



**ESTABLISHING GRADUATE CERTIFICATES**  
**ARIZONA STATE UNIVERSITY**  
**GRADUATE COLLEGE**

**This form should be used by programs seeking to establish a new graduate certificate. All sections should be completed.**

The graduate certificate is a programmatic or linked series of courses in a single field or in one that crosses disciplinary boundaries. The graduate certificate facilitates professional growth for people who already hold the baccalaureate degree, and it may be freestanding or linked to a degree program. The graduate certificate enables the university to respond to societal needs while promoting university cooperation with corporate, industrial, and professional communities.

Submit the completed and signed (chairs, unit deans) proposal to [curriculumplanning@asu.edu](mailto:curriculumplanning@asu.edu).

**Please type.**

<b>Contact Name(s):</b> James G. Hodge, Jr.	<b>Contact Phone(s):</b> (480) 727 – 8576
<b>College:</b> Sandra Day O'Connor College of Law	
<b>Department/School:</b> Sandra Day O'Connor College of Law, Dean's Office	
<b>Name of proposed Certificate:</b> Health Law and Policy	
<b>Requested Effective Term and Year:</b> Spring 2018 (e.g. Fall 2014)	
<b>Do Not Fill in this information: Office Use Only</b>	
<b>CIP Code:</b>	

**1. OVERVIEW.** Below, please provide a brief overview of the certificate, including the rationale and need for the program, potential size and nature of the target audience, information on comparable programs (at ASU and/or peer institutions), how this program would relate to existing programs at ASU, and any additional appropriate information.

The proposed Health Law and Policy Graduate Certificate at ASU's College of Law will be a pivotal part of the health law careers for our law students. The certificate is geared toward students seeking to practice health or public health law in diverse employment settings. It is designed to immerse students in multiple areas of health law and policy, broadening their knowledge and skills in preparation for applied practice. As the health law market in Arizona and the U.S. continues to expand, new positions for these candidates who will be well-trained and versed in multifarious topics are emerging. A primary indicator that our students at ASU Law are poised and ready for these positions is their achievement in obtaining the Health Law and Policy Graduate Certificate.

The Health Law emphasis previously resided within The Center for Law, Science, and Innovation (LSI), which currently offers the Law, Science and Technology Certificate with a specialization in Health Law. Given the transition of the specialization to an independent status, the College of Law is seeking to oversee and provide a Health Law and Policy Certificate to ASU law students given its focus and connection to students interested in health and public health law. Based upon past enrollment in the Law, Science, and Technology Graduate Certificate with a Health Law specialization an enrollment of 7-15 new students per year is projected. However, with the prominence of the new Center for Public Health Law and Policy, coupled with the continued escalation of the US News and World Report national ranking of our health law specialization (#16 nationally in 2017) and increase in the number of law students, higher numbers of enrollees are expected.

While other schools and colleges within ASU focus on health, public health, and the delivery of care, the Health Law and Policy Graduate Certificate is the only one that specifically focuses on law and policy and is only available to law students. Additionally, letters of support have been provided from the College of Health Solutions, the College of Nursing and Health Solutions, and School of Human Evolution and Social Change, which note that this certificate is currently available under LSI and does not directly impact their schools and programs.

**2. ADMINISTRATION AND RESOURCES**

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

The Program/Certificate Director is primarily responsible for the administration of the Health Law and Policy Certificate. Staff within the Public Health Law and Policy Program will also assist with the day-to-day administration of the Certificate. Students who meet the requirements will be admitted into the certificate program. Each student who registers as a candidate for the Health Law and Policy certificate will be assigned a Faculty Advisor (subject to reassignment as needed given faculty and students special interests) at the request of the student or current/successor advisor.

- B. What are the resource implications for the proposed certificate, including 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 certificate, 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 certificate program.*

To implement the Health Law and Policy Certificate, ASU Law would not need to expend any resources beyond those already committed. No additional courses need to be designed (though new courses may be added based on available faculty and student interests). The Program/Certificate Director is primarily responsible for the administration of the Health Law and Policy Certificate and will confer with the Dean and other faculty as needed to serve enrolled students.

### 3. ADMISSIONS PROCEDURES AND CRITERIA

- A. Admission criteria – Applicants must meet the admissions criteria for Graduate College. Please also include any other additional admission requirements, e.g. type of undergraduate degree, minimum GPA, tests and/or entry-level skills that are required for this certificate program.**

[http://graduate.asu.edu/sites/default/files/GraduatePolicies\\_1.pdf](http://graduate.asu.edu/sites/default/files/GraduatePolicies_1.pdf)

Applicants must fulfill the requirements of both the Graduate College and the Sandra Day O'Connor College of Law.

Applicants must have a 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, or applicants must have a minimum of a 3.00 cumulative GPA (scale is 4.00 = "A") in an applicable master's degree program.

Applicants are eligible to apply to the program if they have earned a bachelor's or master's degree from a regionally accredited institution. Applicants must be existing J.D. or LLM students who are currently enrolled in coursework and in good academic standing with the ASU College of Law

All applicants must submit:

1. admission application for the certificate program through Law Interactive. Please see the College of Law website.
2. proof of English proficiency

#### **Additional Application Information**

An applicant whose native language is not English (regardless of current residency) must provide proof of English proficiency.

- B. Application Review Terms**

*Indicate all terms for which applications for admissions are accepted:*

Ideally students should apply for the Certificate in the fall semester of their second year. However, students may apply after this deadline so long as all requirements are met prior to graduation.

Fall

(year): 2018

Spring (year): 2018

**C. Projected annual admission/enrollment - How many students will be admitted immediately following final approval of the certificate? What are enrollment projections for the next three years?**

All enrolled students that meet the requirements and apply to the certificate program will be reviewed for admission. Based upon past enrollment in the LST Certificate with a Health Law specialization currently provided through the Center for Law, Science, and Innovation, enrollment of at least 7–15 new students per year is projected. However, given the significant increase in law students as well as the prominence of a potential new Center for Public Health Law and Policy, higher numbers of enrollees are expected in the future.

Year 1	Year 2	Year 3
7	13	15

**4. ACADEMIC REQUIREMENTS**

**A. Minimum credit hours required for certificate (15 credit hour minimum)**

15 credit hours

**B. 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.**

All courses will be offered on-site and in person, subject to modification for new or revised courses.

**C. As applicable, please describe culminating experience required (e.g., internship, project, research paper, capstone course, etc.)**

To obtain a Health Law and Policy Certificate, students must complete two culminating experiences: (1) active participation in health law, and (2) a writing requirement. This will be tracked internally with the College of Law.

**Active Participation in Health Law**

Each student must participate in at least one of the following activities (other activities consistent with this listing may also be considered by the Program/Certificate Director or designee):

- Research assistant for at least one semester or summer session with the Public Health Law & Policy Program (or other centers or programs at ASU Law provided research is focused predominantly on health-related topics);
- Active participation as an officer for at least one year in the student Health Law Society;
- Editorial board position for at least one year with JURIMETRICS; or
- Health/public health law-based externships (upon approval from Program Director or designee) for at least 1 semester or summer session.

**Writing Requirement**

Each student must write a substantial paper on a health/public health law topic of at least 15 single-spaced pages and under guidance of a College of Law faculty member. Papers satisfying the College's Graduation Writing Requirement or Flexible Writing Requirement or law journal requirements can fulfill this certificate requirement, including as part of seminar courses among the elective courses.

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

- **Outcome 1:** Graduates will be able to identify and analyze legal issues relating to health law and policy.
- **Outcome 2:** Graduates will be able to effectively write on a topic related to health law and policy issues.

**E. How will students be assessed and evaluated in achieving the knowledge, competencies, and skills outlined in 4.D. above? Examples of assessment methods can be found at (<http://www.asu.edu/oue/assessment.html>).**

- **Outcome 1** - Graduates will be able to identify and analyze legal issues relating to health law and policy.

- **Measure 1:** Final exam or final paper required in a core course required for the certificate. 80% will achieve a grade of B- or better. Exams and papers are structured such that achieving a satisfactory grade requires sufficient identification and analysis of critical health law issues. Both of the core courses for the certificate are applicable to Measure 1 and students will be measured through those courses.
  - **Measure 2:** Graduate/Law Student Report Card (which is a University administered student survey) item about the development of the student's critical thinking skills. Alternatively, a student focus group survey may be used). 70% will respond "very strong" or "strong". Where student focus groups are employed, such groups will always be led by health law faculty who can accurately evaluate students' critical thinking skills. If a student focus group survey is used, student participants (who have completed the certificate requirements) will be asked to self-assess the development of their critical thinking skills in the health law area. Student self-assessment, as found in the Graduate/Law School Report Card and the student focus group survey, is an indirect measure.
- **Outcome 2** - Graduates will be able to effectively write on a topic related to health law and policy issues.
    - **Measure 1:** Paper in a Graduation Writing Requirement (GRW) course for the Health Law and Policy Certificate. GRW courses include LAW 671 – Genetics and the Law, LAW 703 – Law, Science & Technology, LAW 607 – Nanotechnology Law and Policy, LAW 770 – Law Journal, LAW 771 – Jurimetrics Journal. Additionally many LAW 691/791 courses offer the GRW. 80% will achieve a grade of B- or better.
    - **Measure 2:** Graduate/Law Student Report Card (which is a University administered student survey) item about the development of the student's writing skills. (Alternatively a student focus group survey may be used). 70% will respond "very strong" or "strong". In the event that a student focus group survey is used, student participants (who have completed the certificate requirements) will be asked to self-assess the development of their critical thinking skills in the health law area. Student self-assessment, as found in the Graduate/Law School Report Card and the student focus group survey, is an indirect measure.

**F. Please state the satisfactory student academic progress standards and guidelines (including any time limits for completion).**

Students must complete the coursework, writing requirement, and active health law participation prior to graduation to earn the Certificate. Each student will work with the Program/Certificate Director to ensure they are on track to obtain a certificate and be assigned a faculty advisor who will oversee their progress on a regular basis. Each student must earn a cumulative average grade of at least 3.00 for courses taken to satisfy the substantive requirements of the Health Law and Policy Certificate. A student must also earn a minimum grade of a "B-" for any course applied toward the Certificate. "(Note: Any course graded on a Pass/Fail basis is an exception to the Minimum Average Grade Requirement.

**G. Will this proposed certificate program allow sharing of credit hours from another ASU degree program to be used as part of this certificate program? (Please note that a maximum of 12 graduate-level credit hours taken as a non-degree student at ASU, including as a part of a certificate program, may be used towards a future graduate degree at ASU).**

No, only courses offered at ASU Law apply.

**H. Below, please list all required and elective courses in the appropriate boxes (you may attach additional pages if necessary).**

Please ensure that all new core course proposals have been submitted to the Provost's office through the Curriculum ChangeMaker online course proposal submission system before this initiative is put on the University Graduate Council and CAPC agendas. Please note: a minimum of 2/3 of the courses required for a graduate certificate must be at the 500-level or above.

Required Courses			Credit Hours
(Prefix & Number)	(Course Title)	(New Course?) Yes or No?	(Insert Section Sub-total) <b>5</b>
LAW 650	Health Law	No	<b>3</b>
LAW 651	Public Health Law	No	<b>2</b>

<u>Electives</u>			<u>Credit Hours</u>
<i>(Prefix &amp; Number)</i>	<i>(Course Title)</i>	<i>(New Course?) Yes or No?</i>	<i>(Insert Section Sub-total)</i> <b>10</b>
LAW 609	Administrative Law	No	<b>3</b>
LAW 652	Bioethics and the Law	No	<b>2</b>
LAW 707	Elder Law	No	<b>2</b>
LAW 612	Family Law	No	<b>3</b>
LAW 667	FDA Regulation	No	<b>2</b>
LAW 617	Genetics and the Law	No	<b>3</b>
LAW 703	Law, Science & Technology	No	<b>3</b>
LAW 647	Mass Tort Litigation	No	<b>3</b>
LAW 607	Nanotechnology Law and Policy	No	<b>2</b>
LAW 724	Privacy	No	<b>2</b>
LAW 770	Law Journal	No	<b>varies</b>
LAW 771	Jurimetrics Journal	No	<b>varies</b>
LAW 649	Scientific Evidence	No	<b>2</b>
LAW 691/791	Special Topics courses as approved by Program/Certificate Director	No	<b>varies</b>
<b><u>Culminating Experience (if applicable)</u></b>			<b><u>Credit Hours</u></b> <i>(Insert Section Sub-total)</i>
Writing Requirement and Active Participation in Health Law			<b>0</b>
<b>Total required credit hours</b>			<b>15</b>

The list of eligible elective courses are subject to modification by Program Director.

<b>5. PRIMARY FACULTY PARTICIPANTS</b> - Please list all primary faculty participants for the proposed certificate, including home unit and title. You may attach additional pages if necessary.		
<b>Name</b>	<b>Home Unit</b>	<b>Title</b>
James G. Hodge Jr.	Sandra Day O'Connor College of Law	Professor of Law

Alicia Corbett	Sandra Day O'Connor College of Law	Adjunct Professor of Law
Bijal Shah	Sandra Day O'Connor College of Law	Professor of Law
Gary E. Marchant	Sandra Day O'Connor College of Law	Professor of Law
Paul E. Burns	Sandra Day O'Connor College of Law	Adjunct Professor of Law
Ann Stanton	Sandra Day O'Connor College of Law	Professor of Law
Marlene A. Pontrelli	Sandra Day O'Connor College of Law	Adjunct Professor of Law
David W. Feigal Jr.	Sandra Day O'Connor College of Law	Adjunct Professor of Law
Ellen Feigal	Sandra Day O'Connor College of Law	Adjunct Professor of Law
Sandra Shire	Sandra Day O'Connor College of Law	Adjunct Professor of Law
Roger Morris	Sandra Day O'Connor College of Law	Faculty Associate
Yvonne Stevens	Sandra Day O'Connor College of Law	Instructor
David Gartner	Sandra Day O'Connor College of Law	Professor of Law
Paul Giancola	Sandra Day O'Connor College of Law	Faculty Associate
John W. Schneider	Sandra Day O'Connor College of Law	Adjunct Professor of Law
Joan McGregor	Sandra Day O'Connor College of Law	Associate Professor
Betsy J. Grey	Sandra Day O'Connor College of Law	Professor of Law
Michael J. Saks	Sandra Day O'Connor College of Law	Professor of Law
Kaiponanea T. Matsumura	Sandra Day O'Connor College of Law	Associate Professor of Law

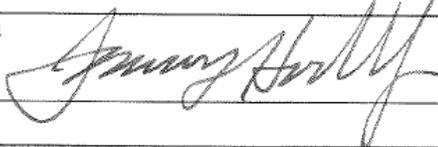
**6. REQUIRED SUPPORTING DOCUMENTS**

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

Please include the following with your proposal:

- A.** Sample plans of study for students in the proposed program (see attached)
- B.** Statements of support from all deans and heads of impacted academic units (see attached)

**7. APPROVALS** - If the proposal submission involves multiple units, please include letters of support from those units.

DEPARTMENT CHAIR or SCHOOL DIRECTOR (PRINT/TYPE) James G. Hodge, Jr., JD, LLM	
SIGNATURE 	DATE 2/15/2017

DEAN (PRINT/TYPE) Douglas J. Sylvester, JD, LLM	
SIGNATURE 	DATE 2-15-17

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

DEAN OF GRADUATE COLLEGE	
SIGNATURE	DATE

**Please note:** Proposals for new certificates also require the review and recommendation of approval from the University Graduate Council, Curriculum and Academic Programs Committee (CAPC), the Academic Senate, 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.**

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## APPENDIX A

### OPERATIONAL INFORMATION FOR GRADUATE CERTIFICATES

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

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

The Health Law and Policy Graduate Certificate at ASU's Sandra Day O'Connor College of Law is a pivotal part of the health law careers for our law students. The certificate is designed to immerse students in multiple areas of health law and policy, broadening their knowledge and skills in preparation for applied practice.

**Breakdown of requirements for the academic catalog:**

**Required Core (5 credit hours)**

LAW 650 Health Law (3)  
LAW 651 Public Health Law (2)

**Electives (10 credit hours)**

**Culminating Experience**

Writing Requirement and Active Participation in Health Law

**Additional Curriculum Information**

Students are required to participate in at least one of the following activities (other activities consistent with this listing may also be considered by the Program/Certificate Director or designee):

- Research assistant for at least one semester or summer session with the Public Health Law & Policy Program (or other centers or programs at ASU Law provided research is focused predominantly on health-related topics);
- Active participation as an officer for at least one year in the student Health Law Society;
- Editorial board position for at least one year with JURIMETRICS; or
- Health/public health law-based externships (upon approval from Program Director or designee) for at least 1 semester or summer session.

Student must write a substantial paper on a health/public health law topic of at least 15 single-spaced pages and under guidance of a College of Law faculty member. Papers satisfying the College's Graduation Writing Requirement or Flexible Writing Requirement or law journal requirements can fulfill this certificate requirement, including as part of seminar courses among the elective courses.

Each student must earn a cumulative average grade of at least 3.00 for courses taken to satisfy the substantive requirements of the Health Law and Policy Certificate. A student must also earn a minimum grade of a "B-" for any course applied toward the Certificate.

**2. Marketing Description (50 words maximum)**

In an era of major legal and policy reforms in health care/public health, students need to recognize, assess, and solve issues of law, ethics, and policy involving the health of individuals and populations. ASU Law offers a diverse range of health law-related courses and a Health Law and Policy certificate.

**3. Contact and Support Information:**

Office Location (Building & Room): <b>Beus Center for Law and Society, 340</b>	Campus mail code: <b>9520</b>
Campus Telephone Number: <b>480-965-6181</b>	Program Director (Name <b>and</b> *ASU ID): <b>James G. Hodge, Jr.</b>
Program email address: <b>publichealthlaw@asu.edu</b>	Program Support Staff (Name <b>and</b> *ASU ID): <b>Kim Weidenaar</b>

Program website address: <a href="https://www.law.asu.edu/faculty/centers/public-health-law-program">https://www.law.asu.edu/faculty/centers/public-health-law-program</a>	Admissions Contact (Name <b>and</b> *ASU ID): <b>Barbara Kaye Miller</b>
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4. Campus(es) where program will be offered: \*
- |                                     |               |                          |       |
|-------------------------------------|---------------|--------------------------|-------|
| <input checked="" type="checkbox"/> | Downtown      | <input type="checkbox"/> | Tempe |
| <input type="checkbox"/>            | Online (only) | <input type="checkbox"/> | West  |
| <input type="checkbox"/>            | Polytechnic   |                          |       |

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

health law, public health law, global health law, bioethics, public health ethics, health reform, privacy, research, medical, reproduction

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

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

- [Architecture & Construction](#)
- [Arts](#)
- [Business](#)
- [Communications & Media](#)
- [Education & Teaching](#)
- [Engineering & Technology](#)
- [Entrepreneurship](#)
- [Health & Wellness](#)
- [Humanities](#)
- [Interdisciplinary Studies](#)
- [Law & Justice](#)
- [Mathematics](#)
- [Psychology](#)
- [STEM](#)
- [Science](#)
- [Social and Behavioral Sciences](#)
- [Sustainability](#)

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

- [Architecture & Construction](#)
- [Arts](#)
- [Business](#)
- [Communications & Media](#)
- [Education & Teaching](#)
- [Engineering & Technology](#)
- [Entrepreneurship](#)
- [Health & Wellness](#)
- [Humanities](#)
- [Interdisciplinary Studies](#)
- [Law & Justice](#)
- [Mathematics](#)
- [Psychology](#)
- [STEM](#)
- [Science](#)
- [Social and Behavioral Sciences](#)
- [Sustainability](#)

**APPENDIX B**  
**Example Curriculum**

**Example 1:**

First semester in certificate program:

*LAW 650 - Health Law (3)*

Second semester in certificate program:

*LAW 651 - Public Health Law (2)*

*One Qualifying Elective, e.g., LAW 791 - Neuroscience, Law, and Ethics (2)*

Third semester in certificate program:

*One Qualifying Elective, e.g., LAW 691 - Biotechnology (3)*

*One Qualifying Elective, e.g., LAW 667 - FDA Regulation (2)*

Fourth semester in certificate program:

*One Qualifying Elective, e.g., LAW 609 - Administrative Law (3)*

**Total: 15 credits**

**Example 2:**

First semester in certificate program:

*LAW 650 - Health Law (3)*

Second semester in certificate program:

*LAW 609 – Administrative Law (3)*

Third semester in certificate program:

*One Qualifying Elective, e.g., LAW 791 - Healthcare Entrepreneurship (6)*

Fourth semester in certificate program:

*LAW 651 - Public Health Law (2)*

*One Qualifying Elective, e.g., LAW 791 – Healthcare Fraud Investigation (1)*

**Total: 15 Credits**

**APPENDIX C**  
**Statements of Support**

**Official Submission - Sandra Day O'Connor College of Law**

**From:** Leslie Mamaghani [<mailto:leslie.mamaghani@asu.edu>]  
**Sent:** Thursday, February 23, 2017 11:15 AM  
**To:** [curriculumplanning@asu.edu](mailto:curriculumplanning@asu.edu)  
**Subject:** revised Health Law and Policy Certificate

Attached is the revised Health Law and Policy Certificate proposal as requested.

Leslie Mamaghani  
Assistant Dean of Educational Programs  
Sandra Day O'Connor College of Law  
Arizona State University  
480-965-9042

**Statement of Support**  
**College of Health Solutions – Julie Liss, Associate Dean**

Dear James,

The Public Health Law and Policy Program (Program) at ASU's Sandra Day O'Connor College of Law is seeking to become the academic "home" for the existing Health Law Certificate currently offered through the Center for Law Science and Innovation at ASU Law. As per the formal application to transfer academic units for this certificate, it will largely remain the same in content and design as the current offering at ASU Law.

To the extent that the Health Law Certificate is only available to Juris Doctor and LLM students in good standing at the College of Law, and only entails credits from courses offered at the College of Law, it does not significantly impact the curriculum or courses offered at ASU's College of Health Solutions.

As a result, the College of Health Solutions supports the Program's proposal to become the academic home for the existing Health Law Certificate.

Best wishes in your endeavors,

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)

**Statement of Support**  
**College of Nursing and Health Innovation – Teri Pipe, Dean**

Dear James,

I am writing to support the Public Health Law and Policy Program's proposal to become the academic home for the existing Health Law Certificate.

The Public Health Law and Policy Program (Program) at ASU's Sandra Day O'Connor College of Law is seeking to become the academic "home" for the existing Health Law Certificate currently offered through the Center for Law Science and Innovation at ASU Law. As per the formal application to transfer academic units for this certificate, it will largely remain the same in content and design as the current offering at ASU Law.

To the extent that the Health Law Certificate is only available to Juris Doctor and LLM students in good standing at the College of Law, and only entails credits from courses offered at the College of Law, it does not significantly impact the curriculum or courses offered at ASU's College of Nursing and Health Innovation (CONHI). As a result, the College supports the Program's proposal to become the academic home for the existing Health Law Certificate.

Thank you for the ability to review the proposal and request the feedback from leaders within CONHI. We wish you all the best.

Sincerely,

Teri

Teri Pipe, PhD, RN

Dean, College of Nursing and Health Innovation

Arizona State University

**Statement of Support**  
**School of Human Evolution and Social Change – Kaye Reed, Director**

Dear Lexi (on behalf of Professor Hodge):

The Public Health Law and Policy Program (Program) at ASU's Sandra Day O'Connor College of Law is seeking to become the academic "home" for the existing Health Law Certificate currently offered through the Center for Law Science and Innovation at ASU Law. As per the formal application to transfer academic units for this certificate, it will largely remain the same in content and design as the current offering at ASU Law.

To the extent that the Health Law Certificate is only available to Juris Doctor and LLM students in good standing at the College of Law, and only entails credits from courses offered at the College of Law, it does not significantly impact the curriculum or courses offered at ASU's School of Human Evolution and Social Change (SHESC). As a result, SHESC supports the Program's proposal to become the academic home for the existing Health Law Certificate.

Sincerely,

Kaye

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Kaye E. Reed  
President's Professor  
Director, School of Human Evolution and Social Change  
and  
Research Associate  
Institute of Human Origins  
P.O. Box 874101  
Arizona State University  
Tempe, AZ 85287-4101  
(480) 727-6538

***Impact Statement***  
***College of Public Programs and Community Solutions***

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**From:** Kathleen Andereck  
**Sent:** Monday, June 05, 2017 3:19 PM  
**To:** Kim Weidenaar  
**Cc:** James Hodge (Law College)  
**Subject:** Re: Request for Letter of Support - Health Law Certificate

Kim,  
The College of Public Service and Community Solutions has no concerns regarding this new program. We support its development and implementation.  
Kathy

Kathleen Andereck, Ph.D.  
Director Curricular Initiatives, College of Public Service and Community Solutions  
Director and Professor, School of Community Resources and Development  
Arizona State University

**(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](mailto: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](mailto: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](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](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](http://graduate.asu.edu/faculty_staff/policies) to access Graduate Policies and Procedures.