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): Kathleen Andereck	**Contact Phone(s):** 602-496-1056

College/School/Division Name: College of Public Service and Community Solutions

Academic Unit Name: College of Public Service and Community Solutions   (or proposing faculty group for interdisciplinary proposals)

Existing Graduate Degree and Major under which this concentration will be established: Master of Arts (MA) in Emergency Management and Homeland Security

Proposed Concentration Name: Community Resilience

Requested Effective Term and Year: Fall 2016   (*e.g. Fall 2014*)

Do Not Fill in this information: Office Use Only **Plan Code:**	**CIP Code:**

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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 MA in Emergency Management and Homeland Security provides motivated students with knowledge, skills and abilities to assume positions of leadership and key management positions with public sector agencies or related organizations. Concepts of public policy and management, science, technology, and criminal justice are blended together to enhance and foster critical thinking within the general field of study. This program transcends the boundaries of traditional programs and emphasizes understanding hazards management as a systems integration challenge. An all hazards/all-threats orientation provides students with both macro-level perspective accompanied by micro-level operational detail which is critically important for emergency managers. Resilience has become a dominant organizing principle in the field of hazards management and positions in environmental quality, sustainability, planning and related agencies or offices now use resilience promotion as a core functional task. The community resilience concentration is designed to specifically develop professionals to meet these needs.

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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.?*

The current design of the MA in Emergency Management and Homeland Security degree program treats all students as having equivalent career interests and concomitant subject area content and training needs. The proposed revision would create three concentrations to reflect different subject area specializations that correspond to professional career path distinctions. The three concentration areas that will be offered are: emergency management, homeland security, and community resilience. The justification for these three concentrations, and an explanation of what each concentration will contain, is explained below.

There are six reasons for creating concentration specialties within this degree program: (1) the concentrations reflect the substantive difference in professional areas related to the degree and thus offer different career development opportunities for students, (2) the knowledge, skills and abilities (KSAs) developed in the common core of courses (a topic discussed below) is strengthened with specialized knowledge and expertise covered through concentration offerings, (3) recruitment of high quality students is improved by offering a diverse offering of specialized career path development through the focused concentrations, (4) administratively the concentrations improve the ability to evaluate students' progress, student professional needs, and areas where program quality can be improved, (5) given this program is national in scope, the competitive landscape is such that offering the three concentrations affords the program the opportunity to compete for students with very different professional development needs (e.g. community planning versus public health versus emergency first response) and lastly, (6) designing the program as proposed represents a more innovative content and structure approach than is offered by similar degree programs across the U.S.

The community resilience concentration is focused on developing knowledge and expertise pertaining to the interdisciplinary challenges of managing hazards and promoting sustainable practices as related to the functional areas of first response and emergency/crisis management. Its career path tracks for positions with specific hazards and response management responsibilities in areas such as planning, transportation, environmental quality, public health. This concentration provides the skills, knowledge and understanding required to tackle current and future challenges faced by cities globally, including increasing the resilience of our urban systems, the infrastructure that supports them, and the shocks arising from natural, economic and technological disasters. Insurer Allstate reports that 40 percent of Americans have thought about an evacuation plan, but just 8 percent have practiced an escape plan. Thirty percent say they'd take their chances and leave at the last minute in the face of a storm. More than half of parents say they've been directly impacted by disaster, according to Save the Children, yet 67 percent don't know about the emergency plan at their kids' schools, and 42 percent wouldn't know where to find their kids after an evacuation. This poor planning on personal and civic levels impedes bounce back, stymieing a community's resilience when it's time to rebuild. The federal government spent $136 billion on disaster relief from 2011 to 2013. 100 million people worldwide were impacted by disasters worldwide in 2013. And, in the US, 320,000 people were displaced by natural disasters in 2013. Because of this, communities have increasingly recognized the need to not only establish plans for emergencies and disasters but ultimately how the community will plan to recover from these events. The current graduate degree program in Emergency Management and Homeland Security has grown tremendously. Only in its second year, there are nearly 400 students currently enrolled for Spring 2016. It is expected that this growth continue. Very few institutions across the nation offer any degree programs in community resilience. Allowing students to specialize specifically on community resilience will only strengthen enrollment in the degree and Arizona State University's reputation as a leader in the field.

B. **Please identify other <u>related</u> 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.)*

We do not anticipate that this concentration will have any impact on existing programs at ASU. The unique nature of the concentration with a directed focus on community resilience means it will be appealing in ways no other program offered at the University will be. Student recruitment will be through advertising in academic and trade journals and magazines, Department of Defense education program, Federal Emergency Management Agency web-page, as well as through email groups that include related agencies and practitioners. We will primarily be targeting emergency management professionals globally who are interested in professional development to enhance their careers. The program will benefit professionals

working in the field of emergency management, persons who have assumed emergency management tasks in addition to their primary work functions, and those who wish to enter the growing field of emergency management. Students from public, private, and non-profit sectors will benefit from their experience in the program. Because the main market is those who have an undergraduate degree in a related field, we anticipate no negative effect on other units at ASU.

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.)*

This is not an interdisciplinary concentration. All courses are offered by the College of Public Service and Community Solutions. In addition, only students admitted to the Master of Arts (MA) in Emergency Management and Homeland Security program are eligible to pursue the concentration.

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?**

33 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.

Degree(s): Minimum of a bachelor's or master's degree in criminology or criminal justice, public administration or public service, sociology or social work, public safety or fire service management, parks and recreation management, applied sciences, or another closely related field from a regionally accredited college or university

GPA: Minimum of a 3.00 cumulative GPA (scale is 4.00=A) in the last 60 hours of a student's first bachelor's degree program.

English Proficiency Requirement for International Applicants: (See Graduate Education policies and procedures) (http://graduate.asu.edu/admissions/international/english_proficiency): Applicants whose native language is not English (regardless of current residency) must provide proof of English proficiency

   Same as Graduate Education policy.

Required Admission Examinations: ☐GRE ☐GMAT   ☐Millers Analogies   ☒ None required

Foreign Language Exam: Not required

Letters of Recommendation: Two

Students must also provide:

- A written statement, at least one-page in length, which describes the applicant's educational and career goals and long-term professional development strategy
- Current employment in an organization in this field or at least two years prior professional experience in this or a related field AND/OR a bachelor's degree in a related area

Applicants must fulfill the requirements of both the Division of Graduate Education and the College of Public Service and Community Solutions.

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.*

N/A

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).*

Students will demonstrate an understanding of the dominant theories and practices in the general area of emergency management and homeland security with specific knowledge and skills in community resilience. They will be able to use current regulations, laws and best applicable practices within the field to develop protection, mitigation and preparedness measures to prevent and/or minimize societal impacts of natural and man-made disasters. They will be able to employ necessary management and leadership skills to respond to and recover from these disasters.

E. How will students be assessed and evaluated in achieving the knowledge, competencies, and skills outlined in 3.D. above? *Examples of assessment methods can be found at (http://www.asu.edu/oue/assessment.html).*

Each course will have its own level of assessment through a combination of examinations, class projects and essays to demonstrate the student's comprehension of material. As this is a graduate degree, students will not only need to understand but be able to apply what they have learned in real world settings. This skill will be tested and assessed in a final applied project. Each student will have a faculty member assigned to the approval, support, and assessment of final projects

Specific assessment outcomes and measurements include:

Outcome 1: Students will be able to describe FEMA's all-hazard approach to developing mitigation, preparedness, response, and recovery strategies relating to increased global threats caused by natural and man-made disasters, urbanization, and environmental change.
    Measure 1.1: Students taking PAF 571, Geographic Information Systems (GIS) and Analysis, will be required to demonstrate knowledge of and protected use of computer/internet tools presented in class for developing preparedness and response strategies for all disaster hazards.
        Performance criterion 1.1: A minimum of 80% of class students must demonstrate working knowledge of IT tools through successfully completing an instructor-based evaluation of written and practical components which includes safely selecting, using, and evaluating use of an approved IT with at least a score of 80%.
    Measure 1.2: Students in the culminating experience courses of CPP 593 OR PAF 593 Applied Project will synthesize and apply core knowledge, skills, and abilities relating to FEMA's all-hazard orientation.
        Performance criterion 1.2: 80% of students in CPP 593 or PAF 593 will successfully complete their project as evaluated by the course instructor.

Outcome 2: Demonstrate application of the dominant theories and practices in contingency planning and continuity of operations for infrastructure protection.
    Measure 2.1: Students taking CRJ 554, Homeland Security, will be required to develop sample plans through knowledge of various types of planning requirements and ensure that these plans meet the latest National Preparedness Goals as well as conform to requirements and best practices of the National Response Framework and National Incident Management System.

Performance criterion 2.1: A minimum of 80 percent of the students will achieve a score of 80 percent or better on the plan as evaluated by the instructor.

Measure 2.2: Students taking CPP 510 Hazards Governance will be able to identify different types of government organizations and how public management and policy development and implementation impact, and are impacted by, natural and man-made disasters.

Performance criterion 2.2: A minimum of 80 percent of the students will achieve a score of 80 percent or better on a research paper as evaluated by the instructor.

Outcome 3: Students will identify Critical Infrastructure/Key Resources (CIKR) dependencies, interdependencies, cascading effects, community resiliency characteristics and security gaps to build a stronger homeland security posture.

Measure 3.1: Students taking CRJ 554, Homeland Security, will demonstrate knowledge of the nature and interdependencies of the elements of the Nation's critical infrastructure and key resources.

Performance criterion 3.1: A minimum of 80 percent of the students will achieve a score of 80 percent or better on an exam as evaluated by the instructor.

Measure 3.2: Students taking CRJ 554, Homeland Security, will discuss the history of terrorism and types of weapons used to disrupt social governance.

Performance criterion 3.2: A minimum of 80 percent of the students will achieve a score of 80 percent or better on an exam as evaluated by the instructor.

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**
(Prefix & Number)	*(Course Title)*	*(New Course?) Yes or No?*	**(Insert Section Sub-total)** **18**
CPP 510	Hazards Governance	Y*	**3**
CPP 520	Program Evaluation for Emergency Management and Homeland Security	Y*	**3**
CRJ 511	Applied Data Analysis in Criminal Justice	N	**3**
CRJ 554	Homeland Security	N	**3**
PAF 552	Integrated Emergency Management	N	**3**
PAF 571	Geographic Information Systems (GIS) and Analysis	N	**3**
Required Concentration Course			**Credit Hours**
(Prefix & Number)	*(Course Title)*	*(New Course?) Yes or No?*	**(Insert Section Sub-total)** **3**
PAF 560	Community Resilience	N	3
Concentration Elective (Choose one course from the list below.)			**Credit Hours**

(Prefix & Number)	(Course Title)	(New Course?) Yes or No?	(Insert Section Sub-total) 3
PAF 531	Community Conflict Resolution	N	3
PAF 591	Urban Design for Safe & Healthy Cities	N	3

Elective or Research Courses (Choose two courses from the list below.)			**Credit Hours**
(Prefix & Number)	(Course Title)	(New Course?) Yes or No?	(Insert Section Sub-total) 6
CRD 572	Community and Social Innovations	N	3
NLM 545	Volunteer Resource Management	N	3
NLM 562	Social Entrepreneurship	N	3
PAF 506	Public Budgeting and Finance	N	3
PAF 507	Public Human Resource Management	N	3
PAF 508	Organization Behavior	N	3
PAF 520	Public Management	N	3
PAF 545	Organizations, Sustainability & Public Policy	N	3
PAF 561	Interoperability for Emergency Managers	N	3
URB 406	Public Administration & Community Development	N	3

Culminating Experience *E.g. - Capstone project, applied project, __thesis__ (__masters only__ – 6 credit hours) or __dissertation__ (__doctoral only__ – 12 credit hours) as applicable*	**Credit Hours** (Insert Section Sub-total) 3
CPP 593 Applied Project or PAF 593 Applied Project	**3**

Other Requirements *E.g. - Internships, clinical requirements, field studies as applicable*	**Credit Hours** (Insert Section Sub-total)
N/A	
Total required credit hours	**33**

*New course proposals have been submitted through Curriculum Changemaker

SAMPLE PLAN OF STUDY

TERM 1 – 12 credits	**TERM 2 – 12 credits**
CPP 510 Hazards Governance (3) CRJ 511 Applied Data Analysis in Criminal Justice (3)	CPP 520 Program Evaluation for Emergency Management and Homeland Security (3)

CRJ 554 Homeland Security (3) PAF 552 Integrated Emergency Management (3)	PAF 560 Community Resilience (3) PAF 571 Geographic Information Systems (GIS) and Analysis (3) Concentration Elective (3) *
TERM 3 – 9 credits CPP 593 or PAF 593 Applied Project (3) Elective (3) ** Elective (3) **	*Choose concentration course from: PAF 531 or PAF 591. **Choose elective from: CRD 572, NLM 545, NLM 562, PAF 506, PAF 507, PAF 508, PAF 520, PAF 545, PAF 561, URB 406.

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.*

This program will be delivered entirely online through ASU Online as well as in person at the ASU Downtown Phoenix campus.

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 culminating experience is an applied project (CPP 593 or PAF 593) course that will allow students to:
- Define and construct a solution for a problem or unmet need within the emergency management/homeland security communities
- Employ knowledge and skills within a specific area of emergency management and/or homeland security to achieve a problem solution and/or mitigate discipline shortfalls
- Demonstrate ability to communicate in writing and/or orally at a level commensurate to graduate expectations
- Conduct research as needed to fill gaps in literature
- Employ project management practices to complete the approved applied project
- Be able to author a finished project report within the constraints and guidelines of a specific format— as outlined by the instructor for the course.

The final work product of this course will vary. Examples might include authoring plans, conducting an exercise, developing standard operations procedures for specific agency, etc.

Each project will be individually tailored to achieve the general objectives of this culminating degree requirement.

The final project will include:

1. Introduction which includes statement of the problem, scope of work, objectives of project, assumptions, and limitations.
2. Thorough overview of Literature
3. Methodology
4. Discussion
5. Conclusions and recommendations for future research or development

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

None

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).*

N/A

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 program's graduate chair who, along with the program support an administrative staff, is responsible for the overseeing and implementing all college-level programs in the department. The graduate chair 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 of Graduate Education. Curriculum changes to core course requirements, as well as the culminating experience course must be submitted to and approved by Graduate Education. The program advisor is responsible for any initial advising on the program, electives, and career information. In addition, the programs' full-time administrative staff will be responsible for monitoring student progress, providing information regarding 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?**

There are 393 currently enrolled MAEMHS students for Spring 2016. Since many of these students are interested in community resilience, it is likely that many would be interested in this concentration.

Anticipated enrollment in the MA in Emergency Management and Homeland Security, concentration in Community Resilience is 100 students by Year 3.

Faculty and staff were hired for 2015-2016 to work specifically with this program. It is anticipated that additional faculty and staff will be added in the next few years.

3-YEAR PROJECTED ANNUAL ENROLLMENT			
	1st Year	2nd Year.	3rd Year.
# Students	40	70	100

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.

Online Support: Current ASU Online support and resources are sufficient to support this program.

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: Current support staff includes an Assistant Director, Administrative Assistant, Academic Support Specialist, as well as other college-level support staff including retention, recruitment, instructional designers, and communications

Other Support Needed, Next Three Years: Current support staff is sufficient to support the faculty and student service resources required for this program.

We expect no students taking electives outside the college, so impact on other departments is negligible.

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

Name	*Title*	*Area(s) of Specialization as they relate to proposed concentration*
Brian Gerber	Associate Professor	Disaster policy and management, homeland security and administration, environmental regulatory policy
Scott Somers	Professor of Practice	Emergency management, public safety administration, public management
David Swindell	Associate Professor	Governance, program evaluation
Christopher Hayter	Assistant Professor	Technology policy
Joanna Lucio	Assistant Professor	Governance, community resilience
Dale Larsen	Professor of Practice	Public management
Cody Telep	Assistant Professor	Criminal justice, evaluation research
Scott Decker	Professor	Criminal justice policy
Michael White	Professor	Technology and innovation

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.)**

Please see support memos in Appendix II.

Approvals *(if the proposal submission involves multiple units, please include letters of support from those units)*	
DEPARTMENT CHAIR or SCHOOL DIRECTOR	12-18-15
Dr. Kathleen Andereck	
SIGNATURE	DATE
DEAN (Please print or type)	12-18-15
Dr. Kathleen Andereck	
SIGNATURE	DATE

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

DEAN OF 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**.

An all hazards/all-threats orientation systems approach provides the student with a generalist perspective which is critically important for today's and tomorrow's disaster managers. Students will understand the dominant theories and practices in the general area of emergency management and homeland security. Graduates will use current regulations, laws and best applicable practices within the field to develop protection, mitigation and preparedness measures to prevent and/or minimize societal impacts of natural and man-made disasters and employ necessary management and leadership skills to respond to and recover from these disasters. The community resilience concentration provides the skills, knowledge and understanding required to tackle current and future challenges faced by cities globally, including increasing the resilience of our urban systems, the infrastructure that supports them, and the shocks arising from natural, economic and technological disasters.

Breakdown of requirements for the academic catalog:

Core (18)
    CPP 510 Hazards Governance (3)
    CPP 520 Program Evaluation for Emergency Management and Homeland Security (3)
    CRJ 511 Applied Data Analysis in Criminal Justice (3)
    CRJ 554 Homeland Security (3)
    PAF 552 Integrated Emergency Management (3)
    PAF 571 Geographic Information Systems (GIS) and Analysis (3)
Concentration (3)
    PAF 560 Community Resilience (3)
Concentration Elective (3)*
    PAF 531 Community Conflict Resolution (3) or
    PAF 591 Urban Design for Safe & Healthy Cities (3)
Elective or Research (6)**
Culminating Experience (3)***
    CPP 593 Applied Project (3) or
    PAF 593 Applied Project (3)

*students choose one course from the concentration elective list.
**students choose two courses from a restricted list.
***students choose one of the applied project courses listed.

2. <u>**Contact and Support Information:**</u>

Office Location (Building & Room): **UCENT 780**	Campus mail code: **3520**
Campus Telephone Number: **602-496-0600**	Program Director (Name **and** *ASU ID): **Brian Gerber (bgerber2)**
Program email address: publicservice.recruitment@asu.edu	Program Support Staff (Name **and** *ASU ID): **Stephanie Alvey (sread1)**
Program website address: **https://publicservice.asu.edu/content/emergency-management-and-homeland-security-ma**	Admissions Contact (Name **and** *ASU ID): **Anthony Talarico (atalaric)**

3. **Campus(es) where program will be offered:**

* **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.

☐   **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).

4. **Application and iPOS Recommendations:** List the Faculty and Staff that will input admission/POS recommendations to Gportal **and** indicate their approval for Admissions and/or POS:

Name	ADMSN	POS
Chris Hiryak	X	X
Stephanie Alvey	X	X
Anthony Talarico	X	X

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

Emergency Management, Homeland Security, Disaster Management, Disaster, Terrorism, Federal Emergency Management Agency, Emergency Operations Center, Community, Community Resilience

6. **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.

☐ **Architecture & Construction**   ☐ **Interdisciplinary Studies**
☐ **Arts**   ☐ **Law & Justice**
☐ **Business**   ☐ **Mathematics**
☐ **Communication & Media**   ☐ **Psychology**
☐ **Education & Teaching**   ☐ **STEM**
☐ **Engineering & Technology**   ☐ **Science**
☐ **Entrepreneurship**   ☒ **Social and Behavioral Sciences**
☐ **Health & Wellness**   ☐ **Sustainability**
☐ **Humanities**

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

☐ **Architecture & Construction**   ☐ **Interdisciplinary Studies**
☐ **Arts**   ☒ **Law & Justice**
☐ **Business**   ☐ **Mathematics**
☐ **Communications & Media**   ☐ **Psychology**

☐ **Education & Teaching**
☐ **Engineering & Technology**
☐ **Entrepreneurship**
☐ **Health & Wellness**
☐ **Humanities**

☐ **STEM**
☐ **Science**
☐ **Social and Behavioral Sciences**
☐ **Sustainability**

(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.

APPENDIX II

Support Memos

College of Public Service and Community Solutions – Official Submission

From: Kathleen Andereck [mailto:kandereck@asu.edu]
Sent: Tuesday, December 22, 2015 3:17 PM
To: curriculumplanning@asu.edu
Subject: FW: EMHS concentration proposals

Attached you will find proposals for two new concentrations in the Master of Arts in Emergency Management and Homeland Security. As well there are support letters or emails for all the concentrations from the School of Public Affairs, the School of Criminology and Criminal Justice, School of Community Resources and Development, and the College of Public Service and Community Solutions. These two concentration recently received approval in the Academic Plan though have not yet been approved by EdPlus for the online versions. Thanks!

Kathy

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Kathleen Andereck

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

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ASU college of **public service**
& community solutions
ARIZONA STATE UNIVERSITY

December 22, 2015

On behalf of the College of Public Service and Community Solutions, please note our support for the new concentrations in the MA in Emergency Management and Homeland Security. The proposal has been approved by the appropriate committees.

Sincerely,

Kathleen Andereck
Director and Professor, School of Community Resources and Development
Director of Curricular Initiatives, College of Public Service and Community Solutions

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Christopher Hiryak

From:	Karen Mossberger
Sent:	Monday, December 07, 2015 10:26 AM
To:	Christopher Hiryak; Kathleen Andereck
Subject:	MA in Emergency Management and Homeland Security

Dear Colleagues:

The School of Public Affairs is pleased to support the inclusion of our courses in the concentrations being offered in the MA in Emergency Management and Homeland Security. These courses include PAF 552, PAF 571, PAF 555, PAF 560, and PAF 531. We will offer these through ASU Online for the MA in EMHS, in addition to our face-to-face sections and icourses.

Please let me know if you have any further questions about our participation in and support for this degree program.

Sincerely,

Karen Mossberger, Ph.D.
Director and Professor, School of Public Affairs
Arizona State University
411 N. Central, Room 450
Phoenix, AZ 85004
602-496-1101
Karen.mossberger@asu.edu
https://spa.asu.edu
@KMossberger

From:	Kathleen Andereck
To:	Christopher Hiryak; Brian Gerber; Scott Somers
Subject:	RE: MAEMHS concentration proposals
Date:	Thursday, December 17, 2015 11:49:41 AM

This email is to confirm SCRD's support for the proposed concentrations in the MA in Emergency Management and Homeland Security. We be happy to make CRD 572, NLM 562 and NLM 545 available as electives for students.
Kathy

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Kathleen Andereck
Director of Curricular Initiatives, College of Public Service and Community Solutions
Director and Professor, **School of Community Resources and Development**
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Subject: FW: new concentrations

From: Hank Fradella
Sent: Tuesday, December 22, 2015 1:47 PM
To: Kathleen Andereck
Subject: RE: new concentrations

Kathy,

Please consider this email message an expression of formal support from the School of
Criminology and Criminal Justice for the proposed new graduate concentrations in the
Emergency Management and Public Safety master's degree programs. These all look
great and will serve the local public safety community well.

With best wishes,

Hank

Henry F. Fradella, J.D., Ph.D.
Professor and Associate Director
School of Criminology and Criminal Justice
Arizona State University
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411 North Central Avenue, Suite 600
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Departmental Fax: (602) 496-2366
Email: Hank.Fradella@asu.edu

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Thus, any email you send to this state-issued email address is publicly accessible.

From: Casey Evans
Sent: Thursday, January 21, 2016 11:42 AM
To: Kathleen Andereck
Subject: Program Concentration Approval: Master of Emergency Management and Homeland Security

Hello Kathleen,

Congratulations!

Your program concentration requests for the Master Emergency Management and Homeland Security of have received approval from Dean Phil Regier.

The concentrations are in the following areas:

- Emergency Management

- Homeland Security

- Community Resilience

- Biosecurity and Threat Management

In order to move forward, we need to secure Provost approval. To do so, we will need the plancode for each of the concentration area. When those plancodes are secured, please send them my way so that we can secure final Provost approvals.

Some additional materials that we will need:

Step One: Documents
- A course listing for each concentration area.
- The names of faculty developers for the first semester of development. Our development cycle is structured for 6 months, so the sooner we get the names the more time we have to create a solid structure and schedule of development. (Please feel free to give us as many names as you have, you are not limited to only the first semester).
- Program Fact Sheet: The Fact Sheet is necessary to ensure that our enrollment and student support coaches have the appropriate information to inform your potential and existing students about programmatic policies and nuances. Please use the attached document as a template.
Please send all of this information to Casey Evans at casey.l.evans@asu.edu.

Step Two: Let's Meet!
- Let's schedule a time to meet to discuss the on-boarding process. This on-boarding meeting will be an opportunity for us to get together and discuss your program, and expectations for EdPlus. We want to have the best partnership possible, and look forward to our collaboration. Please let me know a time that works best for you between now and March 1st.

Once again, congratulations! We are excited to work with you on your new program.

Please don't hesitate to reach out should you have any questions.

Thank you!

Casey Evans

Program Manager, Online Program Launch and Support

EdPlus at ASU

Arizona State University

Phone: (480) 884-1631

Casey.l.evans@asu.edu

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"Education at scale and speed for everyone, everywhere."