Governance Academic Year 2019-20

There are ten total standing and ad hoc committees that make up the school’s governance. Committees are comprised of social work faculty, staff, students, and community representatives. Committee members are responsible for initiating, monitoring, and evaluating all Grace Abbott School of Social Work policies and procedures.

The committee structure within the School facilitates democratic faculty participation in program planning and governance, goal setting and decision-making, and the fulfillment of the mission, goals and objectives of the School. Ad hoc committees of the School are appointed by the director as needed. Planning and decision-making with regard to policies are initiated from within the various committees and moved through appropriate channels before final presentation to the Faculty Staff Roundtable.

Faculty Staff Roundtable

*Chair: Amanda Duffy Randall*

The Faculty Staff Roundtable of the GASSW has the responsibility and authority for final decisions of school policies. The committee consists of full and part-time faculty, staff, and graduate assistants. The Faculty Staff Roundtable meets once a month during the academic year for comprehensive communication and decision-making with regard to all program-related issues. Recommendations from all committees of the school are brought to the Faculty Staff Roundtable and decisions are made in a democratic way.

*The Faculty Staff Roundtable meets on the first Wednesday of the month from 10 – 11:15 A.M. during the Fall and Spring semesters.*

Aleman, Andrew
Banman, Aaron
Beldin, Kerry
Circo, Deb
Connett, Shelby
Cook-Fong, Sandy
D’Souza, Henry
Floreani, Natalie
Fouts, Amanda
Geisler, Avery
Harder, Jeanette
Heerten-Rodriguez, Liam
Hernandez, Yadira
Kelley, Nancy

Kirchner, Konnie
Knapp, Jeff
Nelsen, Michelle
Olson, Alisha
Phi Alpha President
Reay, Susan
Rice, Ellen
Robbins-Case, Katie
Sims, Lequisha
Smith, Lisa
SSWO President
Szt0, Peter
Warden, Ciara
West, Amy
Admissions Committee

*Chair: Liam Heerten-Rodriguez*

By delegation from the College of Graduate Studies and Research, the school’s Program Committee, and subject to the approval of its Dean, the Admissions Committee has responsibility for the selection of graduate students. It has similar selection responsibility for undergraduate majors, under delegation from the College of Public Affairs and Community Service (CPACS). The Admissions Committee recommends admission policies, procedures and standards to the Faculty Staff Roundtable.

*The Admissions Committee meets in the Fall and Spring semesters as needed.*

- Cook-Fong, Sandy
- Duffy Randall, Amanda (ex. officio)
- Floreani, Natalie
- Hernandez, Yadira
- Knapp, Jeff
- Olson, Alisha
- Rice, Ellen
- Szto, Peter
- Warden, Ciara

Assessment Committee

*Chair: Aaron Banman*

The Assessment Committee is primarily responsible for linking the GASSW’s mission statement to the program goals and linking these goals to elements within the curriculum structure that can be assessed. The Assessment Committee devises strategies for assessment at the classroom level, community level, and the statewide level for the MSW and the BSSW programs.

*The Assessment Committee meets on the fourth Wednesday of every month from 9 – 10 A.M. during the Fall and Spring semesters.*

- D’Souza, Henry
- Duffy Randall, Amanda (ex. officio)
- Harder, Jeanette
- Nelsen, Michelle
- Olson, Alisha
- Smith, Lisa
- West, Amy
BSSW Committee

Chair: Jeff Knapp

The purpose of the BSSW Program Committee is to address any issues involving the BSSW Program both on and off campus. These include any concerns involving: advising, scheduling, classroom behaviors, curriculum, syllabi, compliance with CSWE, and so on.

The BSSW committee meets on the second Wednesday of the month from 12:30 – 1:30 P.M during the Fall and Spring semesters.

Duffy Randall, Amanda (ex. officio)          Rice, Ellen
Floreani, Natalie                        Smith, Lisa
Heerten-Rodriguez, Liam                   West, Amy
Hernandez, Yadira                        BSSW student rep.
Olson, Alisha

Curriculum Committee

Chair: Nancy Kelley

The Curriculum Committee works closely with the school’s Program Committee and is responsible for all curriculum-related activities, including syllabus development and approval, monitoring curriculum policy, compliance with the Council on Social Work Education (CSWE), and periodic review and revision of curriculum. The Curriculum Committee brings curriculum recommendations to the Faculty Staff Roundtable.

The Curriculum Committee meets on the second Wednesday of the month from 9 – 10 A.M during the Fall and Spring semesters.

Banman, Aaron         Knapp, Jeff
Beldin, Kerry         Rice, Ellen
Duffy Randall, Amanda (ex. officio)    Robbins-Case, Katie
Hernandez, Yadira     Warden, Ciara
Kirchner, Konnie      West, Amy
Personnel Committee

Chair: Henry D’Souza
Search Chair: Sandy Cook-Fong

The Personnel Committee considers general personnel issues and policies, makes recommendations to the GASSW Faculty Staff Roundtable, and also serves in an advisory role to the Director on personnel issues. The Personnel Committee consists of tenured faculty members from the RPT Committee plus two elected faculty members—one from the non-tenured level and from the instructor level. The Personnel Committee makes recommendations on the procedures for merit salary increases and serves as the selection and screening committee for new faculty members. It also recommends policy and procedures to the Faculty Staff Roundtable on matters pertaining to personnel.

The Personnel Committee meets on the first Wednesday of the month from 9 – 10 A.M. during the Fall and Spring semesters.

Aleman, Andrew
Beldin, Kerry
Duffy Randall, Amanda (ex. officio)
Heerten-Rodriguez, Liam
Knapp, Jeff
Office Administrator
Szto, Peter
Warden, Ciara

Practicum Committee

Chair: Konnie Kirchner

The Practicum Committee consists of the practicum coordinator, two practicum associates, two student representatives (undergraduate and graduate), two faculty members (appointed by the director of the school), and four-six community members who generally have experience as practicum instructors (appointed by the director of the school). The Practicum Committee has the responsibility for both graduate and undergraduate practicum program-related policies. Policy issues are presented to the Program Committee and the Faculty Staff Roundtable of the School of Social Work for endorsement. The Practicum Committee reviews practicum procedures and considers decisions based on student requests for practice in place of employment, practice outside of our region, and other special requests.

The Practicum Committee meets on the second Wednesday of September, October, November, February, March and April from 3 – 4:30 P.M.

Connett, Shelby, MSW student rep.
Duffy Randall, Amanda (ex. officio)
Olson, Alisha
Reay, Susan
Robbins-Case, Katie
Sims, Lequisha
Wenz, Alex, BSSW student rep.
4-6 community members
Program Committee

Chair: Peter Szto

The Program Committee has major responsibility for all undergraduate and graduate program-related policies. Comprised of elected faculty members, including an elected faculty chair, and two student representatives (BSSW and MSW), this committee makes decisions on student requests for exceptions, as well as appeals on admissions and grades, and is responsible for the operation of the School of Social Work Education Standards. While program committees at the graduate level are given authority for graduate program decisions within each unit by the College of Graduate Studies, the school’s Program Committee also presents all policy issues to the Faculty Staff Roundtable for endorsement.

The Program Committee chair and the director of the School review and sign off on all graduate study plans.

The Program Committee meets on the third Wednesday of the Month from 9:15 – 10:30 A.M. during the Fall and Spring semesters and on an as-needed basis.

Beldin, Kerry
Circo, Deb
Duffy Randall, Amanda (ex officio)
Harder, Jeanette
Kirchner, Konnie
Knapp, Jeff
Nelsen, Michelle
Rice, Ellen
Sims, Lequisha
Warden, Ciara
2 community members
BSSW student rep.
MSW student rep.

Reappointment, Promotion and Tenure (RPT) Committee

Chair: Henry D’Souza

The RPT Committee, which consists of tenured faculty members, has the singular task to annually review and make recommendations on all faculty applications for reappointment, promotion, and tenure.

The RPT Committee meets as needed during the Fall and Spring semesters

Beldin, Kerry
Cook-Fong, Sandy
Duffy Randall, Amanda (ex. officio)
Harder, Jeanette
Kelley, Nancy
Szto, Peter
Scholarship Committee

Chair: Amanda Duffy Randall

The role of the Scholarship Committee is to communicate annually the availability of scholarships to social work students, receive and evaluate applications, and make and announce decisions on awards. The Scholarship Committee is chaired by the Director, and typical members include the BSSW coordinator, MSW coordinator, faculty assigned by the Director, and the school’s administrative staff or others named by the director.

The Scholarship Committee meets during the Fall and Spring semesters as needed.

Banman, Aaron
Beldin, Kerry
Circo, Deb

Floreni, Natalie
Hernandez, Yadira
Warden, Ciara

Updated July 2019