DSW DIRECTORS: STAGES of Responsibility

- Recruitment and admissions
- Curriculum planning/management
- Exams / capstone proposal
- DSW capstone
- Enabling student productivity
- Resources for doctoral programs
RECRUITMENT

• Most programs advertise and recruit; intentionality is key
• Competition for quality students is intense; Capacity may exceed qualified applicant supply
• Recruitment is most critical at smaller, newer programs and those not at destination campuses
• Recruitment is more difficult in less populous areas or those with high density of social work programs

Develop a recruitment strategy!
• WHO do you want to reach?
  • Recruit internationally, nationally and locally?
  • Practitioners and current students?
  • Social work and related disciplines?
• HOW will you reach them?
• What is recruitment budget?
• Who is responsible for recruitment at your school?
• What methods: email, social media, print? Info sessions? Webinars? Conferences?
• How to reach prospects of color and those from underrepresented groups?
Admissions

- Adopt a clear review process for selecting class
- Determine financial aid offers (if applicable)
- Send acceptance, rejection, wait list letters.
- Faculty, current students contact accepted students
• Schedule ahead
• **Maximize** faculty involvement, particularly where content builds
• Faculty recruitment
• Cooperate & communicate with other program directors
• Advertise courses to other departments & vice versa
• Use program committee to review & revise curriculum
• Adhere to larger university requirements
• Review DSW Accreditation Standards
  • [https://www.cswe.org/Accreditation/Information/Feedback-for-Practice-Doctorate-Program](https://www.cswe.org/Accreditation/Information/Feedback-for-Practice-Doctorate-Program)
Students and faculty should understand purpose(s) of exam / capstone proposal / how students advance to candidacy

Programs should critically review goals, structure, and process regularly

Be sure to know requirements
- of Graduate School; of your school/dept.
- required internal forms, Graduate School forms and deadlines, etc.
- Relationship to candidacy
DSW Capstone Process*

Capstones*
- Variation in form
  - Capstones, dissertations
- Variation in oversight
- Variation in pace & structure
- Variation in dissemination means & ends
ENABLING STUDENT PRODUCTIVITY

• Involve new students in program as early and as much as possible
  • Orientation
    • Encourage relationship building
  • DSW/PhD Mixer
  • Weekly “updates”
  • Drop in sessions
  • Special projects . . . particularly relevant in new programs

• Aid students in increasing “visibility” of their work
  • Effective use of social media and creating a professional collaboration network
  • Encourage conference proposals and publications, as well as white papers, reports, etc.
  • Help link with experts in their areas
  • Dissemination of research and practice materials
• Most common:
  • Course release
  • Summer salary
  • Administrative support
  • Salary supplement

• Others:
  • Research assistance
  • Research funding
  • Upgraded space
Networking piece