

SOCIAL WORK
TRANSFER AGREEMENT

Western Technical College
Associate of Applied Science in Human Services (AAS-HS)
And
Concordia University
Bachelor of Science in Social Work (BA-SW)
Effective ^{Fall 2021} ~~Spring 2021~~

This agreement applies to students entering the Western Technical College AAS-HS program and entering the CU+2 BS-SW program.

PURPOSE

Students who successfully complete the Associate of Applied Science in Human Services (AAS-HS) program at Western Technical College (WTC) and who meet admission requirements at Concordia University (CU) can earn a Bachelor of Science Degree in Social Work (BA-SW) at CU by successfully completing two and half additional full-time years of study (or equivalent).

In particular, any WTC student who

- A) Successfully completes all courses in the Human Services Associate program at WTC with a grade of C- or better in each course, and
- B) Meets the CU admission requirements for transfer students into the Social Work program at CU, with a cumulative GPA of 2.5 or greater for full acceptance, or with a GPA <2.5 if submitted with an appeal essay and individual candidate interview for consideration of acceptance on a conditional basis,

Shall be admitted with junior status into the BS in Social Work program at CU.

Topical Areas for Competencies Required for Admission into the CU +2 BS-Social Work Program

CU BS-Social Work Course #'s

WTC AAS-Human Services Associate Course #'s

Major: Social Work (45 credits total required by CU)

SW 225 Social Work & Social Welfare 10 520-101 (Intro to Human Services, 3 crs)

SW 235 Intro to Child Welfare 10 520-190 (Children, Families & Groups, 3 crs)

6 credits completed

Additional Core Requirements (30 credits total required by CU)

Communication & Language(6):

ENG 210 College Writing 10801136 (English Composition 1, 3 crs)

COMM 112 Oral Communication 10-801-198 (Speech, 3 crs)

Society and Culture(6):

10809122 (Intro to Amer Government, 3 crs)

10809196 (Intro to Sociology, 3 crs)

Human Beings & Being Human: Social World (3)10809198 (Introduction to Psychology, 3 crs)

15 credits completed

Elective Requirements (45 credits total required by CU)

WTC course #'s

10520102 Community Resources and Service 3

10520105 Cultural Issues in Human Services 3

10520103 Interviewing Principles & Recordkeeping 3

10520150 Intro to Gerontology 3

10520106 Professional Practices in Human Services 3

10804107 College Mathematics 3

10809188 Developmental Psychology 3

10809159 Abnormal Psychology 3

10520118 Disabilities 3

10520115 Field Study 1 – Human Services 3

10520122 Field Study 2 – Human Services 4

10520107 Intro to Addiction & Substance Use Disorder 3

Elective 3

40 credits completed

61 total credits

NOTE: Many students have more than the minimum 61 credits from WTC or another educational institution. CU accepts up to 84 qualifying transfer credits. All students must have 120 credits to graduate. This plan is subject to change based on the number of qualified transfer credits.

Concordia University's Social Work Course Listing (Draft)

Note: Courses are offered in an accelerated/online; typically students take one course at a time. However, to qualify for federal student aid, students must be enrolled at least half-time (or 6 credits) for Direct Loan Program funds.

Term 1

Faith Core Course	3 credits
Faith Core Course	3 credits
Natural World – Science Course	3 credits
Natural World - Mathematics Course BUS 315	3 credits
Human Creativity & Expression Course	3 credits
	15 total credits

Term 2

Elective Course	3 credits
Elective Course	2 credits
Major Course	3 credits
Major Course	3 credits
Major Course	3 credits
	14 total credits

Term 3

Major Course	3 credits
Major Course	3 credits
Major Course	3 credits
Major Course	3 credits
Major Course	3 credits
	15 total credits

Term 4

Major Course	3 credits
Major Course	3 credits
Major Course	3 credits
Major Course	3 credits
Major Course	3 credits
	15 total credits

WTC Human Services Associate	61 credits
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Concordia's Social Work Degree	<u>59 credits</u>
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Total	120 credits
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PROVISIONS

The following provisions specify the standard procedures and terms of this transfer agreement. Text in italics is intended to clarify the rationale behind the corresponding provision.

Non-compliance with any may result in nullification of this transfer agreement.

Because these transfer agreement provisions are used in transfer agreements with several Wisconsin Technical College system (WTCS) colleges, the term “Technical College” will be used to refer to the specific WTCS college named in the beginning of this transfer agreement.

1. Each institution will obtain the express written approval for using the other institution’s name in any promotional, advertising, and marketing media associated with this transfer agreement, with the exception that both institutions, by signing this agreement, acknowledge they may promote internally and externally the existence of this agreement between the institutions and for the benefit of each institution and its students. Any promotional literature or other media will clearly indicate that the transfer is into the Social Work program at CU. A specific person in each public relations department and a specific academic program person per institution will be designated for coordination and signoff, as listed on the “Institution-Specific Information” page in this transfer agreement. Guidelines for the use of Concordia University Wisconsin’s name and/or logo are listed on the “Guidelines for use of Concordia University Wisconsin’s name and/or logo” page in this transfer agreement.

The motivation for this provision is to ensure that each college complies with accreditation and institutional criteria in promotional, advertising, and marketing media.

2. An active agreement begins at the commencement of spring classes. The agreement must be actively reviewed by program faculty of both colleges and renewed at least every two years to continue the agreement. Reasonable accommodations will be made for students if either program must be changed, but additional courses may be required of students if program changes occur. Students must be clearly informed of this possibility “up front.”

The intent of this provision is to recognize that changes in either or both of the two academic programs must be coordinated to accommodate the minimum two year long lag between when a student begins at the Technical College and begins at CU. However, each institution must preserve the right to change its academic programs on a timely basis, such as due to an immediate change in accreditation requirements.

3. The SW program at CU will be arranged so that the student who successfully completes all of the Technical College courses specified in this agreement each year that the agreement is in force may enter the CU SW program at the beginning of the subsequent academic year with junior status as outlined in this agreement. In the event that a Technical College student completes the specified courses over an extended period of time in excess of the standard full-time schedule, and during that time the specified courses and/or core curricula have changed, then reasonable efforts to accommodate this student in CU will be made. However, junior status in the SW program at CU is not guaranteed.

The intent of this provision is to promote curriculum stability yet to allow curriculum modifications that are required, such as per accreditation mandates.

4. Curriculum changes which impact the transfer agreement may not be enacted during the academic year in which the agreement is active unless both the Program Director of the Social Work program at CU and the designated individual(s) in the corresponding transfer program at the Technical College give their explicit consent, or unless curriculum changes are dictated by accreditation or institutional mandates. Minor revisions (such as course renumbering) are permitted, but must be communicated to the other institution promptly via a memorandum of understanding. Curriculum changes that do not satisfy the transfer agreement provisions will nullify this transfer agreement.

The intent of this provision is to protect the integrity of the transfer arrangements for transfer students. This provision should be superfluous. Curriculum changes should be enacted in concert with the yearly transfer agreement renewal process.

5. The Technical College will consent to the promotion of this transfer agreement by CU personnel in appropriate classroom settings and at job fairs, transfer fairs, and similar functions at the Technical College.
6. Any formal presentations of this transfer agreement must be made by either Technical College representatives, who are approved by the individual designated on the "Institutional-Specific Information" page, or by CU representatives who are knowledgeable of this transfer agreement. See provision 1.

The intent of this provision is to ensure that the agreement is accurately communicated to interested parties.

7. The Technical College shall have access to appropriate electronic course materials (syllabi, exams, and laboratory manuals) representative of the first two years of the electronic courses in the pre-transfer agreement CU BS in Social Work program. CU shall have access to the actual exams and laboratory assignments given by the Technical College faculty to the students in electronic courses utilized in the transfer agreement. In the rare case that a faculty member does not cooperate with this provision, representative materials will be provided. Excessive denials of access to these materials may result in non-renewal of this transfer agreement. Under no circumstances is either college allowed to reproduce these materials for distribution to anyone other than program faculty and administration involved with the courses in this transfer agreement, and accreditation agency visitors for reviewing while on a college's campus, without express written consent from the other college. In the event that permission to adapt (modify and use) CU materials is granted, the materials must clearly be labeled with:

Adapted from (name of work) © (year) CU with permission of CU.

Permission to use these materials begins with the signing of this transfer agreement and expires with the annual expiration of the transfer agreement.

The purpose of this access is to assist faculty from both colleges in developing and maintaining their coursework to insure the equivalency and level of topical coverage for electronic courses utilized in the transfer agreement.

8. For the instruction of the designated transfer courses (see page 2), the Technical College will use the faculty with at least a MSW degree, or other related field (as approved by CU). A faculty member who meets the above-stated requirements will be designated as an “approved faculty” member.
9. The Technical College student must pass each course with a C or better in order for the course to receive transfer credit in the BS in Social Work at CU. Any exceptions to this policy must be approved in writing by the program director of the Social Work program at CU. Under the condition that the student must retake one or more courses, the student is not guaranteed junior standing in the SW program at CU.

The intent of this provision is to allow an “early” course with a passing grade below a C to transfer if there is sufficient evidence in subsequent courses for which the course in the question is a prerequisite to warrant the exception.

10. The technical college and CU shall cooperate on the assessment of student outcomes and develop a formal plan in order to insure and improve the viability of this transfer agreement. The plan should include provisions whereby CU may obtain samples of assessment materials to include graded examples of student writing, examinations, etc.

The intent of this provision is to assess transfer student capabilities as they enter CU and to satisfy the requirements of accreditation agencies. Also, the collection of this data will be useful for continuing promotion of this transfer agreement.

Institution-specific information

The purpose of this page is to provide information that is specific to each institution and is current as of the signing of this transfer agreement. Any changes to this information should be promptly communicated to the other institution.

At WTC:

Administrative person(s), title(s), phone number(s), and email address (es) directly responsible for the Human Services/Social Work program:

Joan Miksis, Associate Dean Health and Public Safety, 608 785-9275,
miksisj@westerntc.edu

Faculty, title(s), phone number(s), and email address (es) designated to sign off on curriculum changes:

Dr. Ann Lichliter, Human Services Associate Program Chair, 608-789-6148,
lichlitera@westerntc.edu

Person(s), title(s), phone number(s), and email address (es) designated to sign off on curriculum changes:

Dr. Ann Lichliter, Human Services Associate Program Chair Program Chair 608-789-6148, lichlitera@westerntc.edu

Person, title, phone number, and email address designated to approve individuals who will make formal presentations on the SW program:

Dr. Ann Lichliter, Human Services Associate Program Chair, 608-789-6148,
lichlitera@westerntc.edu

Public relations/marketing and other person(s), title(s), phone number(s), and email address (es) designated for coordination and signoff of promotional materials:

Julie Lemon, Director, Marketing and Communications, 608-785-9890;
lemonj@westerntc.edu

Website address for the institution: www.wtc.edu

Website address specific to the program: <https://www.westerntc.edu/human-services-associate>

At CU:

Administrative person(s), title(s), phone number(s), and email address (es) directly responsible for the BS-SW program articulation agreement:

Dr. Michael Uden, Vice Provost of Student Enrollment and Engagement, 262.243.2612, michael.uden@cuw.edu.

Faculty, title, phone number, and email address directly responsible for the SW program, including curriculum changes:

Eric Shanburn, BSW Program Director, eric.shanburn@cuaa.edu

Public relations/marketing and other person(s), title(s), phone number(s), and email address(es) designated for coordination and signoff of promotional materials:

Ms. Briena Jacob, Director of Marketing Strategy, 262.243.4390, briena.jacob@cuw.edu.

Website address for the institution: www.cuw.edu

Website address specific to the SW program: www.cuw.edu/academics/programs/social-work-bachelors

Guidelines for use of Concordia University's name and/ or logo

The motivation for this addendum is to ensure that each college complies with accreditation and institutional criteria in all communication materials including, but not limited to, those generated or produced for marketing, advisement and/ or legal purposes.

In an effort to meet standards set by our accreditation agencies, to minimize any confusion on the part of prospective or current students, and to protect the use of CU's name and logo, it is imperative that use of or reference to our name or programs be limited to those deemed appropriate by CU. As specified in the transfer agreement, CU's Director of Marketing Strategy or the director's designee shall approve any and all narrative and graphic representation containing CU's name, logo or reference to our programs before it is published or distributed in any way.

To expedite the process of developing promotional or other communication materials prior to approval, the following minimum guidelines should be followed. Noncompliance will result in disapproval.

Any promotional literature or other media will clearly indicate that the transfer, upon which this transfer agreement is based, is into the Social Work (SW) program at CU.

Our preferred reference is Concordia University, however, the acronym CUW can be used after the first written occurrence of the full name in the same communication. Furthermore, CU will be referred to as a university. In no instance shall CU be referred to as a college or school.

In materials where the logo is needed, please contact the CU director of marketing strategy for specific format and file size. Many variations are available and will be provided based on the need.

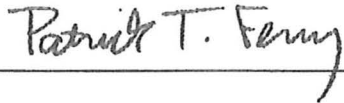
Given the absolute need to provide clarity as to the limitations of the transfer agreement and avoid potential misunderstandings, communication in the form of brochures, catalogs, letters, e-mail, posters, etc. must be carefully reviewed by CU. CU's logo may not appear on the cover of any literature unless approved by CU.

A flyer can be developed by CU that adequately describes the transfer agreement upon request. Contact the CU marketing director or program director representative indicated on the institution-specific information page in this transfer agreement.

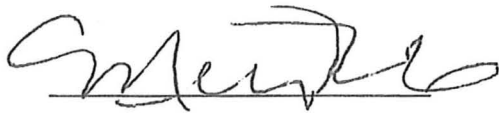
This agreement, signed and dated this July, 2021 has been thoroughly reviewed and approved by both institutions. The agreement is in effect for the ~~2020-2021~~ academic year.

2021-2022


Concordia University



Rev. Dr. Patrick Ferry
President

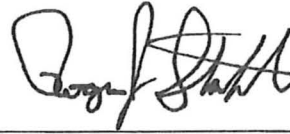


Dr. Michael Uden
Vice Provost



Nichole Ostrowski
Eric Shanburn
Program Director, Social Work

Western Technical College



Roger Stanford, Ph.D.
President



Kathleen Linaker, D.C., Ph.D.
Vice President of Academic Affairs



Kevin Dean
Dean, Health and Public Safety



Program Director, Human Services
Associate