2019-2020
STEVE HICKS SCHOOL OF SOCIAL WORK
COMMITTEE STRUCTURE AND MEMBERSHIP

COMMITTEE ON COMMITTEES (Elected)
Chair: L. Zayas
S. Swords, GSC Chair
M. Hernandez
Y. Padilla

Charge to Committee:
Review and modify committee structure, assign members to committees, define charges to these committees, and monitor progress of these committees during the year. Recommend above for approval by faculty at first fall faculty meeting. Make suggested modifications as necessary.

Standing Committees
Executive Committee (page 2)
BSW Program Committee (page 3)
MSSW Program Committee (page 4)
  MSSW Concentration Subcommittees:
    Clinical Social Work (page 5)
    Administration and Policy Practice (APP) (page 5)
PhD Program Committee (page 6)
Emergency Mobilization Committee (page 7)
Field Education Committee (page 7)
  Community Partnership Development Committee (page 8)
Institutes Committee (page 9)
International Committee (page 9)

Administrative Committees
Academic Affairs (page 10)
  Student Financial Support Subcommittee (page 10)
Academic Deans (page 11)
External Relations (page 11)
Reaccreditation Committee (page 12)

Ad Hoc and Advisory Committee(s)
Child Welfare Education Collaboration (CWEC) Committee (page 13)
Commencement Committee (page 13)
Committee for Diversity and Inclusion (page 14)
STANDING COMMITTEES

EXECUTIVE COMMITTEE (ELECTED)

Chair: A. Cole (2021)

C. Cubbin (2020)   R. Smith (2021) ex officio, Clinical Faculty representative
D. DiNitto (2021)  M. Faulkner (2021) ex officio, Research Faculty representative
S. Magaña (2021)  L. Zayas, Dean
C. Streeter (2020)

Charge to Committee:
1) Recommendations on hiring, faculty reviews, tenure and promotion, termination, leaves of absence, and retirements for faculty, including lecturers, and visiting scholars.
2) Faculty/staff awards.
3) Develop policies and procedures for annual faculty evaluations.
4) Conduct faculty annual and post tenure reviews.
5) Advisory to the Dean on School priorities and other matters as needed.
BSW Program Committee
Chair: C. Hough

J. Asseff       M. Rountree
E. Calbow       A. Whitt
F. Conway       A. Cole (ex officio)
S. De Luca      J. Souny-Slitine (ex officio)
R. Fong         T. Voss (ex officio)
L. Holleran Steiker L. Zayas (ex officio)
M. Lauderdale   2 student representatives
S. Magaña       1 community representative
D. Rhodes       1 adjunct lecturer

Charge to Committee:
1) BSW curriculum, including review of curriculum objectives and changes, sequencing, relationship to advanced standing program, and program evaluation.
2) Review of all courses taught to monitor adherence to course, curriculum, and school objectives (including content related to ethics/values, cultural diversity, women, and research), as well as competencies and practice behaviors.
3) Design, develop and recommend policies for recruitment, admissions, orientation, enrollment, advising, and retention of BSW students.
4) Develop collaborations with other disciplines/departments.
5) Plan for elective and "service" courses (SW 311 and SW 360K).
6) Provide oversight of "substantial writing" courses.
7) Recommend BSW students for scholarships and awards
8) Prepare BSW accreditation self-study materials
9) Social Work Honors Program
STANDING COMMITTEES

MSSW PROGRAM COMMITTEE

Chair: S. Swords

M. Beer   R. Smith
Y. Castro  C. Streeter
N. Choi    M. Sudolsky
C. Cubbin  S. Vohra-Gupta
R. Gaitan  A. Cole (ex officio)
M. Hernandez R. Gomez (ex officio)
B. Jones   J. Luna (ex officio)
T. Linseisen M. Mahaffey (ex officio)
A. Mackall  A. Montgomery (ex officio)
R. Parra-Cardona T. Voss (ex officio)
R. Plaza   L. Zayas (ex officio)
B. Pomeroy 1 community representative
S. Simmons 1 adjunct lecturer: Russell Smith
S. Sloan   student representatives: Molly Cohen

Charge to Committee:
1) MSSW curriculum, including review of curriculum objectives, curriculum changes, programs of study, and program evaluation.
2) Designate faculty oversight procedures for foundation courses and for concentrations.
3) Review all courses taught to monitor adherence to course, curriculum, and school objectives (including content related to ethics/values, cultural diversity, women, and research), as well as competencies and practice behaviors.
4) Recommend recruitment strategies.
5) Design, develop and recommend policies for admissions, recruitment, orientations, enrollment, advising, and retention of MSSW students.
6) Recommend policies for cross-disciplinary program(s) and dual degree programs.
7) Recommend MSSW students for scholarships & awards.
8) Prepare self-study materials for reaccreditation.

The MSSW Program Committee shall also consist of the following subcommittee structures:
Administration and Policy Practice Concentration Subcommittee; Clinical Concentration Subcommittee; Admissions Subcommittee; Dual Degree Steering Committees.
STANDING COMMITTEES

MSSW Concentration Subcommittees

Clinical Social Work Concentration

Chair: S. Sloan

Y. Castro A. Cole (ex officio)
M. Hernandez M. Mahaffey (ex officio)
B. Jones S. Swords (ex officio)
T. Linseisen T. Voss (ex officio)
B. Pomeroy 2 student representatives
R. Smith 1 community representative
D. Sparks 1 adjunct lecturer

Administration and Policy Practice (APP) Concentration

Chair: S. Vohra-Gupta

N. Choi K. Von Sternberg
D. DiNitto T. Voss
C. Hough A. Whitt
M. Lauderdale A. Cole (ex officio)
J. Luna S. Swords (ex officio)
M. Mahaffey Russell Smith - adjunct lecturer
Y. Padilla 2 student representatives
C. Streeter 1 community representative
**STANDING COMMITTEES**

**PhD Program Committee**

Chair: C. Franklin

- E. Borah
- E. Calzada
- Y. Castro
- C. Cubbin
- D. DiNitto
- L. Gulbas
- B. Jones
- S. Magaña
- Y. Padilla
- R. Parra-Cardona

C. Streeter
C. Valdez
M. Velasquez
K. von Sternberg
K. White
A. Cole (ex officio)
S. Melecki (ex officio)
L. Zayas (ex officio)

PhD Students:

- R. Parra-Cardona
- Bethany Breck

**Charge to Committee:**

1) Recruitment, admissions, enrollment, orientation, advising, appeals, curriculum, qualifying exams, and policies and procedures for the operation and evaluation of the doctoral program.

2) Review and monitor completion of candidacy requirements by doctoral students.

3) Recommend PhD students for scholarships and awards.

4) Monitor program standards and outcomes.
EMERGENCY MOBILIZATION COMMITTEE

Chair: C. Streeter

A. Campetella  L. Pettit
D. Cohen       D. Sparks
A. Cole        S. Swords
J. Cunniff     L. Villagrana
C. Franklin    T. Voss
C. Hough       L. Zayas
M. Mahaffey    Community representative: Nora Druepple

Charge to Committee:
To develop and disseminate plans and procedures for responding to emergencies and/or disasters that take place in or affect the Steve Hicks School of Social Work.

FIELD EDUCATION COMMITTEE

Chair: T. Voss

J. Asseff  R. Smith
M. Beer    D. Sparks
E. Calbow  C. Johnson (CWEC-CPS Field Supervisor)
R. Gaitan  A. Cole (ex officio)
T. Linseisen E. Blesener (ex officio)
S. Simmons L. Zayas (ex-officio)
S. Sloan

Charge to Committee:
1) Develop and recommend policies and practice for the School’s field education curriculum.
2) Monitor placement issues.
3) Provide a forum for regular exchange of information, advice, and suggestions for clinical faculty.
4) Develop and administer training for field instructors.
STANDING COMMITTEES

FIELD EDUCATION SUBCOMMITTEE

COMMUNITY PARTNERSHIP DEVELOPMENT COMMITTEE (CPDC)

Chair: T. Voss

M. Beer
E. Blesener
E. Calbow
R. Gomez
T. Linseisen
J. Luna
S. Simmons
R. Smith
D. Sparks
S. Swords

Mary Bishop
Karen Mendoza
Lindsey Jordan
Jane Prince MacLean
Julie McElrath
Becky Morales
Erin Spalding
Valerie Whiting
Jean Avera (ex officio)
Bonnie Bain (ex officio)

Charge to Committee:
1) Identify, screen, recruit and prepare community partners to develop and offer educationally sound field placements.
2) Advise, respond and coordinate with the Field Education Committee regarding student and community needs and assets related to the field program.
3) Engage members of the social work community on the committee as active allies of the Steve Hicks School of Social Work
STANDING COMMITTEES

INSTITUTES COMMITTEE
Chair: C. Cubbin

M. Bassett L. Pettit
E. Borah D. Sparks
N. Busch-Armendariz D. Spence
A. Casillas S. Stevens Manser
M. Faulkner M. Velasquez
B. Gerlach K. von Sternberg
B. Jones K. Rodriguez (ex officio)
N. Landuyt L. Zayas (ex-officio)
M. Lauderdale
C. Lewis
M. Lopez

Charge to Committee:
1) Advise on the management of and implementation of policies related to human subjects review process in school.
2) Advise on computer support facilities.
3) Advise on research priorities and RFP’s.
4) Advise on interdisciplinary research activities.
5) Provide a forum for discussion of research ideas, grant opportunities and research administration issues.

INTERNATIONAL COMMITTEE
Chair C. Streeter

N. Busch-Armendariz A. Montgomery
A. Campetella R. Parra-Cardona
R. Gomez S. Swords
L. Gulbas T. Voss
C. Hough A. Cole (ex officio)
B. Jones L. Zayas (ex officio)
T. Linseisen (BSW Student)
J. Luna (MSSW Student)
M. Mahaffey (PhD Student)

Charge to Committee:
1) Develop and maintain collaborations to expand the school’s international presence;
2) Develop and recommend policies and procedures for international internship placements in addition to student and faculty exchanges; and
3) Establish and programmatically integrate an international social work curriculum
ADMINISTRATIVE COMMITTEES

ACADEMIC AFFAIRS COMMITTEE

Chair: A. Cole

E. Blesener A. Montgomery
C. Franklin M. Randolph
R. Gomez J. Sounny-Slitine
C. Hough S. Swords
J. Luna M. Vinton
M. Mahaffey T. Voss
S. Melecki

Charge to Committee:
1) Advise on management of and implementation of policies and procedures related to day-to-day operations of academic affairs and student services.
2) Recommend ways to improve services and increase efficiency of operations.
3) Improve customer service.
4) Improve student services.

ACADEMIC AFFAIRS SUBCOMMITTEE

STUDENT FINANCIAL SUPPORT COMMITTEE

Chair: A. Cole

C. Alvarado J. Sounny-Slitine
C. Franklin C. Stephens
C. Hough S. Swords
S. Melecki L. Villagrana
A. Montgomery M. Vinton (ex officio)

Charge to the Committee:
1) Prepare recommendations to Dean on selection of student scholarship recipients.
2) Monitor TA/GA assignment process
ADMINISTRATIVE COMMITTEES

ACADEMIC DEANS

Chair: A. Cole

C. Cubbin  D. Sparks
C. Franklin  S. Swords
C. Hough  T. Voss
B. Jones

Charge to the Committee:
1) Oversee the School’s curriculum at all program levels.
2) Review and make recommendations to the faculty regarding proposals from the BSW, MSSW and PhD Program Committees.
3) Review and recommend class scheduling and teaching assignments.
4) Develop strategic plan for student recruitment across all academic programs.
5) Implement, through the Office of Admissions, plans for recruitment and admissions
6) Monitor recruitment, admissions, enrollment, retention, and program outcomes.
7) Recommend policy and procedural changes to improve recruitment and admission process and efficiency.

EXTERNAL RELATIONS

Chair: A. Campetella

C. Alvarado  L. Nowicki
C. Lewis  C. Stephens
J. Luna  L. Zayas
M. Monroe

Charge to Committee:
1) Oversee all community and professional interactions between the School and all external groups.
2) Monitors and coordinates all activities associated with the School’s identity (e.g., web page, branding, logo).
3) Coordinate development, continuing education, online content, and professional linkages.
ADMINISTRATIVE COMMITTEES

REACCREDITATION COMMITTEE

Co-Chairs: C. Streeter  
           S. Swords

E. Blesener   S. Sloan
A. Cole      J. Sounny-Slitine
R. Fong      T. Voss
C. Hough
M. Mahaffey

2 Students:  
Molly Cohen
AD HOC AND ADVISORY COMMITTEES

CHILD WELFARE EDUCATION COLLABORATION (CWEC) COMMITTEE

Chair: C. Johnson

M. Faulkner       L. Nowicki
R. Fong           J. Sounny-Slitine
J. Graham         T. Voss
T. Linseisen      L. Zayas (ex officio)
A. Montgomery

Charge to Committee:
1) Maintain ongoing relationships with key players in the CWEC project related to project functioning, student recruitment, classroom and field experiences, regional continuing education, and IV-E connections.
2) Provide a forum for exchange of information and suggestions to link social work education with public child welfare and to strengthen goals of the project.

COMMENCEMENT COMMITTEE

Chair J. Cunniff

C. Alvarado       M. Randolph
A. Cole           J. Sounny-Slitine
S. Ewing          C. Stephens
C. Franklin       S. Swords
R. Gomez          L. Villagrana
J. Graham         M. Vinton
C. Hough          T. Voss
J. Luna           L. Zayas
M. Mahaffey       BSW Students(s)
S. Melecki         MSSW Student(s)
A. Montgomery     PhD Student(s)

Charge to Committee:
Plan Steve Hicks School of Social Work commencements.
AD HOC AND ADVISORY COMMITTEES

COMMITTEE FOR DIVERSITY AND INCLUSION

Co-Chairs:  E. Calzada
            C. Hough
            M. Rountree

            N. Choi          D. Rhodes
            C. Cubbin      S. Sloan
            R. Fong         M. Sudolsky
            R. Gomez        S. Swords
            L. Gulbas       T. Voss
            T. Linseisen    A. Cole (ex officio)
            S. Melecki      PhD student
            A. Montgomery   3 students (4 students total)
            L. Nowicki      2 alumni

Charge to the Committee:
Work to create space and the opportunity to increase the capacity for knowledge in the areas of social justice and cultural competency within the Steve Hicks School of Social Work.
**ADMINISTRATIVE ASSIGNMENTS**

**2019-2020**

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
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<tbody>
<tr>
<td>Assistant Dean for Field Education</td>
<td>Tanya Voss</td>
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<tr>
<td>Director, Office of Professional Development</td>
<td>Liz Nowicki</td>
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<tr>
<td>Assistant Dean for Health Affairs</td>
<td>Dede Sparks</td>
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<tr>
<td>Director of Student and Community Affairs</td>
<td>Ramon Gomez</td>
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<tr>
<td>Assistant Dean for Master’s Programs</td>
<td>Sarah Swords</td>
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<td>Executive Committee</td>
<td>Allan Cole, Chair</td>
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<tr>
<td>Assistant Dean for Undergraduate Programs</td>
<td>Cossey Hough</td>
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<td>Faculty Secretary</td>
<td>GSC Committee – Secretary</td>
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<tr>
<td>Assistant Graduate Advisor</td>
<td>Sarah Swords</td>
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<td>Graduate Advisor</td>
<td>Allan Cole</td>
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<td>Associate Dean for Doctoral Programs</td>
<td>Cynthia Franklin</td>
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<td>Graduate Coordinators</td>
<td>Marian Mahaffey</td>
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<td>Sherry Melecki</td>
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<td>Associate Dean for Health Affairs</td>
<td>Barbara Jones</td>
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<td>Graduate Coordinator</td>
<td>Andrea Montgomery</td>
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<td>Associate Dean for Research</td>
<td>Catherine Cubbin</td>
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<td>Graduate Studies Committee – Chair</td>
<td>Sarah Swords</td>
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<tr>
<td>Chief Business Officer</td>
<td>Lizet Villagranha</td>
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<td>Learning Resource Center Director</td>
<td>Clay Shorkey</td>
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<td>Director of Career Development and Alumni Relations</td>
<td>Jennifer Luna</td>
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<td>Minority Liaison Officer</td>
<td>Michele Rountree</td>
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<td>Director of Communications</td>
<td>Andrea Campetalla</td>
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<td>Sr. Associate Dean for Academic Affairs</td>
<td>Allan Cole</td>
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<tr>
<td>Director of Development</td>
<td>Cassie Alvarado</td>
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<tr>
<td>Undergraduate Program Coordinator</td>
<td>Jinane Sounny-Slitine</td>
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# INDIVIDUAL COMMITTEE ASSIGNMENTS
## 2019-2020

<table>
<thead>
<tr>
<th>ALVARADO</th>
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<tr>
<td>Director of Development</td>
<td>BSW Program Committee</td>
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<td>CALZADA</td>
<td>CAMPETELLA</td>
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<td>Executive Committee</td>
<td>Director of Communications</td>
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<td>Committee for Diversity &amp; Inclusion, CO-CHAIR</td>
<td>Emergency Mobilization Committee</td>
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<td>PhD Program Committee</td>
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<td>CASILLAS</td>
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<td>Name</td>
<td>Position and Committees</td>
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<tr>
<td>COLE</td>
<td>Sr. Associate Dean for Academic Affairs Graduate Advisor Executive Committee, CHAIR</td>
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<td>Academic Affairs Committee, CHAIR Academic Deans, CHAIR Executive Committee, CHAIR</td>
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<td>BSW Program Committee, (ex officio) APP Concentration Subcommittee (ex officio) Clinical SW Concentration Subcom (ex officio) Committee for Diversity and Inclusion (ex officio) Commencement Committee Emergency Mobilization Committee Field Education Committee (ex officio) International Committee (ex officio) MSSW Program Committee (ex officio) PhD Program Committee (ex officio) Reaccreditation Committee Student Financial Support Subcommittee, CHAIR</td>
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<td>CONWAY</td>
<td>BSW Program Committee Executive Committee</td>
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<td>CUBBIN</td>
<td>Associate Dean for Research Executive Committee Academic Deans Committee for Diversity and Inclusion Institutes Committee, CHAIR MSSW Program Committee PhD Program Committee</td>
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<td>CUNNIFF</td>
<td>GSC Committee – Secretary Faculty Secretary Commencement Committee, CHAIR Emergency Mobilization Committee</td>
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<td>DE LUCA</td>
<td>BSW Program Committee</td>
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<td>DINITTO</td>
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<td>EWING</td>
<td>Commencement Committee</td>
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<td>FAULKNER</td>
<td>Child Welfare Education Collaboration Comm Executive Committee (ex officio) Institutes Committee</td>
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<td>FONG</td>
<td>Child Welfare Education Collaboration Comm Committee for Diversity and Inclusion BSW Program Committee Reaccreditation Committee</td>
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<td>FRANKLIN</td>
<td>Associate Dean for Doctoral Programs Academic Affairs Committee Academic Deans Commencement Committee Emergency Mobilization Committee PhD Program Committee, CHAIR Student Financial Support Subcommittee</td>
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<td>GAITAN</td>
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<td>GERLACH</td>
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| GOMEZ    | Director of Student and Community Affairs  
|          | Academic Affairs Committee  
|          | Commencement Committee  
|          | Committee for Diversity and Inclusion  
|          | Community Partnership Development Committee  
|          | International Committee  
|          | MSSW Program Committee (ex officio) |
| GRAHAM   | Child Welfare Education Collaboration Committee  
|          | Commencement Committee |
| GULBAS   | Committee for Diversity and Inclusion  
|          | International Committee  
|          | PhD Program Committee |
| HERNANDEZ| Committee on Committees  
|          | MSSW Program Committee  
|          | Clinical SW Concentration Subcommittee |
| HOLLERAN STEIKER | BSW Program Committee  
|          | Steve Hicks Endowment Advisory Comm, CHAIR |
| HOUGH    | Assistant Dean for Undergraduate Programs  
|          | Academic Affairs Committee  
|          | Academic Deans  
|          | BSW Program Committee, CHAIR  
|          | APP Concentration Subcommittee  
|          | Commencement Committee  
|          | Committee for Diversity & Inclusion, CO-CHAIR  
|          | Emergency Mobilization Committee  
|          | International Committee  
|          | Reaccreditation Committee  
|          | Student Financial Support Committee |
| JOHNSON  | Child Welfare Ed Collaboration Comm, CHAIR  
|          | Field Education Committee |
| JONES    | Associate Dean for Health Affairs  
|          | Academic Deans  
|          | Clinical SW Concentration Subcommittee  
|          | Institutes Committee  
|          | International Committee  
|          | MSSW Program Committee  
|          | PhD Program Committee |
| LANDUYT  | Institutes Committee |
| LAUDERDALE| BSW Program Committee  
|          | APP Concentration Subcommittee  
|          | Institutes Committee |
| LEWIS    | External Relations Committee  
|          | Institutes Committee |
| LINSEISEN| Child Welfare Education Collaboration Committee  
|          | Clinical SW Concentration Subcommittee  
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<tr>
<td><strong>LOPEZ</strong></td>
<td>Institute Committee</td>
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<tr>
<td><strong>LUNA</strong></td>
<td>Career Development &amp; Alumni Relations, Director</td>
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<td><strong>MACKALL</strong></td>
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<td>Office of Professional Development, Director</td>
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<td><strong>PARRA-CARDONA</strong></td>
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<td><strong>POMEROY</strong></td>
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<td>MSSW Program Committee</td>
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<td>Committees and Positions</td>
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<td><strong>RANDOLPH</strong></td>
<td>Academic Affairs Committee, Commencement Committee</td>
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<td><strong>RODRIGUEZ</strong></td>
<td>Institutes Committee (ex officio)</td>
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<td><strong>RHODES</strong></td>
<td>BSW Program Committee, Committee for Diversity and Inclusion</td>
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<td><strong>ROUNTREE</strong></td>
<td>BSW Program Committee, Minority Liaison Officer Committee for Diversity &amp; Inclusion, CO-Chair</td>
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<td><strong>SIMMONS</strong></td>
<td>Community Partnership Development Committee, Field Education Committee, MSSW Program Committee</td>
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<tr>
<td><strong>SLOAN</strong></td>
<td>Clinical SW Concentration Subcommittee, CHAIR Committee for Diversity and Inclusion, Field Education Committee, MSSW Program Committee, Reaccreditation Committee</td>
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<tr>
<td><strong>SOUNNY-SLITINE</strong></td>
<td>Undergraduate Program Coordinator, Academic Affairs Committee, BSW Program Committee (ex officio), Child Welfare Education Collaboration Committee, Commencement Committee, Student Financial Support Subcommittee, Reaccreditation Committee</td>
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<td><strong>SMITH</strong></td>
<td>Clinical SW Concentration Subcommittee Committee for Diversity and Inclusion Executive Committee (ex officio), Field Education Committee, MSSW Program Committee</td>
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<td><strong>SPARKS</strong></td>
<td>Assistant Dean for Health Affairs, Academic Deans, Clinical SW Concentration Subcommittee, Community Partnership Development Committee, Emergency Mobilization Committee, Field Education Committee, Institutes Committee</td>
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<td><strong>STREETER</strong></td>
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<td><strong>SUDOLSKY</strong></td>
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| Graduate Studies Committee, CHAIR  
Committee on Committees  
Assistant Dean for Master’s Programs  
Assistant Graduate Advisor  
APP Concentration Subcommittee (ex officio)  
Academic Affairs Committee  
Academic Deans  
Clinical SW Concentration Subcom (ex officio)  
Commencement Committee  
Committee for Diversity and Inclusion  
Community Partnership Development Committee  
Emergency Mobilization Committee  
International Committee  
MSSW Program Committee, CHAIR  
Reaccreditation Committee, CO-CHAIR  
Student Financial Support Committee | PhD Program Committee |
| Velasquez | Villagrana |
| Institutes Committee  
PhD Program Committee | Chief Business Officer  
Commencement Committee  
Emergency Mobilization Committee  
Student Financial Support Subcommittee |
| Vinton | Von Sternberg |
| Academic Affairs Committee  
Commencement Committee  
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Executive Committee  
Institutes Committee  
PhD Program Committee |
| Vohra-Gupta | Voss |
| APP Concentration Subcommittee, CHAIR  
Executive Committee  
MSSW Program Committee | Assistant Dean for Field Education  
Academic Affairs Committee  
Academic Deans  
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Dean
EX-OFFICIO all Committees
Committee on Committees – CHAIR
Commencement Committee
Emergency Mobilization Committee
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