

Date: July 12, 2011

To: Curriculum and Academic Program Committee

From: Afsaneh Nahavandi, Associate Dean, College of Public Programs *AN*

Re: Concentration in Nonprofit Leadership and Management, BS in Public Service and Public Policy

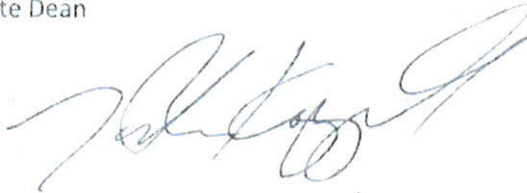
The proposal for a concentration in Nonprofit Leadership and Management, BS in Public Service and Public Policy has been reviewed and approved through the appropriate processes of the School of Public Affairs. The SPA has the appropriate resources to support the concentration. The College of Public Programs fully supports the implementation of the concentration.

Cc: Frederick Corey, Interim Dean of COPP
Jonathan Koppell, Director of SPA

June 29, 2011

To: Frederick Corey, Dean
Afsaneh Nahavandi, Associate Dean
College of Public Programs

From: Jonathan Koppell, Director
School of Public Affairs



Re: Public Service and Public Policy concentration in Nonprofit Leadership and Management

Attached is the proposal to establish a concentration in Nonprofit Leadership and Management and the BS in Public Service and Public Policy. The concentration will allow students within the Public Service & Public Policy major who have an interest Nonprofit Leadership and Management to gain an understanding of policy and nonprofit leadership and management 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 Sandra Day O'Connor College of Law. Many of these courses are undersubscribed and therefore have the capacity for additional enrollment. No additional faculty or staff resources will be needed to implement this concentration.

Afsaneh Nahavandi

From: Kathleen Andereck
Sent: Friday, July 15, 2011 12:49 PM
To: Afsaneh Nahavandi
Subject: concentrations

Afsaneh,

Consider this my approval for the proposed Parks and Recreation Management and the Nonprofit Leadership and Management concentrations in the Public Service and Public Policy degree program.

Kathy

Kathleen Andereck, Ph.D.
Director and Professor
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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:

- X 1. 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.
- X 2. 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.
- X 3. A supporting letter from each college/school dean from which individual courses, or the entire concentration, are taken.
- X 4. A statement concerning demand for the program (student/community/market).
- X 5. 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.
- X 6. A list of the primary faculty participants.
- X 7. A minimum residency requirement: How many hours of the concentration must be ASU credit?
- X 8. Please prepare and attach a Major Map.
- X 9. 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.
- X 10. Attach other information that will be useful to the review committees and the Office of the Provost.

**PROPOSAL FOR CONCENTRATION IN NONPROFIT LEADERSHIP AND MANAGEMENT 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 nonprofit leadership and management within the BS is to allow students to build a course of study that emphasizes their own areas of interest.

The nonprofit sector continues to be a fast growing area with many policy-related implications. The concentration in nonprofit will provide students who have an interest in policy to focus on the policy implications that affect nonprofit leadership and management. The courses in the concentration are offered by the School of Community Resources and Development. All the courses are part of the school's regular degree offerings

Thus students emerge from the PSPP with a concentration in nonprofit leadership and management 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 Nonprofit concentration, students will take their courses through the School of Community Resources and Development.

There are no new courses required for the major or the concentration.

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 311 (3): Leadership and Change
- PAF 301 (3): [Applied Statistics](#)

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- PAF 302 (3): [Public Service Research Methods](#)
- PAF 340 (3): Contemporary Policy Challenges
- PAF 460: Public Service Ethics
- PAF 484 (3 + 0-3): Internship

The **three** required courses for the nonprofit concentration are:

- NLM 160 – Voluntary Action and Community Leadership
- NLM 220 – Introduction to Nonprofit Organizations
- PAF 400 (3 + 0-3): Senior Capstone Project — prerequisite Junior standing and completion of two concentration courses

Students can pick **two** from the following group:

- NLM 300 - Fund Raising and Resource Development
- NLM 310 - Volunteer Management
- NLM 403 – Leadership and Professional Development
- NLM 410 - Social Entrepreneurship

3. A list of the primary faculty participants.

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

<i>From the School of Public Affairs</i>	<i>From the School of Community Resources and Development</i>
Tara Blanc	Robert Ashcraft
Chris Herbst	Peg Bortner
Jonathan Koppell	Mark Hager
Melissa Kovacs	Gordon Shockley
Joanna Lucio	
Spiro Maroulis	
Gerald Miller	
Kathryn Mohrman	
Afsaneh Nahavandi	
Laura Peck	

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. Major Map - See Attached

Course Subject and Title <i>(courses in bold/shading are critical)</i>	Hrs.	Upper Division	Completed Transfer Pathway: <input type="checkbox"/> MAPP <input type="checkbox"/> TAG <input type="checkbox"/> ATP <input type="checkbox"/> None		Completed General Education: <input type="checkbox"/> IAGEC <input type="checkbox"/> IGETC/CSUGE <input type="checkbox"/> None	
			Transfer Course/Grade	Minimum Grade if Required	Additional Critical Requirement Notes	
TERM ONE: 0-15 CREDIT HOURS						
ASU 101	1	<input type="checkbox"/>				<ul style="list-style-type: none"> ASU 101 is for ASU freshmen students only. Not required of transfer students. An SAT, ACT, Accuplacer, or TOEFL score determines placement into first-year composition courses. ASU Math Placement Exam scores determines placement in Mathematics course. Minimum cumulative ASU 2.0 GPA
PAF 200: Public service and Policy in the 21st century	3	<input type="checkbox"/>		Grade of C		
Complete 2 courses from: MAT 142: College Mathematics (MA) POS 110: Government & Politics (SB) SOC 101: Introductory Sociology (SB)	6	<input type="checkbox"/>		Grade of C		
Public Programs interdisciplinary requirement, complete 1 course from list. *	3	<input type="checkbox"/>				
ENG 101 or 102: First-Year Composition or ENG 105: Advanced First-Year Composition or ENG 107 or 108: English for Foreign Students	3	<input type="checkbox"/>		Grade of C		
TERM TWO: 16-30 CREDIT HOURS						
PAF 201: Economics and Public Policy (SB)	3	<input type="checkbox"/>		Grade of C		<ul style="list-style-type: none"> Minimum cumulative ASU 2.0 GPA
Complete 1 additional courses from: MAT 142: College Mathematics (MA) POS 110: Government & Politics (SB) SOC 101: Introductory Sociology (SB)	3	<input type="checkbox"/>		Grade of C		
Public Programs interdisciplinary requirement, complete 1 course from list. *	3	<input type="checkbox"/>				
ENG 101 or 102: First-Year Composition or ENG 105: Advanced First-Year Composition or ENG 107 or 108: English for Foreign Students	3	<input type="checkbox"/>		Grade of C		
Natural Science Quantitative (SQ) or Science General (SG)	4	<input type="checkbox"/>				
TERM THREE: 31-45 CREDIT HOURS						
Complete 2 courses from: ENG 216: Persuasive Writing on Public Issues (L) COM 225: Public Speaking (L) Elective	6	<input type="checkbox"/>		Grade of C		<ul style="list-style-type: none"> Completed First-Year Composition requirement (ENG101/107 AND ENG 102/108 or 105) with minimum grades of C. Minimum cumulative ASU 2.0 GPA
Natural Science Quantitative (SQ)	4	<input type="checkbox"/>				
Complete 1 course from: Global Awareness (G) or Historical Awareness (H)	3	<input type="checkbox"/>				
NLM 160 Volunteer Action & Community Leadership (SB)	3	<input type="checkbox"/>		Grade of C		
TERM FOUR: 46-60 CREDIT HOURS						
Complete remaining course from: ENG 216: Persuasive Writing on Public Issues (L) COM 225: Public Speaking (L) Elective	3	<input type="checkbox"/>		Grade of C		<ul style="list-style-type: none"> Minimum cumulative ASU 2.0 GPA
NLM 220 Introduction to Nonprofit Organizations	3	<input type="checkbox"/>		Grade of C		
URB 240: Urban Policy (C)	3	<input type="checkbox"/>		Grade of C		
Public Programs interdisciplinary requirement, complete remaining course from list. *	3	<input type="checkbox"/>				
Humanities, Fine Arts & Design (HU)	3	<input type="checkbox"/>				
TERM FIVE: 61-75 CREDIT HOURS						
PAF 301: Applied Statistics (CS)	3	<input checked="" type="checkbox"/>		Grade of C		<ul style="list-style-type: none"> Minimum cumulative ASU 2.0 GPA
PAF 340: Contemporary Policy Challenges	3	<input checked="" type="checkbox"/>		Grade of C		
General PSPP Elective	3	<input type="checkbox"/>		Grade of C		
Humanities, Fine Arts & Design (HU)	3	<input type="checkbox"/>		Grade of C		
Complete remaining course/s from: Global Awareness (G) or Historical Awareness (H)	3	<input type="checkbox"/>				
TERM SIX: 76-90 CREDIT HOURS						
PAF 302: Public Service Research Methods	3	<input checked="" type="checkbox"/>		Grade of C		<ul style="list-style-type: none"> Minimum cumulative ASU 2.0 GPA
Concentration elective course **	3	<input checked="" type="checkbox"/>		Grade of C		
Upper division Literacy and Critical Inquiry (L)	3	<input checked="" type="checkbox"/>				
PAF 311: Leadership & Change (SB)	3	<input checked="" type="checkbox"/>		Grade of C		
Elective	3					
TERM SEVEN: 91-105 CREDIT HOURS						
PAF 460: Public Service Ethics	3	<input checked="" type="checkbox"/>		Grade of C		<ul style="list-style-type: none"> Minimum cumulative ASU 2.0 GPA
Concentration elective course **	3	<input checked="" type="checkbox"/>		Grade of C		
Upper division elective	3	<input checked="" type="checkbox"/>				
Upper division elective	3	<input checked="" type="checkbox"/>				
Upper division elective	3	<input checked="" type="checkbox"/>				
TERM EIGHT: 106-120 CREDIT HOURS						
PAF 400 Senior Capstone Project ***	3	<input checked="" type="checkbox"/>		Grade of C		<ul style="list-style-type: none"> Minimum cumulative ASU 2.0 GPA
PAF 484 Internship ***	3	<input checked="" type="checkbox"/>				

Upper division elective	3	<input checked="" type="checkbox"/>		
Upper division elective	3	<input checked="" type="checkbox"/>		

Graduation Requirements Summary:

Total Hours (120 minimum)	Total Hrs at ASU (30 minimum)	Hrs Resident Credit for Academic Recognition (56 minimum)	Major GPA (2.000 Min.)	Total UD Hrs (45 minimum)	Total Comm. College Hrs. (64 maximum)

General University Requirements: Legend

- General Studies Core Requirements:
 - Literacy and Critical Inquiry (L)
 - Mathematical Studies (MA)
 - Computer/Statistics/Quantitative applications (CS)
 - Humanities, Fine Arts, and Design (HU)
 - Social and Behavioral Sciences (SB)
 - Natural Science-Quantitative (SQ)
 - Natural Science-General (SG)
- General Studies Awareness Requirements
 - Cultural Diversity in the US (C)
 - Global Awareness (G)
 - Historical Awareness (H)
- First-Year Composition

Additional Notes:

- * Public Programs interdisciplinary requirement (must complete 3 courses from the following list).
 - Courses must be taken in at least two different areas.
 - It is recommended that courses at the 300 and 400-level be taken in terms 5-8

Area 1

CRJ 100: Introduction Criminal Justice (SB)
 CRJ 203: Courts & Sentencing
 CRJ 204: Juvenile Justice
 CRJ 230: Introduction to Policing
 CRJ 240: Introductions to Corrections
 CRJ 260: Substantive Criminal Law
 CRJ 270: Comm Relations Justice System (SB)
 CRJ 461: Domestic Violence
 CRJ 462: Gangs

Area 2

PRM 120: Leisure and Quality of Life (SB)
 NLM 160: Vol Action & Community Leadership (SB)
 TDM 205: Introduction Travel & Tourism (G)
 PRM 380: Wilderness and Parks in America (SB,H)

Area 3

SWU 171: Introduction to Social Work (SB, H)
 SWU 194: Introduction to LGBT Studies
 SWU 250: Stress Management Tools (SB)
 SWU 302: Human Biology for Social Workers

- ** Non Profit leadership and Management concentration elective courses to be taken from the courses listed below:

Choose two from the following group:
 NLM 300: Fundraising & Resource Development
 NLM 310: Volunteer Management
 NLM 403: [Leadership and Professional Development](#)
 NLM 410: Social Entrepreneurship

- *** A minimum of 3 hours must be taken in each: PAF 400 and PAF484. Three additional hours of PAF 400 and PAF 484 may be taken as upper-division electives.

APPENDIX - PROPOSAL TO ESTABLISH A NEW UNDERGRADUATE CONCENTRATION

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

1. Program Description (150 words maximum)

The School of Public Affairs (SPA) offers a concentration in nonprofit leadership and management as part of their BS in Public Service and Public Policy (PSPP). The role of nonprofit organizations continues to grow and they presents broad policy implications. Through this concentration, students who have an interest in public policy can explore the policy implications of nonprofits and broaden their educational experience while concentrating in an area that is in high demand.

2. Contact and Support Information

Office Location (Building & Room):
School of Public Affairs, ASU Downtown Campus,
411 N. Central Avenue, UCENT Suite 400
Phoenix, AZ 85004

Campus Telephone Number: (602) 496-0450

Program email address: spa@asu.edu

Program website address: <http://spa.asu.edu/programs/undergraduate/pspp>

3. Additional Program Description Information

A. Additional program fee required for this program? Yes No X

B. Does this program have a second language requirement? Yes No X

4. 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.

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 BS 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 Nonprofit leadership and management concentration provides students with more specialized knowledge about the policy implication of nonprofit sector.

5. 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

6. **Keywords** List all keywords used to search for this program. Keywords should be specific to the proposed program.

Public policy
Nonprofit organizations
Nonprofit management
Nonprofit leadership
Public administration
Public sector
Public service
Urban studies
Policy analysis
Social policy
Public management
Government agencies
City government/agencies
County government/agencies
State government/agencies
Federal government/agencies

7. **Advising Committee Code** List the existing advising committee code associated with this degree.

UGPPUM

8. **Minimum Math Requirement** List the minimum math course required to satisfy this degree.

The minimum math requirement for the concentration is the same as for the major, MAT 142.

9. **Area(s) of Interest**

- A. Select one (1) primary Area of Interest from the list below that applies to this program.

- | | |
|---|--|
| <input type="checkbox"/> Architecture, Construction & Design | <input type="checkbox"/> Engineering & Technology |
| <input type="checkbox"/> Artistic Expression & Performance | <input type="checkbox"/> Environmental Issues & Physical Science |
| <input type="checkbox"/> Biological Sciences, Health & Wellness | <input type="checkbox"/> Interdisciplinary Studies |
| <input type="checkbox"/> Business, Management & Economics | <input type="checkbox"/> Languages & Cultures |
| <input type="checkbox"/> Communication & Media | <input type="checkbox"/> Law & Justice |
| <input type="checkbox"/> Computing & Mathematics | X Social Science, Policies & Issues |
| <input type="checkbox"/> Education & Teaching | |

- B. Select any additional Areas of Interest that apply to this program from the list below.

- | | |
|---|--|
| <input type="checkbox"/> Architecture, Construction & Design | <input type="checkbox"/> Environmental Issues & Physical Science |
| <input type="checkbox"/> Artistic Expression & Performance | <input type="checkbox"/> Engineering & Technology |
| <input type="checkbox"/> Biological Sciences, Health & Wellness | X Interdisciplinary Studies |
| X Business, Management & Economics | <input type="checkbox"/> Languages & Cultures |
| <input type="checkbox"/> Communication & Media | <input type="checkbox"/> Law & Justice |
| <input type="checkbox"/> Computing & Mathematics | X Social Science, Policies & Issues |
| <input type="checkbox"/> Education & Teaching | |