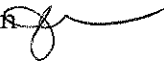




MEMORANDUM

Date: November 21, 2011
To: Richard Stevens
From: Jennifer N. Buchanan 
Re: Limited Access BSW Degree Program

At its November 1, 2011 meeting, the Florida State University Board of Trustees approved the College of Social Work's proposal for a Limited Access Bachelor of Social Work degree program. The agenda item, program request form, and approval memo are attached for your reference.

Thank you for adding this item to the next Board of Governor's agenda. Please let me know if you need additional information to consider this request for approval.

cc: Chairman Andy Haggard
President Eric J. Barron
Provost Garnett S. Stokes
Dean Karen Laughlin
Dean Nicholas Mazza
Ms. Ruth Feiock
Dr. Rick Burnette
Ms. Kim Barber
Ms. Janice Finney
Mr. Michael Barrett
Dr. Andrea Novak
Ms. Melissa Crawford
Ms. Kayce Morton
Mr. Keith Bernstein
Ms. Freya Rudder
Ms. Joy Ira

enclosure

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BOARD OF GOVERNORS
STATE UNIVERSITY
SYSTEM OF FLORIDA

FLORIDA STATE UNIVERSITY | OFFICE of the PROVOST



MEMORANDUM

TO: President Eric J. Barron

FROM: Garnett S. Stokes *Garnett S. Stokes*

DATE: October 13, 2011

SUBJECT: Proposed Limited Access in Social Work B.S.W. Degree
Request for Approval

To promote student success and retention in local internship opportunities as well as professional social work practice, the undergraduate degree in social work (Major Code 338911 and C.I.P. 44.0701) is proposed to be Limited Access, effective Fall Term, 2012.

An application process will assess students' suitability for the profession and will serve to reduce the incidence of students' taking social work courses that will not convert when they must change majors. Minority student enrollment in this major is currently double overall University proportions. To compensate for an anticipated reduction in minority student enrollment caused by imposing a minimum GPA of 2.5, the College will increase efforts to recruit and retain qualified minority students.

Following Board of Trustees approval, notice of this action will be forwarded to the Board of Governors for their final approval.

212 Westcott Building, Florida State University, Tallahassee, Florida 32306-1310
Telephone 850.644.1816, Fax 850.644.0172 • <http://provost.fsu.edu/>



THE FLORIDA STATE UNIVERSITY
BOARD OF TRUSTEES

MEMORANDUM

TO: Eric J. Barron
President

FROM: Andy Haggard *WAH*
Chairman

DATE: November 2, 2011

SUBJECT: Items Approved by the Board of Trustees – November 1, 2011

The Florida State University Board of Trustees approved the following items on November 1, 2011:

- September 9, 2011, Meeting Minutes with change
- September 23, 2011, Conference Call Meeting Minutes
- Uniform Direct Support Organization Bylaws
- 2011 Equal Opportunity Statement
- Limited Access Request for Bachelors of Social Work
- Transfer of 3000 Commonwealth Building from the FSU Research Foundation, Inc. to the Florida State University
- Market Rate Tuition Proposal
- Student Local Fees
- Secure New Bond Issue Authority for Athletic Facility Bonds and Refunding of Series 2002 Bonds

cc: Dr. Garnett Stokes
Dr. Robert Bradley
Mr. John Carnaghi
Dr. Mary Coburn
Ms. Liz Maryanski
Dr. Kirby Kemper
Ms. Betty Steffens
Dr. Tom Jennings
Dean of Faculties

STATE UNIVERSITIES OF FLORIDA

Limited Access Program Request

Reference: 6C-6.001 Admissions, FAC

University:	Florida State University	Degree(s) offered:	B.S.W. (Bachelor of Social Work)
Program:	Social Work	Six digit CIP code:	44.0701

- 1. Will the entire program be limited access or only a specific track?**
The entire cohort of students identified as fully-admitted undergraduate social work majors (338911) would be identified as limited access. This does not include students identified as “pre-majors” (338997) who are completing prerequisites for full admission to the undergraduate social work major.
- 2. If only a track is limited access, please specify the name of the track.**
See above.
- 3. How many students will the program plan to accommodate?**
Approximately 250
- 4. When do you propose to initiate limited access?**
Fall 2012 for new, first year, incoming students only, with admission to the program each semester: fall; spring; and summer. Existing students will remain under our current guidelines. AA transfer students will be phased in over the 2012-2013 and 2013-2014 years to allow for their adaptation to our limited access status.
- 5. What is the justification for limiting access?**
Our request for limited access is based on two issues:
Available internship resources. Social work is an applied profession that requires our students to complete an internship experience of 512 hours with Master’s level field educators providing a structured learning experience and an in-depth evaluation of student progress. At present, our students are placed in social service agencies in Tallahassee and in selected locations around the state of Florida. We believe that controlling the number of students and their progress through the program via limited access to our undergraduate program will help to ensure that we can offer the highest quality internship opportunities. Internships are key, not only to the educational experiences of our students, but to their employment futures.

Student retention and success. Students come into our major with a liberal arts foundation, as required by our professional accrediting body, the Council on Social Work Education (CSWE), and must have earned a grade of B- or better in the common prerequisite courses of: American National Government; Economics; Human Biology; Psychology; and Sociology. To succeed in the social work degree program, students must master not only this liberal arts foundation at a higher than minimum standard, but they must also demonstrate competency in their social work course requirements to qualify for an internship in their final semester by earning a combined GPA of 3.0 or better in their

social work courses. At present, students who are unable to meet this requirement are being counseled to change majors as they will not be able to complete the degree without an internship. This causes not only financial hardship, but is extremely discouraging to students who have invested time and effort into their studies. As a professional social work program we are committed to student success, and while not every student is meant to enter into our profession, we want to ensure that the students we come in contact with are able to fulfill their dreams of earning a degree from Florida State University. By creating a limited access program, we will be able to control who enters our program to maximize their success.

Limiting access to our program of study will help to attract and retain a stronger cohort of students preparing for careers in social work. Students with higher levels of academic achievement will be able to contribute positively to the climate of learning in the classroom, and to more easily apply this learning to their internship experience. Social workers are responsible for serving vulnerable populations through a broad range of interventions, including counseling and advocacy. Therefore, it is important to prepare students who demonstrate above-average academic achievement and a high level of critical thinking skills to ensure their progress towards graduation in a timely fashion.

If granted limited access, we would create an application process which would assess the student's suitability for the profession through: the submission of a personal statement responding to structured questions related to the values of the profession; a resume assessing both work and volunteer experience; qualifying GPA; and the completion of the pre-requisite courses. A faculty admission review process would evaluate these items and make admission decisions with the option of a provisional admission for students who may not have the GPA, but bring other exceptional qualities to the program such as the Peace Corp, Teach America, or other unique life experiences.

Finally, the College of Social Work is committed to creating an atmosphere of student success. With that in mind, we have shared this plan with the Office of Undergraduate Studies and the administration at the Panama City Campus (where we have a BSW program), and incorporated their suggestions into our proposal. Having a program that is limited access will allow us to create a cohort of students who enter and progress through the program together. It is hoped that this experience will help students to bond and support one another through this challenging curriculum, thus improving student retention, unity, and the quality of their overall academic experience.

6. **By what means will access be limited? Please provide a description of the program's admissions requirements and procedures, and indicate how these requirements and procedures ensure equal access for Florida community college Associate of Arts degree graduates in the competition for available space in the program.**

To apply to the social work major students would meet the following requirements:

- Completed BSW Program Application (which includes an updated resume, personal statement, and transcript)
- An all College GPA of 2.5 or better
- Completion of Liberal Studies (minimum of 60 hours)

- Completion of Common Pre-requisite Courses (B- or better, students have two attempts to successfully complete):
 - American National Government
 - Economics
 - Human Biology
 - Introductory Psychology
 - Introductory Sociology

Transfer students with A.A. degrees from Florida community colleges should not be negatively affected by this change. They complete their liberal studies requirements and have a 2.0 GPA or better for admission to FSU by the University policy. We will retain the option of admitting exceptions to transfer students, using a “pre-major (338997) code, for those who may be missing a pre-requisite course, but have met all the other requirements for the major. We do not anticipate that they would have any more difficulty completing social work courses than would a four-year student at FSU. The College has been consistent in communicating with community and state colleges to facilitate a smooth transition into FSU by attending FSU Day events, updating their academic advisors with changes to the program, providing advising handouts, being sure that there is course availability, and working with FSU’s Division of Undergraduate Studies to ensure that good communication exists with these academic partners.

7. Present the current race and gender profiles of the students in the program. Discuss the impact of the proposed action on the race and gender profiles. Cite sources used for discussion. What strategies, should they be necessary, will be used to promote diversity in the program?

In examining recent student demographic data, our representation of males and females has remained consistent with approximately 85% women and 15% men (similar to the overall profession), so becoming a limited access program would most likely not affect that proportion. Our representation of Black students has been approximately 20-25%, a significantly higher percentage of Black students as compared to the undergraduate student body of FSU as a whole, which is 10.2% (FSU Office of Institutional Research, fall 2010). Our percentage of Hispanic students averages between 5-10% and our total minority student population averages 32% of our total student numbers. By setting a GPA requirement for entrance into the BSW program, we project a temporary decrease in minority student enrollment of approximately 10% (see attached chart). We believe that this will adjust as the applicant pool becomes aware of our admission standards. The College also plans on compensating for any minority student reduction by increasing our ongoing efforts to retain and recruit qualified minority students by attending minority student recruitment events on campus. The BSW Program will also continue to monitor changes in the racial and gender profiles of its students, which is also a requirement of its national accrediting body, the Council on Social Work Education.

Creating a limited access program in social work will help to ensure student retention and success, as we would be able ensure that admitted students have completed all requirements prior to taking a social work course and to plan for course offerings so that students move through the program in an efficient manner. At present, students can enter the major at any time, making academic advising a challenge. We closely track

student progress utilizing a full-time Academic Advisor, assigned to the College by the Office of Undergraduate Studies Advising First program. This advisor meets with pre-majors and social work majors at least once every semester to track progress in their course work and to answer questions about social work as a profession. The Academic Advisor, BSW Program Assistant, and Director of the BSW Program work with students to assess their needs and make appropriate referrals, both within the College and through use of other University resources. In addition, social work faculty is aware of, and makes referrals to the FSU Reading/Writing Center and the ACE Center, which includes assistance with study skills and test anxiety.

Because social work is a practice profession, at times dealing with extremely challenging human situations, we want to ensure not only our student's academic progress, but also their ability to uphold professional values and commitment. We refer students to the University Counseling Center and other resources to ensure their future success in the profession.

8. **Are the graduates of the program in high demand? If so, and if the program is to be limited due to lack of adequate resources, provide a justification for limiting access to the program rather than reallocating resources from programs with low market demand.**

Graduates from the BSW Program are in high demand, both from graduate schools and from public and private agencies. CareerCast.com listed social work at #52 on their list of the top "200 Best Jobs of 2010." The Bureau of Labor Statistics states that the need for social workers is expected to grow twice as fast as any other occupation, especially in the areas of gerontology, home health care, substance abuse, and military social work. The rationale for requesting limited access is based on the resource demands of our internships sites, the University and SUS system as a whole, along with data that indicate that current students entering our BSW program with higher than average academic performance are more likely to successfully complete their degree and secure employment as entry-level professional social workers who better serve the people of the State of Florida.

Request Initiated by:	<i>Nicholas F. Mazza</i>
EEO Officer's Signature:	<i>Reynolds</i> 10/5/11
Provost's Signature:	<i>Samatha S. Bates</i> 10/12/11

Send the completed form to: *Dr. R. E. LeMon*
 Acting Chancellor
 Division of Colleges and Universities
 Department of Education
 325 West Gaines Street, Suite 1614
 Tallahassee, Florida 32399-1950

Limited Access Form Updated 2/2003

TALLAHASSEE CAMPUS - OVERALL GPA 3.16 (ALL CAMPUSES COMBINED GPA 3.31)

FEMALES	White	Black	Hispanic	Asian	Native Amer.	Other	Total	
TOTAL # of STUDENTS	143	50	14	1	3	2	213	
2.50 and under	8	8	1	0	0	0	17	8%
MALES	White	Black	Hispanic	Asian	Native Amer.	Other	Total	
TOTAL # of STUDENTS	20	7	4	0	0	0	31	
2.50 and under	0	1	2	0	0	0	3	10%

PANAMA CITY CAMPUS - OVERALL GPA 3.53

FEMALES	White	Black	Hispanic	Asian	Native Amer.	Other	Total	
TOTAL # of STUDENTS	26	2	1	2	0	0	31	
2.50 and under	1	0	0	0	0	0	1	3%
MALES	White	Black	Hispanic	Asian	Native Amer.	Other	Total	
TOTAL # of STUDENTS	2	2	0	0	0	0	4	
2.50 and under	0	1	0	0	0	0	1	25%

Response Board Staff Questions Regarding Limited Access for the Bachelors of Social Work

1. **Question:** The limited access request states that students would have to achieve a grade of B- or better in the common prerequisite courses to be admitted. How will that policy impact the equitable treatment of the transfer students coming from institutions and colleges that do not have "+" and "-" grading scales?

Response: As a point of clarification, the courses referred to as "cognates" are common prerequisite courses that are approved for all social work programs in the state. The Articulation Coordinating Committee (ACC) addresses the issue of grading scale variation, requiring students to earn a "B or better" in the common program prerequisites requirements.

FSU's Division of Undergraduate Studies and the College of Social Work have worked closely with academic advisors from Community and State Colleges to ensure that students are aware of our grade requirements. Since establishing these criteria several years ago, the communication of our degree requirements has been well communicated to future students. However, we do into consideration special instances and are able to make exceptions as needed.

2. **Question:** The new admission standards for the program include a 2.5 GPA. The request for limited access status states that transfer students with a 2.0 GPA will be admitted to the university and placed into a "pre-major" status until they complete any missing common prerequisites. It is not clear if these students must achieve a 2.5 GPA or if the university will waive that requirement. If a transfer student is placed into a pre-major status to improve their GPA, please explain how they avoid accruing excess credit hours.

Response: Florida State University accepts transfer students with a 2.0 GPA: however, many of these students lack the prerequisite courses required for entry into our social work program. These students would be considered not fully admitted (NFA) until the time the complete the prerequisite courses and have a 2.5 GPA. Students are informed about program requirements and have the choice regarding pursuing this degree or entering another program for which they meet the requirements. Social Work requires 50 credit hours to complete the degree, leaving an additional 10 hours for students to accomplish this, avoiding the problem of excess credit hours. In addition, we find that many students come to us with credits from their high school degree, thus allowing

them more time to increase their GPA. If students are unable to meet these requirements, they have the option of selecting a different major.

- 3. Question:** Changes in admission requirements for transfer students have been noted between the submitted limited access request and the current requirements listed on the programs website. Students are currently required to take a Computer Competency course and two social work courses, one of which is at the 3000 level. These three courses are not found as an approved prerequisite in the statewide common prerequisite manual. Will the new admission requirements completely replace the requirements listed on the department's website? If not, the limited access request needs to be revised to include any additional requirements.

Response: The successful completion of a Computer Competency course is a university requirement, so it is included in our program of studies to ensure that students have taken the course prior to moving to upper division courses. If granted limited access status, this prerequisite, along with the five statewide common prerequisite courses required for all social work programs in the state, would be removed from our program of studies. The other two courses, SOW 1054 –Human Service Experience and SOW 3203- Introduction to Social Work, which are part of our degree requirement, would be taken by our fully-admitted majors. We would revise our program of studies to reflect these two courses as foundation-level required courses.

In reference to SOW 3203: Introduction to Social Work, this course is offered at many Community and State Colleges, therefore transfer students who have successfully completed it are able to count the course as part of our degree requirement.