

The completed and signed proposal should be submitted by the Dean's Office to: [curriculumplanning@asu.edu](mailto:curriculumplanning@asu.edu). Before academic units can advertise undergraduate minors or include them in their offerings as described in the university catalogs, they must be recommended for approval by the Senate Curriculum and Academic Programs Committee and approved by the Office of the University Provost.

**Definition and minimum requirements:**

These are the minimum requirements for approval. Individual undergraduate minors may have additional requirements.

A minor is an approved, coherent focus of academic study in a single discipline, other than the student's major, involving substantially fewer hours of credit than a corresponding major. Certain major and minor combinations may be deemed inappropriate either by the college or department of the major or minor. Inappropriate combinations include (but would not be limited to) ones in which an excessive number of courses in the minor are simultaneously being used to fulfill requirements of the student's major.

A minor:

- Requires a minimum of 15 semester hours of which at least 9 semester hours must be upper division
- Is not intended for students pursuing a major in the department which offers the minor

**College/School/Institute:** College of Health Solutions  
**Department/Division/School:** School for the Science of Health Care Delivery

**Proposing Faculty Group (if applicable):**

**Proposed Minor Name:** Medical Studies

**Requested effective catalog year?** 2017-2018

For deadline dates see: [Curriculum Workflow Calendars](#).

**Delivery method:** 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.*

**Campus/Locations:** indicate all locations where this program will be offered.

Downtown Phoenix  Polytechnic  Tempe  Thunderbird  West Other:

**Proposal Contact**

**Name:** Kate Lehman **Title:** Senior Director Academic Initiatives

**Phone number:** 602-496-0241 **Email:** kate.lehman@asu.edu

**DEAN APPROVAL(S)**

**This proposal has been approved by all necessary unit and College/School levels of review. I recommend implementation of the proposed organizational change.**

**College/School/Division Dean name:**

Julie Liss

**Signature** 

**Date:** 3/31/2017

**College/School/Division Dean name:**

*(if more than one college involved)*

**Signature** \_\_\_\_\_ **Date:** / /20

*Note: An electronic signature, an email from the dean or dean's designee, or a PDF of the signed signature page is acceptable.*

**1. Overview**

**A. Description**

Provide a brief description of the proposed minor.

The minor in medical studies focuses on preparing students for work in clinical medicine, to include both direct and indirect patient care. Students take coursework in historical aspects of medicine and in the impact of violence upon health, health disparities, as well as leadership and professionalism. Students have the option of selecting an internship course that will enhance application of core concepts. The School for the Science of Health Care Delivery serves as a connection between the business of medicine and clinical practice.

**B. Why should this be a minor rather than a concentration?**

Students in other majors would be encouraged to take these focused courses in Medical Studies. With expansion of the BS in Medical Studies to the West campus, this minor will further connect students across ASU campus locations.

**C. Affiliation**

If the minor is affiliated with a degree program, include a brief statement of how it will complement the program. If it is not affiliated with a degree program, incorporate a statement as to how it will provide an opportunity for a student to gain knowledge or skills not already available at ASU.

The minor is linked with the undergraduate degree program. This minor would permit students with an interest in health and health care the opportunity to broaden and expand their competitiveness for employment and post-graduate degree programs. This minor may lead to enhanced enrollment in the Medical Studies degree program. As noted above, this minor would also supplement West campus and Downtown campus majors, and promote cross-disciplinary collaboration.

**D. Demand**

Explain the need for the new minor (e.g., market, student demand, interdisciplinary considerations).

Health and health care is one of the fastest growing employment fields. Per the Bureau of Labor and Statistics, employment in health care occupations is projected to grow 19 percent from 2014 to 2024, much faster than the average for all occupations, adding about 2.3 million new jobs. Health care occupations will add more jobs than any other group of occupations. This growth is expected due to an aging population.

**E. Projected Enrollment**

What are enrollment projections for the first three years?

	<b>1<sup>st</sup> Year</b>	<b>2<sup>nd</sup> Year</b> (Yr. 1 continuing + new entering)	<b>3<sup>rd</sup> Year</b> (Yr. 1 & 2 continuing + new entering)
Number of Students (Headcount)	5	10	15

**2. Support and Impact**

**A. Faculty governance**

Provide a supporting letter from the chair of the academic unit verifying that the proposed minor has received faculty approval through appropriate governance procedures in the unit and that the unit has the resources to support the minor as presented in the proposal, without impacting core program resources.

Students who elect to complete the minor in Medical Studies will enroll in existing College of Health Solutions course work. The anticipated enrollment will not adversely impact current curricula, and may in fact enrich the experience of all students in the courses.

**B. Other related programs**

Identify other related ASU programs and outline how the new minor will complement these existing ASU programs. (If applicable, statements of support from potentially-affected academic unit administrators need to be included with this proposal submission.)

The School of Life Sciences offers the BS in Biological Sciences (Biomedical Sciences). Although complementary in nature, the degree does not offer degree-specific, health-related content (e.g., MED 300 Historical and Contemporary Issues in Health), nor does it provide all pre-professional coursework.

C. Letter(s) of support

Provide a supporting letter from each college/school dean from which individual courses are taken.

**3. Academic Curriculum and Requirements**

**A. Knowledge, competencies, and skills**

List the knowledge, competencies, and skills (learning outcomes) students should have when they complete this proposed minor. Examples of program learning outcomes can be found at (<http://www.asu.edu/oue/assessment.html>).

In addition to the knowledge, competencies, and skills identified in each course syllabus, students who complete the minor will be prepared to provide population-based, patient-centric perspectives on health and health care.

**B. Provide a description of the curricular requirements for the minor. Be specific in listing required courses as well as electives and specify the total minimum number of hours required for the minor. Please attach one or more model programs of study to illustrate the choices students might make, if appropriate.**

**Required Minor Courses**

Prefix	Number	Title	Is this a new course?	Credit Hours
HCD	330	Health Care Systems in the U.S.	No	3
MED	300	Historical and Contemporary Issues in Health, L	No	3
MED	417	Impact of Violence on Health	No	3
MED	445	Science of Helping in Health	No	3
MED	450	Leadership and Professionalism	No	3
Sub-total				15

**Elective Minor Courses**

Prefix	Number	Title	Is this a new course?	Credit Hours
HCD	303	Global Health Care Systems	No	3
IBC	420	Population Health Management	No	3
MED	484	Internship	No	3
(Select one)				
Section Sub-total				3

**Other Minor Requirements**

E.g. language skills as applicable – Capstone experience, internship, clinical requirements, field studies, foreign Credit Hours

Section Sub-total

**Total minimum credit hours required for the Minor 18**

**C. Minimum residency requirement**

How many hours of the minor must be ASU credit? 12

**D. New Courses**

Provide a brief course description for each new course. None needed

Note: All new required courses should be submitted in Curriculum Changer and ready for Provost's Office approval before this certificate is put on [Curriculum and Academic Programs Committee \(CAPC\)](#) agenda

**4. Administration and Resources**

**A. Describe the procedures and any qualifications for enrollment in the minor.**

Admission requirements are those of the university. Advisors will add the minor to the student's record.

**B. Describe the advising procedures as well as measures for verification of completion of the minor.**

Students will be advised by their major advisor or may seek advising in the College of Health Solutions. The minor requirements are coded into DARS which will indicate when the minor is complete.

**C. What are the resource implications for the proposed minor, 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 minor, 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 minor.**

The minor will be administered with existing resources. Advising will be done by existing College of Health Solutions advisors and students will be monitored by the college Retention Specialist. Admission requirements are those of the university. We will collaborate with the Office of Clinical Partnerships (OCP) for Internship placement.

**D. Primary Faculty**

List the primary faculty participants regarding this proposed certificate. For interdisciplinary certificates, please include the relevant names of faculty members from across the University.

<b>Name</b>	<b>Title</b>	<b>Area(s) of Specialization as they relate to proposed certificate</b>
Alison Essary, PA-C, DHSc	Clinical Associate Professor	Historical issues in health
Natalia Wilson, MPH, MD	Clinical Associate Professor	Public and community health
Swapna Reddy, JD, DrPH (c)	Lecturer	Law, policy, research, leadership
Bettie Coplan, MPAS, PA-C	Clinical Associate Professor	Helping and health, health care systems

**5. Additional Materials**

**A. Appendix**

Complete and attach the Appendix document.

**B. Program of study**

Provide one or more model programs of study (if appropriate).

**C. Attach other information that will be useful to the review committees and the Office of the Provost.**

This proposal has been approved by all necessary Provost office levels of review. I recommend implementation of the proposed organizational change.

Office of the University Provost

Signature \_\_\_\_\_ Date:     /     /20

*Note: An electronic signature, email, or a PDF of the signed signature page is acceptable.*

**APPENDIX**  
**OPERATIONAL INFORMATION FOR MINORS**

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

Please consider the student audience in creating your text.)

**1. Proposed Minor Name:** Medical Studies

**Marketing Text:**

Interested in health and health care? Broaden your opportunities with a minor in medical studies. Although the minor provides an introduction to clinical medicine, it does not take the place of pre-med academic preparation for students who plan to apply to medical school.

**2. Description (150 words maximum)**

The minor in medical studies focuses on preparing students for work in clinical medicine, to include both direct and indirect patient care. Students take coursework in historical aspects of medicine and in the impact of violence upon health, health disparities, as well as leadership and professionalism. Students have the option of selecting an internship course that will enhance application of core concepts. The School for the Science of Health Care Delivery serves as a connection between the business of medicine and clinical practice.

**3. Contact and Support Information**

Building Name, code and room number: ( <a href="#">Search</a> <a href="#">ASU map</a> )	HLTHS 444AA
Program office telephone number: ( <i>i.e.</i> 480/965- 2100)	602/496-3300
Program Email Address:	med@asu.edu
Program Website Address:	<a href="https://chs.asu.edu/programs/medical-studies">https://chs.asu.edu/programs/medical-studies</a>

**4. Program Requirements:** Provide applicable information regarding the program such as curricular restrictions or requirements, specific course lists, or academic retention requirements.

Required course (15 credit hours)

HCD 330 Health Care Systems in the U.S. (3)  
MED 300 Historical and Contemporary Issues in Health, L (3)  
MED 417 Impact of Violence on Health (3)  
MED 445 Science of Helping in Health (3)  
MED 450 Leadership and Professionalism (3)

Elective course (3 credit hours; choose one)

HCD 303 Global Health Care Systems (3)  
IBC 420 Population Health Management (3)  
MED 484 Internship (3)

Depending upon a student's undergraduate program of study, prerequisite courses may be needed in order to complete the requirements of this minor.

**5. Additional Enrollment Requirements** If applicable list any additional enrollment requirements students must complete

**GPA Requirement:** 2.00 minimum in all courses in the minor

**Majors Ineligible to Add This Minor:** Medical Studies, BS; Science of Health Care Delivery, BS; Health Sciences, BS

**Other Enrollment Requirements:** Students must complete a minimum of 30 credit hours prior to adding the minor.

Students in most majors may pursue at least one minor and, upon successful completion of the prescribed coursework, have that accomplishment officially recognized on the ASU transcript at graduation if the college or department of the minor officially certifies, through established verification procedures, that all requirements for the minor have been met and the college (and in certain colleges, the department) of the student's major allows the official recognition of the minor.

A student wishing to pursue a specific minor should consult an academic advisor in the unit offering that minor to ensure that an appropriate set of courses is taken. The student should also consult an academic advisor in the college or department of the major to make sure the college or department of the major allows the recognition of the minor.

Note: Certain major and minor combinations may be deemed inappropriate either by the college or department of the major or minor. Courses taken as part of a minor may not count toward both the major degree and the minor. Students should contact the department for more information.

**6. 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.*

**7. Campus/Locations:** indicate all locations where this program will be offered.

Downtown Phoenix  Polytechnic  Tempe  Thunderbird  West Other:



**From:** Todd Sandrin  
**Sent:** Wednesday, March 8, 2017 12:20 PM  
**To:** Alison Essary; Kate Lehman  
**Subject:** RE: minor in Medical Studies

Hi Alison and Kate,

Thanks for forwarding this. New College foresees no negative impacts on its programs.

Don't hesitate to let me know if I can help further.

Best,  
Todd

**Todd R. Sandrin, Ph.D.**

Professor, [School of Mathematical and Natural Sciences](#)

Senior Sustainability Scientist - [Julie Ann Wrigley Global Institute of Sustainability](#)  
Senior Associate Dean, [ASU New College](#) | Director, [NCUIRE](#)



**Arizona State University**

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602.543.6934 | [Todd.Sandrin@asu.edu](mailto:Todd.Sandrin@asu.edu)

**From:** Michael Angilletta <[ma@asu.edu](mailto:ma@asu.edu)>  
**Date:** Monday, April 3, 2017 at 1:53 PM  
**To:** Bert Jacobs <[bjacobs@asu.edu](mailto:bjacobs@asu.edu)>  
**Subject:** RE: Requesting Support for CHS Minor in Medical Studies

Jake,

This proposal describes a minor that would be added to complement an existing major on the west campus. No new courses are required. Therefore, I think SOLS should support the proposal.

Mike

**From:** Bertram Jacobs  
**Sent:** Monday, April 03, 2017 10:22 PM  
**To:** Michael Angilletta <[ma@asu.edu](mailto:ma@asu.edu)>  
**Subject:** FW: Requesting Support for CHS Minor in Medical Studies  
**Importance:** High

Mike, Comments? If I can get comments today that would be great.

Bert

**From:** Julie Liss <[JULIE.LISS@asu.edu](mailto:JULIE.LISS@asu.edu)>  
**Date:** Wednesday, March 22, 2017 at 3:23 PM  
**To:** Bert Jacobs <[bjacobs@asu.edu](mailto:bjacobs@asu.edu)>  
**Subject:** Requesting Support for CHS Minor in Medical Studies

Dear Dr. Jacobs,  
Science of Health Care Delivery is proposing to offer a minor in Medical Studies (see attached). We hope you will support this proposal as it complements your degree offerings in SoLS and may be of interest to your students. As part of the application, we need written confirmation of your support. An **email reply** to this request will be sufficient to include in our packet.

Please let me know if you'd like to discuss.  
Kind Regards,  
Julie

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Julie Liss, Ph.D.  
Associate Dean, College of Health Solutions  
Professor, Department of Speech and Hearing Science  
Faculty, Barrett, The Honors College  
Fellow, American Speech Language Hearing Association  
Arizona State University  
[julie.liss@asu.edu](mailto:julie.liss@asu.edu)