PROPOSAL PROCEDURES CHECKLIST

Before academic units can advertise undergraduate concentrations or include them in their offerings as described in the university catalogs, they must be recommended for approval by the Curriculum and Academic Programs Committee and approved by the Executive Vice President and Provost.

A complete proposal should include:

X1. A supporting letter from the chair of the academic unit verifying that:
   - The proposed concentration has been reviewed and has received faculty approval through appropriate governance procedures in the unit.
   - The unit has the resources to support the concentration as presented in the proposal, without impacting core course resources.

X2. A supporting letter from the office of the supervising dean verifying that the concentration has been reviewed and has received approval through appropriate governance procedures in the college.

X3. A supporting letter from each college/school dean from which individual courses, or the entire concentration, are taken.

X4. A statement concerning demand for the program (student/community/market).

X5. A list of the knowledge, competencies, and skills (learning outcomes) students should have when they complete this proposed concentration. Examples of program learning outcomes can be found at [http://www.asu.edu/oue/assessment.html](http://www.asu.edu/oue/assessment.html).

X6. A description of the requirements for this concentration. Be specific in listing required courses and specify the total minimum number of hours required for the concentration.
   - Are any new courses required? If so, provide course syllabi and Proposal for Curriculum Action forms.

X7. A list of the primary faculty participants.

X8. A minimum residency requirement: How many hours of the concentration must be ASU credit?

X9. Please prepare and attach a Major Map.

X10. A completed Appendix document. This information is to be used during the implementation phase to ensure this program appears correctly and completely on Degree Search.

X11. Attach other information that will be useful to the review committees and the Office of the Provost.
ESTABLISHING UNDERGRADUATE CONCENTRATIONS

PROPOSAL FOR CONCENTRATION IN HEALTH POLICY IN THE BS IN PUBLIC SERVICE AND PUBLIC POLICY

1. Demand for the program (student/community/market)

Increasing demand for public services and retiring baby boomers has created an increase in job opportunities for graduates in the public sector. The federal government is the nation’s largest employer with nearly 2 million people employed by the federal government across the country, and 84.6% of those jobs exist outside the Washington, D.C. area. The Partnership for Public Service estimates that the federal government alone will hire nearly 273,000 new employees by 2012 for mission-critical positions. Students with a preparation in academic areas related to public service will have an advantage in that market.

The Bachelor of Science in Public Service and Public Policy (PSPP) prepares students for work in government at all levels and nonprofit organizations through comprehensive coverage of topics in public policy, public leadership and management and urban studies. Students discover the challenges of management and learn how to lead a public organization and understand the process of policy development. The minor will similarly introduce students to the policy process. The BS in PSPP is designed to give students a solid foundational understanding of administration, leadership and policy analysis in the service of public goods.

The goal of the proposal for a concentration in health policy within the BS is to allow students to build a course of study that emphasizes their own areas of interest.

The healthcare industry is continuing to be a major part of the US and world economy. The concentration in health policy will provide students who have an interest in policy to focus on health-related issues and their policy implications. The courses in the concentration are offered by the School of Nutrition and Health Promotion and the School of Human Evolution and Social Change. All the courses are part of the College’s regular degree offerings.

Thus students emerge from the PSPP with a concentration in health policy prepared to address policy issues in this substantive area with an understanding of the range of public service careers (including government, nonprofit and for-profit options), the economics of public affairs, the challenge of leadership in the public context, and the dynamics of administering public programs. The internship and capstone elements of the PSPP major will serve to integrate the concentration-specific studies into the broader curriculum.

2. A description of the requirements for this concentration. Be specific in listing required courses and specify the total minimum number of hours required for the concentration

The School of Public Affairs (SPA) core courses provide basic knowledge of policy development, analysis, and implementation. The BS in PSPP already requires students to select one concentration for their major.

For the Health Policy concentration, students will take their courses through the School of Nutrition and Health Promotion and the School of Human Evolution and Social Change.

Courses required for the major include:

- PAF 200 (3): Public Service and Policy in the 21st century
- PAF 201 (3): Economics and Public Policy
- PAF 301 (3): Applied Statistics
- PAF 302 (3): Public Service Research Methods
- PAF 311 (3): Leadership and Change
- PAF 340 (3): Contemporary Policy Challenges
- PAF 460: Public Service Ethics
ESTABLISHING UNDERGRADUATE CONCENTRATIONS

- PAF 484 (3 + 0-3): Internship

The **three** required courses for health policy concentration are:
- HSC 210: Cultural aspects of health
- HSC 300: Complementary Healthcare
- PAF 400 (3 + 0-3): Senior Capstone Project

Students can pick **two** from the following group:
- HSC 330: Healthcare Systems in the U.S.
- HSC 332: Healthcare Legislation
- HSC 432: Legal Issues in Healthcare **proposed**
- SSH 300: Introduction to Global Health (SB & G)
- SSH 400: Poverty, Social Justice, and Global Health (L or SB) & G
- SSH 403: Cross-Cultural Studies in Global Health
- SSH 414: Urban & Environmental Health (SB)
- TCL 327: Health & Migration (SB)

3. **A list of the primary faculty participants.**

All School of Public Affairs faculty teach in both the undergraduate and the graduate programs.

<table>
<thead>
<tr>
<th>From the School of Public Affairs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tara Blanc</td>
</tr>
<tr>
<td>Chris Herbst</td>
</tr>
<tr>
<td>Jonathan Koppell</td>
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<tr>
<td>Melissa Kovacs</td>
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<tr>
<td>Joanna Lucio</td>
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<tr>
<td>Spiro Maroulis</td>
</tr>
<tr>
<td>Gerald Miller</td>
</tr>
<tr>
<td>Kathryn Mohrman</td>
</tr>
<tr>
<td>Afshaneh Nahavandi</td>
</tr>
<tr>
<td>Laura Peck</td>
</tr>
</tbody>
</table>

4. **A minimum residency requirement: How many hours of the concentration must be ASU credit?**

Three out of the five courses in the concentration must be completed at ASU including the Senior Capstone Project, PAF 400.

5. **Learning Outcomes**

At the conclusion of this concentration, students will be able to:
- Examine how culture influences health, healthcare practices, barriers to healthcare, interactions with healthcare professionals, health disparities in the U.S., and its impact on public policy.
- Evaluate the major components of complementary and alternative healthcare models and evidence-based recommendations related to complementary healthcare.
- Develop conceptual, critical and practical understanding of public policy, the policy process, and policy analysis in general and also, specifically to health and health care policy.

6. **Major Map - See Attached**
ESTABLISHING UNDERGRADUATE CONCENTRATIONS

APPENDIX

OPERATIONAL INFORMATION FOR UNDERGRADUATE CONCENTRATIONS
(This information is used to populate the Degree Search/catalog website. Please consider the student audience in creating your text.)

1. **Proposed Concentration Name:** Public Service & Public Policy – Health Policy Concentration

2. **Program Description** (150 words maximum)
The School of Public Affairs offers a concentration in health policy as part of the BS in public service and public policy. Health care continues to be a highly sought after area, and it presents broad policy implications. Through this concentration, students who have an interest in public policy can explore the policy implications of health and broaden their educational experience while concentrating in an area that is in high demand.

3. **Contact and Support Information**
   - Building Name, code and room number: *(Search ASU map)*
   - Program office telephone number: *(i.e. 480/965-2100)*
   - Program Email Address: spa@asu.edu
   - Program Website Address: http://spa.asu.edu/programs/undergraduate/pspp

4. **Delivery/Campus Information Delivery:** On-campus only (ground courses and/or iCourses)
   *Note: Once students elect a campus or On-line option, students will not be able to move back and forth between the on-campus and the ASU Online options. Approval from the Office of the Provost and Philip Regier (Executive Vice Provost and Dean) is required to offer programs through ASU Online.*

5. **Campus/Locations:** *indicate all locations where this program will be offered.*
   - [x] Downtown Phoenix
   - [ ] Polytechnic
   - [ ] Tempe
   - [ ] West
   - [ ] Other:

6. **Additional Program Description Information**
   A. Additional program fee required for this program? No
   B. Does this program have a second language requirement? No

7. **Career Opportunities & Concentrations**
   Provide a brief description of career opportunities available for this degree program. If program will have concentrations, provide a brief description for each concentration. (150 words maximum)

   The program is primarily focused on individuals working or interested in working in the public sector. The skills and knowledge students acquire allow them to successfully function in many other types of organizations; however the primary focus is on public organizations. A bachelor’s in public service and public policy prepares students for entry and mid-level supervisory and managerial positions in city, county, state and federal agencies. For those who already have work experience, the degree provides further opportunity for promotion.

   The health policy concentration provides students with more specialized knowledge about the policy implication...
of health-related decisions and action.

8. Additional Admission Requirements
   If applicable list any admission requirements (freshman and/or transfer) that are higher than and/or in addition to
   the university minimum undergraduate admission requirements.
   N/A

9. Keywords
   List all keywords used to search for this program. Keywords should be specific to the proposed program.
   - Public policy
   - Healthcare
   - Healthcare policy
   - Healthcare system
   - Public administration
   - Public service
   - Urban studies
   - Policy analysis
   - Social policy
   - Public sector
   - Public management
   - Government agencies
   - City government
   - County government
   - State government
   - Federal government

10. Advising Committee Code
   List the existing advising committee code to be associated with this degree. UGPPUM

   Note: If a new advising committee needs to be created, please complete the following form:

   Proposal to create an undergraduate advising committee
11. First Required Math Course
   List the first math course required in the major map. MAT 142

12. Western Undergraduate Exchange (WUE) Eligible:
   Has a request been submitted to the Provost by the Dean to consider this degree program as eligible for WUE? Yes
   Note: No action will be taken during the implementation process with regards to WUE until approval is received from the Provost.

13. Area(s) of Interest
   A. Select one (1) primary Area of Interest from the list below that applies to this program.
      - Architecture, Construction & Design
      - Artistic Expression & Performance
      - Biological Sciences, Health & Wellness
      - Business, Management & Economics
      - Communication & Media
      - Computing & Mathematics
      - Education & Teaching
      - Engineering & Technology
      - Environmental Issues & Physical Science
      - Interdisciplinary Studies
      - Languages & Cultures
      - Law & Justice
      - Social Science, Policies & Issues

   B. Select any additional Areas of Interest that apply to this program from the list below.
      - Architecture, Construction & Design
      - Artistic Expression & Performance
      - Biological Sciences, Health & Wellness
      - Business, Management & Economics
      - Communication & Media
      - Computing & Mathematics
      - Education & Teaching
      - Engineering & Technology
      - Environmental Issues & Physical Science
      - Interdisciplinary Studies
      - Languages & Cultures
      - Law & Justice
      - Social Science, Policies & Issues

The following fields are to be completed by the Office of the Executive Vice President and Provost of the University.

CIP Code: 

Plan Code:
## 2013 - 2014 Major Map
### PSPP Health Policy, BS (Proposed)

### Term 1  
0 - 16 Credit Hours Critical course signified by ✔  
<table>
<thead>
<tr>
<th>Hours</th>
<th>Minimum Grade</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>C</td>
<td></td>
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<tr>
<td>1</td>
<td>C</td>
<td></td>
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<tr>
<td>3</td>
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</tbody>
</table>

- Complete 2 courses:  
  - C492: Interdisciplinary Requirement  
  - Global Awareness (G) OR Hospital Awareness (H)

**Total:** Meet with an academic advisor.  
**Term hours subtotal:** 16

### Term 2  
17 - 32 Credit Hours Critical course signified by ✔  
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<td>4</td>
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<tr>
<td>3</td>
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</table>

- Complete ENG 101 OR ENG 105 OR ENG 107 course(s).

**Total:** 16

### Term 3  
33 - 48 Credit Hours Critical course signified by ✔  
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<th>Hours</th>
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</table>

- Complete Mathematics (MA) requirement.

**Total:** 16

### Term 4  
49 - 63 Credit Hours Critical course signified by ✔  
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- Humanities, Fine Arts and Design (HFA)

**Total:** 15

### Term 5  
64 - 78 Credit Hours Necessary course signified by ✔  
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<th>Hours</th>
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- Upper Division Elective

**Total:** 15

### Term 6  
79 - 93 Credit Hours Necessary course signified by ✔  
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<th>Hours</th>
<th>Minimum Grade</th>
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</table>

- Upper Division Elective

**Total:**
Term 7  94 - 108 Credit Hours Necessary course signified by X

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
<th>Minimum Grade</th>
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</thead>
<tbody>
<tr>
<td>PAF 460: Public Service Ethics</td>
<td>3</td>
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<tr>
<td>PAF 484: Internship</td>
<td>3</td>
<td>Y</td>
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<tr>
<td>Upper Division Elective</td>
<td>3</td>
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<tr>
<td>HSC 321: Healthcare Systems in the U.S. (OR)</td>
<td>3</td>
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<td>HSC 331: Healthcare Legislation (OR)</td>
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<tr>
<td>SSN 305: Introduction to Global Health (38 &amp; C)</td>
<td>3</td>
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<tr>
<td>SSN 405: Poverty, Social Justice, and Global Health (I, or 58 &amp; 59) (OR)</td>
<td>3</td>
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<tr>
<td>SSN 409: Cross-Cultural Studies in Global Health (I, or 58 &amp; 59) (OR)</td>
<td>3</td>
<td></td>
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<tr>
<td>SSN 413: Urban and Environmental Health (58)</td>
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<tr>
<td>TCL 227: Health and Migration (56)</td>
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</table>

Term hours subtotal: 15

Term 8  109 - 120 Credit Hours Necessary course signified by X

<table>
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<th>Course</th>
<th>Hours</th>
<th>Minimum Grade</th>
<th>Notes</th>
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</thead>
<tbody>
<tr>
<td>PAF 400: Senior Capstone Project</td>
<td>3</td>
<td>C</td>
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</tr>
<tr>
<td>PAF 484: Internship</td>
<td>3</td>
<td></td>
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<tr>
<td>Complete 2 courses:</td>
<td>6</td>
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<tr>
<td>Upper Division Elective</td>
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</table>

Term hours subtotal: 12

For the COPP Interdisciplinary Requirement:

- Students can choose courses from any of the three Interdisciplinary areas/track groups.
- To meet the requirement, students must take three courses from at least two different groups.

COPP Interdisciplinary Requirement-Area 1

<table>
<thead>
<tr>
<th>Course</th>
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</thead>
<tbody>
<tr>
<td>CRJ 201: Introduction to Criminal Justice (58)</td>
<td></td>
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<tr>
<td>CRJ 205: Courts and Sentencing</td>
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<tr>
<td>CRJ 284: Juvenile Justice</td>
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<tr>
<td>CRJ 225: Introduction to Criminology (58)</td>
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<tr>
<td>CRJ 260: Substantive Criminal Law</td>
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<tr>
<td>CRJ 270: Community Relations in the Juvenile System (58)</td>
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<tr>
<td>CRJ 401: Domestic Violence</td>
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<tr>
<td>CRJ 423: Gangs</td>
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</tbody>
</table>

COPP Interdisciplinary Requirement-Area 2

<table>
<thead>
<tr>
<th>Course</th>
<th></th>
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<tbody>
<tr>
<td>NM 165: Voluntary Action and Community Leadership (58)</td>
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<tr>
<td>PRM 120: Leisure and the Quality of Life (58)</td>
<td></td>
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<tr>
<td>PRM 265: Foundations of Therapeutic Recreation (58)</td>
<td></td>
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<tr>
<td>PRM 330: Wilderness and Parks in America (58 &amp; I)</td>
<td></td>
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<tr>
<td>TED 285: Introduction to Travel and Tourism (6)</td>
<td></td>
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<td>TED 455: International Tourism (6)</td>
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</table>

COPP Interdisciplinary Requirement-Area 3

<table>
<thead>
<tr>
<th>Course</th>
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</thead>
<tbody>
<tr>
<td>SUW 154: Introduction to Social Work (58 &amp; I)</td>
<td></td>
</tr>
<tr>
<td>SUW 156: Introduction to Lesbian, Gay, Bisexual and Transgender (LGBT) Studies (58 &amp; C)</td>
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</tr>
<tr>
<td>SUW 157: Economics: A Global Issues Perspective</td>
<td></td>
</tr>
<tr>
<td>SUW 158: Arizona and National Government: A Social Work Perspective</td>
<td></td>
</tr>
<tr>
<td>SUW 159: Introductory Ethics: A Social Issues Perspective</td>
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<tr>
<td>SUW 250: Stress Management (6)</td>
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</tbody>
</table>

Total Hours: 120

Upper Division Hours: 45 minimum

Major GPA: 3.00 minimum
Cumulative GPA: 2.00 minimum
Total hrs at ASU: 30 minimum
Hrs Resident Credit for Academic Recognition: 55 minimum
Total Community College hrs: 0-64 maximum

General University Requirements Legend

General Studies Core Requirements:
- Cultural Diversity in the U.S. (C)
- Global Awareness (G)
- Historical Awareness (H)

First-Year Composition

General Studies Awareness Requirements:
- Cultural Diversity in the U.S. (C)
- Global Awareness (G)
- Historical Awareness (H)

© 2007 Arizona State University
Greetings,

In effort to provide your office with a status on the 2011-2012 Academic Plan, I have attached a copy with notes (highlighted in yellow) on each proposed change. From this plan, The School of Public Affairs (SPA) is only pursuing two curriculum changes: 1) the undergraduate concentration in Health and 2) the undergraduate concentration in Science and Technology. Those proposals are attached and have been reviewed and approved through the appropriate processes of the School of Public Affairs. The SPA has the appropriate resources to support the concentrations. The College of Public Programs fully supports the implementation of these concentrations.

At this same time, we would also like to submit an Addendum to the Academic Plan. It includes five proposed program changes in SPA. These include:

1) Graduate Certificate in Policy Informatics
2) Graduate Certificate in Participatory Governance
3) Graduate Concentration in Policy Informatics
4) Undergraduate Concentration in Business
5) Undergraduate Concentration in American Indian

We are ready to submit these proposals as soon as we have approval for this addendum. We look forward to hearing from you.

Please let me know if you have any questions.

Thank you,
Nancy

 *************************
Nancy Rodriguez, Ph.D.
Associate Professor
School of Criminology and Criminal Justice Arizona State University Mail Code: 4420
411 N. Central Ave., Suite 600
Phoenix, AZ 85004-0685
602-496-2343 (office)
602-496-2366 (fax)
February 3, 2012

To: Jonathan Koppell, Dean
   Nancy Rodriguez, Associate Dean
   College of Public Programs

From: Jeffrey Chapman, Associate Director
   School of Public Affairs

Attached is the proposal to establish a concentration in Health and the BS in Public Service and Public Policy. The concentration will allow students within the Public Service and Public Policy major who have an interest in health gain an understanding of policy and health issues.

The concentration has been reviewed and approved by the School of Public Affairs undergraduate committee and by the School’s faculty as a whole.

The concentration relies on existing courses that are regularly offered as part of the undergraduate curriculums in the School of Public Affairs and the College of Nursing and Health Innovation. Many of these courses are undersubscribed and therefore have the capacity for additional enrollment. No additional faculty or staff will be needed to implement this concentration.
(I previously sent you this)

Jeffrey I. Chapman, Ph.D.
Associate Director, School of Public Affairs
Foundation Professor of Applied Public Finance
School of Public Affairs
Arizona State University
MC 3720
411 N. Central Avenue, suite 450
Phoenix, AZ 85004-0687
602-496-0454

From: Linda Vaughan
Sent: Wednesday, March 07, 2012 8:22 AM
To: Jeffrey Chapman
Cc: Teri Pipe; Evelyn Cesarotti
Subject: RE: New Undergraduate Proposal--response requested

Dean Pipe and Dr. Cesarotti sent me your proposal for the UG Health Policy concentration for the BS in PSPP since the Health Sciences program and courses (HSC) are now part of the School of Nutrition and Health Promotion, not the College of Nursing and Health Innovation. The Provost established the School of Nutrition and Health Promotion last May; prior to that time, we had been part of the College of Nursing and Health Innovation.

I have no major concerns about the inclusion of HSC courses in your proposal nor do I see any conflict with our own Health Policy Concentration within the BS in Health Sciences program. I do, however, have a few corrections and updates:

- On your draft Major Map, HSC 300 is titled “Contemporary” Health. The correct name is “Complementary Healthcare”
- On the second page of your proposal under “three required courses”, HSC 300 is titled “Complementary Health”. The correct title is “Complementary Healthcare”
- HSC 332 has gone through the ACRES process and is now in the course catalog as listed: Healthcare Legislation. We offered it for several semesters under an omnibus number but it is now a regularly numbered course, taught by Dr. Christi Coursen.
  (HSC 432 is still in development but we hope to have it up by summer)

I would be curious to know if you have a projected estimate in terms of enrollment numbers. Right now we only offer one section each of HSC 330 and 332, each in a hybrid format, in Fall and Spring with relatively small enrollment caps (about 35) to facilitate in-class discussions. Should there be a large influx of your students, I would need to identify another instructor in order to add additional sections. It would be very helpful if, as the program grows, someone in your academic support/advising team remains in contact with me regarding enrollment trends. Thanks much and
good luck!

From: Evelyn Cesarotti  
Sent: Wednesday, March 07, 2012 7:44 AM  
To: Linda Vaughan  
Cc: Teri Pipe  
Subject: FW: New Undergraduate Proposal--response requested

Linda,

Take a look at this as this is a proposal for UG Health Policy degree- so check if a conflict for yours. It is not a conflict for our current nursing degrees.

Evelyn L. Cesarotti  Ph.D., FNP-BC, FAANP  
Associate Dean for Academic Affairs  
College of Nursing and Health Innovation  
500 N. 3rd Street. Phoenix, AZ 85004-0698  
Building NHI 1, Room 444D  
Mail code: 3020  
602-496-0735  
e.cesarotti@asu.edu

To schedule an appointment, please contact:  
Maria Pedregon, Administrative Associate for Academic Affairs  
602.496.0874 (Voice)  
602.496.0544 (Fax)

From: Teri Pipe  
Sent: Tuesday, March 06, 2012 5:07 PM  
To: Evelyn Cesarotti  
Subject: FW: New Undergraduate Proposal--response requested

Hi Evelyn,  
Please advise.  
Thanks!  
Teri

From: Jeffrey Chapman  
Sent: Tuesday, March 06, 2012 3:01 PM  
To: Teri Pipe  
Cc: Jonathan Koppell; Christopher Hiryak  
Subject: New Undergraduate Proposal--response requested

Dr. Pipe,

The School of Public Affairs has developed a proposal for a new undergraduate health concentration in our Public Service and Public Policy program (see attached).

I am writing to ask for a memo of support for our proposed program. With your participation, this
program will provide an excellent opportunity for our undergraduate students to develop an awareness and understanding of how health and public policy intersect. I would appreciate your timely feedback before the end of the week, if possible.

Thank you,

Jeff

Jeffrey I. Chapman, Ph.D.
Associate Director, School of Public Affairs
Foundation Professor of Applied Public Finance
School of Public Affairs
Arizona State University
MC 3720
411 N. Central Avenue, suite 450
Phoenix, AZ 85004-0687
602-496-0454
March 9, 2012

Jeffrey I. Chapman, Ph.D.
Associate Director, School of Public Affairs

Dear Professor Chapman:

Our School is pleased to support your health concentration in your undergraduate degrees. The courses you have selected as electives are offered frequently, including online and in the summer and we see no issues with them being readily available to your students.

- SSH/ASB 100: Introduction to Global Health SB & G
- SSH/ASB 400: Poverty, Social Justice, and Global Health (L or SB) & G
- SSH 403: Cross-cultural Studies in Global Health (G)
- SSH/SOS/ASM 414: Urban & Environmental Health (SB)

Sincerely,

[Signature]

Alexandra Brewis Slade, PhD.
Director