



COUNCIL ON SOCIAL WORK EDUCATION

CSWE Board of Accreditation Member Volunteer Description

Overview

The Council on Social Work Education (CSWE) [Board of Accreditation \(BOA\)](#) is the accrediting body for social work education. As the accreditor, the BOA is responsible for both formulating accreditation standards and determining the criteria and process for evaluating these standards. In addition, BOA members conduct candidacy visits for baccalaureate, master's, and practice doctorate programs seeking accreditation.

Primary Functions

Program Document Review

BOA members are assigned to a work group to review program documents, submit decision briefs, and make decision recommendations to submit to the BOA for voting. Each BOA member is assigned 6-10 documents to review per meeting. BOA members also review the program's documents for any candidacy visits they are assigned to.

Board of Accreditation Meetings

The BOA meets three times a year (June, October, and February). BOA members are expected to attend all BOA meetings on time and participate until their conclusion. During these meetings CSWE staff present updates and provide training and the BOA reconcile decisions for candidacy and reaffirmation. The BOA also discusses accreditation matters, assesses the effectiveness of the accreditation process, and makes changes, as needed, to support development and continuous improvement. Additional virtual meetings may be scheduled.

Candidacy Program Visits/Reports

BOA members conduct visits to programs in the candidacy process. BOA visitors are also active participants in the visit planning process, working in collaboration with the program to develop the visit schedule, used to guide and structure the visit. Candidacy visit travel expenses are paid for by programs, and any out-of-pocket expenses are reimbursed. The information collected by visitors is summarized in the candidacy visit report and reviewed by the BOA to make a final decision.

Eligibility

BOA members must:

- hold full-time faculty or administrative appointment in a CSWE-BOA accredited or candidate social work program, or a new applicant practice doctorate program, so long as the individual holds an active CSWE membership either individual or program.
- possess a minimum of 5-years teaching in a CSWE-BOA accredited or candidate program, or a practice doctorate program planning to seek accreditation
- have recent experience as a CSWE accreditation site visitor, having conducted at least three (3) site visits using the 2015 or 2022 EPAS;
- have demonstrated knowledge of curriculum development and accreditation procedures;

Disqualifications

- No person shall serve simultaneously on the CSWE Board of Directors and the BOA.
 - Note: The BOA Chair's responsibilities include serving as an ex officio member of the CSWE Board of Directors.
- No person shall serve simultaneously on any other CSWE commission or council and the BOA.
- During their terms on the BOA, BOA members shall not serve as site visitors (including mock site visits), Fellowship Review Committee members, or as consultants to social work programs seeking accreditation or reaffirmation.

Application

Applicants who are eligible and interested must complete the application through the online application portal. Applications are open each spring.

Within the application portal, applicants will:

- respond to a brief set of questions (including a statement of interest); and
- upload CV

Appointment and Certification

Applications are evaluated based on applicant qualifications and to ensure a diverse and well-rounded group of volunteers, considering, but not limited to the following: number of visits in the upcoming reaffirmation cycle(s), geographic diversity, institutional auspice (e.g., minority-serving institution, research/teaching focus), social work program options, size, program foci, and CSWE's [Diversity, Equity, and Inclusion Policy Statement](#).

Applicants will be notified of a decision by mid-June. BOA members are appointed to terms of 3-year terms of service, with the option to renew their appointment for a total of two terms.

Perks of Becoming a CSWE Board of Accreditation Member

- Engage in esteemed volunteer service and professional development
- Enhance your own accreditation expertise and technical discussion and writing skills to contribute to your own social work program's accreditation efforts
- Learn about new, innovative, and promising social work education practices
- Have a network of peers and fellow volunteers with expertise in accreditation
- Receive annual letters of recognition of service that may be used for promotions
- Join the annual volunteer celebration at CSWE Annual Conference (AC)
- Contribute to the overall improvement of the social work profession and educational community

Interested?

To stay up to date on applications and information sessions please complete the [BOA Interest Form](#). For more information please review policy 5.9 in the [Accreditation Policy Handbook](#), or contact Alyson Balfour, Accreditation Volunteer Manager, at adurant@cswe.org.