

UW-Superior Foundation Scholarships

Each spring in March (approximately), the Social Work Program is notified about the amount of scholarship money specifically available to social work majors. An announcement is sent out to all the social work classes to let them know what time frame for the award process is and informing students on how to apply.

The criteria for being chosen are that the student must have been formally admitted to the Social Work Program, must have a GPA of at least 3.0, and must demonstrate a level of need on her/his application form. Faculty then meets together and makes decisions about to whom and in what amounts awards recommendations will be made.

The St. Vincent de Paul Award is made specifically to a social work junior or senior who has been formally admitted to the major. This award is made on the following criteria:

1. Service to the Community
2. Service to the University
3. Service to the Social Work Program
4. Grade Point Average

THE SOCIAL WORK STUDENT ASSOCIATION

The Social Work Student Association (SWSA) is a student organization that promotes interest in the profession of social work. The Association has a constitution, officers and proper registration with UW-Superior Student Government. Being involved in the Association is a good way to meet and socialize with other social work majors. If you have declared the major you are eligible for membership in the Association. Meeting times and locations will be posted on campus. A copy of the SWSA Constitution is available in this *Handbook*.

SOCIAL WORK STUDENT ADVISORY COMMITTEE

Students are an important source of input in planning and implementing change within the Social Work Program. The Student Advisory Committee (SAC), a subset of SWSA, is an elected body through which ideas, concerns, and opinions of the social work student body may be voiced and heard.

Various issues involving academic student affairs are discussed and acted on throughout the school year. Students are invited to contribute their views on these issues. The Student Advisory Committee meets twice a month and takes into account any student input received. We are available — you can make a difference! A copy of SAC's bylaws is available in this handbook.

Constitution of the Social Work Student Association of UW-Superior

Mission Statement

The Social Work Student Association's (S.W.S.A.) mission is to provide support to the social work student, encourage representation of social work students in all matters pertinent to the UWS Social Work Program and to foster community involvement via service activities and events.

Preamble:

We, the members of the Social Work Student Association, in order to advance knowledge and promote interest in the profession of social work and to provide opportunity to develop a working relationship among students interested in this profession, do establish this document as the constitution of the Social Work Association, hereafter know as S.W.S.A.

Article I- Membership

Section 1. Active Membership

No dues are required. Membership is determined by being a UWS student and by participation in S.W.S.A. meetings, Student Advisory Committee or special events. S.W.S.A. shall be conducted without discrimination on the basis of race, color, creed, ethnic or nation origin, age, political orientation, sex or sexual orientation, arrest or conviction record in any aspect whatever of S.W.S.A. organization and implementation.

Section 2. Honorary Membership

Honorary members shall include those who express special interest in the organization. There shall be no discrimination as described in Section 1.

Section 3. Dismissal [Of Officers]

Any officer showing disinterest in the organization by non-attendance and failure to provide a substitute on two or more occasions may be dismissed from office upon a vote of 3/4 of the members present at a legally called meeting.

Section 4. Advisor(s)

An advisor from the social work faculty will be offered to the S.W.S.A., depending upon faculty interest and availability. S.W.S.A. may then vote whether to accept that advisor/s through a majority vote of the members. Additional advisors may be chosen from Agency Field Instructors by a majority vote of the members.

Article II - Officers

Section 1. Duties

President: The president shall reside at all regular and special meetings. The president shall carry out decisions of the Executive Board and assume general responsibility for the organization. The president shall have the power and authority to appoint such additional special committees or committee leadership as necessary.

Vice President: The vice president shall preside at the regular and special meetings at the request of or during the absence of the president. The vice president shall be responsible for posting the time and place of all meetings. The vice president shall chair the Program Committee for special events.

Secretary: The secretary shall record the proceedings of [the] meetings, keep all reports, and be responsible for the official correspondence of S.W.S.A. [In the absence of the secretary, another member shall be asked to serve as "acting secretary" in advance, by the elected secretary, OR by the officer presiding over the meeting in question.]

Treasurer: The treasurer shall be responsible for the handling of funds and maintaining appropriate records.

SWSA Website Facilitator: The facilitator will learn the basics of website software in order to manage the site. The facilitator will update the site on a weekly basis, including editing and posting of announcements, community events and organizational events, volunteer opportunities, meeting minutes and other items as requested. The facilitator will maintain communication with the other officers and faculty/staff to assure the accuracy of postings.

Section 2. Qualification

Any active member of the organization shall be eligible for nomination to office.

Section 3. Nominations

Nominations for the election of officers or SAC member shall be accepted: from the floor during the last meeting before the spring election or the fall Meeting of The Major; OR as a write-in on the ballot. In the event of a write-in winner, the Advisor or election judge shall contact the person in question to determine if he or she is willing and able to serve before announcing the results of the election.

Section 4. Election of Offices

Election of officers shall be as follows: The President and Treasurer, along with six members of the Student Advisory Committee (SAC) will be elected in a general election held in May. The Vice-President and Secretary, along with the remaining three members of SAC shall be elected at the annual Meeting of the Major held by the SAC and the Program in the fall semester of each academic year.

Section 5. Terms of Office

Officers shall be elected for one year, taking office immediately after election. Officers are limited to holding one office per year and two terms of office. Outgoing officers are responsible for turning over all pertinent materials to the incoming officers, and [providing] orientation to the office.

Section 6. S.W.S.A. Officer Vacancies and Mid-Year S.W.S.A.C. Vacancies

In the event that an elected officer resigns, a special election will be held at the next scheduled meeting, with nominations being made from the floor. In the case of the president's resignation, the vice president will assume the duties until the next election. If vacancies occur mid-year in SAC. they are to be filled at an election during a regularly held SWSA meeting or election, with nominations being made from the floor.

Article III-Executive Board

The Executive Board shall consist of the officers and the advisor(s). They shall be responsible for proposing the agenda for the regular meetings and overseeing the implementation of decisions of the membership.

Article IV - Meetings

Section 1. Regular Meetings

Regular meetings shall be held at least twice each month during the regular academic year. Attendance is open to all interested persons. Attendance of 1 officer and any other member of the organization constitute a quorum.

Section 2. Notice of Meetings

The time and place of meetings shall be posted in the Social Work Student Lounge and outside the Social Work Office at least 48 hours in advance, and will also be announced in Social Work classes whenever possible.

Section 3. Special Meetings

Special meetings shall be held at the discretion of the Executive Board, and the time and place shall be posted 24 hours in advance in the Social Work Student Lounge and outside the Social Work Office.

Section 4. Voting

For all voting, unless otherwise specified in this constitution, a simple majority vote is required. In the event of a tie, the officer officiating at the meeting shall vote. In the event that he or she abstains, the motion is defeated.

Section 5. Parliamentary Procedure

Parliamentary authority shall be Robert's Rules of Order which will be followed at every [legal business] meeting.

Article V-Student Advisory Committee (SWSAC)

The Social Work Student Advisory Committee (SWSAC) is a subset of, and the intra-program business arm of the SWSA. This is where student involvement in decision making within the program is the most direct. SWSAC consists of 9 elected social work majors.

For more information of the Student Advisory Committee, please see "Bylaws of The Student Advisory Committee" immediately following this Constitution in the Social Work Student Handbook.

Article VI - Amendments

This Constitution may be amended in any part by 3/4 vote of the active members present. The amendment must be submitted in writing to the members, one meeting in advance of voting.

Amended as of 10/3/90
Amended as of 4/21/97
Amended as of 12/12/00
Amended as of 10/11

Social Work Student Association Officers

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By-Laws of the Social Work Student Advisory Committee (SWSAC)

I. PURPOSE

The Social Work Student Advisory Committee (SWSAC) provides the social work student representation in all matters pertinent to the UWS Social Work Program. SWSAC's primary concerns and activities will have their focus in the following areas:

1. Social Work Program curricula.
2. Student grievances.
3. Support of the Social Work Student Association (SWSA) and its activities.
4. University-wide issues that directly affect students in the Social Work Program.
5. Other issues that students of the Social Work Program deem appropriate.

SWSAC will hear discussion and proposals about those five areas by committee members or other students involved in the UWS Social Work Program. Then, the committee will decide on a course of action in regard to a particular proposal. This decision will be recorded in the minutes, and SWSAC members will be responsible for implementation of each adopted proposal.

The committee will also make its existence known to all students in the program. Accessibility and responsiveness to social work students' needs, opinions, and ideas will always be the core priorities of this group.

II. STRUCTURE AND RESPONSIBILITIES

- A. The committee will consist of nine elected students. Junior and senior members must have been formally accepted into the UWS Social Work Program. Freshmen and sophomores must have declared the Social Work major.
- B. SWSAC will appoint one of its members and an alternate to serve as student representatives to: Social Work Student Association meetings, social work faculty meetings, community advisory committee meetings, and faculty search and screen committee meetings.
- C. The SWSAC committee will elect one member as Chairperson.
 1. The Chairperson will prepare an agenda which will be presented to members at each meeting.

2. The Chairperson in consultation with the Social Work faculty advisor will have the responsibility to schedule meetings once or twice a month throughout the year, at times which are convenient for all members.
 3. The Chairperson will be the keeper of the minutes and turn them over to the succeeding Chairperson. These minutes will also be posted in the Social Work student lounge/SWSA website.
- D. The SWSAC members will rotate the responsibilities of leading the meeting and acting as Committee Recorder. The Recorder will take minutes at each meeting and present a legible copy at the following meeting for content review and SWSAC approval.
 - E. The committee will hold meetings once or twice a month and duly publicize those meetings. All SWSAC meeting will be open to all students involved in the Social Work Program. All SWSAC members will be expected to attend those meetings unless they have complications. If complications occur, each member is responsible for reporting this to other committee members.
 - F. Committee members will serve for one year, with activity in the summer semester being optional.
 - G. By-laws may be amended by a two-thirds majority vote of the committee (6 votes).

III. ELECTIONS

- A. Graduating SWSAC members and the faculty advisor will act as an election board responsible for election procedures, ballot distribution and totaling results.
- B. Candidates for election to the committee will be self-nominated, with the election board responsible for collecting said nominations.
- C. Six SAC members, along with the SWSAC President, Treasurer, and Website Facilitator are elected in an election held three to five weeks preceding the end of the second semester. The remaining three members

are elected at the Meeting of the Major held in September. All members take office upon election.

- D. SAC will organize itself for the year after all 9 members are elected.

IV. COMMITTEE FUNCTIONING

- A. The committee can conduct business when four members are present.
- B. Decisions for SWSAC action or proposition on any given issue will be made by consensus. However, upon request of two committee members SWSAC will hold a vote to decide any issue or action. In the event of a tie, the acting chairperson will cast the deciding vote. If the acting chairperson abstains, the proposal is defeated.
- C. The faculty advisor will not be a voting member of the SWSAC.

V. GRIEVANCE PROCEDURES

The Social Work Student Advisory Committee has the authority to informally mediate grievances between students. In all other matters, SWSAC will support students in navigating through the Department of Human Behavior Justice and Diversity grievance policies and procedures noted earlier in this *Handbook*. At a student's or students' request, a SAC member or members may accompany that student(s) to any grievance meetings.

VI. SCOPE OF COMMITTEE

The committee will conduct business in relation to the first four areas of concern in the purpose section of this document. SWSAC's activities will include the fifth area of concern only if the following events occur:

- A. SWSAC calls for a student referendum requesting SWSAC action on a particular issue.
- B. Students, declared as social work majors, by a majority vote, request SWSAC investigation and subsequent action.

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Revised 12/00
Revised 5/06