MSW.

3. Are students expected to be new to the university or redirected from other programs or both? Complete the table and explain how the estimates were developed. How will the new site(s) affect enrollments in other campus and off-campus programs in the regental system?

The chart below is excerpted from the MSW new program request document that was approved by the Board. Enrollments are determined by the student/faculty ratios dictated by accreditation standards, and are thereby limited by the resources available for the program. Interest in the program has been high; and based upon the initial applicant pool, these estimates will be met.

Estimated Enrollments	Fiscal Years			
	FY11	FY12	FY13	FY14
New to the university	10	10	20	10
Continuing students		9		9
Redirected from other programs	0	0	0	0
= Total in the program at the site	10	19	20	19
Credit hours in MSW program courses	240	684	600	684
Graduates	0	19	10	20

The first cohort will begin in fall 2010 with 10 students admitted into the two-year foundation/concentration program for those without a BSW. These students will take 24 credits the first year. It is assumed that there will be a 10 percent attrition rate among students in the two-year program. In the summer of 2011, the first cohort of the advanced standing students (those with a BSW) will begin the program and take the same courses (36 credit hours) as the

**The University of South Dakota
New Site: Master of Social Work, Sioux Falls**

students in the second year of the two-year curriculum. Once the program is underway, students in the two-year curriculum will be admitted every other year; students in the one-year advanced curriculum will be admitted every year.

4. Complete the table and explain any special circumstances. Attach a copy of the program as it appears in the current catalog. If any program modifications are requested, attach that form. Explain how the new courses will be delivered. Attach the new course request forms.

Master of Social Work (MSW)	Credit hours	Courses currently available from this university at this site	Courses currently available from other universities available at this site	Courses currently available via distance	Courses new to this university
Required Support Courses	0	0	0	0	0
Elective Courses	0	0	0	0	0
Major Requirements	36/60	36/60	0	0	36/60
Total, Degree with Proposed Major	36/60	36/60	0	0	36/60

All the courses are being newly developed for the MSW. The one-year curriculum will require 36 credit hours, and the two-year curriculum will require 60.

The curriculum approved in December of 2008 has been reviewed by the faculty under the direction of the new MSW program director; and as a result, it was determined that some modification of the curriculum was appropriate. The program modification request is provided in another item in the Board's March 31-April 1, 2010 agenda.

5. How will you provide student services comparable to those available for students on the main campus?

The MSW director, faculty, and program advising services will be located in the Health Sciences/Sanford School of Medicine building. The existing Wegner Library will be readily accessible to students as will USD's main library via its infrastructure to serve off-campus and distance learners (interlibrary loan, full text online journals, etc).

6. Is this program accredited by a specialized accrediting body? If so, address any program accreditation issues and costs related to offering the program at the new site(s).

Yes, Social Work is accredited by the Council on Social Work Education (CSWE). In South Dakota, licensure as a certified social worker, which is required for independent practice, requires a "doctorate or master's degree from a school of social work accredited by the Council on Social Work Education" (SDCL 36-26-14).

The University of South Dakota BSW is accredited by CSWE, and USD has begun the process to gain accreditation for the MSW. The program is on track for candidacy in time for the first graduating class. CSWE is aware of USD's intention to deliver this program in Sioux Falls and

The University of South Dakota
New Site: Master of Social Work, Sioux Falls

is supportive. As indicated above, the accreditors are interested in the MSW being located in the site best able to serve students and their employers. No accreditation costs above and beyond what would be incurred in Vermillion will result from this program being offered in Sioux Falls instead.

7. Does the University request any exceptions to Board policy for delivery at the new site(s)? Explain requests for exceptions to Board policy.

None

8. Costs, Budget & Resources Related to New Courses at the Site: Explain the amount and source(s) of any one-time and continuing investments in personnel, professional development, release time, instructional technology and software, other O&M, facilities, student services, etc needed to implement the program at the new site(s). Complete Appendix B – Budget using the system form.

Resources for the MSW program were included in the Board's FY10 budget request. The program budget was included with the proposal approved in 2008. A budget is not provided because this request is simply to relocate the program from the campus to Sioux Falls.

The MSW would be offered in Sioux Falls on state-support tuition. This was noted in the 2008 Board agenda materials (*Minutes, p. 4066: The program would be offered on state-support if the Board authorized delivery at an off-campus location or by distance delivery in the future. The budget request was developed to provide the necessary resources.*)

When FY11 tuition and fees are considered by the Board, the University will request a new MSW delivery fee equal to the total of the University Support Fee (USF) and General Activity Fee (GAF) paid by on-campus students. With the new delivery fee, students will pay the exact amount in state-support tuition and fees that they would have paid were the program delivered in Vermillion.

9. Additional Information. (Optional) Limit the number and length of additional attachments. Identify with capital letters (C, D, E, etc). In some cases, responses to questions from the Board or the Executive Director may be provided as appendices. Letters of support are not necessary and are rarely included with Board materials.