



NEW GRADUATE CONCENTRATION PROPOSALS
ARIZONA STATE UNIVERSITY
GRADUATE EDUCATION

This form should be used for academic units wishing to propose a new concentration for existing graduate degrees.

A concentration is a subspecialty within a degree and major. It indicates the fulfillment of a designated, specialized course of study, which qualifies the student with skills and training in one highly concentrated area of the major. Concentrations are formally-recognized educational designations (including the assignment of a university plan code for reporting/record-keeping purposes and appearance on the ASU transcript). Concentrations are distinguished from more informal academic distinctions such as “emphases,” “tracks,” “foci,” “options,” etc.

Submit the completed and signed (chairs, unit deans) proposal to the **Office of Graduate Academic Programs**, mail code 1003 and electronic copies to eric.wertheimer@asu.edu or amanda.morales-calderon@asu.edu.

Please type.

Contact Name(s): Chris Herbst	Contact Phone(s): 602-496-0458
College/School/Division Name: College of Public Service and Community Solutions (COPSCS)	
Academic Unit Name: School of Public Affairs (SPA) <small>(or proposing faculty group for interdisciplinary proposals)</small>	
Existing Graduate Degree and Major under which this concentration will be established: Master of Public Policy (MPP) in Public Policy	
Proposed Concentration Name: Urban Policy	
Requested Effective Term and Year: Fall 2016 <small>(e.g. Fall 2014)</small>	
Do Not Fill in this information: Office Use Only Plan Code:	CIP Code:

1. Overview

- A. Provide a brief description (*not to exceed 150 words*) of the new concentration (*including the focus of the new concentration, relationship to other concentrations within this degree program, etc*).**

The Master of Public Policy, concentration in Urban Policy provides knowledge and skills for students seeking or advancing careers in areas in which urban dynamics and local governance play an integral role in the policy process. This concentration emphasizes theories and research concerning urban policy analysis and economics as well as urban management, urban city government, public budgeting and finance in an urban context. This will add to concentrations within the MPP program, including Science and Technology Policy, Environmental Policy, and Policy Informatics.

2. Impact Assessment

- A. Explain the unit’s need for the new concentration (*e.g., market demand, research base, direction of the discipline, and interdisciplinary considerations*). How will the new concentration complement the existing degree program, including enrollment, national ranking, etc.?**

Top programs in public policy offer students specializations in substantive policy areas, and we are developing these in policy domains where we have strengths in the school, including policy informatics,

science and technology policy, and environmental policy. The ASU School of Public Affairs has leading scholars doing teaching and research urban affairs, science and technology policy, environmental policy, and urban policy. The School of Public Affairs ranks #2 in city management and urban policy, according to U.S. News and World Report, and this has been reflected in the Master of Public Policy courses. This concentration seeks to build on these strengths by offering additional coursework in the Master of Public Policy degree. Utilizing existing courses at the university, we can give the MPP students an additional concentration that draws upon an area in which the School excels nationally and internationally. We believe that because of the strengths of the school in this area, that we will be competitive nationally and internationally for student recruiting in this area. This would also be a path forward for our undergraduates in the Urban and Metropolitan Studies program.

B. Please identify other related ASU programs and describe how the new concentration will complement these existing ASU programs? (If applicable, statements of support from affected academic unit administrators should be included with this proposal submission.)

This urban policy concentration will have some similar coursework to our Master of Public Administration (MPA) program, and our urbanism concentration in the Ph.D. in Public Administration program, but students will utilize this knowledge about urban issues for policy analysis, so that they understand urban policy problems and potential solutions. The emphasis in the MPA program is on local government management rather than analysis, and in the Ph.D. program, the emphasis is on use of this knowledge for conducting empirical research and building theory. Other ASU master's programs with an urban orientation are focused on physical design (urban design) or on planning methods (urban planning) rather than the application of the techniques of policy analysis for addressing urban issues. Some of the elective coursework is offered by the School of Human Evolution and Social Change and the School of Geographical Sciences and Urban Planning (support statements attached).

C. Is this an interdisciplinary concentration? If yes, please address the relationship of the proposed concentration to other existing degree programs and any parallel or similar concentrations in those degree programs. (Please include relevant Memoranda of Understanding regarding this interdisciplinary concentration from all applicable academic units.)

Only students admitted to the MPP program will be able to pursue the concentration in Urban Policy. The concentration is expected to attract students with a different focus—primarily those with an interest in urban policy analysis—than those that enroll in programs that emphasize architecture or planning. The goal is to differentiate the MPP program from others across the country and to enhance the educational experience and careers prospects for students enrolled in the MPP. Since the MPP focuses on policy analysis there should be no conflict or direct competition with other graduate programs offered at ASU.

3. Academic Requirements and Curriculum

A. What are the total minimum hours required for the major and degree under which the proposed concentration will be established?

42 credit hours

B. Please provide the admissions criteria for the proposed concentration. If they are identical to the admission criteria for the existing major and degree program under which this concentration will be established, you may attach a copy of these criteria as they appear on the departmental website, or other source (please indicate source). Please also list all undergraduate and graduate degrees and/or related disciplines that are required for admission to this concentration program.

Applicants to the concentration will be accepted year-round. Students may be granted admission for Fall, Spring, or Summer semesters. Students must meet all Graduate Education admissions requirements.

The following entry level competencies are needed for admission to the program: an undergraduate social statistics course such as PAF 301 Applied Statistics and undergraduate course work in American National Government such as POS 310 American National Government. Students may also satisfy the American National Government competency by taking the College-Level Examination Program (CLEP) exam in American Government and receiving a passing score.

Students can complete deficiency classes prior to admission to the program or within their first semester after admission. Courses taken to satisfy entry level competencies cannot be used toward the completion of the MPP degree. Regular admission may be granted to applicants who have achieved a grade point average of 3.0 (on a 4.0 scale) or better in the last two years of work leading to a bachelor's degree. GRE verbal, quantitative, and analytical scores will be used as one of the indicators to see how competitive an applicant is within the applicant pool. Applicants will be required to submit an official ASU graduate application, official GRE scores, official transcripts of all undergraduate and graduate course work, a statement of career and educational goals, and three letters of recommendation (two of which should be academic recommendations).

Degree(s): Potential applicants who hold a bachelor's degree from a regionally accredited institution in a related field are eligible to apply to the program. Related fields include social science disciplines, although the department may accept applicants with undergraduate degrees from all educational backgrounds provide they meet the minimum requirements for the degree program. **GPA:** Minimum of a 3.00 cumulative GPA (scale is 4.0=A) in the last 60 hours of a student's first bachelor's degree program. Minimum of 3.00 cumulative GPA (scale is 4.0 = A) in the applicable Master's degree.

English Proficiency Requirement for International Applicants: (See Graduate Education policies and procedures) (http://graduate.asu.edu/admissions/international/english_proficiency): Same as Graduate Education policy.

Required Admission Examinations: GRE GMAT Miller Analogies None required

- C. If the proposed concentration is part of a larger, interdisciplinary agenda, please provide additional admission information related to students who may enter with various academic backgrounds, including expected entry-level competencies. As applicable, please also address the courses that must be taken to remedy any relevant deficiencies for incoming students.**

Not applicable

- D. What knowledge, competencies, and skills (learning outcomes) should graduates have when they complete this proposed concentration program? Examples of program learning outcomes can be found at (<https://uoeee.asu.edu/program-outcomes>).**

At the conclusion of the concentration, student will be able to:

1. Demonstrate understanding of the critical components of the US urban policy in the context of federal, state and local government.
2. Analyze and evaluate institutions, processes and public policy issues and associated programs related to urban policy.

OUTCOME 1	Evaluate the critical components of urban economies and incentives created by urban government policy.
Measure 1.1	Students in PAF 506 Public Budgeting & Finance.
Performance Criterion 1.1	80% of students will earn a rating of 80% or higher on their final project on municipal budget analysis.
Measure 1.2	Capability will be assessed through an instrument completed during the capstone course (which ranges

	from 1-5, with 1 signifying “very poor” and 5 signifying “very good”) in which students evaluate their understanding of budgeting and financial management.
Performance Criterion 1.2	Students completing the program, taking an assessment in capstone courses PAF 509 or PAF 579, will have a mean score of at least 4.
OUTCOME 2	Conduct systematic analyses of urban governance structures and policymaking
Measure 2.1	Students in PAF 544 Urban Policy will write a policy analysis.
Performance Criterion 2.1	80% of students will earn a rating or 80% or higher on the paper.
Measure 2.2	Capability will be assessed through an instrument completed during the capstone course (which ranges from 1-5, with 1 signifying “very poor” and 5 signifying “very good”) in which students evaluate their understanding of policy analysis and implementation.
Performance Criterion 2.2	Students completing the program, taking an assessment in capstone courses PAF 509 or PAF 579, will have a mean score of at least 4.

E. How will students be assessed and evaluated in achieving the knowledge, competencies, and skills outlined in 3.D. above?

A master’s committee that consists of department faculty is responsible for the assessment and evaluation of the program. The School of Public Affairs measures students’ learning at the start and conclusion of the MPP program. SPA faculty involved in teaching in overlapping/complementary areas of the MPP core curriculum meet twice annually to discuss the core agreements in each topical area and to provide guidance to faculty associates and adjuncts on syllabus construction and textbook selection. These core agreement groups are also involved in generating feedback on the extent to which the core agreements are appropriately tied to student assessments later in the program and how these ties can be strengthened.

Students complete a survey at the start of the program in which they indicate their level of knowledge for several key learning objectives, including their understanding of 1.) policy analysis and implementation, and 2.) program planning and evaluation. Students also complete the same survey at the conclusion of the program. This survey measures items related to program experiences, professional competencies, and employment. Comparison of these assessment surveys provides the department with insight into student learning and program effectiveness.

In addition, the school uses course evaluations as a measurement tool to help steer content and learning outcomes for each required core course in the program.

The MPP degree requires students to demonstrate competency for public service by synthesizing and applying core knowledge, skills, and abilities to public service problems. Students demonstrate their public service competency by earning an A or a B in the required capstone course, PAF 509 Public Affairs Capstone or PAF 579 Public Policy Capstone. Either PAF 509 or PAF 579 is taken after completion of all required MPP coursework. The purpose of these courses is to serve as the culminating experience for students enrolled in the MPP program. In addition, students will be expected to achieve a mastery level or above (3.0 GPA or higher) in learning outcomes outlined for each concentration class.

F. Please provide the curricular structure for the proposed concentration.

- Additionally, please ensure that all **new** required course proposals have been submitted to the Provost's office through the Curriculum ChangeMaker online course proposal submission system for approval before this concentration is put on the University Graduate Council and CAPC agendas.

Required Core Courses for the Degree			Credit Hours
<i>(Prefix & Number)</i>	<i>(Course Title)</i>	<i>(New Course?) Yes or No?</i>	(Insert Section Sub-total) 27
PAF 501	Public Service Research I	No	3
PAF 502	Public Service Research II	No	3
PAF 504	Microeconomics of Public Policy I	No	3
PAF 505	Public Policy Analysis	No	3
PAF 540	Advanced Policy Analysis	No	3
PAF 541	Program Evaluation	No	3
PAF 570	Microeconomics of Public Policy II	No	3
PAF 573	Applied Econometrics	No	3
PAF 574	Diversity, Ethics & Leading Public Change	No	3
Required Concentration Courses			Credit Hours
<i>(Prefix & Number)</i>	<i>(Course Title)</i>	<i>(New Course?) Yes or No?</i>	(Insert Section Sub-total) 6
PAF 506	Public Budgeting & Finance	No	3
PAF 544	Urban Policy	Yes	3
Elective or Research Courses <i>(as deemed necessary by supervisory committee)</i> <i>(Students choose two courses for a total of 6 credit hours)</i>			Credit Hours
<i>(Prefix & Number)</i>	<i>(Course Title)</i>	<i>(New Course?) Yes or No?</i>	(Insert Section Sub-total) 6
ESS 510	Urban Environments	No	4
PAF 534	Urban Infrastructure	No	3
PAF 571	Geographic Information Systems (GIS) & Analysis	No	3
PUP 525	Urban Housing Issues	No	3
Internship as approved by the academic unit. Must be 584 course number.			2-3
Culminating Experience * *Students choose PAF 509 OR PAF 579 as the culminating experience.			Credit Hours (Insert Section Sub-total) 3

PAF 509 Public Affairs Capstone	3
PAF 579 Public Policy Capstone	3
Total required credit hours	42

- G. Please describe the primary course delivery mode, (e.g., online, face-to-face, off-site etc.). Please note: If this proposed initiative will be offered completely online, clearly state that in this section, and fill out the applicable section in the Operational Appendix.**

The concentration will be delivered in person, although individual courses may be offered in as iCourses.

- H. Please describe the culminating experience(s) required for completion of the existing degree and major, and the proposed concentration (e.g., thesis, dissertation, comprehensive exams, capstone course(s), practicum, applied projects, etc.).**

The MPP degree requires students to demonstrate competency for public service by synthesizing and applying core knowledge, skills, and abilities to public service problems. Students demonstrate their public service competency by earning an **A** or a **B** in the required capstone course, **PAF 509 Public Affairs Capstone or PAF 579 Public Policy Capstone**. Either PAF 509 or PAF 579 is taken after completion of all required MPP coursework. The purpose of these courses is to serve as the culminating experience for students enrolled in the MPP program.

The Capstone course is a forum in which students have the opportunity to bring together the skills and knowledge acquired in the MPP program, polish their skills, and further develop their sense of professional personal identity. Capstone instructors use a combination of a wide variety of projects and tasks, aimed at practice in skills targeted in the objectives above. Instructors use speakers, research projects, role playing, oral presentations, case analyses, class participation, and team taskforce work to address these skills.

The proposed concentration does not require completion of culminating experiences beyond what is required for completion of the existing MPP degree.

- I. Please describe any other requirements for completion of the existing degree and major, and the proposed concentration (e.g., internships, foreign language skills, etc.).**

The MPP degree focuses on preparing students for careers in public service. Many of our students are currently working in government or nonprofit management, so an internship is not required for the concentration. However, a public service internship is recommended for those students without previous administrative experience in government. The purpose of the internship is to provide students with practical and professional experience in a specific career area. Students work in and for public organizations applying the knowledge, skills, and abilities acquired in their plan of study. During the internship experience, students can develop a professional network that will aid them in their pursuit of a career in local government organizations. Students can apply three credit hours of internship credit to the degree program as an elective.

The School of Public Affairs serves as a link between ASU and governmental agencies. The School is active in developing governmental internships and placing graduates, and already has an established internship program with many local governments, including City of Phoenix, Tempe, Avondale, Maricopa, and Scottsdale. The internship program operates on a year-round basis. This enables the School of Public Affairs to be responsive to the needs of various agencies whenever they experience heavy workload periods, demands for special projects, and needs for additional personnel. It also allows students to

schedule an internship at a time most convenient to them during their academic program. The internship is coordinated by participating concentration faculty and professional staff within the department.

- J. For interdisciplinary programs, additional sample curricular structures must be included as appendix items to this proposal relating to students with various academic backgrounds who may pursue the proposed concentration, including expected mastery of core competencies (e.g., course work, skills, and/or knowledge).**

Although the courses offered as part of the concentration are interdisciplinary in nature, only admitted MPP students will be allowed to pursue the concentration. The impact on any other program is anticipated to be negligible.

4. Administration and Resources

- A. How will the proposed concentration be administered (including recommendations for admissions, student advisement, retention etc.)? Describe the administering body in detail, especially if the proposed concentration is part of a larger interdisciplinary initiative. How will the graduate support staffing needs for this proposed concentration program be met?**

The concentration will be administered by the School of Public Affairs' graduate director who, along with the Master's Committee, is responsible for the overseeing and implementing all masters-level programs in the department.

The graduate director is responsible for evaluating all admission applications and any issues relating to the curriculum. Any exceptions to program policy and curriculum are at the discretion of the director with approval from Graduate Education. Curriculum changes to core course requirements, as well as the culminating experience courses must be submitted to and approved by Graduate Education. Each student is assigned a faculty advisor with an area of specialization in Urban Policy (see #4. D. below for a complete listing of Faculty). Each advisor is responsible for any initial advising on the program, electives, and career information.

In addition, the department's full-time administrative staff will be responsible for monitoring student progress, providing information regarding internship/job placement opportunities, processing petitions, plans of study, graduation applications, and other relevant graduate forms and procedures.

- B. How many students will be admitted immediately following final approval of the concentration? What are enrollment projections for the next three years?**

Expected enrollment in the MPP concentration in Urban Policy is 40 students by Year 5.

5-YEAR PROJECTED ANNUAL ENROLLMENT					
	1 st Year	2 nd Year.	3 rd Year.	4 th Year.	5 th Year.
# Students	5	10	15	25	40

- C. What are the resource implications for the proposed concentration, including any projected budget needs? Will new books, library holdings, equipment, laboratory space and/or personnel be required now or in the future? If multiple units/programs will collaborate in offering this concentration please discuss the resource contribution of each participating program. Letters of support must be included from all academic units that will commit resources to this concentration.**

- Current Library Relevant Holdings: Current library resources are sufficient to support this program.
- Additional Library Acquisitions Needed: None. Current library resources are sufficient to support this program.
- Existing Physical Facilities: Current classroom facilities on the Downtown Phoenix campus are adequate to support this program.
- Additional Facilities Required or Anticipated: Current classroom facilities on the Downtown Phoenix campus are adequate to support this program for the first three years.
- Other Support Now Available: The School's support staff includes an Executive Assistant, Public Policy Liaison, Academic Support Specialist, Senior Specialist, Career Services Manager and Senior Office Assistant.
- Other Support Needed, Next Three Years: Current department staff is sufficient to support the faculty and student service resources required for this program.

D. Please list the primary faculty participants in this proposed concentration.


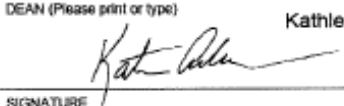
<i>Name</i>	<i>Title</i>	<i>Area(s) of Specialization as they relate to proposed concentration</i>
Gerald Miller	Professor, SPA	Resource allocation and control in public organizations
Akheil Singla	Assistant Professor, SPA	State and local public finance, public financial management and budgeting, public sector economics
Daniel Schugurensky	Professor, SPA	Participatory governance, public engagement, civic learning, educational policy, social economy, community development, participatory budgeting.
David Swindell	Associate Professor, SPA	Urban economic development, community development, performance management, citizen satisfaction, governance, alternative urban service delivery arrangements, public policy analysis, program evaluation, social capital
Justin Stritch	Assistant Professor, SPA	Intergovernmental relations, city-county consolidation, multi-jurisdictional collaboration and revenue sharing, local environmental policy, neighborhood stabilization and housing
Karen Mossberger	Professor and Director, SPA	Urban policy, e-government, policy diffusion and innovation
Joanna Lucio	Assistant Professor, SPA	Urban policy, urban governance, housing policy, city management

E. Is there a graduate faculty structure for this concentration program that will differ from the original degree program graduate faculty structure (for PhD programs only)? If yes, please include the name of the graduate faculty group and whether they will participate in offering this concentration.

None

5. Additional Material — Please attach any additional information that you feel relates to the proposed concentration.

(Please label accordingly, i.e., Appendix or Attachment A, B, etc.)

Approvals (if the proposal submission involves multiple units, please include letters of support from those units)		
DEPARTMENT CHAIR or SCHOOL DIRECTOR		1-30-15
SIGNATURE		DATE
DEAN (Please print or type)	Kathleen Andereck	
		1/30/15
SIGNATURE		DATE

The following section will be completed by Graduate Education following the recommendations of faculty governance bodies.

VICE PROVOST FOR GRADUATE EDUCATION	
_____	_____
SIGNATURE	DATE

Please note: Proposals for new concentrations also require the review and recommendation of approval from the University Graduate Council, Curriculum and Academic Programs Committee (CAPC), the Academic Senate (Information item only), and the Office of the Provost before they can be put into operation.

The final approval notification will come from the Office of the Provost.

GF1112E-92

APPENDIX I

OPERATIONAL INFORMATION FOR GRADUATE PROGRAMS

(This information is used to populate the [Graduate Programs Search](#)/catalog website.)

1. Provide a brief (catalog type - no more than 150 words) **program description.**

The MPP in Public Policy concentration in Urban Policy provides knowledge and skills for students seeking or advancing careers in areas in which urban dynamics and local governance play an integral role in the policy process. This concentration emphasizes theories and research concerning urban policy analysis and economics as well as urban management, urban city government, public budgeting and finance in an urban context.

Breakdown of requirements:

core (24)

- PAF 501 Public Service Research I (3)
- PAF 502 Public Service Research II (3)
- PAF 504 Microeconomics of Public Policy I (3)
- PAF 505 Public Policy Analysis (3)
- PAF 540 Advanced Policy Analysis (3)
- PAF 541 Program Evaluation (3)
- PAF 570 Microeconomics of Public Policy II (3)
- PAF 573 Applied Econometrics (3)
- PAF 574 Diversity, Ethics & Leading Public Change (3)

concentration coursework (6)

- PAF 506 Public Budgeting & Finance (3)
- PAF 544 Urban Policy (3)

elective or research courses (6)*

culminating experience: 3 credit hours of PAF 509 Public Affairs Capstone or PAF 579 Public Policy Capstone

* Students choose two courses from ESS 510, PAF 534, PAF 571, PUP 525 or an internship as approved by the academic unit. Internship must be 584 course number.

2. Campus(es) where program will be offered:

ASU Online only (all courses online) – (Office of the Provost and ASU Online approval is needed)

All other campus options (please select all that apply):

Downtown Polytechnic

Tempe West

Both on-campus **and** ASU Online (*) – Office of the Provost and ASU Online approval is needed for this option. (Check applicable campus from options listed).

3. Keywords: (List all keywords that could be used to search for this program. Keywords should be specific to the proposed program.)

Public policy, urban policy, economics, urban management, city management, public budgeting, public finance

4. **Area(s) of Interest:**

* **To select desired box**, place cursor on the left side of the box, right click mouse, select **Properties**, under **Default Value** select **Checked**, press **OK** and the desired box will be checked

A. Select **one (1)** primary area of interest from the list below that applies to this program.

- | | |
|--|--|
| <input type="checkbox"/> Architecture & Construction | <input type="checkbox"/> Interdisciplinary Studies |
| <input type="checkbox"/> Arts | <input type="checkbox"/> Law & Justice |
| <input type="checkbox"/> Business | <input type="checkbox"/> Mathematics |
| <input type="checkbox"/> Communication & Media | <input type="checkbox"/> Psychology |
| <input type="checkbox"/> Education & Teaching | <input type="checkbox"/> STEM |
| <input type="checkbox"/> Engineering & Technology | <input type="checkbox"/> Science |
| <input type="checkbox"/> Entrepreneurship | <input checked="" type="checkbox"/> Social and Behavioral Sciences |
| <input type="checkbox"/> Health & Wellness | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Humanities | |

B. Select **one (1)** secondary area of interest from the list below that applies to this program.

- | | |
|--|---|
| <input type="checkbox"/> Architecture & Construction | <input type="checkbox"/> Interdisciplinary Studies |
| <input type="checkbox"/> Arts | <input type="checkbox"/> Law & Justice |
| <input type="checkbox"/> Business | <input type="checkbox"/> Mathematics |
| <input type="checkbox"/> Communications & Media | <input type="checkbox"/> Psychology |
| <input type="checkbox"/> Education & Teaching | <input type="checkbox"/> STEM |
| <input type="checkbox"/> Engineering & Technology | <input type="checkbox"/> Science |
| <input type="checkbox"/> Entrepreneurship | <input type="checkbox"/> Social and Behavioral Sciences |
| <input type="checkbox"/> Health & Wellness | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Humanities | |

APPENDIX II

Sample Plan of Study – MPP (Urban Policy concentration)

<p>Term 1</p> <p>PAF 501 Public Service Research I PAF 504 Microeconomics of Public Policy I PAF 544 Urban Policy PAF 574 Diversity, Ethics & Leading Public Change</p>	<p>Term 2</p> <p>PAF 502 Public Service Research II PAF 540 Advanced Policy Analysis PAF 541 Program Evaluation PAF 570 Microeconomics of Public Policy II</p>
<p>Term 3</p> <p>PAF 505 Public Policy Analysis PAF 506 Public Budgeting and Finance PAF 573 Applied Econometrics</p>	<p>Term 4</p> <p>PAF 509 Public Affairs Capstone OR PAF 579 Public Policy Capstone Elective * Elective *</p>
<p>*Choose from: ESS 510, PAF 534, PAF 571, PUP 525 Highlighted courses – apply to the concentration</p>	

APPENDIX III

Support Statements

College of Public Service and Community Solutions

From: Kathleen Andereck [<mailto:kandereck@asu.edu>]
Sent: Friday, March 13, 2015 12:09 PM
To: curriculumplanning@asu.edu
Subject: concentration proposals

Attached are the revisions of the concentration proposals from the School of Public Affairs with the correct names and the signature pages. Thanks.

Kathy

Kathleen Andereck

Director of Curricular Initiatives, College of Public Service and Community Solutions

Director and Professor, [School of Community Resources and Development](#)
Arizona State University

Mail Code 4020, 411 North Central Avenue, Suite 550 Phoenix, Arizona 85004-0690

Phone: (602) 496-1056 | Fax: (602) 496-0953 | E-mail: kandereck@asu.edu

School of Human Evolution and Social Change

From: Alexandra Brewis Slade
Sent: Friday, January 30, 2015 2:11 PM
To: Karen Mossberger
Cc: Alissa Ruth
Subject: Re: Courses for Urban Policy Concentration

SHESC to happy to support.

Alexandra Brewis Slade, Presidents' Professor
<https://webapp4.asu.edu/directory/person/855688>

From: Karen Mossberger <Karen.Mossberger@asu.edu>
Date: Friday, January 30, 2015 11:02 AM
To: Alex Brewis <alex.brewis@asu.edu>
Subject: Courses for Urban Policy Concentration

Dear Prof. Brewis Slade:

The School of Public Affairs is proposing a new concentration in Urban Policy for our Master of Public Policy. We have identified two of your courses as possible electives for this concentration, and we are writing to request your support for their inclusion.

The courses we are interested in are ASB 553 - Sustainable Urban Dynamics and ESS 510 Urban Environments.

Please let us know if you have any questions or concerns, or whether this meets with your approval.

Karen Mossberger

1

Karen Mossberger, Ph.D.
Professor and Director, School of Public Affairs
Arizona State University
411 North Central Ave., Suite 450
Phoenix, AZ 85004
602-496-1101
karen.mossberger@asu.edu

College of Liberal Arts and Sciences, Social Sciences Division
and School of Geographical Sciences and Urban Planning

Christopher Hiryak

From: Elizabeth Wentz
Sent: Monday, February 09, 2015 6:48 PM
To: Karen Mossberger
Cc: Gloria Jeffery; Christopher Hiryak; Joochul Kim
Subject: Re: courses for urban policy concentration

Great.

Libby

On Feb 9, 2015, at 5:41 PM, Karen Mossberger <Karen.Mossberger@asu.edu> wrote:

Urban Housing Issues and Urban Land Use Planning both look central to a concentration on urban policy. I think that this would work!

Best,

Karen

Karen Mossberger, Ph.D.
Professor and Director, School of Public Affairs
Arizona State University
411 North Central Ave., Suite 450
Phoenix, AZ 85004
602-496-1101
karen.mossberger@asu.edu

From: Elizabeth Wentz
Sent: Monday, February 09, 2015 4:42 PM
To: Karen Mossberger; Gloria Jeffery
Cc: Christopher Hiryak; Joochul Kim
Subject: Re: courses for urban policy concentration

Dear Karen,

Thank you for your patience as we look through our classes. Here are some options for you to consider for your concentration:

PUP 515 International Planning and Development
PUP 525 Urban Housing Issues
PUP 526 Historic Preservation Planning Practice
PUP 527 Preservation Planning
PUP 544 Urban Land Use Planning
PUP 561 Urban Design Workshop
PUP 575 Environmental Impact Analysis
PUP 644 Public Sector Planning

Let me know if any of these classes (by title only at this point) look like potential courses. I might be able to track down an old syllabus if you want for selected ones.

Libby

--

Elizabeth A. Wentz
Professor and Director
School of Geographical Sciences and Urban Planning
Arizona State University
Tempe, AZ 85287-5302
wentz@asu.edu

President-elect, UCGIS (2014-2016) (www.ucgis.org)

From: Karen Mossberger <Karen.Mossberger@asu.edu>
Date: Monday, February 9, 2015 at 1:46 PM
To: Libby3 <wentz@asu.edu>, Gloria Jeffery <gjeffery@asu.edu>
Cc: Christopher Hiryak <chris.hiryak@asu.edu>, Joochul Kim <Joochul.Kim@asu.edu>
Subject: RE: courses for urban policy concentration

Thanks so much!

Karen

Karen Mossberger, Ph.D.
Professor and Director, School of Public Affairs
Arizona State University
411 North Central Ave., Suite 450
Phoenix, AZ 85004
602-496-1101
karen.mossberger@asu.edu

From: Elizabeth Wentz
Sent: Monday, February 09, 2015 1:46 PM
To: Karen Mossberger; Gloria Jeffery
Cc: Christopher Hiryak; Joochul Kim
Subject: Re: courses for urban policy concentration

I just spoke with one of our staff to identify a list of non-core MUEP classes that you could consider listing for your concentration. We'll be in touch with you soon on it.

Libby

--

Elizabeth A. Wentz
Professor and Director
School of Geographical Sciences and Urban Planning
Arizona State University
Tempe, AZ 85287-5302
wentz@asu.edu

President-elect, UCGIS (2014-2016) (www.ucgis.org)

From: Karen Mossberger <Karen.Mossberger@asu.edu>
Date: Monday, February 9, 2015 at 1:38 PM
To: Libby3 <wentz@asu.edu>

Cc: Christopher Hiryak <chris.hiryak@asu.edu>, Joochul Kim <Joochul.Kim@asu.edu>
Subject: RE: courses for urban policy concentration

Hi Libby -

Thanks for your response. I know that catalogs often still list things that aren't currently taught.

As of now, the MPP is small (only about 25 students) and so the demand for an urban concentration in the program may be fairly small. I understand that program fees may more problematic, however, if we are designating this as part of a concentration. And, of course, we would like to grow this in the future.

It does sound like alternatives would be easier. This was a fairly long list, from just going through the catalog. If there are one or two courses that you could identify, that would be great.

Thanks,

Karen

Karen Mossberger, Ph.D.
Professor and Director, School of Public Affairs
Arizona State University
411 North Central Ave., Suite 450
Phoenix, AZ 85004
602-496-1101
karen.mossberger@asu.edu

From: Elizabeth Wentz
Sent: Monday, February 09, 2015 1:29 PM
To: Karen Mossberger
Cc: Christopher Hiryak; Joochul Kim
Subject: Re: courses for urban policy concentration

Dear Karen,

There are two issues here that I need to take a bit more time to articulate. First, most of the courses suggested here are part of our master's of environmental urban planning (MUEP) program. This is a Planning accredited program and the students in the program – and therefore in the classes – pay program fees that we use for supporting the students. It isn't clear how students from your program would provide support. The second issues is that some of the courses listed here are no longer regularly offered because the primary faculty who taught them is no longer at ASU. We may have an alternative list for you to consider, but I need to get to that.

Thank you for understanding the delay here in identifying how to best support your program.

Libby

--

Elizabeth A. Wentz
Professor and Director
School of Geographical Sciences and Urban Planning
Arizona State University
Tempe, AZ 85287-5302
wentz@asu.edu

President-elect, UCGIS (2014-2016) (www.ucgis.org)

From: Karen Mossberger <Karen.Mossberger@asu.edu>
Date: Monday, February 9, 2015 at 11:59 AM
To: Libby3 <wentz@asu.edu>
Cc: Christopher Hiryak <chris.hiryak@asu.edu>
Subject: RE: courses for urban policy concentration

Hi Libby -

We will need to put forward this proposal soon for the concentration. Do we have your support for including any or all of these courses? If there are some that are more appropriate, please let us know.

Thanks,

Karen

Karen Mossberger, Ph.D.
Professor and Director, School of Public Affairs
Arizona State University
411 North Central Ave., Suite 450
Phoenix, AZ 85004
602-496-1101
karen.mossberger@asu.edu

From: Karen Mossberger
Sent: Friday, January 30, 2015 11:05 AM
To: Elizabeth Wentz
Subject: courses for urban policy concentration

Dear Libby:

The School of Public Affairs is proposing a new concentration in Urban Policy for our Master of Public Policy. We have identified several of your courses as possible electives for this concentration, and we are writing to request your support for their inclusion.

The courses we are interested in are PUP 525 - Urban Housing Issues, PUP 544 - Urban Land Use Planning, PUP 563 - Politics of Urban Space and Design, and PUP 642 - Urban and Regional Economic Analysis.

Please let us know if you have any questions or concerns, or whether this meets with your approval.

Best,

Karen

Karen Mossberger, Ph.D.
Professor and Director, School of Public Affairs
Arizona State University
411 North Central Ave., Suite 450
Phoenix, AZ 85004
602-496-1101
karen.mossberger@asu.edu

(NEW GRADUATE INITIATIVES)

PROPOSAL PROCEDURES CHECKLIST

Academic units should adhere to the following procedures when requesting new curricular initiatives (degrees, concentrations or certificates).

Obtain the required approval from the Office of the Provost to move the initiative forward for internal ASU governance reviews/approvals.

- Establishment of new curricular initiative requests; degrees, concentrations, or certificates
- Rename requests; existing degrees, concentrations or certificates
- Disestablishment requests; existing degrees, concentrations or certificates

Submit any new courses that will be required for the new curricular program to the Curriculum ChangeMaker online course approval system for review and approval.

- Additional information can be found at the Provost's Office Curriculum Development website: [Courses link](#)
- For questions regarding proposing new courses, send an email to: courses@asu.edu

Prepare the applicable proposal template and operational appendix for the proposed initiative.

- New degree, concentration and certificate templates (contain proposal template and operational appendix) can be found at the Provost's Office Curriculum Development website: [Academic Programs link](#)

Obtain letters or memos of support or collaboration. (if applicable)

- When resources (faculty or courses) from another academic unit will be utilized
- When other academic units may be impacted by the proposed program request

Obtain the internal reviews/approvals of the academic unit.

- Internal faculty governance review committee(s)
- Academic unit head (e.g. Department Chair or School Director)
- Academic unit Dean (will submit approved proposal to the curriculumplanning@asu.edu email account for further ASU internal governance reviews (as applicable, University Graduate Council, CAPC and Senate)

Additional Recommendations - All new graduate programs require specific processes and procedures to maintain a successful degree program. Below are items that Graduate Education strongly recommends that academic units establish after the program is approved for implementation.

Set-up a Graduate Faculty Roster for new PhD Programs – This roster will include the faculty eligible to mentor, co-chair or chair dissertations. For more information, please go to http://graduate.asu.edu/graduate_faculty_initiative.

Establish Satisfactory Academic Progress Policies, Processes and Guidelines – Check within the proposing academic unit and/or college to see if there are existing academic progress policies and processes in place. If none have been established, please go to http://graduate.asu.edu/faculty_staff/policies and scroll down to the **academic progress review and remediation processes** (for faculty and staff) section to locate the reference tool and samples for establishing these procedures.

Establish a Graduate Student Handbook for the New Degree Program – Students need to know the specific requirements and milestones they must meet throughout their degree program. A Graduate Student Handbook provided to students when they are admitted to the degree program and published on the website for the new degree gives students this information. Include in the handbook the unit/college satisfactory academic progress policies, current degree program requirements (outlined in the approved proposal) and provide a link to the Graduate Policies and Procedures website. Please go to http://graduate.asu.edu/faculty_staff/policies to access Graduate Policies and Procedures.