

**NOTICE OF INTENT TO CREATE A PROGRAM*, DEPARTMENT,
SCHOOL, OR COLLEGE**

**Notice of Intent will only be accepted electronically as a Word document to the Office of the
Provost when submitted to provost.deg.changes@wsu.edu**

****If creating a Program, a notice of intent and proposal to create a new degree will also be required.***

Proposed Name:	Department of Social Work
Campus(es):	WSU Tri-Cities
College(s):	College of Education, Sport and Human Sciences
Proposed location in the administrative structure: <i>(Part of a larger unit? Who does it report to? Who reports to it? Attach proposed organizational chart.)</i>	The chair of the department will reside on the TC campus with a dual reporting structure to the Dean of the College of Education, Sport and Human Science and the VCASA at WSU Tri-Cities. The Dean of the College, the WSU Tri-Cities Chancellor, and the Tri-Cities VCASA will share administrative oversight of the chair, faculty P&T, academics and accreditation. The VCASA and VCFA of WSU Tri-Cities campus provide budgetary oversight, faculty/staff recruitment, and workload determination. This structure is supported by EP29: Deans share responsibility with chancellors for the success of components of departments, programs, or schools residing on another campus. Deans share responsibility with vice chancellors for academic affairs for successful administration of the components of academic programs offered by departments and schools that are offered on the vice chancellor’s campus and exercise their academic authority in close collaboration and cooperation with the vice chancellor of academic affairs.

Contact Name:	Karen Thomas-Brown	Email Address:	karen.thomasbrown@wsu.edu
Date of filing this NOI:	June 17 2025	Proposed effective date:	January 1 2026

Provide a clear and thorough statement of the nature and purposes of the new unit in the context of WSU’s mission and strategic plan.
<p>From the inception of this project, we have known the importance of eventually creating a Department of Social Work. The Council on Social Work Education, the professional accreditation body for academic programs in social work, require faculty governance and control of budget, academic programs and curriculum, promotion and tenure guidelines and review, and student admission and progression similar to other professional programs.</p> <p>When funding for the graduate and undergraduate programs in Social Work was received from the legislature in 2023, we originally housed the baccalaureate program and faculty within the Foundational Practice and Community-based Care Department and the master’s program in the Advanced Practice and Community-based Care Department in the College of Nursing until sufficient faculty were hired and programs had been developed. As programs are being developed, it has become apparent that proposed tenure and promotion guidelines for social work faculty could not be aligned with those in the College of Nursing. After discussion with the EVP and Chancellor of WSU Spokane and subsequent discussion with the Dean of the College of Education, Sport and Human Sciences (CEHS), it was decided that the academic discipline of Social Work is more aligned with the unique, interdisciplinary nature of this college and would more seamlessly fit within the structures of the college including tenure and promotion guidelines.</p>

HRS, budget/finance, and student services will not realize any change on the Tri-Cities campus. They are already responsible for these functions with the current configuration. The Dean, Tri-Cities VCASA and college Academic Director already share collaborative responsibility for curriculum development, implementation and evaluation processes as well as accreditation for education programs in the college.

Explain how all faculty and other affected administrative units across the system were notified of the potential change, engaged in the discussion, and given the opportunity to provide feedback.

While the intent to create a SW Department has always been the long-range plan, the responses from the Council on Social Work Education indicated that the department needed to be created sooner rather than later. While the original NOI was to seek a department in the College of Nursing, it has since been realized that the College of Education, Sport and Human Sciences (CESHS) is a more suitable environment for social work for the various reasons listed above. The Interim Director of the BSW agrees with the plan to move forward. The Tri-Cities Chancellor has discussed this with the EVP and Chancellor of WSU Spokane and the Dean of ESHS. The dean has discussed this with her leadership team as well.

Do the affected faculty and other administrative units agree to the creation of this college or department? If yes, please include (or attach) letters of support from respective leaders of the affected units. If not, please explain why the unit should be created over their objections.

Yes – there are two faculty currently in the social work program, and they support the creation of the department.

If the unit is a department or school, will it serve as a tenure unit? If so, explain why. How many tenured faculty will be in the unit at inception?

Yes, it will serve as a tenure unit. Tenure and promotion benchmarks for SW are distinct and a separate department/tenure unit will facilitate accreditation, recruitment, and ultimately retention of qualified faculty. These guidelines/benchmarks are in development. All faculty are currently career track but at least one BSW faculty member would be eligible to move to tenure track/assistant professor. We anticipate that at least 2 additional MSW faculty, including the program director will qualify for tenure track positions. We are actively recruiting for this director, with hopes that a candidate currently holding tenure at another university could be identified. Therefore, a total of 3-4 tenure-track faculty would be in the unit at inception.

Attach the Financial Worksheet for new programs.

Describe the effect on the library at the proposed location:

The WSU library's collections provide a range of resources relevant to a Social Work department. Database subscriptions include: APA PsycInfo, Academic Search Complete, Sociological Abstracts, Eric, Health and Psychosocial Instruments, PsychiatryOnline, Sage Research Methods, and Social Services Abstracts which are accessible with a WSU network ID. Books and materials such as course copies of textbooks will be sought through publisher arrangements for desk copies. The BSW is developing an open educational resources (OER) curriculum for undergraduates. There is adequate library staff at WSU Tri-Cities to provide circulation and interlibrary loan services for the Social Work program.

Timeline:

We propose to create this department no later than 12/31/2025 to ensure that accreditation application and Benchmark 1 required by CSWE can be submitted in time to admit the first junior class in Fall 2027.

SIGNATURES: The names typed below certify that the relevant academic and campus officials have reviewed and approved this proposal:

Chair or Director Signature:		Date:	June 18, 2025
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Dean Signature:	Karen Thomas Brown (via email)	Date:	June 16, 2025
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Signatures are required from all Chancellors (or delegates). A signature denotes endorsement if the degree will be offered and/or impact the respective campus. A signature will also denote receipt of notification if the degree is not being offered and/or will impact the respective campus. If needed, a signature abstention box is provided immediately below.

Everett Chancellor Signature:		Date:	6/24/25
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Global Chancellor Signature:	Dave Cillay	Date:	6/22/2025
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Pullman Chancellor Signature:		Date:	
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Spokane Chancellor Signature:	Daryll DeWald (signed via attached document)	Date:	June 27, 2025
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Tri-Cities Chancellor Signature:		Date:	June 18, 2025
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Vancouver Chancellor Signature:		Date:	June 18, 2025
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Comments regarding abstention of signature(s)

Submit completed form as a Word document to the Provost's Office at provost.deg.changes@wsu.edu

Provost's Office Signature:		Date:	
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For Registrar's Office Use Only:			
Current CIP Code:		New CIP Code:	
		Date:	