



February 28, 2002

Dean Pierce, Ph.D., Chair  
Commission on Accreditation  
Council on Social Work Education  
1725 Duke Street, Suite .500  
Alexandria, VA 22314-3457

Dear Dr. Pierce:

Thank you for your letter of February 11, 2002, informing us that the Commission voted to reaccredit the baccalaureate social work degree program for a full eight-year cycle ending on June 2010. We are appreciative of the strengths cited and mindful of the area of concern. The department will prepare a progress report and deliver it to you by December 1, 2002 as required. We are aware of Evaluative Standard 4.0 and will do the best that we can to try to comply. However, I think it should be noted that we would prefer to have the quality of our program assessed through real outcome measures such as student accomplishments rather than in process measures which don't address the quality of the program. -

Sincerely,

A handwritten signature in cursive script, appearing to read 'Jack Miller'.

Jack Miller  
Chancellor

JM:dr

cc: Janet Wright, Chair, Department of Social Work  
Richard Telfer, Associate Vice Chancellor  
David Prior, Provost and Vice Chancellor for Academic Affairs  
Howard Ross, Dean, College of Letters and Sciences

JACK MILLER, CHANCELLOR

Hyer Hall, Suite 420 \* Whitewater, WI 53190-1790 \* Phone 262-472-1918 \* FAX 262-472-1518 \*



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*Promoting Quality in Social Work Education for Fifty Years*

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## **CONFIDENTIAL**

February 11, 2002

Dr. Jack W. Miller, Chancellor  
University of Wisconsin-Whitewater  
Office of the Chancellor  
800 W. Main Street  
Whitewater, WI 53190-1790

Dear Dr. Miller,

At its February 2002 meeting, the Commission on Accreditation (Commission) reviewed the application for reaffirmation of the baccalaureate social work degree program at the University of Wisconsin-Whitewater. The review included an assessment of the self-study documents, the site team report, and the program's response. This letter is to inform you that the Commission voted to reaccredit the baccalaureate social work degree program for the full eight-year cycle ending June 2010.

The Commission appreciates and affirms the many strengths in the program and commends the efforts of the faculty and others associated with the program in achieving reaffirmation. The site team noted several of these strengths in their report, including:

- Identification by the Administration and by the students as contributing substantially to the University's mission
- A very experienced faculty who see teaching as their primary function even as they contribute in many ways to the field, including several of them being nationally recognized for their scholarly contributions
- Articulate students who are enthusiastic about the program and the opportunities it offers them
- Using leading edge technologies in the delivery of the curriculum

The Commission identified one area of concern and requests three copies of a Progress Report from the program on the following issue. The Progress Report is due December 1, 2002 for review during the February 2003 meeting of the Commission on Accreditation.

Dr. Jack W. Miller, Chancellor  
University of Wisconsin-Whitewater  
February 11, 2002  
Page 2

**Evaluative Standard 4.0:** The program must have full-time faculty adequate in number, qualifications, competence, and range of expertise to achieve its specified goals.

*The faculty is qualified, competent, and possesses appropriate experience to achieve program goals. However, the faculty-student ratio is well above the interpretive guideline of 1.25 (Handbook of Accreditation Standards and Procedures, page 85). Even with the addition of another full-time faculty member, the faculty-student ratio with eight faculty members to 364 students will remain at 1:45. The program is requested to provide information on how it plans to achieve a faculty/student ratio that is more consistent with the 1:25 ratio as recommended by the interpretive guideline for baccalaureate social work education.*

Procedures regarding the process for the next reaffirmation are included with this letter. Please be in touch with Dr. Judith Bremner, Senior Education Specialist in the Division of Standards and Accreditation, if there are questions about this letter or the procedures and actions of the Commission on Accreditation.

Congratulations on the continued accreditation of the baccalaureate social work degree program at the University of Wisconsin-Whitewater. We look forward to our continuing mutual effort to assure quality in social work education.

Sincerely,



Dean Pierce, Ph.D., Chair  
Commission on Accreditation

DP/JBB/

cc: Dr. Janet Wright, Director  
Department of Social Work

Enclosures: Procedures for Reaffirmation

## PROCEDURES FOR 'REAFFIRMATION

**PROGRAM NAME:** *Baccalaureate Social Work Degree Program at the University of Wisconsin-Whitewater (WI)*

**DATE:** February 11, 2002

In accordance with procedures for reaffirmation of accreditation, the baccalaureate social work degree program should prepare two copies of materials to show compliance with eligibility standards according to the Council on Social Work Education's current edition of the Commission on Accreditation's *Handbook of Accreditation Standards and Procedures*. The Council on Social Work Education must receive two copies of these materials, accompanied by two copies of the University of Wisconsin-Whitewater catalog by March 1, 2009.

if the program is found to be in compliance with all eligibility standards, the Chair of the Commission will notify the program to prepare 12 copies (including the University of Wisconsin-Whitewater catalog) of a full self-study, along with prescribed forms. These must be completed no later than July 15, 2009. Three copies of these materials (**two of which are securely and individually wrapped, suitable for re-mailing**) must be received at the Council on Social Work Education no later than December 1, 2009. The remaining nine copies are to be retained by the program pending further instruction for distribution.

Site visit planning may begin several months before the self-study documents are due, and it becomes the program's responsibility to notify the Council of any changes that might affect the site visit schedule. The site visit will be scheduled between September 1st and October 31st, 2009. The program file must be completed by December 1, 2009, prior to the February 2010 Commission meeting when the program is scheduled to be reviewed. The Commission reserves the right to postpone the review until its-next scheduled meeting if the file is not complete within two months of the scheduled review.

# Memo

**To:** ✓ Howard Ross, Dean, College of Letters and Sciences  
Richard Telfer, Acting Provost and Vice Chancellor  
Jack Miller, Chancellor  
**From:** Janet M. Wright, Chair, Department of Social Work *gmw*  
**Date:** 10/4/2002  
**Re:** **Progress Report to Commission on Accreditation**  
**CC:**

---

Attached please find the department's response to the Commission on Accreditation regarding our faculty/student ratio. Please send your concerns and suggestions to me by **November 1, 2002**, so that we can get the report to the Commission in advance of the December 1<sup>st</sup> deadline.

Thank you.

JMW/vv

Attachment

*Oct 4, 02*

*To: Janet Wright*

*It's ready!*

*Thanks for your help!*

*Howard*



October 4, 2002

Dean Pierce, Ph.D., Chair  
Commission on Accreditation  
Council on Social Work Education  
1725 Duke Street, Suite 500  
Alexandria, VA 22314-3457

Dear Dr. Pierce:

Please accept this letter as a Progress Report regarding the area of concern identified by the Commission in February, 2002. The Commission identified one concern:

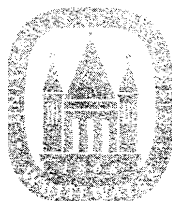
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The social work faculty prepared the following response, which I endorse:

"As we indicated in our response to the site visitors, by the fall of 2001, our major numbers had decreased to 320. At that time, we had seven full-time faculty members, as we had not yet replaced a faculty member who left the university in spring 2001. However, we were allowed to recruit for a one-year academic staff position. We filled that position, beginning fall 2002 and presently have 8-118 faculty members. Reflecting national trends in social work education, our number of majors has declined and as of October 1, 2002 we have 262 majors and 58 students in our Human Services Foundation minor.

It should be noted the College of Letters and Sciences has staff that assist in advising our students about General Education requirements. In addition, the University has recently established a campus advising center that will advise all freshmen about academic requirements. (Our department, of course, will continue to advise all of our student majors about the fields of social work and social welfare, and the program requirements for obtaining a major in social work.)



Our outcome measures (see Volume 1 of the Self Study) show we are doing a commendable job in educating social work students for entry-level social work generalist practice. The site visit team was very positive about the way our curriculum is designed and delivered to students. Yes, we do have a higher ratio of students to faculty than the guideline of 25 to 1. There are three reasons why we are able to serve a higher ratio of students to faculty:

1. The department operates a year-round program, offering at least two classes and often six or seven sections of field during the summer. Over half of our student majors fulfill their field placement requirement by taking it during the summer. This allows students to move through the program without delays. Our records show that students are able to get into the classes in the major expediently.
2. We are primarily a teaching institution and therefore faculty teach four (4) courses per semester, which means . that we offer more courses per faculty than programs where faculty teach two or three courses.
3. Our college limits majors to 36 credits or less. All of our 36 credits are required courses to meet accreditation standards. Students broaden their learning experiences by taking a minor (21-24 credits) of their choice. We are able to keep our class sizes small. Practice courses have no more than 18 students. Field placement sections are usually limited to 8, although they are sometimes larger during the summer semester. No class, including Introduction to Social Work, is larger than 45 students. We are able to offer enough sections each semester so that the matriculation of students through the major is not delayed.

Due to budget problems at the state and university level, beginning in fall 2003, we will have seven full time faculty positions. While our faculty/student ratio cannot be predicted for fall, 2003, we can say that we are making some progress in decreasing the ratio from 1:45."

Sincerely,

Jack Miller  
Chancellor

## Council on Social Work Education

1725 Duke Street, Suite 500 - Alexandria, VA 22314

Phone: 703-683-8080 Fax: 703-683-8099

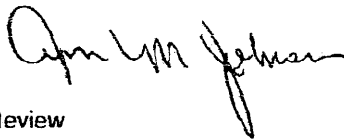


# Confidential Fax

**To:** Janet M. Wright  
**From:** Ann Johnson - Interim Director  
**Fax:** (262)-472-1611  
**Date:** 2/10/03  
**Pages:** 1

### MEMORANDUM:

**To:** Janet M. Wright, Chair  
University of Wisconsin-Whitewater (WI)

**From:** Ann Johnson - Interim Director  
Division of Standards and Accreditation 

**Re:** Commission on Accreditation Program Review

At its February meeting (held February 5, 2003 through February 8, 2003), the Commission on Accreditation reviewed the Baccalaureate program at University of Wisconsin-Whitewater for Progress Report. Congratulations! The Commission voted to "Accept the Progress Report". A letter with complete details will follow in four to six weeks.



 COPY

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Commission on Accreditation  
Council on Social Work Education  
1725 Duke Street, Suite 500  
Alexandria, VA 22314-3457

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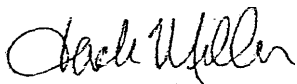
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Sincerely,



Jack Miller  
Chancellor