

GRADUATE SOCIAL WORK ASSOCIATION (GSWA)  
DEPARTMENT OF SOCIAL WORK, UNC CHARLOTTE  
COLLEGE OF HEALTH & HUMAN SERVICES BUILDING, 4<sup>TH</sup> FLOOR  
9201 UNIVERSITY CITY BLVD . CHARLOTTE, NC 28223

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**List of officers and description of positions**

Lauren Wylie- President

Lwylie4@uncc.edu

The President of GSWA shall preside over organizational meetings monthly which entail creating relevant agendas, ensuring that important events are discussed and goals are accomplished in a timely manner. The President is responsible for, but not limited to, initiating the yearly election in November, coordinating the Mentoring Program with the Admission's Committee, recruiting and communicating with graduating students/recent graduates for the Networking List. She or he is in charge of re-chartering the organization every January with GPSG, registering the organization every August with Student Organizations, and communicating between GSWA and GPSG. The President shall ensure that the organization is in compliance with UNC policies and guidelines and those members are well represented within, and beyond, the organization.

Megan Gandy- Vice President

mgandy@uncc.edu

The role of the Vice President of the Graduate Social Work Association is to work collaboratively with other executive team members to achieve the goals of the organizations. These goals include facilitating faculty-student communication, addressing student's concerns with the program, and planning social events. The GSWA Vice President will preside over organizational meetings in the absence of the President and recruit volunteers from GSWA to participate in GPSG committees and volunteer events. If the Vice-President cannot find volunteers to participate in GPSG committees or events, he/she will volunteer him or herself to participate.

Rachel Miller- Treasurer

Rmille92@uncc.edu

The GSWA treasurer is responsible for making sure that all GSWA expenditures are responsible, within the budget, and properly documented. The treasurer will complete the SAFC workshop at the beginning of the fall and spring semester to become authorized to spend money. This workshop will inform the treasurer of what the procedures are to access funds and what documentation is required. The treasurer may work closely with GPSG treasurer to make sure the accounts are in order. The GSWA treasurer can also move money between accounts in a line transfer. In February, the GSWA treasurer prepares a budget for the following academic school year and submits it to GPSG for approval. Therefore, GSWA officers should talk about program planning for the next academic year in January. The Treasurer shares responsibility to attend monthly GPSG meetings with another member of the GSWA as mutually decided upon.

Samantha Corey- Secretary

Scorey2@uncc.edu

This position works collaboratively with other members of the GSWA to achieve the goals of the group. The secretary is responsible for taking notes during GSWA meetings, typing them up, and returning them to the GSWA President in order to be distributed to all MSW students. This person is responsible for making a student information contact list so all students have access to each other in order to network and work collaboratively with one another.

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Kelly Woodland- Extended Program Faculty Liaison  
[kasuter@uncc.edu](mailto:kasuter@uncc.edu)

Faculty Liaisons help create a healthy, working relationship between students and faculty. As the extended program liaison, you are responsible for advocating for the needs of the extended program students to ensure that their voices are heard in an appropriate manner. One of the main projects taken on by the GSWA and is facilitated by the Faculty Liaisons is the MSW Newsletter. This is a forum that can be used to disseminate pertinent information about the program. The Faculty Liaisons are also responsible for attending monthly GSWA meetings.

Ann Skelton- Full-Time Student-Faculty Liaison  
[askelto1@uncc.edu](mailto:askelto1@uncc.edu)

Faculty Liaisons help create a healthy, working relationship between students and faculty. As the full-time student liaison, you are responsible for advocating for the needs of the advanced standing and full-time students to ensure that their voices are heard in an appropriate manner. One of the main projects taken on by the GSWA and is facilitated by the Faculty Liaisons is the MSW Newsletter. This is a forum that can be used to disseminate pertinent information about the program. The Faculty Liaisons are also responsible for attending monthly GSWA meetings.

Dr. Shanti Kulkarni – Faculty Adviser  
[Skulkar4@uncc.edu](mailto:Skulkar4@uncc.edu)

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**Timeline of Events:**

JANUARY:	Re-chartering of organization Treasurer's workshop
FEBRUARY:	Budget due
MARCH:	Social Work Month – organize events to celebrate and raise awareness Student-faculty dialogue
MARCH/APRIL:	Mentor Program Networking List – obtain contact information from graduating students
APRIL:	Graduate Student Appreciation Week Research Fair
MAY:	Graduation Party End of fiscal year
JUNE:	
JULY:	
AUGUST:	Welcome students at orientation Plan some social event for all students Register organization with SGA
SEPTEMBER:	Contact graduates on the networking list to see job status
OCTOBER:	Plan social events for all students Plan volunteer events
NOVEMBER/DECEMBER:	Elections of new officers. By the end of December, new officers will have taken over the organization.

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**Constitution:**

**Graduate Social Work Association Constitution**

**Article I: Graduate Social Work Association (GSWA)**

**Article II: Purpose**

*Section I:* GSWA is designed to support Masters Social Work students and to link the students and program to the community.

*Section II:* GSWA is willing to abide by all UNC Charlotte policies and guidelines relating to on or off campus activities which our club may sponsor or in which we may participate.

**Article III: Membership**

*Section I:* Any MSW student in good standing with UNC Charlotte can become a member of GSWA. Once a member has dropped from the MSW program, he/she will no longer be eligible for membership. This will be voted on by GSWA officers and will be passed with unanimous decision.

*Section II:* Members will not be required to pay membership dues.

*Section III:* In keeping with UNC Charlotte's policy of non-discrimination, GSWA does not discriminate on the basis of race, color, religion, gender, national origin, age, sexual orientation, and physical or mental ability or disability.

**Article IV: Officers**

*Section I:* GSWA will be governed by five officers; the organization reserves the right to create other positions upon demand. Officially, these five officers will be called President, Vice-President, Secretary, Treasurer, and Student-Faculty Liaison. These officers, the Faculty Advisor, and any other positions created will comprise the executive board of the GSWA.

*Section II:* The President of GSWA shall preside over organizational meetings, submit an end of semester report to GPSG, recharter the organization every January with GPSG, register the organization every August with Student Organizations, and communicate between GSWA and GPSG.

*Section III:* The Vice-President of GSWA shall preside over organizational meetings in the absence of the President and recruit volunteers from GSWA to participate in GPSG committees and volunteer events. If the Vice-President cannot find volunteers to participate in GPSG committees or events, he/she will volunteer themselves to participate.

*Section IV:* The Secretary shall keep minutes of meetings and take charge of written communications. The Secretary will also provide current and up to date contact information to the GPSG and send Newsletter announcements to the GPSG Secretary.

*Section V:* The Treasurer shall be in charge of all financial matters of the GSWA and will attend the GPSG Fall budget meeting for a complete review of their responsibilities.

*Section VI:* The Student-Faculty Liaison shall facilitate open communication between students and faculty.

**Article V: Function / Operation**

*Section I:* The officers are elected by a majority vote from the MSW student body. Any current member of GSWA who has completed at least one full semester of masters level Social Work study is eligible to elected as an officer.

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*Section II:* Nominations will be held by a designated professor prior to the spring semester.

*Section III:* If necessary, a vote will be conducted by secret ballot and votes will be counted by the designated faculty member or staff advisor.

*Section IV:* Officers will serve one term and elections will be held once per academic year.

*Section V:* Officers can be impeached through a majority vote of the executive board.

*Section VI:* The role of the GSWA Faculty Advisor is to regularly report the events and activities of GSWA to the Social Work department at faculty/staff meetings.

*Section VII:* The role of the GSWA Communications Officer is to create and distribute a newsletter and general communications to MSW students, faculty and staff.

**Article VI: Finances**

*Section I:* GSWA plans to finance its activities from an allotted budget provided by GPSG.

**Article VII: Constitutional Amendments**

*Section I:* Amendments can be proposed by any active member of the GSWA.

*Section II:* An amendment can be proposed by any active member of GSWA during a GSWA executive board meeting.

*Section III:* Amendments shall be voted on by the executive board members and passing the proposed amendment shall rely on a majority vote

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**Communication:**

For Students Only - [gswa-l@listserv.uncc.edu](mailto:gswa-l@listserv.uncc.edu)

For Students & faculty - [msw@listserv.uncc.edu](mailto:msw@listserv.uncc.edu)

**Charity Information:**

**GSWA Newsletter:**

Produced once a semester (fall and spring)

Includes information such as the following:

1. announcements, upcoming events (educational, social, internship)
2. awards received/contests to enter
3. information you would like to share with others in the program
4. pictures
5. write an article
6. make a request – to know more about something that might be helpful to report in the newsletter
7. student profile
8. faculty profile