

ACADEMIC PROFESSIONAL PERFORMANCE REVIEW COMMITTEE (APPRC)

Revised September 18, 2023

Social work education assures that competent persons enter the social work profession, and UT's Social Work Programs are committed to ensuring that students from our program are well-suited for the professional demands, roles, and responsibilities of social workers. Our programs seek to enhance students' probability of succeeding educationally and professionally. As such, our programs utilize a committee of the faculty called the Academic Professional Performance

Review Committee. The committee is composed of faculty members from the College of Social Work and the College of Business Administration. The committee's primary responsibility is to review and recommend the appointment, reappointment, and removal of faculty members in the College of Social Work and the College of Business Administration. The committee also reviews and recommends the appointment, reappointment, and removal of faculty members in the College of Social Work and the College of Business Administration who are not on the faculty. The committee's secondary responsibility is to review and recommend the appointment, reappointment, and removal of faculty members in the College of Social Work and the College of Business Administration who are not on the faculty. The committee's tertiary responsibility is to review and recommend the appointment, reappointment, and removal of faculty members in the College of Social Work and the College of Business Administration who are not on the faculty.

Student behavior that may necessitate a referral to the APPRC may include, but is not limited to:

- Failure to meet or maintain Social Work Program requirements.
- Failure to meet or maintain the current National Association of Social Workers (NASW) Code of Ethics <https://www.socialworkers.org/About/Ethics/Code-of-Ethics/Code-of-Ethics-English>
- Failure to meet or maintain the laws and rules specified by State of Ohio Administrative Code Chapter 4757 *Counselors, Social Workers, Marriage and Family Therapists* <https://cswmft.ohio.gov/wps/wcm/connect/gov/faba2418>

Student

Student Rights & Responsibilities

The Designee has the authority to limit the number of people who will be attending the review.

During the Meeting

APPRC meetings are comprised of five parts: *committee preparation, introduction, discussion, deliberations, and recommendations.*

- 1) *Committee Preparation.* Prior to the meeting, committee members are expected to review any materials they have received about the student. Before the student and their guests enter the meeting, committee members will meet to orient themselves as a group to the student's situation. During this time, the committee Designee will designate a recorder from among the committee members. The recorder is responsible for completing the APPRC Decision Page and reviewing it with committee members before the meeting is adjourned. After committee orientation and appointment of the recorder, the student and their guests will be invited to the meeting.
- 2) *Introduction.* The committee Designee will facilitate the introduction of everyone present at the meeting. They

After the Meeting

The Designee will designate a recorder who will complete the Follow up Form summarizing

work courses may be blocked until APPRC issues are satisfactorily resolved.

- Referral to the UToledo Student Conduct and Community Standards Office
- Permanent removal/termination from UToledo's BSW or MSW Program

The committee will establish a time frame for implementation, completion, and review of the plan. The student will be made aware of the committee's recommendation prior to adjournment.

Termination from Social Work Program

As noted in previous sections, termination from the social work program may be an outcome in several instances:

- Upon receipt and review of the APPRC referral form: In extreme cases – such as an egregious deliberate violation of the Code of Ethics or where someone is put in danger – the APPRC Designee and committee members upon receipt/review of the APPRC referral may require the student to immediately withdraw from the Social Work Program. Again, a copy of the written notice of this decision will be distributed to the student, the student's file, the Program Director, the Department Chair, and the Dean (or their designee).
- Failure to satisfactorily complete a designated remediation plan: If a student does not complete the required remediation plan in the time frame established by the APPRC Committee, the student may be required to withdraw from the Social Work Program.
- Failure to participate in the APPRC process: Participation in the APPRC process is part of any APPRC remediation plan. If a student fails to respond to communications from the APPRC and/or attends scheduled meetings, this is grounds for termination from the social work program.

Student conduct that may result in termination from the Social Work Program includes, but is not limited to:

- Failure to meet or maintain Social Work Program requirements.
- Behavior or conduct judged to be in violation of:
 - The current National Association of Social Workers (NASW) Code of Ethics <https://www.socialworkers.org/About/Ethics/Code-of-Ethics/Code-of-Ethics-English>
 - The laws and rules specified by State of Ohio Administrative Code Chapter 4757 *Counselors, Social Workers, Marriage and Family Therapists* <https://cswmft.ohio.gov/wps/wcm/connect/gov/faba2418-aa3e-4af2-99be-358454da55a5/CSWMFT+Board+Laws+and+Rules+4757+4-19-2021.pdf?MOD=AJPERES&CVID=nBxPivP>, and/or equivalent state laws and rules pertaining to social work practice if the student internship is in a different state such as Michigan Public Health Code Part 185 Social Work:

[http://www.legislature.mi.gov/\(S\(11cqjnm0ydr533irharfw2m\)\)/mileg.aspx?page=getObject&objectName=mcl-368-1978-15-185](http://www.legislature.mi.gov/(S(11cqjnm0ydr533irharfw2m))/mileg.aspx?page=getObject&objectName=mcl-368-1978-15-185).

- The University of Toledo (UT) Student Code of Conduct
https://www.utoledo.edu/policies/main_campus/student_life/pdfs/3364_30_04_student_code_of_conduct.pdf

Upon APPRC determination of termination from the Social Work Program, a copy of the written notice of this decision will be distributed within 3 business days to the student, the student's file, the Department Chair, and the Dean (or their designee).

Readmission to Social Work Program

All APPRC issues must be satisfactorily resolved prior to a student being readmitted to the Social Work Program.

Appeal Process

Any student who has been referred to the APPRC may appeal the APPRC committee's decision pertaining to their referral. The first level of appeal is to the Chair of the Department of Human Services. The student must submit their appeal in writing within six (6) weeks of the APPRC meeting. The Department Chair will review the appeal and respond in writing to the student within one month of receiving the student's appeal request. If the student wishes to appeal the Department Chair's decision, the second level of appeal is to the Dean (or their designee) of the College of Health and Human Services. The appeal must be submitted in writing to the Dean of College of Health and Human Services (or their designee) within 30 days.

Bibliography

Cole, B. S., & Lewis, R. G. (2000). Court cases and judicial opinions related to gatekeeping in colleges, universities, and professional schools. In P. Gibbs & E. H. Blakely (Eds.), *Gatekeeping in BSW programs* (pp. 212-235). New York, NY: Columbia University Press.