



I. Committee Description

This committee is a Permanent Committee of the CalSWEC Board.

Related bylaws:

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 curricular materials and resources for utilization by social work programs and training entities throughout the state as needed. This committee will create subcommittees focusing on the initiatives as needed. Article VIII. Sec.1. (c).

II. Goals:

- a. To promote quality, utility, evidence-informed practices, and accessibility in curricula and curriculum materials used throughout the state.
- b. To ensure that curriculum competencies adopted in the state reflect Council on Social Work Education (CSWE) Educational Policy and Accreditation Standards (EPAS) guidelines as well as standards specific to social work concentration or problem-focused practice areas.
- c. To foster and promote innovative and effective teaching and content delivery methods, including e-learning and distance learning
- d. To foster and promote reporting and evaluation of promising practices and innovation in service modalities for integration into curricula, teaching, and training.
- e. To promote broad dissemination of curriculum and training materials, especially to social work students and workforces located in regions distant from urban centers and institutions of higher learning.

III. Activities *(this was not a section in the Workforce Development and Funding Committee charter)*

- a. To develop a yearly work plan containing each year's planned activities.
- b. To develop and regularly review curriculum competencies and learning objectives for training and education programs to ensure that evidence informed practice standards are articulated throughout all curriculum materials.
- c. To review competency delivery and infusion methods utilized by member schools and training programs to maintain quality and conformity with CSWE and CalSWEC guidelines.
- d. To review current classroom and field curriculum content utilized by member schools and to make recommendations for supplementary or additional content as needed.
- e. To review current in-service training materials and curricula and to make recommendations for supplementary or additional content as needed.
- f. To review curriculum and training evaluation findings to ensure high quality in curriculum content, delivery modalities, and evaluation methods.
- g. To review and foster development of new curriculum materials, resources, and delivery methods in adherence to federal, state, and local training and education requirements.

- h. To review the child welfare, integrated behavioral health, and aging curriculum competencies and other resources available through CalSWEC, and to ensure that the materials are accessible, current, and reflect **evidence informed** practice.
- i. To evaluate curriculum proposals submitted to the Research & Development (R&D) Committee, and to make recommendations to that body to approve, request revision, or disapprove the proposal under consideration.
- j. To create working subcommittees as required to address particular issues related to the activities outlined above and to the CalSWEC initiatives.

The following are sections contained in the Workforce Development and Funding Committee charter, but were not included in the Curriculum and In-Service Training Committee charter

IV. Committee Objectives:

- a.

V. Type of Representatives and Roles

Related bylaws:

- a. *Permanent Committees shall be comprised of no more than 15 board members and must include a proportional representation of all board member groups. (Article VIII, Section 4)*
- b. *All board members are expected to serve on permanent committees. (Article VIII, Section 4)*

VI. Decision-making

Related bylaws:

- a. *Committee decisions. Each committee will establish a procedure for moving items from one committee to another committee. (Article IX, Section 1)*
- b. *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. (Article IX, Section 2)*
- c. *Once items are approved by the full Board, the President will determine what actions will be made to ensure proper implementation. (Article IX, Section 3)*

Decision-making by the Committee

- a. A quorum is reached when 25% of eligible committee members (i.e. board members) are present.
- b. The committee will attempt to build consensus for decisions whenever possible.
- c. When consensus is not possible, decisions are voted upon when requested by the chair.