



Commission on Accreditation (COA)

Department of Social Work Accreditation (DOSWA)

Baccalaureate and Master's Social Work Program Accreditation

Candidacy Resource: Minimum Faculty Hiring Grid
(2015 and 2022 EPAS)

2022 EPAS

Stage	Baccalaureate Programs	Master's Program
Candidacy Eligibility Application Submission	<p><u>To be approved, at minimum the program must have:</u></p> <ul style="list-style-type: none"> • Program director hired with a start date no later than 30-days before the commissioner visit date. <ul style="list-style-type: none"> ○ Program director has demonstrated leadership ability through teaching, scholarship, curriculum development, administrative experience, and other academic and professional activities in the field of social work. ○ Program director has a master's social work degree from a CSWE-accredited program. ○ Baccalaureate and master's programs must identify separate program directors. 	<p><u>To be approved, at minimum the program must have:</u></p> <ul style="list-style-type: none"> • Program director hired with a start date no later than 30-days before the commissioner visit date. <ul style="list-style-type: none"> ○ Program director has demonstrated leadership ability through teaching, scholarship, curriculum development, administrative experience, and other academic and professional activities in the field of social work. ○ Program director has a master's social work degree from a CSWE-accredited program with a doctoral degree preferred. ○ Baccalaureate and master's programs must identify separate program directors.
Stage	Baccalaureate Programs	Master's Program

<p>Draft Benchmark 1 Approval</p>	<p><u>To be approved, at minimum the program must have:</u></p> <ul style="list-style-type: none"> • Total of two (2) full-time principally assigned (51% or more) baccalaureate program faculty with a start date no later than 30-days before the visit date. • Hired a person in the program director role, with a start date no later than 30-days before the visit date. Program directors must meet AS 4.3.4(a), AS B4.3.4(b), AS B4.3.4(c). • Hired a person in the field education director role, with a start date no later than 30-days before the visit date. Field directors must meet AS 4.3.5(a), AS B4.3.5(b), AS B4.3.5(c). <hr/> <p><u>Note:</u></p> <ul style="list-style-type: none"> • The program determines the configuration of the roles of program director and field director, within the faculty, staff, etc. that are hired. • The program director and field director can be the same individual. • The program and field director can be on a faculty, staff, administrative, or other line. • The field director can be the same individual for both baccalaureate and master's levels. 	<p><u>To be approved, at minimum the program must have:</u></p> <ul style="list-style-type: none"> • Total of two (2) full-time principally assigned (51% or more) master's program faculty hired with a start date no later than 30-days before the visit date. • Hired a person in the program director role, with a start date no later than 30-days before the visit date. Program directors must meet AS 4.3.4(a), AS M4.3.4(b), AS M4.3.4(c). • Hired a person in the field education director role, with a start date no later than 30-days before the visit date. Field directors must meet AS 4.3.5(a), AS M4.3.5(b), AS M4.3.5(c). <hr/> <p><u>Note:</u></p> <ul style="list-style-type: none"> • The program determines the configuration of the roles of program director and field director, within the faculty, staff, etc. that are hired. • The program director and field director can be the same individual. • The program and field director can be on a faculty, staff, administrative, or other line. • The field director can be the same individual for both baccalaureate and master's levels.
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Stage	Baccalaureate Programs	Master's Program
Benchmark 1 submission (30 days before visit)	<p><u>At minimum the program must have:</u></p> <ul style="list-style-type: none"> • Total of two (2) full-time principally assigned (51% or more) baccalaureate program faculty actively working within the program. <ul style="list-style-type: none"> ○ A person in the program director role actively working within the program that meets: AS 4.3.4(a), AS B4.3.4(b), AS B4.3.4(c). ○ A person in the field education director role actively working within the program that meets: AS 4.3.5(a), AS B4.3.5(b), AS B4.3.5(c). 	<p><u>At minimum the program must have:</u></p> <ul style="list-style-type: none"> • Total of two (2) full-time principally assigned (51% or more) master's program faculty actively working within the program. <ul style="list-style-type: none"> ○ A person in the program director role actively working within the program that meets: AS 4.3.4(a), AS M4.3.4(b), AS M4.3.4(c). ○ A person in the field education director role actively working within the program that meets: AS 4.3.5(a), AS M4.3.5(b), AS M4.3.5(c).
Stage	Baccalaureate Programs	Master's Program
Benchmark 2 submission (30 days before visit date)	<p>No additional faculty required unless needed to full-time equivalent faculty-to-student ratio (AS B4.2.3)</p>	<p><u>At minimum the program must have:</u></p> <ul style="list-style-type: none"> • Total of three (3) full-time principally assigned (51% or more) master's program faculty actively working within the program. <ul style="list-style-type: none"> ○ A person in the program director role actively working within the program that meets: AS 4.3.4(a), AS M4.3.4(b), AS M4.3.4(c). ○ A person in the field education director role actively working within the program that meets: AS 4.3.5(a), AS M4.3.5(b), AS M4.3.5(c).

Stage	Baccalaureate Programs	Master's Program
<p>Benchmark 3 / Initial Accreditation submission (30 days before visit date)</p>	<p>No additional faculty required unless needed to comply with the full-time equivalent faculty-to-student ratio (AS B4.2.3)</p>	<p><u>At minimum the program must have:</u></p> <ul style="list-style-type: none"> • Total of four (4) full-time principally assigned (51% or more) master's program faculty within the program. <ul style="list-style-type: none"> ○ A person in the program director role actively working within the program that meets: AS 4.3.4(a), AS M4.3.4(b), AS M4.3.4(c). ○ A person in the field education director role actively working within the program that meets: AS 4.3.5(a), AS M4.3.5(b), AS M4.3.5(c). • The majority of full-time faculty must have a master's degree in social work and a doctoral degree, preferably in social work 30 days before the visit date. This is not a

		requirement for Benchmark 1 nor Benchmark 2.
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2015 EPAS

Stage	Baccalaureate Programs	Master's Program
Candidacy Eligibility Application Submission	<p><u>To be approved, at minimum the program must have:</u></p> <ul style="list-style-type: none"> • Program director hired with a start date no later than 30-days before the commissioner visit date. <ul style="list-style-type: none"> ○ Program director has demonstrated leadership ability through teaching, scholarship, curriculum development, administrative experience, and other academic and professional activities in the field of social work. ○ Program director has a master's social work degree from a 	<p><u>To be approved, at minimum the program must have:</u></p> <ul style="list-style-type: none"> • Program director hired with a start date no later than 30-days before the commissioner visit date. <ul style="list-style-type: none"> ○ Program director has demonstrated leadership ability through teaching, scholarship, curriculum development, administrative experience, and other academic and professional activities in the field of social work. ○ Program director has a master's social work degree from a CSWE-accredited

	<ul style="list-style-type: none"> ○ CSWE-accredited program. ○ Baccalaureate and master's programs must identify ○ separate program directors. 	<p>program with a doctoral degree preferred.</p> <ul style="list-style-type: none"> ○ Baccalaureate and master's programs must identify separate program directors.
Stage	Baccalaureate Programs	Master's Program
Draft Benchmark 1 Approval	<p><u>To be approved, at minimum the program must have:</u></p> <ul style="list-style-type: none"> • Total of two (2) full-time principally assigned (51% or more) baccalaureate program faculty hired with a start date no later than 30-days before the visit date. • Hired a person in the program director role, with a start date no later than 30-days before the visit date [Program directors must meet AS 3.3.4, AS B3.3.4(a), AS B3.3.4(b), AS B3.3.4(c).] • Hired a person in the field education director role, with a start date no later than 30-days before the visit date. [Field directors must meet AS 3.3.5, AS 3.3.5(a), B3.3.5(b), B3.3.5(c).] • The program determines the configuration of the roles of program director and field 	<p><u>To be approved, at minimum the program must have:</u></p> <ul style="list-style-type: none"> • Total of two (2) full-time principally assigned (51% or more) master's program faculty hired with a start date no later than 30-days before the visit date. • Hired a person in the program director role, with a start date no later than 30-days before the visit date [Program directors must meet AS 3.3.4, AS M3.3.4(a), AS M3.3.4(b), AS M3.3.4(c).] • Hired a person in the field education director role, with a start date no later than 30-days before the visit date. [Field directors must meet AS 3.3.5, AS 3.3.5(a), M3.3.5(b), M3.3.5(c).] • The program determines the configuration of the roles of program director and field

	<p>director, within the faculty, staff, etc. that are hired.</p> <ul style="list-style-type: none"> • The program director and field director can be the same individual. • The program and field director can be on a faculty, staff, administrative, or other line. • The field director can be the same individual for both baccalaureate and master’s levels. 	<p>director, within the faculty, staff, etc. that are hired.</p> <ul style="list-style-type: none"> • The program director and field director can be the same individual. • The program and field director can be on a faculty, staff, administrative, or other line. • The field director can be the same individual for both baccalaureate and master’s levels.
Stage	Baccalaureate Programs	Master’s Program
<p>Benchmark 1 submission</p> <p>(30 days before visit)</p>	<p><u>At minimum the program must have:</u></p> <ul style="list-style-type: none"> • Total of two (2) full-time principally assigned (51% or more) baccalaureate program faculty actively working within the program. <ul style="list-style-type: none"> ○ A person in the program director role actively working within the program that meets: AS 3.3.4, AS B3.3.4(a), AS B3.3.4(b), AS B3.3.4(c). ○ A person in the field education director role actively working within the program that meets: AS 4.3.5(a), B4.3.5(b), B4.3.5(c). 	<p><u>At minimum the program must have:</u></p> <ul style="list-style-type: none"> • Total of two (2) full-time principally assigned (51% or more) master’s program faculty actively working within the program. <ul style="list-style-type: none"> ○ A person in the program director role actively working within the program that meets: AS 3.3.4, AS B3.3.4(a), AS M3.3.4(b), AS M3.3.4(c). ○ A person in the field education director role actively working within the program that meets: AS 4.3.5(a), B4.3.5(b), B4.3.5(c).
Stage	Baccalaureate Programs	Master’s Program

<p>Benchmark 2 submission (30 days before visit date)</p>	<p>No additional faculty required unless needed to full-time equivalent faculty-to-student ratio (AS 3.2.3)</p>	<p><u>At minimum the program must have:</u></p> <ul style="list-style-type: none"> • Total of five (5) full-time principally assigned (51% or more) master’s program faculty actively working within the program. <ul style="list-style-type: none"> ○ A person in the program director role actively working within the program that meets: AS 3.3.4, AS B3.3.4(a), AS M3.3.4(b), AS M3.3.4(c). ○ A person in the field education director role actively working within the program that meets: AS 4.3.5(a), M4.3.5(b), M4.3.5(c). <p>Note: COA offers an optional temporary waiver to the accreditation standard pertaining to minimum number of full-time faculty required for master’s social work programs (Accreditation Standard M3.2.4). This temporary waiver permits master’s programs with accreditation reviews under the 2015 EPAS to operate with a minimum of four (4) full-time faculty, as permitted in the 2022 EPAS.</p> <p>Complete and submit the Temporary Waiver Request Form to Katie Gibson-Ledl, Associate Director of Accreditation Services, at kgibson@cswe.org.</p>
<p>Stage</p>	<p>Baccalaureate Programs</p>	<p>Master’s Program</p>
<p>Benchmark 3 / Initial</p>	<p>No additional faculty required unless needed to comply with the full-time</p>	<p><u>At minimum the program must have:</u></p>

<p>Accreditation submission</p> <p>(30 days before visit date)</p>	<p>equivalent faculty-to-student ratio (AS 3.2.3)</p>	<ul style="list-style-type: none"> • Total of six (6) full-time principally assigned (51% or more) master’s program faculty actively working within the program. <ul style="list-style-type: none"> ○ A person in the program director role actively working within the program that meets: AS 3.3.4, AS B3.3.4(a), AS M3.3.4(b), AS M3.3.4(c). ○ A person in the field education director role actively working within the program that meets: AS 4.3.5(a), M4.3.5(b), M4.3.5(c). • The majority of full-time faculty must have a master’s degree in social work and a doctoral degree, preferably in social work 30 days before the visit date. This is not a requirement for Benchmark 1 nor Benchmark 2. <p>Note: COA offers an optional temporary waiver to the accreditation standard pertaining to minimum number of full-time faculty required for master’s social work programs (Accreditation Standard M3.2.4). This temporary waiver permits master's programs with accreditation reviews under the 2015 EPAS to operate with a minimum of four (4) full-time faculty, as permitted in the 2022 EPAS.</p> <p>Complete and submit the Temporary Waiver Request Form to Katie Gibson-Ledl, Associate Director of Accreditation Services, at kgibson@cswe.org.</p>
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