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- Affirmative Action Coordinator
- Building Representative
- Crossroads
- Departmental Security Coordinator- UA Information Security Plan
- Disabilities Liaison/Coordinator
- Institutional Review Board Representative
- Harassment Resource Person
- Project Rising Tide Student Success Initiative
- United Way
- WellBAMA Ambassador

UNIVERSITY COMMITTEES

- Academic Diversity Committee
- Alabama Life Research Institute (ALRI) Advisory Board
- Awards Committee
- Campus Security and Safety Committee
- Core Curriculum Oversight Committee
- Council of Assistant and Associate Deans
- Graduate Council
- Faculty Senate
- Mediation Committee
- Student Life Committee (Faculty Senate)
- Learning in Action / QEP Assessment Team
- Libraries Committee
- Office, Clerical & Technical Staff Assembly
- Professional Staff Assembly
- Academic Diversity Committee
- Research Grants Committee
- Technology and Learning Committee
- University of Alabama System- Veterans Support Initiative
- Undergraduate Research Advisory Board
- University Assessment Council
- Undergraduate Council
- University Judicial Affairs
- University Faculty Benefits Committee
STANDING COMMITTEES

☐ Admissions Committee

COMPOSITION:
The Associate Dean will serve as Chair. The composition of this committee will include at least 4 non-tenure track faculty and 4 tenure/tenure track faculty. Any member of the faculty is welcome to join. (Approved by faculty 4/2016).

DUTIES:
Committee will review applications for BSW and MSW Program Admission. This committee is also responsible for reviewing admissions policies and procedures to make recommendations to the faculty for revisions.

LENGTH OF TERM:
By virtue of the position, the Associate Dean will have a continuous term. There is no other rule regarding length of term.

MEMBERSHIP

<table>
<thead>
<tr>
<th>Associate Dean</th>
<th>Javonda Williams (T/TT)</th>
<th>Chair</th>
<th>continuous</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty</td>
<td>Carol Drolen (T/TT)</td>
<td></td>
<td>2020-2021</td>
</tr>
<tr>
<td>Faculty</td>
<td>Laura Hopson (T/TT)</td>
<td></td>
<td>2020-2021</td>
</tr>
<tr>
<td>Faculty</td>
<td>Bob McKinney</td>
<td></td>
<td>2020-2021</td>
</tr>
<tr>
<td>Faculty</td>
<td>Jo Pryce (T/TT)</td>
<td></td>
<td>2020-2021</td>
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<tr>
<td>Faculty</td>
<td>Cassandra Simon (T/TT)</td>
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<tr>
<td>Faculty</td>
<td>Kathleen Welker</td>
<td></td>
<td>2020-2021</td>
</tr>
<tr>
<td>Faculty</td>
<td>Sherron Wilkes</td>
<td></td>
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</table>
Continuing Education Program Committee

COMPOSITION:
The Continuing Education Committee is comprised of faculty, staff, and agency representatives who are vested in the respective program. The Continuing Education Program Committee is chaired by the respective Coordinator of the Continuing Education Program. The agency representative(s) will be invited and appointed by the Dean and/or the Coordinator of the Continuing Education Program. The committee may seek input from student members of the program committees. Staff members will also be appointed and invited by the Dean (approved by faculty 11/28/2018).

DUTIES:
This committee is charged with developing strategic plans for providing continuing educational programs for social workers in the local community, the state, and the region. The committee will oversee the development and revisions of policies, procedures, vision and mission statements, and the goals of the Continuing Education Program. The Coordinator of the Continuing Education Program will be responsible for the granting of CEUs, identifying opportunities to provide continuing education to social workers, and collaborating with the Public Relations and Event Planning (PREP) committee and related University departments to develop advertising plans. (Approved by faculty 11/28/2018).

LENGTH OF TERM:
There is no rule regarding length of term.

MEMBERSHIP
Coordinator of Continuing Education Peggy Swails continuous
Faculty Kimberly Gibson 2020-2021
Faculty Sha-Rhonda Green 2020-2021
Faculty Bob McKinney 2020-2021
Faculty Shayla Smith 2020-2021
Faculty Carrie Turner 2020-2021
Faculty Kathleen Welker 2020-2021
Staff Kristy Holt 2020-2021
Staff Wanda Naranjo 2020-2021
CCS Staff Keslie Fendley 2020-2021
Agency / Community Representative Bailey Waller 2020-2021
Budgetary Advisor/Dean/non-member Daphne Cain as needed
Culture of Research Committee

COMPOSITION:
The Research Culture Committee will be composed of any faculty and/or staff member who wishes to contribute.

DUTIES:
The Research Culture Committee will identify and develop plans for fostering a culture in the School in which research initiatives are supported and celebrated, and faculty and students are actively engaged. The committee focuses on research initiatives involving faculty and students in all academic programs.

LENGTH OF TERM:
There is no rule regarding length of term.

MEMBERSHIP
Faculty
- Hee Lee (T/T) Chair 2020-2021
- Tania Alameda- Lawson (T/T) 2020-2021
- David Albright (T/T) 2020-2021
- Cady Carlson (T/T) 2020-2021
- Kevin Corcoran (T/T) 2020-2021
- Laura Hopson (T/T) 2020-2021
- Lewis Lee (T/T) 2020-2021
- Hyunjin Noh (T/T) 2020-2021
- Brenda Smith (T/T) 2020-2021

Staff
- Vicki Hobbs 2020-2021
Diversity Committee

COMPOSITION:
The School of Social Work Diversity Committee is composed of 17 voting members and 4 ex-officio members; the composition is as follows:

- 5 faculty
- 1 member from each of the 4 program committees
- 2 staff
- 1 student services representative
- 1 student from each of the 3 programs
- 1 community representative
- 1 distance education student

The Dean will select the community representative annually. The BSW student representative will be selected annually from the SWACA membership by the BSW program chair. The MSW and PhD program chairs will each select one student member from their programs annually. The Student Services Dean will select the distance education student annually. The Dean will appoint the chair and serve as an ex-officio member of the committee. (Approved by faculty 4/26/17.)

DUTIES:
The committee is responsible for planning and implementation of the Dr. Ethel Hall African-American Heritage Day Celebration. Additional responsibilities of the committee include consulting with search committees and with other event chairs / committees to assist in attending diversity and inclusion issues. The committee is charged to advocate for the elimination of any form of discrimination on the basis of race, color, gender, sexual orientation, age, religion, national origin, marital status, political belief, mental or physical limitation, socio-economic status, or other prejudice. The committee promotes an appreciation for and understanding of diversity and affirms the value of incorporating diversity into all aspects of the educational experience. (Approved by faculty 1/18/12.)

LENGTH OF TERM:
Volunteers for each position are requested each year. If volunteers are not available, the Dean will appoint until the roster is complete.

MEMBERSHIP

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Role</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Services Coordinator</td>
<td>Morion Siler</td>
<td>Co-Chair</td>
<td>2020-2021</td>
</tr>
<tr>
<td>BSW Field Coordinator</td>
<td>Avani Shah</td>
<td>Co-Chair</td>
<td>2020-2021</td>
</tr>
<tr>
<td>Dean</td>
<td>Lesley Reid</td>
<td>ex officio</td>
<td>continuous</td>
</tr>
<tr>
<td>Faculty</td>
<td>Daphne Cain</td>
<td></td>
<td>2020-2021</td>
</tr>
<tr>
<td>Faculty</td>
<td>Leah Cheatham</td>
<td></td>
<td>2020-2021</td>
</tr>
<tr>
<td>Faculty</td>
<td>Kimberly Gibson</td>
<td></td>
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</tr>
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<td>Faculty</td>
<td>Avani Shah</td>
<td></td>
<td>2020-2021</td>
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<tr>
<td>Faculty</td>
<td>Shayla Smith</td>
<td></td>
<td>2020-2021</td>
</tr>
<tr>
<td>Faculty</td>
<td>Peggy Swails</td>
<td></td>
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<tr>
<td>Faculty</td>
<td>Carrie Turner</td>
<td></td>
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<tr>
<td>Staff</td>
<td>John Gilmer</td>
<td></td>
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<tr>
<td>Staff</td>
<td>Lindsey Johnson</td>
<td></td>
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<tr>
<td>Staff</td>
<td>Tricia Lowery</td>
<td></td>
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</tr>
<tr>
<td>Staff</td>
<td>Donna McCall</td>
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<td>Wanda Naranjo</td>
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<tr>
<td>Staff</td>
<td>Mallory Porch</td>
<td></td>
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<tr>
<td>Staff</td>
<td>Morion Siler</td>
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<tr>
<td>BSW Student Representative (SWACA)</td>
<td>Ariel Smith (USWO)</td>
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<tr>
<td>MSW Student Representative</td>
<td>Justyn Lopaczynski</td>
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<tr>
<td>DSW Student Representative</td>
<td>Brittney Gainey</td>
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<tr>
<td>PhD Student Representative</td>
<td>Edson Chipalo</td>
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<tr>
<td>Distance Education Student Representative</td>
<td>Elena Guardia</td>
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<tr>
<td>BSW Program Committee Member</td>
<td>Open</td>
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<tr>
<td>Field Representative</td>
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<td>2020-2021</td>
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<tr>
<td>MSW Program Committee Member</td>
<td>Karen Starks</td>
<td></td>
<td>2020-2021</td>
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<tr>
<td>PHD Program Committee Member</td>
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<td>Community Representative</td>
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<td>Crossroads Representative</td>
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<tr>
<td>Continuing Education Representative</td>
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<td>2020-2021</td>
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<tr>
<td>College of Continuing Education Representative</td>
<td>open</td>
<td>ex officio</td>
<td>2020-2021</td>
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</table>
**Evaluation Committee**

**COMPOSITION:**
The Evaluation Committee will be composed of four to five faculty members, and it may include members outside the school, as recommended by the committee chair and approved by the dean.

**DUTIES:**
The evaluation committee is charged to implement the approved evaluation plan that includes evaluation questions, sources of information and methods of data collection, analysis, and interpretation; time lines; responsibilities; required resources; dissemination; and the intended use of information. The plan was developed to ascertain the extent to which BSW and MSW students meet the student learning objectives for their respective programs. The plan is used for the continuous improvement of the quality of the BSW and MSW programs. The committee is also charged to review the plan each year and recommend changes as appropriate to the full faculty. (Approved by faculty 9/1/10.)

**LENGTH OF TERM:**
*There is no rule regarding length of term.*

**MEMBERSHIP**

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Term</th>
</tr>
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<tbody>
<tr>
<td>Associate Dean</td>
<td>Javonda Williams</td>
<td>2020-2021</td>
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<tr>
<td>Outside School Representative</td>
<td>Michael Lawson</td>
<td>2020-2021</td>
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<tr>
<td>Faculty</td>
<td>Allison Curington</td>
<td>2020-2021</td>
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<tr>
<td>Faculty</td>
<td>Laura Hopson</td>
<td>2020-2021</td>
</tr>
<tr>
<td>Faculty</td>
<td>Sebrena Jackson</td>
<td>2020-2021</td>
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<tr>
<td>Faculty</td>
<td>Karen Johnson</td>
<td>2020-2021</td>
</tr>
<tr>
<td>Faculty</td>
<td>Bob McKinney</td>
<td>2020-2021</td>
</tr>
</tbody>
</table>
Executive Committee

COMPOSITION:
The Executive Committee is comprised of the Dean, the Associate Deans (Student Services and Academic Programs, Research, Administrative Services), and the four Program Directors (BSW, MSW, PHD, FIELD). Each program committee may elect one representative and one alternate to the Executive Committee. Elected members and alternates serve one-year terms and may be re-appointed to no more than three consecutive terms.

DUTIES:
The Executive Committee sets the agenda for the faculty meetings and ensures that important dates are brought to the attention of the faculty. (Approved by faculty 11/29/17.)

The duties of the Executive Committee shall include the following:

a. setting the agenda for faculty meetings
b. acting as a clearinghouse for information between the University and faculty and vice versa, if appropriate
c. any further duty that faculty considers appropriate or as experience suggests is practical.

LENGTH OF TERM:
Elected members and alternates serve one-year terms and may be re-appointed to no more than three consecutive terms. The program committees may determine if the alternates will serve as replacements the following year.

MEMBERSHIP

Dean
Lesley Reid Chair continuous

Associate Dean (Administrative Services)
Daphne Cain continuous

Associate Dean (Academic Prog/Student Services)
Javonda Williams continuous

Associate Dean (Research)
Hee Lee continuous

BSW Program Director
Amy Traylor continuous

Field Program Director
Allison Curington continuous

MSW Program Director
Sebrena Jackson continuous

PHD Program Director
Brenda Smith continuous

DSW Program Director
Nicole Ruggiano continuous

Director of Development
Laurie Wright continuous

Events and Alumni Coordinator
Lindsey Johnson continuous

Communications Specialist
David Miller continuous

BSW Program Committee Representative (elected)
Karen Starks 2020-2021

BSW Program Committee Representative (alternate)
Hyunjin Noh 2020-2021

MSW Program Committee Representative (elected)
Bob McKinney 2020-2021

MSW Program Committee Representative (alternate)
Tania Alameda-Lawson 2020-2021

PhD Program Committee Representative (elected)
Debra Nelson-Gardell 2020-2021

PhD Program Committee Representative (alternate)
Bob McKinney 2020-2021

DSW Program Committee Representative (elected)
Daphne Cain 2020-2021

DSW Program Committee Representative (alternate)
Bob McKinney 2020-2021

Field Program Committee Representative (elected)
Carroll Phelps 2020-2021

Field Program Committee Representative (alternate)
Debra Nelson-Gardell 2020-2021
COMPOSITION:
The Field Education Coordinator serves as the chair of this committee. The FEAC is composed of members representing agencies, students, and faculty.

DUTIES:
The Field Education Advisory Committee (FEAC) serves in an advisory capacity to the Field Education Coordinator. The FEAC makes recommendations to the Field Education Coordinator regarding field education policies and procedures, and field education as the signature pedagogy. Advice may be given on such matters as field education syllabi, methods of evaluating student performance in their field education classes; professional development for field instructors; and procedures for recommending students for field placements. The committee meets at least twice during the academic year. (Approved by faculty 9/1/10).

LENGTH OF TERM:
There is no rule regarding length of term.

MEMBERSHIP

Director of Field Education Allston Curington Chair continuous
MSW Field Education Coordinator Kimberly Gibson 2019-2020
Coordinator of Field Placements John Gilmer 2019-2020
Washington DC Field Coordinator Carroll Phelps 2019-2020
BSW Field Education Coordinator Shayla Smith 2019-2020
MSW Field Education Coordinator Carrie Turner 2019-2020
BSW Student Representative
MSW Student DL Representative
MSW Student On Campus Representative
Faculty Bob McKinney 2020-2021
Faculty Nancy Payne 2020-2021
Faculty Avani Shah (T/TT) 2020-2021
Faculty Kathleen Welker 2020-2021
Community Representatives:
DHR (Birmingham) Mandy Andrews continuous
Tuscaloosa City Board of Education Audrey Ellis continuous
Pickens County Medical Center Steve Flanagan continuous
National Institute of Health Melika Dorrah continuous
ADPH (Montgomery) Glenda Harris continuous
Contract Field Instructor and Liaison Jameka Hartley continuous
VA Medical Center (Tuscaloosa) Carol Ramey continuous
Fort Benning (Columbus, GA) Maj. William G. Thompson continuous
Contract Field Coordinator (Atlanta, GA) Carao Shanahan continuous
SAAD Healthcare (Mobile, AL) Chalisse Peltier continuous
Crescent Pines Hospital (Atlanta, GA) Aisha Mitchell-Washington continuous
Contract Field Instructor and Liaison Davey Chastang continuous
**Graduate Faculty Review Committee**

**COMPOSITION:**
Full members of the graduate faculty of the School will constitute a Graduate Faculty Review Committee. The Chair of the committee will rotate annually among the full professors of the School, starting with the most senior person.

**DUTIES:**
The Graduate Faculty Review Committee shall have the responsibility of reviewing applications from current school faculty, including full members whose terms will expire, and nominating members to serve on the graduate faculty. They will also review the credentials of prospective faculty members and make recommendations as to the appropriate level of graduate faculty membership should an appointment be made. (Approved by faculty 1/15/97.)

**LENGTH OF TERM:**
Must renew every six years.

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<th>MEMBERSHIP</th>
<th>APPOINTMENT DATE</th>
<th>RENEWAL DATE</th>
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<tbody>
<tr>
<td>Daphne Cain</td>
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<td>5/15/2026</td>
</tr>
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<td>Tania Alameda-Lawson</td>
<td>Full</td>
<td>11/20/2022</td>
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<tr>
<td>David L. Albright</td>
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<td>11/23/2021</td>
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<tr>
<td>Catherine Carlson</td>
<td>Full</td>
<td>5/15/2026</td>
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<td>Leah P. Cheatham</td>
<td>Full</td>
<td>12/15/2024</td>
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<tr>
<td>Kevin J. Corcoran</td>
<td>Full</td>
<td>11/20/2022</td>
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<tr>
<td>Ellen L. Csikai</td>
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<td>12/15/2023</td>
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<td>Laura M. Hopson</td>
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<td>Sebrena Jackson</td>
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<td>Karen Johnson</td>
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<td>Lewis Lee</td>
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<td>Hee Lee</td>
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<td>Debra M. Nelson-Gardell</td>
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<tr>
<td>Josephine Pryce</td>
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<td>11/3/2021</td>
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<td>Nicole Ruggiano</td>
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<td>11/20/2022</td>
</tr>
<tr>
<td>Avani Shah</td>
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<td>12/15/2024</td>
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<tr>
<td>Brenda D. Smith</td>
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<td>5/15/2026</td>
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<td>Amy C. Traylor</td>
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<tr>
<td>Javonda D. Williams</td>
<td>Full</td>
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</table>
Overview of Program Committees

COMPOSITION

• The members of each of the four program committees shall be appointed by the Dean, taking into account faculty interests, expertise, and program needs.
• The Dean may appoint faculty members to more than one program committee.
• Each program committee is composed of faculty members who frequently teach classes in the respective program.
• Each program committee will include student representatives elected by the appropriate student body: two on the BSW Program Committee; two to four on the MSW Program Committee; and one on the PhD Program Committee. Student members have voting responsibilities regarding the curriculum and related matters. Students may be excluded from discussion of such topics as admissions, personnel, and scholarships.
• Each committee is chaired by the respective program chair, who votes only when there is a tie.
• The Associate Dean will serve as ex officio on all three programs. (Approved by faculty 4/27/16.)

DUTIES

• Each program committee has responsibilities in the areas of (a) student recruitment, admissions, and retention and (b) curriculum planning and review. (Approved by faculty 9/1/10.)
• The Program Committees are charged to ensure that the curriculum as a whole is in accordance with the UA and the SSW missions and policies, and with the goals and objectives of the respective program; meets relevant accreditation standards (CSWE and SACS); and is coherent. Program committees, therefore, have the duties of curriculum planning and review. (Approved by faculty 9/1/10.) All new master syllabi (aka skeleton outlines) and revisions of approved syllabi must be approved by the relevant program committee before coming to a vote of the faculty as a whole. Courses without approved syllabi cannot be included in the curriculum. Committees may assign syllabus development tasks to individual faculty members or to subcommittees or task forces. (Approved by faculty 9/1/10.)
• Program committees shall assume a primary role in recruitment of students in cooperation with the Associate Dean. Details of this cooperative arrangement shall be worked out over time and are subject to faculty review.
• Program committees will have the duty of setting admission standards (within the limits of University policies), subject to faculty review. Through a mechanism to be determined by each program, satisfactory applicants will be recommended for admission by the Associate Dean whose role in the admissions process will be that of the coordinator and facilitator.
• Each program committee will deal with student progress and development matters for the students in that program within the constraints of University policy.
BSW Program Committee

COMPOSITION:
- The BSW Program Committee is composed of five to six faculty members, who frequently teach classes in the respective program.
- The BSW Program Committee will include two BSW student representatives elected by the appropriate student body. Student members have voting responsibilities regarding the curriculum and related matters. Students may be excluded from discussion of such topics as admissions, personnel, and scholarships.
- The BSW Program Committee is chaired by the respective program chair, who votes only when there is a tie.
- The Associate Dean will serve as ex officio. (Approved by faculty 4/27/16.)
- Student Services Advisor will serve as ex officio. (Approved by faculty 9/2015)

DUTIES:
- Each program committee has responsibilities in the areas of (a) student recruitment, admissions, and retention and (b) curriculum planning and review. (Approved by faculty 9/1/10.)
- The BSW Program Committee will participate in planning field education placements with the Director of Field Education.
- All BSW courses will be reviewed and approved by the BSW program committee, subject to review and approval by the faculty as a whole.
- The BSW program committee will be responsible for the evaluation of any aspect of the program as may be required by C.S.W.E. standards, including professional foundation content.

LENGTH OF TERM:
- There is no rule regarding length of term.

MEMBERSHIP

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSW Program Director</td>
<td>Amy Traylor</td>
<td>continuous</td>
</tr>
<tr>
<td>Associate Dean</td>
<td>Javonda Williams</td>
<td>ex officio</td>
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<tr>
<td>Student Services Coordinator</td>
<td>Mary Sella</td>
<td>continuous</td>
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<tr>
<td>BSW Student Representative</td>
<td>Ariel Smith</td>
<td>2020-2021</td>
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<td>Johana Chavez</td>
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<td>Faculty</td>
<td>Tania Alameda-Lawson (T/TT)</td>
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<tr>
<td>Faculty</td>
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<td>2020-2021</td>
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<tr>
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<td>Cassandra Simon (T/TT)</td>
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<td>Faculty</td>
<td>Shayla Smith</td>
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</tr>
<tr>
<td>Faculty</td>
<td>Sherron Wilkes</td>
<td>2020-2021</td>
</tr>
</tbody>
</table>
**MSW Program Committee**

**COMPOSITION**
- The MSW Program Committee is composed of faculty members who frequently teach classes in the respective program. (Approved by the MSW Program Committee 9/7/16.)
- The MSW Program Committee will include two to four MSW student representatives, including face-to-face and distance learning students, elected by the MSW student organization. (Approved by the MSW Program Committee 9/7/16.) MSW Student Handbook for information regarding how only two students are able to represent all the MSW cohorts. Student members have voting responsibilities regarding the curriculum and related matters. Students may be excluded from discussion of such topics as admissions, personnel, and scholarships.
- The MSW Program Committee is chaired by the respective program director, who votes only when there is a tie. (Approved by the MSW Program Committee 9/7/16.)
- The Associate Dean will serve as ex officio. (Approved by faculty 4/27/16.)

**DUTIES:**
- The MSW Program Committee has responsibilities in the areas of (a) student recruitment, admissions, and retention and (b) curriculum planning and review. (Approved by faculty 9/1/10.)
- All new master syllabi (aka skeleton outlines) and revisions of approved syllabi must be approved by the relevant program committee before coming to a vote of the faculty as a whole. Courses without approved syllabi cannot be included in the curriculum. Committees may assign syllabus development tasks to individual faculty members or to subcommittees or task forces. (Approved by faculty 9/1/10.)
- The MSW Program Committee will participate in planning field education placement with the Coordinator of Field Education.
- All MSW courses will be reviewed and approved by the MSW program committee, subject to review and approval by the faculty as a whole.
- The MSW program committee will be responsible for the evaluation of any aspect of the program as may be required by C.S.W.E. standards, including professional foundation content.
- The MSW program chair will appoint a suitable number of persons to review existing concentration courses, propose new concentration courses, and evaluate any aspect of the concentration as may be required by C.S.W.E. standards. In so doing, the program chair will be guided by the wishes of the faculty, and the need for a reasonable balance in numbers.
- All MSW program committee members should serve on a concentration committee, and all committees should be approximately the same size.

**LENGTH OF TERM:**
- There is no rule regarding length of term.

**MEMBERSHIP**

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<thead>
<tr>
<th>Role</th>
<th>Name</th>
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<tr>
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</tr>
<tr>
<td>Associate Dean</td>
<td>Javonda Williams</td>
<td>ex officio</td>
</tr>
<tr>
<td>Student Services Coordinator</td>
<td>Morion Siler</td>
<td>ex officio</td>
</tr>
<tr>
<td>MSW Student Representative</td>
<td>Madison Smith</td>
<td>2020-2021</td>
</tr>
<tr>
<td>MSW Student Representative</td>
<td>LaKamy Williams</td>
<td>2020-2021</td>
</tr>
<tr>
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<td>Kaylen Johnson</td>
<td>2020-2021</td>
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<tr>
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<td>Whitney Zeigler</td>
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<td>Tania Alameda-Lawson</td>
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<td>Faculty</td>
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<td>2020-2021</td>
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<tr>
<td>Faculty</td>
<td>Karen Starks</td>
<td>2020-2021</td>
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</table>
DSW Program Committee

COMPOSITION:
Open to all faculty.

DUTIES:
Develop and design DSW program curriculum, marketing materials, hand books, and admission requirements.

LENGTH OF TERM:
There is no rule regarding length of term

MEMBERSHIP

<table>
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<th>Position</th>
<th>Name</th>
<th>Term</th>
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<td>DSW Program Director</td>
<td>Nicole Ruggiano</td>
<td>Chair</td>
</tr>
<tr>
<td>Associate Dean</td>
<td>Javonda Williams</td>
<td>ex officio</td>
</tr>
<tr>
<td>DSW Student Representative</td>
<td>Miranda Goodwin</td>
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<td>Quinchele King</td>
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<td>Bob McKinney</td>
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<tr>
<td>Faculty</td>
<td>Avani Shah (T/TT)</td>
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PhD Program Committee

COMPOSITION:
• The PhD Committee is composed of faculty members who frequently teach classes in the respective program.
• The PhD Program will include one PhD student representative elected by the appropriate student body. Student members have voting responsibilities regarding the curriculum and related matters. Students may be excluded from discussion of such topics as admissions, personnel, and scholarships.
• The Associate Dean will serve as ex officio. (Approved by faculty 9/2015).

DUTIES:
• The PhD Committee is chaired by the respective program chair, who votes only when there is a tie.
• Program committees shall assume a primary role in recruitment of students in cooperation with the Associate Dean. Details of this cooperative arrangement shall be worked out over time and are subject to faculty review.
• Program committees will have the duty of setting admission standards (within the limits of University policies), subject to faculty review. Through a mechanism to be determined by each program, satisfactory applicants will be recommended for admission by the Associate Dean whose role in the admissions process will be that of the coordinator and facilitator.

LENGTH OF TERM:
• There is no rule regarding length of term.

MEMBERSHIP
PhD Program Director Brenda Smith Chair continuous
Associate Dean Javonda Williams ex officio continuous
PhD Student Representative Krystal Dozier 2020-2021
PhD Student Representative Carin Ikenberg 2020-2021
Faculty Tania Alameda-Lawson (T/TT) 2020-2021
Faculty David Albright (T/TT) 2020-2021
Faculty Cady Carlson (T/TT) 2020-2021
Faculty Leah Cheatham (T/TT) 2020-2021
Faculty Ellen Csikai (T/TT) 2020-2021
Faculty Lewis Lee (T/TT) 2020-2021
Faculty Hee Lee (T/TT) 2020-2021
Faculty Bob McKinney 2020-2021
Faculty Debra Nelson-Gardell (T/TT) 2020-2021
Faculty Jo Pryce (T/TT) 2020-2021
Faculty Cassandra Simon (T/TT) 2020-2021
Faculty Brenda Smith (T/TT) 2020-2021
**Field Education Program Committee**

**COMPOSITION:**
- The Field Education Program Committee is composed of faculty members who frequently teach classes in the respective program.
- The Field Education Program will include one field student representative elected by the appropriate student body. Student members have voting responsibilities regarding the curriculum and related matters. Students may be excluded from discussion of such topics as admissions, personnel, and scholarships.
- The Associate Dean will serve as ex officio. (Approved by faculty 9/2015).

**DUTIES:**
- The Field Education Program Committee is chaired by the respective program chair, who votes only when there is a tie.
- Program committees shall assume a primary role in recruitment of students in cooperation with the Associate Dean. Details of this cooperative arrangement shall be worked out over time and are subject to faculty review.
- Program committees will have the duty of setting admission standards (within the limits of University policies), subject to faculty review. Through a mechanism to be determined by each program, satisfactory applicants will be recommended for admission by the Associate Dean whose role in the admissions process will be that of the coordinator and facilitator.
- All BSW Field and MSW Field courses will be reviewed and approved by the Field program committee, subject to review and approval by the faculty as a whole.
- The field program committee will be responsible for the evaluation of any aspect of the program as may be required by C.S.W.E. standards, including professional foundation content.
- The Field program committee will include 3 non-voting ex officio members: the Associate Dean, Student Services Coordinator, and member of the Field Advisory Committee.

**LENGTH OF TERM:**
- There is no rule regarding length of term.

**MEMBERSHIP**

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<thead>
<tr>
<th>Field Program Director</th>
<th>Allison Curington</th>
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<td>Faculty</td>
<td>Kathleen Welker</td>
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**Rank, Tenure and Promotion Committee**

**COMPOSITION:**
The Rank, Tenure, and Promotion committee shall be composed of all tenured faculty. The chair will rotate among full professors according to time in rank.

**DUTIES:**
To vote on applications for tenure; tenured full professors vote on applications for promotion to full professor; tenured full professors and tenured associate professors vote on applications for promotion to associate professor; and tenured full professors, tenured associate professors, and tenured assistant professors to vote on applications for promotion to assistant professor.

The committee will be governed by the following procedures approved by the faculty 11/17/99:

a. The committee’s practice has been to hold confidential the discussions of the performance of probationary faculty members or candidates for promotion. While the vote and the consensus of the committee is reported in the memorandum which is sent by the committee to the dean, how individual members of the committee voted and the content of their comments is held to be confidential.

b. In order to maintain confidentiality, members of the committee are not to reveal their votes to colleagues who were not at the meeting or to the affected faculty member. Nor are they to summarize the discussion to colleagues or to the affected faculty member. Senior faculty members should not interpret this to prohibit mentoring or the provision of collegial advice to colleagues who are in probationary status.

c. Although members of the committee are not to discuss the deliberations of the committee with persons not on the committee, there are times when it is important for a representative of the committee to communicate directly with the faculty member to clarify the committee’s recommendation or to emphasize aspects of the committee’s advice. To this end, after the dean has shared the committee’s recommendation with the faculty member under review, she or he will tell the faculty member that the chairperson of the Rank, Tenure, and Promotion Committee is available for conference. If the faculty member requests a conference, the chairperson will make himself or herself available.

**LENGTH OF TERM:**
There is no rule regarding length of term.

**MEMBERSHIP**

<table>
<thead>
<tr>
<th>Faculty/Full Professor</th>
<th>Daphne Cain</th>
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## Scholarship Committee

**COMPOSITION:**
The Associate Dean will serve as Chair. The Scholarship Committee is comprised of: the Associate Dean; the Manager of Fiscal Affairs; and an Accounting Assistant. Any member of the faculty is welcome to join.

**DUTIES:**
Committee will review applications for BSW, MSW and PhD Endowed Scholarships. This committee is also responsible for reviewing policies and procedures to make recommendations to the faculty for revisions.

**LENGTH OF TERM:**
By virtue of their positions, some terms are continuous: Associate Dean; Manager of Fiscal Affairs; Accounting Clerk II. There is no other rule regarding term.

### MEMBERSHIP

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Role</th>
<th>Term</th>
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<tr>
<td>Associate Dean</td>
<td>Javonda Williams</td>
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<tr>
<td>Manager of Fiscal Affairs</td>
<td>Angela Young-Hobbs</td>
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<td>Accountant I</td>
<td>Megan Stewart</td>
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<td>Student Services Program Assistant</td>
<td>Vicki Hobbs</td>
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<td>Program Assistant for Development</td>
<td>Tameka Ross</td>
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<td>Laurie Wright</td>
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POLICY

Faculty Handbook Policy on Textbook Selection. This policy is designed to ensure compliance with the Ethics Act which prohibits use of position for personal gain. Each academic department is expected to have a textbook selection committee. If a faculty member wants to use a textbook, lab manual, computer software or other materials from which the faculty member or any person or business associated with the faculty member’s family obtains direct financial gain, the faculty member SHALL submit a recommendation to the textbook selection committee at least 3 months prior to the beginning date of the semester in which the course will be taught. The committee reviews the recommendation, considers the appropriateness of the materials and alternative materials, and informs the faculty member and department head or dean of their decision. Decisions on selection of materials authored by a faculty member, or from which the faculty member receives royalties, are effective for all semesters beginning in the next subsequent 12 months, if the faculty member elects to continue using the textbook or materials. Faculty members submitting textbook selections online must certify compliance with this policy.

BACKGROUND

FACULTY CONDUCT AND COMPENSATION

X. Conflict of Interest

A. Government Sponsored Research

The University subscribes to and complies with the American Council on Education-American Association of University Professors’ statement, On Preventing Conflicts of Interest in Government-Sponsored Research at Universities, contained in Appendix E.

Textbook Selection

The Code of Alabama, Section 36-25-5(a), 1995 (The Ethics Act), states “no public official or public employee shall use or caused to be used his or her official position or office to obtain personal gain for himself or herself, or family member of the public employee or family member of the public official, or any business with which the person is associated unless the use and gain are otherwise specifically authorized by law.” Amendments to the Alabama Ethics law passed by the 1986 Legislature place faculty of state-supported institutions of higher education within the purview of the conflict of interest standards set forth in the law. Advisory Opinion No. 1130 issued by the Alabama Ethics Commission on August 21, 1987, concluded that a faculty member “…who is also an author is not permitted to make the decision as to whether his or her publication will be used.” The opinion approved a process where “…the decision is made by either administrative officials of the institution or a textbook committee composed of other faculty members and administrative officials with the institution.”

Composition

Each academic department or division is expected to have a textbook selection committee.

Duties

In cases where a faculty member desires to use textbook(s), laboratory manuals, computer software, or other instructional materials from which the faculty member or any person or business associated with the faculty member’s family obtains direct financial gain, the faculty member shall submit this recommendation to the textbook selection committee at least three months prior to the beginning date of the semester in which the course(s) will be taught. The textbook selection committee is responsible for reviewing the recommendation, considering the appropriateness of the textbook(s) or other materials for the course, considering alternative textbooks or materials, and informing the faculty member and department head or dean of their decision. Whenever possible, decisions should be made at least three months in advance of the beginning date of the semester in which the course will be offered. Decisions on selection of textbooks or other materials authored by a faculty member, or from which the faculty member receives royalties, are effective for all semesters beginning in the subsequent 12 months, if the faculty member elects to continue using the textbook(s) or materials.

MEMBERSHIP

Faculty: Daphne Cain (T/TT) 2020-2021
Faculty: Lewis Lee (T/TT) 2020-2021
Faculty: Brenda Smith (T/TT) 2020-2021
Faculty: Sherron Wilkes 2020-2021
Ad Hoc Committees

**Adjunct Faculty Council**

**COMPOSITION:**
The Adjunct Faculty Council (AFC) will be composed of three to six part-time faculty members. Members should be representative of the areas of the state and the region that make-up the student population in the School of Social Work.

**DUTIES:**
The Adjunct Faculty Council serves as an advisory council to the Associate Dean. The AFC makes recommendations to the Associate Dean regarding adjunct faculty recruitment, training and retention. Additionally, the members of the AFC will designate one member to serve as a liaison between the full-time faculty and the adjunct faculty. The AFC will meet four times during the academic year.

**LENGTH OF TERM:**
Members serve for one (1) academic year. Members may serve concurrent terms.

**MEMBERSHIP**
Karen Thompson-Jackson (chair)
Melanie Allen
Cassidy Edwards
Lashaunda Lark Darien
Shannon Hubbard
Cynthia Davis

**Policy and Procedures Committee**

**COMPOSITION:**

**DUTIES:**

**LENGTH OF TERM:**

**MEMBERSHIP**

Dean Lesley Reid
BSW Program Representative Laura Hopson
MSW Program Representative Kimberly Gibson
DSW Program Representative Nicole Ruggiano
PhD Program Representative Deb Nelson-Gardell
Field Program Representative Carrie Turner
Faculty Daphne Cain
Faculty Allison Curington
Faculty Carroll Phelps
Faculty Brenda Smith
Faculty Shayla Smith
Faculty Karen Starks
Faculty Javonda Williams
Staff Barry Durand
Staff Mary Sella
Staff Heather Sullivan
**By Laws Committee**

**COMPOSITION:**

**DUTIES:**

**LENGTH OF TIME**

**MEMBERSHIP:**

<table>
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<th>Name</th>
<th>Term</th>
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<tr>
<td>Faculty</td>
<td>Debra Nelson-Gardell</td>
<td>2020-2021</td>
</tr>
<tr>
<td>Faculty</td>
<td>Carroll Phelps</td>
<td>2020-2021</td>
</tr>
<tr>
<td>Faculty</td>
<td>Karen Starks</td>
<td>2020-2021</td>
</tr>
<tr>
<td>Faculty</td>
<td>Carrie Turner</td>
<td>2020-2021</td>
</tr>
<tr>
<td>Staff</td>
<td>Barry Durand</td>
<td>2020-2021</td>
</tr>
<tr>
<td>Staff Alternate</td>
<td>Donna McCall</td>
<td>2020-2021</td>
</tr>
<tr>
<td>Staff</td>
<td>Heather Sullivan</td>
<td>2020-2021</td>
</tr>
</tbody>
</table>
**Dean’s Advisory Committee (Faculty)**

**COMPOSITION:**
The Dean will serve as Chair. Any member of the faculty is welcome to join.

**DUTIES:**
Committee members meet once a term (minimally) with the dean to review and discuss any issues and topics related to faculty governance, school climate and interests; provide direction to dean.

**LENGTH OF TERM:**
By virtue of the position, the Dean will have a continuous term. There is no other rule regarding length of term.

**MEMBERSHIP**

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Chair</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dean</td>
<td>Lesley Reid</td>
<td></td>
<td>continuous</td>
</tr>
<tr>
<td>Faculty</td>
<td>David Albright</td>
<td>Chair</td>
<td>2020-2021</td>
</tr>
<tr>
<td>Faculty</td>
<td>Leah Cheatham</td>
<td></td>
<td>2020-2021</td>
</tr>
<tr>
<td>Faculty</td>
<td>Ellen Csikai</td>
<td></td>
<td>2020-2021</td>
</tr>
<tr>
<td>Faculty</td>
<td>Carol Drolen</td>
<td></td>
<td>2020-2021</td>
</tr>
<tr>
<td>Faculty</td>
<td>Kimberly Gibson</td>
<td></td>
<td>2020-2021</td>
</tr>
<tr>
<td>Faculty</td>
<td>Laura Hopson</td>
<td></td>
<td>2020-2021</td>
</tr>
<tr>
<td>Faculty</td>
<td>Karen Johnson</td>
<td></td>
<td>2020-2021</td>
</tr>
<tr>
<td>Faculty</td>
<td>Bob McKinney</td>
<td></td>
<td>2020-2021</td>
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<tr>
<td>Faculty</td>
<td>Carroll Phelps</td>
<td></td>
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</tr>
<tr>
<td>Faculty</td>
<td>Jo Pryce</td>
<td></td>
<td>2020-2021</td>
</tr>
<tr>
<td>Faculty</td>
<td>Avani Shah</td>
<td></td>
<td>2020-2021</td>
</tr>
<tr>
<td>Faculty</td>
<td>Cassie Simon</td>
<td></td>
<td>2020-2021</td>
</tr>
<tr>
<td>Faculty</td>
<td>Shayla Smith</td>
<td></td>
<td>2020-2021</td>
</tr>
<tr>
<td>Faculty</td>
<td>Carrie Turner</td>
<td></td>
<td>2020-2021</td>
</tr>
</tbody>
</table>
Dean's Advisory Committee (Staff)

COMPOSITION:
The Dean will serve as Chair. Any member of the staff is welcome to join.

DUTIES:
Committee members meet once a term (minimally) with the dean to review and discuss any issues and topics related to the various areas of work responsibilities each employee is responsible for; provide direction to dean.

LENGTH OF TERM:
By virtue of their positions, the Dean and Executive Assistant will have continuous terms. There is no other rule regarding length of term.

MEMBERSHIP

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dean</td>
<td>Lesley Reid</td>
<td>continuous</td>
</tr>
<tr>
<td>Dean's Assistant</td>
<td>Carrie Barnes</td>
<td>2020-2021</td>
</tr>
<tr>
<td>Research Program Assistant</td>
<td>Melody Denton</td>
<td>2020-2021</td>
</tr>
<tr>
<td>Program Coordinator</td>
<td>Barry Durand</td>
<td>2020-2021</td>
</tr>
<tr>
<td>Office Associate Senior</td>
<td>Vicki Hobbs</td>
<td>2020-2021</td>
</tr>
<tr>
<td>Student Services Program Assistant</td>
<td>Angela Young-</td>
<td>2020-2021</td>
</tr>
<tr>
<td>Fiscal Manager</td>
<td>Hobbs Donna</td>
<td>2020-2021</td>
</tr>
<tr>
<td>Field Specialist</td>
<td>McCall Gwen</td>
<td>2020-2021</td>
</tr>
<tr>
<td>BSW &amp; PhD Program Assistant</td>
<td>Montgomery</td>
<td>2020-2021</td>
</tr>
<tr>
<td>Administrative &amp; DSW Program Assistant</td>
<td>Wanda Naranjo</td>
<td>2020-2021</td>
</tr>
<tr>
<td>Coordinator of Student Services</td>
<td>Mary Sella</td>
<td>2020-2021</td>
</tr>
<tr>
<td>Registrar</td>
<td>Heather Sullivan</td>
<td>2020-2021</td>
</tr>
<tr>
<td>Research Coordinator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Associate Director of Development</td>
<td>Laurie Wright</td>
<td>2020-2021</td>
</tr>
</tbody>
</table>
Faculty and Staff Enrichment Committee

COMPOSITION:
Any member of the faculty and staff is welcome to join. The chair will be a volunteer from the group, agreed upon by the group.

DUTIES:
Committee members meet twice a term (minimally). The goals of the committee are as follows:
● Establish leisure classes for SSW faculty and staff (5/year); determine and arrange for volunteer activities for SSW faculty and staff (3/year); arrange for and make public a welcoming, inclusive social space for UA faculty and staff; support ergonomics and mental and physical wellness for SSW faculty and staff
● Develop proposals to address workload policies: Flex/Comp Time Policies; Working from Home Policies; and develop policies to increase access to childcare: Free UA Summer Camps; CDRC access
● Advocate for campus-wide programs that further enhance wellbeing (identify partnerships): CDRC & HES for access for more children; Bama Dining & WellBAMA for a nutrition/meal program

LENGTH OF TERM:
There is no rule regarding length of term.
(Ad hoc committee approved by faculty 04/26/2017.)

MEMBERSHIP

<table>
<thead>
<tr>
<th>Staff</th>
<th>John Gilmer</th>
<th>2020-2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff</td>
<td>Vicki Hobbs</td>
<td>2020-2021</td>
</tr>
<tr>
<td>Staff</td>
<td>Kristy Holt</td>
<td>2020-2021</td>
</tr>
<tr>
<td>Staff</td>
<td>Donna McCall</td>
<td>2020-2021</td>
</tr>
<tr>
<td>Staff</td>
<td>Wanda Naranjo</td>
<td>2020-2021</td>
</tr>
<tr>
<td>Staff</td>
<td>Mary Sella</td>
<td>2020-2021</td>
</tr>
<tr>
<td>Staff</td>
<td>Heather Sullivan</td>
<td>2020-2021</td>
</tr>
</tbody>
</table>
International Programs Advisory Taskforce (IPAT)

COMPOSITION:
The Coordinator of International Programs will serve as Chair. Any member of the faculty is welcome to join.

DUTIES:
The team will work in consultation with the faculty to develop international initiatives for the school and curriculum.

LENGTH OF TERM:
The Coordinator of IPAT is a full faculty member who holds a renewable administrative appointment to oversee IPAT initiatives. The coordinator may hold a continuous appointment; members can serve annually. There is no other rule regarding length of term.

MEMBERSHIP
Coordinator of International Programs | Debra Nelson-Gardell | Chair | continuous
Faculty | Catherine Carlson | 2020-2021
Faculty | Ellen Csikai | 2020-2021
Faculty | Kimberly Gibson | 2020-2021
Faculty | Nancy Payne | 2020-2021
Faculty | Carroll Phelps | 2020-2021
Faculty | Avani Shah | 2020-2021
Faculty | Brenda Smith | 2020-2021
Faculty | Shayla Smith | 2020-2021
Faculty | Carrie Turner | 2020-2021
Community SW Practitioner | Kelly Curry | 2020-2021
(Child & Family Therapist, Agape of Central Alabama)
Public Relations and Events Planning Committee (PREP)

COMPOSITION:
The Dean will serve as Chair. The core PREP committee is comprised of the Associate Dean; the Executive Assistant; the Field Education Specialist; the Events Coordinator; the Operations Coordinator; the Program Assistant for Student Services and Educational Programs; the Associate Dean of Student Services and Educational Programs; the Program Assistant for Continuing Education; the Communications Specialist; and the Receptionist. Any member of the faculty and/or staff is welcome to join.

DUTIES:
The Public Relations and Events Planning Committee was established to coordinate, organize and publicize all School of Social Work events and/or activities.

LENGTH OF TERM:
There is no other rule regarding term.

MEMBERSHIP

<table>
<thead>
<tr>
<th>Title</th>
<th>Name</th>
<th>Position</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate Dean</td>
<td>Daphne Cain</td>
<td>Chair</td>
<td>continuous</td>
</tr>
<tr>
<td>Administrative &amp; DSW Assistant</td>
<td>Wanda Naranjo</td>
<td></td>
<td>continuous</td>
</tr>
<tr>
<td>Dean’s Assistant</td>
<td>Open</td>
<td></td>
<td>continuous</td>
</tr>
<tr>
<td>Program Assistant for Events and Dev.</td>
<td>Tameka Ross</td>
<td></td>
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<tr>
<td>Title IV-E Program Coordinator</td>
<td>Melody Denton</td>
<td></td>
<td>continuous</td>
</tr>
<tr>
<td>Office Associate Senior</td>
<td>Barry Durand</td>
<td></td>
<td>continuous</td>
</tr>
<tr>
<td>Coordinator of Events and Alumni Relations</td>
<td>Lindsey Johnson</td>
<td></td>
<td>continuous</td>
</tr>
<tr>
<td>Field Education Specialist</td>
<td>Donna McCall</td>
<td></td>
<td>continuous</td>
</tr>
<tr>
<td>BSW/PhD Program Assistant</td>
<td>Gwen Montgomery</td>
<td></td>
<td>continuous</td>
</tr>
<tr>
<td>Communications Specialist</td>
<td>David Miller</td>
<td></td>
<td>continuous</td>
</tr>
<tr>
<td>MSW/DSW Program Assistant</td>
<td>Jonna Williams</td>
<td></td>
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<tr>
<td>Continuing Education Coordinator</td>
<td>Peggy Swails</td>
<td></td>
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</tr>
<tr>
<td>Program Assistant for Student Services</td>
<td>Vicki Hobbs</td>
<td></td>
<td>continuous</td>
</tr>
<tr>
<td>Associate Dean</td>
<td>Javonda Williams</td>
<td></td>
<td>continuous</td>
</tr>
<tr>
<td>Research Program Assistant</td>
<td>Carrie Barnes</td>
<td></td>
<td>continuous</td>
</tr>
<tr>
<td>Faculty</td>
<td>Shayla Smith</td>
<td></td>
<td>2020-2021</td>
</tr>
<tr>
<td>Staff</td>
<td>Mallory Porch</td>
<td></td>
<td>2020-2021</td>
</tr>
</tbody>
</table>
□ Taskforce for Continuity

**COMPOSITION:**
The Taskforce for Continuity will be composed of members appointed by the Dean and any faculty and/or staff member who wishes to contribute.

**DUTIES:**
The Taskforce for Continuity will create a business continuity plan to outline how an area will complete critical tasks during an emergency. The plan (Disaster Recovery Plan) will specify procedures to follow in the event of a disaster.

**LENGTH OF TERM:**
Members will be dismissed after the completion of the project.

**MEMBERSHIP**

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Position</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate Dean of Administration</td>
<td>Daphne Cain</td>
<td>Chair</td>
<td>2020-2021</td>
</tr>
<tr>
<td>Faculty</td>
<td>Kimberly Gibson</td>
<td></td>
<td>2020-2021</td>
</tr>
<tr>
<td>Faculty</td>
<td>Bob McKinney</td>
<td></td>
<td>2020-2021</td>
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<tr>
<td>Faculty</td>
<td>Avani Shah</td>
<td></td>
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</tr>
<tr>
<td>IT</td>
<td>Lawrence Graham</td>
<td></td>
<td>2020-2021</td>
</tr>
<tr>
<td>Staff</td>
<td>Open</td>
<td></td>
<td>2020-2021</td>
</tr>
</tbody>
</table>
School Representatives & Appointees

• Academic Misconduct Monitor  Javonda Williams
  o  http://facultyhandbook.ua.edu/appendix-c.html
  o  “A course instructor, or any other person(s), who has reasonable cause to believe a student has engaged in an act of academic misconduct shall report, immediately upon discovery, the matter to the divisional academic misconduct monitor (appointed by the academic dean) of the division within which the alleged misconduct occurred.”

• Affirmative Action Coordinator  Allison Curington
  o  http://eop.ua.edu/category.html
  o  http://www.eop.ua.edu/persons.html#ada
  o  The Affirmative Action Coordinators serve as consultants to search committees &/or hiring officials regarding recruitment sources for administrative, professional & faculty searches, preparation of vacancy announcements, screening & selection procedures, & documentation of searches.

• Building Representative  Little Hall: Wanda Naranjo
  Farrah Hall: Barry Durand

• Crossroads Representative  Nancy Payne
  o  https://crossroads.ua.edu/

• Departmental Security Coordinator- UA Information Security Plan  Daphne Cain
  o  Each relevant University business unit affected by this Plan must appoint a Departmental Security Coordinator (DSC) for its unit. At a minimum, a DSC must be named at the division or college level. This assignment is not necessarily seen as a full-time position, but is at the discretion of the business unit. Once the DSC is appointed, the relevant University business unit must notify the Plan Coordinators of the identity of and contact information for the DSC for contact and incident response purposes. The DSC will be responsible for coordinating security efforts within that business unit’s organization.

• Disabilities Liaison/Coordinator  Allison Curington
  o  http://eop.ua.edu/disabilities.html
  o  http://www.eop.ua.edu/persons.html#ada
  o  ADA/504 Coordinators facilitate & assist with any disability-related matters in the college, school, or administrative unit & serve as liaison between the unit & the compliance office.

• Institutional Review Board Representatives  Nicole Ruggiano
  Daphne Cain (Alternate)
  o  http://osp.ua.edu/site/IRBGrid.html
  o  http://guides.lib.ua.edu/c.php?g=129146&p=843387
The Human Subjects Review Representative to the University’s Institutional Review Board for Protection of Human Subjects shall be appointed by the Dean on the basis of faculty interest and expertise.

See University Committee roster

- Harassment Resource Person
  - Debra Nelson-Gardell
  - [http://eop.ua.edu/harassment.html](http://eop.ua.edu/harassment.html)
  - [http://www.eop.ua.edu/persons.html#ada](http://www.eop.ua.edu/persons.html#ada)
  - The Harassment Resource Persons are appointed by each college, school, or administrative division to serve as designated officials to receive complaints of harassment

**UNITED WAY CAMPAIGN 2020**

**The role of Level I Coordinators:**
1. Spearheads Division’s campaign and appoints Level II and Level III Coordinators.
2. Oversees the Division’s campaign and the Level II and Level III Coordinators (please see the duties of Level II and III Coordinators below).
3. Member of the Campus Coordinating Committee.

**The role of Level II Coordinator is that of the “organizer.” There are four duties:**
1. Plan a division-wide gathering with Level III coordinators. You may want to do this at either the division or unit level, depending on size of the employee group. Monique Scott ([monique@uwwa.org](mailto:monique@uwwa.org)) at United Way can facilitate or arrange for a United Way-sponsored agency representative to speak, at your discretion; her telephone number is 345-6640.
2. Collect weekly reports from Level III Coordinators. At the start of the campaign, you might want to establish a schedule of dates for Level III reports to be submitted to allow time to complete the summary-level weekly report.
3. Hand deliver pledge cards and contributions on the established reporting dates to the designated location.
4. Post your division-level thermometer and update as contributions are received.

**The Level III Coordinator interacts directly with each employee:**
1. Coordinate with Level II coordinators on a division-wide gathering. You may want to do this at either the division or unit level, depending on size of the employee group. Monique Scott ([monique@uwwa.org](mailto:monique@uwwa.org)) at United Way can facilitate or arrange for a United Way-sponsored agency representative to speak, at your discretion; her telephone number is 345-6640.
2. Encourage temporary employees to participate. Complete a blank pledge card for each temporary faculty or staff member including name, CWID, home department name, and home department code.
3. Distribute pledge cards. Encourage payroll deduction on a 12-month basis. (United Way of West Alabama will direct bill for pledges of $25 or more.) Please make sure that employees who choose the payroll deduction option sign the pledge card. Cards belonging to employees who are no longer employed at the University should be returned. Cards belonging to employees who have moved to a new department within the University may be forwarded to the employee’s new department.

**After Pledge Cards are distributed**
1. Review returned pledge cards to ensure that each includes
2. Name
3. CWID
4. Department name and department code
5. Signature – required for payroll deduction
6. Post contributions to weekly report. Attach cash or checks to pledge cards. Sort cards by last name of employee.
7. If employees opt not to contribute, it is still important that they return the pledge card so that we can document that they were provided an opportunity to contribute.
8. Post your unit-level thermometer and update as contributions are received.
9. Submit the completed weekly report, pledge cards, and contributions (cash and checks) to the Level II coordinator on a regular schedule. The weekly reporting deadline for the Level II coordinator will be provided.

- United Way
  - Level I Coordinator
  - Level II Coordinator
  - Level III Coordinator

WellBAMA Ambassador

http://wellness.ua.edu/wellbama/

Kristy Holt
Angelia Gaddis
Carrie Turner

John Gilmer
Sherron Wilkes
UNIVERSITY COMMITTEES
2019-2020

• Academic Diversity Committee
  Javonda Williams

• Alabama Life Research Institute (ALRI) Advisory Board
  David Albright

• Awards Committee
  http://committees.ua.edu/awards-committee.html
  Kimberly Gibson
term: 2021

• Campus Security and Safety Committee
  http://committees.ua.edu/campus-security-and-safety-committee.html
  Josephine Pryce
term: 2021

• Core Curriculum Oversight Committee
  http://committees.ua.edu/core-curriculum-oversight-committee.html
  Allison Curington
term: 2022

• Council of Assistant and Associate Deans
  http://committees.ua.edu/council-of-assistant-and-associate-deans.html
  Daphne Cain
  Hee Lee
  Javonda Williams

• Graduate Council
  http://committees.ua.edu/graduate-council.html
  Nicole Ruggiano
  Sebrena Jackson
  Brenda Smith
  Tania Alameda-Lawson
  alternate
  Peggy Swails
  alternate

• Faculty Senate
  http://committees.ua.edu/faculty-senate.html
  Leah Cheatham
term: 2020
  Amy Traylor
term: 2021
  Alternates
  Nicole Ruggiano
  Term: 2020
  Allison Curington
  Term: 2021
  David Albright
term: 2020

• Mediation Committee
  https://committees.ua.edu/mediation-committee/

• Student Life Committee (Faculty Senate)
  https://committees.ua.edu/student-and-campus-life-committee.html
  Amy Traylor
term: 2020
• **Learning in Action/QEP Assessment Team**
  Allison Curington

• **Libraries Committee**
  [http://committees.ua.edu/libraries-committee.html](http://committees.ua.edu/libraries-committee.html)
  Deb Nelson-Gardell

• **Office, Clerical & Technical Staff Assembly**
  [https://committees.ua.edu/office-clerical-technical-staff-assembly/](https://committees.ua.edu/office-clerical-technical-staff-assembly/)
  Vicki Hobbs
  Donna McCall
  Gwen Montgomery
  Wanda Naranjo
  Carrie Barnes

• **Professional Staff Assembly**
  [http://psa.ua.edu/](http://psa.ua.edu/)
  Angela Young-Hobbs

• **Research Grants Committee**
  [http://committees.ua.edu/research-grants-committee.html](http://committees.ua.edu/research-grants-committee.html)
  Tania Alameda-Lawson
  term: 2020

• **Technology and Learning Committee**
  [http://committees.ua.edu/technology-and-learning-committee.html](http://committees.ua.edu/technology-and-learning-committee.html)
  Kathleen Welker
  Christopher Blackmon

• **University of Alabama System- Veterans Support Initiative**
  David Albright

• **Undergraduate Research Advisory Board**
  [https://undergraduateresearch.ua.edu/](https://undergraduateresearch.ua.edu/)
  Laura Hopson

• **University Assessment Council**
  Allison Curington

• **Undergraduate Council**
  Laura Hopson
  Shayla Smith

• **University Judicial Affairs Committee**
  Cassie Simon

• **University Faculty Benefits Committee**
  Open