

ARTICLE VIII - COMMITTEES

SECTION 1. Committees. There shall be the following committees of the Board:

PERMANENT COMMITTEES

- a) Executive Committee. The Executive Committee shall be empowered to act on behalf of the Center Board when circumstances require timely action and a regular meeting or special meeting of the Board cannot be expeditiously arranged. The Executive Committee shall also serve as a coordinating body between the Board and its permanent and ad hoc committees, and shall develop the agenda for any regular or special meetings of the Center. It shall include the elected officers and chairs of all other committees as well as the immediate past president.
- b) By Laws/Nominations/Board Membership Committee. This committee is a sub committee of the Executive Committee and shall develop and revise the Center's By-Laws as needed, make nominations to the board for Board officers when vacancies occur. This committee will also make recommendations to Board when member vacancies occur.
- c) Curriculum and In-Service Training Committee. This committee shall be responsible for evaluating and ensuring the quality of CalSWEC curricula in social work education and training. It shall develop new curricula materials and resources for utilization by social work programs and training entities throughout the state as needed. This committee will create sub committees focusing on the initiatives as needed.
- d) Workforce Development/Funding Committee: This committee shall be responsible for overseeing implementation of the "Master Plan for Social Work Education in California" and addressing other appropriate social work workforce issues as needed. This committee will review statewide workforce data annually to inform workforce development activities. This committee shall also be responsible for researching and seeking funding opportunities for social work education in California. This committee will create sub committees focusing the on the initiatives as needed.
- e) Research and Development. This committee shall engage in, sponsor and direct evaluative and other research projects pertaining to social work education and social work practice in the public and not-for-profit social services. This committee will create sub committees focusing on the initiatives as needed.

INITIATIVE COMMITTEES

- f) Child Welfare Committee. The child welfare committee shall be responsible for overseeing and leading curriculum, stipend and any other social work education and training issues related to the child welfare field.
- g) Mental Heath Committee. The mental health committee shall be responsible for overseeing and leading curricula, stipend and any other social work education issues in the mental health field

- h) The Aging Committee. The Aging committee shall be responsible for overseeing and leading curricula, stipend and any other social work education issues in the aging field

SECTION 2. Special Projects. All projects which shall be undertaken by the Center, its staff or its representatives, or under the auspices of the Center, shall be approved, after prior consultation with the appropriate permanent committee or initiative committee of the Center, by a majority of the voting members of the Center's Board, or, in the interim between regular meetings, by a majority of the Executive Committee of the Board.

SECTION 3. Establishment of Committees. The Board, at regular or special meetings, may establish other permanent or special committees at its discretion in order to undertake the work of the Center. A majority of voting members present is required to establish a permanent or special committee.

SECTION 4. Membership on Committees. The President, with the approval of the Board, shall appoint the members and chairs of any permanent or special committees established by the Center, with the exception of the Executive Committee which shall be constituted as described below. Terms of chairs and members of committees shall be as provided in Article VI – Section 4.

Permanent Committees shall be comprised of no more than 15 board members and must include a proportional representation of all board member groups.

Initiative Committees shall be comprised of a proportional representation of all groups who are board members and constituents of the Center.

All board members are expected to serve on one Permanent Committee and one Initiative Committee.

SECTION 5. Membership of Executive Committee. The Executive Committee shall be composed of the following persons:

- a) The elected officers of the Board.
- b) The chairs of the Board's Permanent Committees.
- c) The chairs of the Board's Initiative Committees.

- d) The CalSWEC PI's, if not already a member of the Executive Committee as an elected officer.
- e) The Immediate Past President.

ARTICLE IX—DECISION MAKING

SECTION 1. Committee decisions. Each committee will establish a procedure for moving items from one committee to another committee.

SECTION 2. Moving items for board approval/action. Once an Initiative Committee has voted in favor to move an item forward, it will be referred to the appropriate Permanent Committee to further develop the item if appropriate. Once the Permanent Committee has developed the item it will then move to place the item on the agenda of the Executive Committee. The Executive Committee will review and decide what action to take. If there is a vote in favor of moving the item to the full Board for action, the item will be placed on the Board meeting agenda for a vote.

SECTION 3. Once items are approved by the full Board, the President will determine what actions will be made to ensure proper implementation.