



PROPOSAL TO ESTABLISH A NEW MASTER'S DEGREE PROGRAM

This template is to be used only by programs that have received specific written approval from the Provost's office to proceed with internal proposal development and review. The proposal template should be completed in full and submitted to the University Provost's Office [[mailto: curriculumplanning@asu.edu](mailto:curriculumplanning@asu.edu)]. It must undergo all internal university review and approval steps including those at the unit, college, and university levels. A program **may not** be implemented until the Provost's Office notifies the academic unit that the program may be offered.

MASTER'S DEGREE PROGRAM

College/School:	College of Nursing and Health Innovation
<i>Note: Program ownership is coded at the College/School level first and may not be a center, department or division apart from it.</i>	
Department/Division/School:	Graduate Programs
Proposing faculty group (if applicable):	

Name of proposed degree program:	Master of Science (MS) in Interprofessional Care Coordination
Proposed title of major:	Interprofessional Care Coordination
Master's degree type:	MS - Master of Science

If Degree Type is "Other", provide degree type and proposed abbreviation:

Is a program fee required?	Yes, a program fee is required.
<i>Note: for more information about program fee requests, visit https://provost.asu.edu/curriculum-development/changemaker/form-instructions#fees</i>	

Is the unit willing and able to implement the program if the fee is denied?	No, we are not able to implement the program.
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Requested effective term and year:	Fall	2018
(The first semester and year for which students may begin applying to the program)		

Delivery method and campus or location options: *select all locations that apply*

Downtown Phoenix Polytechnic Tempe Thunderbird West Other: _____

Both on-campus and ASU Online* - (check applicable campus(es) from options listed above)

ASU Online only (all courses online and managed by ASU Online)

Note: Once students elect a campus or Online option, students will not be able to move between the on-campus and the ASU Online options. Approval from the Office of the University Provost and Philip Rejier (Executive Vice Provost and Dean) is required to offer programs through ASU Online. Please complete the ASU Online Offering form in [Curriculum ChangeMaker](#) to begin this request. Prior to completing the online Curriculum ChangeMaker form, please contact EdPlus at asuonline@asu.edu who can provide you with additional information regarding the online request process.

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

PROPOSAL CONTACT			
Name:	Pauline Komnenich	Title:	Professor, Director MS Programs
Phone number:	602-496-0861	Email:	paulina@asu.edu

DEAN APPROVAL(S)
This proposal has been approved by all necessary unit and college/school levels of review, and the college/school(s) has the resources to offer this degree program. I recommend implementation of the proposed degree program.



PROPOSAL TO ESTABLISH A NEW MASTER'S DEGREE PROGRAM

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

College/School/Division Dean
name:

Teri Pipe, PhD, RN

Signature:

Date:

12/13/17

Please note: Proposals for new degrees also require the review and recommendation of approval from the University Graduate Council, Curriculum and Academic Programs Committee (CAPC), the Academic Senate (2 readings), 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.

1. PURPOSE AND NATURE OF PROGRAM

A. Provide a brief program description:

The Master of Science (MS) with a major in Interprofessional Care Coordination is a post baccalaureate degree developed to prepare health care professionals to meet patients' needs and preferences through implementation of specific care coordination activities. Essential to the program are care coordination approaches that include teamwork, care and medication reconciliation, health information technology and the patient-centered medical home that produce individual patient/family, and population-based quality outcomes. Program graduates are prepared to practice an interprofessional approach to care coordination that improves outcomes for patients, providers and payers.

B. Will concentrations be established under this degree program? Yes No

(Please provide additional concentration information in the curricular structure section – number 7.)

2. PROGRAM NEED

Explain why the university should offer this program (include data and discussion of the target audience and market).

Major issues that patients face when entering the healthcare system are knowing what resources are available, how to access those resources and on discharge having a plan for sustained recovery. Care Coordination/case management has become a major need within complex health systems from birth through aging that requires a higher level of education than the bachelor of science degree. While the bachelor of science degree focuses on individual health, the Master's degree prepares students to address population and system health. Although health professionals such as nurses are major advocates for patients in providing care coordination needs, with nursing shortages in the workplace and the broad spectrum of services that require coordination, there is a need to increase the number of personnel prepared to work with patients in these complex environments. As stated by Kenny in February 2017 when this program was put forth for initial approval, "The growing shift to value-based payment and patient-centered medical homes has created financial incentives to providers and health care systems to include care coordinators to meet quality and cost targets. Health care providers and systems are including nurses, social workers, pharmacists and other allied health professionals on primary-care teams to meet the complex socio-economic and health needs facing patients today. An MS degree in Interprofessional Care Coordination provides preparation for these new roles and will provide a pathway to a MS degree for students graduating from the BS in Health Care Coordination currently offered in the college". Therefore the target audience is for allied health non nursing professionals involved in health care delivery.

In an effort to be more responsive to the major issues identified in the paragraph above, the College of Nursing and Health Innovation (CONHI) at ASU has broadened its scope to offer master's level education to non-nurses in the health field who are educated to work with healthcare teams in coordinating and managing patient care. National recommendations from key nursing organizations such as the American Association of Colleges of Nursing (AACN),



PROPOSAL TO ESTABLISH A NEW MASTER'S DEGREE PROGRAM

the American Nurses Association (ANA), as well as other health related organizations such as the Interprofessional Education Collaborative (IPEC) support the integration of evidence-based, interprofessional care coordination models, principles and training experiences into health professions education. Few universities have offered such education at the graduate level. However, recent trends in healthcare and interprofessional education suggest that programs preparing graduates in roles that provide the knowledge and skills in care coordination across health professions will be in greater demand. This initiative is consistent with the mission of CONHI and ASU to lead in providing innovative programs responsive to community needs.

3. IMPACT ON OTHER PROGRAMS

Attach any letters of collaboration or support from impacted programs (see checklist sheet). Please submit as a separate document.

The proposed degree provides a pathway for the students who have completed a bachelor's degree in an interprofessional health related field to complete masters level preparation in Care Coordination. As proposed, the program is intended to complement the existing MS in Nursing, Care Coordination concentration and maximize faculty resources.

The MS in Nursing with a concentration in Care Coordination differs from the proposed MS in Care Coordination in that it requires that the nursing degree meet the Commission on Collegiate Nursing Education (CCNE) standards for accreditation as well as State Board requirements of licensure to practice as a nurse.

4. PROJECTED ENROLLMENT

How many new students do you anticipate enrolling in this program each year for the next five years?

Note: The Arizona Board of Regents (ABOR) requires that nine master's degrees be awarded every three years. Thus, the projected enrollment numbers must account for this ABOR requirement.

5-YEAR PROJECTED ANNUAL ENROLLMENT					
Please utilize the following tabular format	1 st Year	2 nd Year (Yr. 1 continuing + new entering)	3 rd Year (Yr. 1 & 2 continuing + new entering)	4 th Year (Yrs. 1, 2, 3 continuing + new entering)	5 th Year (Yrs. 1, 2, 3, 4 continuing + new entering)
Number of Students Majoring (Headcount)	10	20	20	25	25

5. ACCREDITATION OR LICENSING REQUIREMENTS (if applicable)

Provide the names of the external agencies for accreditation, professional licensing, etc. that guide your curriculum for this program, if any. Describe any requirements for accreditation or licensing.

Students who complete the program would be positioned to take relevant certification when offered. For example, the Commission for Case Manager Certification (CCMC) provides certification for the Certified Case Manager (CCM). This is an option for non-nurses as well as nurses.

6. STUDENT LEARNING OUTCOMES AND ASSESMENT

Attach a PDF copy of the assessment plan printed from the University Office of Evaluation and Educational Effectiveness assessment portal demonstrating UOEEE's approval of your assessment plan for this program. Visit the assessment portal at <https://uoeee.asu.edu/assessment-portal> or contact uoeee@asu.edu with any questions.

See attached PDF with approval from UOEEE (Appendix II).



PROPOSAL TO ESTABLISH A NEW MASTER'S DEGREE PROGRAM

7. CURRICULAR STRUCTURE

A. Curriculum Listing

Required Core Courses for the Degree			
Prefix and Number	Course Title	New Course?	Credit Hours
DNP 679	Biostatistics: Principles of Statistical Inference	No	3
NUR 501	Individual and Innovation Leadership in Advanced Nursing Practice	No	3
DNP 602	Evaluating Research for Practice	No	3
SWG 502	Macro Human Behavior in the Social Environment	No	3
NUR 510	Foundations of Care Coordination Practice	No	3
NUR 511	Concepts of Care Coordination and the Interprofessional Team	No	3
NUR 512	Improving Quality and Safety Outcomes Through Effective Care Coordination	No	3
NUR 513	Interprofessional Collaborative Practice and Transforming Health Care Policy	No	3
NUR 519	Role-Focused Practicum: Care Coordination	No	3
<i>Section sub-total:</i>			27
Elective or Research Courses <i>(as deemed necessary by supervisory committee)</i>			
Prefix and Number	Course Title	New Course?	Credit Hours
NUR 628 or	Research, Theory and Principles for Palliative Care in the Older Adult	No	3
DNP 603	Health Equity and Social Justice	No	3
		(Select Yes/No)	
		(Select Yes/No)	
		(Select Yes/No)	
<i>Section sub-total:</i>			3
Culminating Experience(s) <i>E.g. – Capstone course, portfolio, written comprehensive exam, applied project, thesis (must be 6 credit hours with oral defense)</i>			Credit Hours
NUR 593 Applied Project			3
<i>Section sub-total:</i>			3
Other Requirements			Credit Hours



PROPOSAL TO ESTABLISH A NEW MASTER'S DEGREE PROGRAM

<i>E.g. – internships, clinical requirements, field studies, foreign language exam as applicable</i>	
NUR 508 Interprofessional Care Coordination Practicum	2
Section sub-total:	2
Total required credit hours	35

1. List all required core courses and total credit hours for the core (required courses other than internships, thesis, capstone course, etc.).
2. Omnibus numbered courses cannot be used as core courses.
3. Permanent numbers must be requested by submitting a course proposal to Curriculum ChangeMaker for approval.

B. Will concentrations be established under this degree program? Yes No

8. COURSES

A. Course Prefix(es): Provide the following information for the proposed graduate program.

i. Will a new course prefix(es) be required for this degree program?

Yes No

If yes, complete the [Course Prefixes / Subjects Form](#) for each new prefix and submit it as part of this proposal submission. Form is located under the courses tab.

B. New Courses Required for Proposed Degree Program: Provide course prefix, number, title, credit hours and brief description for any new courses required for this degree program.

NUR 508 Interprofessional Care Coordination Practicum - 2 credits - 90 clock hours

Care coordination practicum (90 approved contact hours) preceptored by a practitioner and/or faculty member. Practicum builds on care coordination and interprofessional collaborative practice core competencies, and theories, with an emphasis on the design, delivery, and evaluation of culturally relevant and linguistically appropriate clinical prevention interventions, population health strategies and/or services that incorporate broad ecological, global and social determinants of health. Included are principles of epidemiology, communication, quality improvement and health information technologies appropriate to master's level practice and roles within the context of team-based interprofessional clinical prevention and population health care and/or services.

9. FACULTY, STAFF, AND RESOURCE REQUIREMENTS

A. Faculty

i. **Current Faculty** – Complete the table below for all current faculty members who will teach in the program.

If listing faculty from an academic unit outside of the one proposing the degree, please provide a support statement from that unit.

Name	Rank	Highest Degree	Area of Specialization/Expertise	Estimated Level of Involvement
AnnMarie Lyles	Assistant Professor	PhD	Care Coordination	40%
Margaret Morris	Faculty Associate	PhD	Quality and Safety	30%
Kara Mangold	Faculty Associate	DNP	Health Innovation	20%
Angela Chen	Associate Professor	PhD	Research	12%
Pauline Komnenich	Professor	PhD	Education and Research	20%



PROPOSAL TO ESTABLISH A NEW MASTER'S DEGREE PROGRAM

Carol Stevens	Clinical Associate Professor	PhD	Education & Health Innovation	10%
Nancy Baumhover	Clinical Assistant Professor	PhD	Education	8%
Lela Williams	Instructor	PhD	Social Work	20%
Dan Crawford	Clinical Assistant Professor	DNP	Health Equity	20%
Kathy Kenny	Clinical Associate Professor	DNP	Palliative care	10%

ii. **New Faculty** - Describe the new faculty hiring needed during the next three years to sustain the program. List the anticipated hiring schedule and financial sources for supporting the addition of these faculty members.

No new faculty will be required.

iii. **Administration of the program** - Explain how the program will be administered for the purposes of admissions, advising, course offerings, etc. Discuss the available staff support.

Students are recruited and processed through the CONHI Office of Student Services who work with the Director of the Masters Programs and Program Coordinator to process students, review applications, interview and admit students. Student Services includes a staff member assigned to recruitment and an Academic Success Advisor.

B. **Resource requirements needed to launch and sustain the program:** Describe any new resources required for this program's success such as new staff, new facilities, new library resources, new technology resources, etc.

No new resources will be required.



PROPOSAL TO ESTABLISH A NEW MASTER'S DEGREE PROGRAM

APPENDIX OPERATIONAL INFORMATION FOR GRADUATE PROGRAMS

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

1. Proposed title of major: Interprofessional Care Coordination

2. Marketing description (*Optional - 50 words maximum. The marketing description should not repeat content found in the program description.*)

Program graduates are prepared to practice an interprofessional approach to care coordination that improves outcomes for patients, providers and payers.

3. Provide a brief program description (*Catalog type (i.e. will appear in Degree Search) – no more than 150 words. Do not include any admission or curriculum information*)

The Master of Science (MS) with a major in Interprofessional Care Coordination is a post baccalaureate degree developed to prepare health care professionals to meet patient's needs and preferences through implementation of specific care coordination activities. Essential to the program are care coordination approaches that include teamwork, care and medication management, health information technology and the patient-centered medical home that produce individual and population-based quality outcomes.

4. Delivery/Campus Information Options: On-campus only (ground courses and iCourses)

5. Campus(es) where program will be offered:

ASU Online curriculum consists of courses that have no face-to-face content. iCourses are online courses for students in on-campus programs. iCourses may be included in a program, but may not comprise the entirety of a program. On-campus programs must have some face-to-face content.

Note: Office of the Provost approval is needed for ASU Online delivery option.

ASU Online only (all courses online and managed by ASU Online)

All other campus or location options (please select all that apply):

Downtown Phoenix Polytechnic Tempe West Other:

Both on-campus and ASU Online* - (check applicable campus(es) from options listed above)

Note: Once students elect a campus or Online option, students will not be able to move between the on-campus and the ASU Online options. Approval from the Office of the University Provost and [Philip Regier](#) (Executive Vice Provost and Dean) is required to offer programs through ASU Online. Please complete the ASU Online Offering form in [Curriculum ChangeMaker](#) to begin this request. Prior to completing the online Curriculum ChangeMaker form, please contact EdPlus at asuonline@asu.edu who can provide you with additional information regarding the online request process.

6. Admission Requirements:

Applicants must fulfill the requirements of both the Graduate College and the College of Nursing and Health Innovation .

Applicants are eligible to apply to the program if they have earned a bachelor's or master's degree in (care coordination or related field, from a regionally accredited institution.

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. (modify or expand if applicable)

(other minimum requirement(s))

Applicants are required to submit:

1. graduate admission application and application fee



PROPOSAL TO ESTABLISH A NEW MASTER'S DEGREE PROGRAM

2. official transcripts
3. three letters of recommendation
4. professional resume
5. letter of intent/written statement
6. 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.

7. Application Review Terms (if applicable session):

Indicate the first term and year in which applications will be opened for admission. Applications will be accepted on a rolling basis after that time.

Note: It is the academic unit's responsibility to display program deadline dates on their website.

Terms	Years	University Late Fee Deadline
<input checked="" type="checkbox"/> Fall (regular) <input type="checkbox"/> Session B	(year): 2018 (year):	July 1st October 1st
<input type="checkbox"/> Spring (regular) <input type="checkbox"/> Session B	(year): (year):	December 1st February 8th
<input type="checkbox"/> Summer (regular) <input type="checkbox"/> Summer B	(year): (year):	May 14th May 14th

Note: Session B is only available for approved online programs.

Program admission deadlines website address: nursingandhealth.asu.edu

8. Curricular Requirements:

Curricular Structure Breakdown for the Academic Catalog:

(To be completed by the Graduate College)

35 credit hours including the required applied project course (NUR 593)

Required Core (27 credit hours)

- DNP 602 Evaluating Research for Practice (3)
- DNP 679 Biostatistics: Principles of Statistical Inference (3)
- NUR 501 Individual and Innovation Leadership in Advanced Nursing Practice (3)
- NUR 510 Foundations of Care Coordination Practice (3)
- NUR 511 Concepts of Care Coordination and the Interprofessional Team (3)
- NUR 512 Improving Quality and Safety Outcomes Through Effective Care Coordination (3)
- NUR 513 Interprofessional Collaborative Practice and Transforming Health Care Policy (3)
- NUR 519 Role-Focused Practicum: Care Coordination (3)
- SWG 502 Macro Human Behavior in the Social Environment (3)

Electives or Research (3 credit hours)

Other Requirement (2 credit hours)

- NUR 508 Interprofessional Care Coordination Practicum (2)



PROPOSAL TO ESTABLISH A NEW MASTER'S DEGREE PROGRAM

Culminating Experience (3 credit hours)
NUR 593 Applied Project (3)

9. Comprehensive Exams:

Master's Comprehensive Exam (when applicable), please select from the appropriate option.

N/A

10. Allow 400-level courses: Yes No

Note: No more than 6 credit hours of 400-level coursework may be included on a graduate student plan of study.

11. Committee:

Required number of thesis committee members (must be at least 3 including chair or co-chairs): N/A

Required number of non-thesis option committee members (must be a minimum of one): 2

12. Keywords: List all keywords that could be used to search for this program. Keywords should be specific to the proposed program – limit 10 keywords.

Interprofessional, care coordination, health, healthcare, case management

13. Area(s) of Interest

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

- | | |
|---|---|
| <input type="checkbox"/> Architecture & Construction | <input type="checkbox"/> Interdisciplinary Studies |
| <input type="checkbox"/> Arts | <input type="checkbox"/> Law & Justice |
| <input type="checkbox"/> Business | <input type="checkbox"/> Mathematics |
| <input type="checkbox"/> Communication & Media | <input type="checkbox"/> Psychology |
| <input type="checkbox"/> Education & Teaching | <input type="checkbox"/> STEM |
| <input type="checkbox"/> Engineering & Technology | <input type="checkbox"/> Science |
| <input type="checkbox"/> Entrepreneurship | <input type="checkbox"/> Social and Behavioral Sciences |
| <input checked="" type="checkbox"/> Health & Wellness | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Humanities | |

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

- | | |
|--|--|
| <input type="checkbox"/> Architecture & Construction | <input type="checkbox"/> Interdisciplinary Studies |
| <input type="checkbox"/> Arts | <input type="checkbox"/> Law & Justice |
| <input type="checkbox"/> Business | <input type="checkbox"/> Mathematics |
| <input type="checkbox"/> Communications & Media | <input type="checkbox"/> Psychology |
| <input type="checkbox"/> Education & Teaching | <input type="checkbox"/> STEM |
| <input type="checkbox"/> Engineering & Technology | <input type="checkbox"/> Science |
| <input type="checkbox"/> Entrepreneurship | <input checked="" type="checkbox"/> Social and Behavioral Sciences |
| <input type="checkbox"/> Health & Wellness | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Humanities | |

14. Contact and Support Information:

Office Location - Building Code & Room: <i>(Search ASU map)</i>	Health North HLTHN
Campus Telephone Number: <i>(may not be an individual's number)</i>	602-496-2644



PROPOSAL TO ESTABLISH A NEW MASTER'S DEGREE PROGRAM

Program Email Address: (may not be an individual's email)	nursingandhealth@asu.edu
Program Website Address: (if one is not yet created, use unit website until one can be established)	nursingandhealth.asu.edu
Program Director (Name):	Pauline Komnenich, PhD, RN
Program Director (ASURITE):	komnen
Program Support Staff (Name):	Susan Draughn
Program Support Staff (ASURITE):	Scox7
Admissions Contact (Name):	Mark Samely
Admissions Contact (ASURITE):	msamel

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

NAME	ASURITE	ADMSN	POS
Pauline Komnenich	komnen	X	X
Nancy Kiernan	nkierna	X	
Mark Samely	msamel	X	X



**PROPOSAL TO ESTABLISH A NEW MASTER'S
DEGREE PROGRAM**

APPENDIX II

Assessment Plan



Academic Program Assessment Plan

Date: 12/19/2017	Program Name: MS in Interprofessional Care Coordination	Status: UOEEE Provisional Approval
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Comment

Assessment Plan

Outcome 1: Apply best practice to maintain a climate of mutual respect and shared values as related to principles of care coordination in the healthcare environment (Values/Ethics)

Measure 1.1 NUR 511 Concepts of Care Coordination and the Interprofessional Team: Effective Care Coordination Team Paper. Faculty will use a rubric to assess team values, ethics, and principles of care coordination in the healthcare environment.

Performance Criterion 1.1 At least 90% of Interprofessional Care Coordination students will earn a B or better on the NUR 511 Effective Care Coordination Teams Paper.

Measure 1.2 NUR 511 Concepts of Care Coordination and the Interprofessional Team:

Discussion Boards. Faculty will use a rubric to assess team values, ethics, and principles of care coordination in the healthcare environment.

Performance Criterion 1.2 At least 90% of Interprofessional Care Coordination students will earn a B+ or better on NUR 511 Discussions Boards.

Measure 1.3

Performance Criterion 1.3

Outcome 2: Promote relationship-building values and the principles of team dynamics to perform effectively as a care coordinator to plan, deliver, and evaluate patient/family, system representative, or population-centered care. (Teams and Teamwork).

Measure 2.1 NUR 519 Role-Focused Practicum: Interprofessional Care Coordination Self-Reflection Journal. This application will include population health programs and policies that are safe, timely, efficient, effective, and equitable.

Performance Criterion 2.1 At least 90% of Care Coordination students will earn a B or better on the NUR519 Interprofessional Care Coordination Self-Reflection Journal Assignments.

Measure 2.2 NUR 519 Interprofessional Care Coordination Preceptor Evaluation of Learner Performance.

Performance Criterion 2.2 At least 90% of Interprofessional Care Coordination students will receive a preceptor evaluation of B+ or better on the NUR 519 Interprofessional Care Coordination Preceptor Evaluation of Learner Performance.

If you would like to make additional revisions to the plan, please make revisions to this document and email to wlkrause@asu.edu.



**PROPOSAL TO ESTABLISH A NEW MASTER'S
DEGREE PROGRAM**

APPENDIX III

Letters of Support

College of Nursing and Health Innovation – Official Submission

From: Susan Draughn [mailto:Susan.Draughn@asu.edu]
Sent: Wednesday, December 20, 2017 12:57 PM
To: curriculumplanning@asu.edu
Cc: Katherine Kenny <Katherine.Kenny@asu.edu>; Pauline Komnenich <paulina@asu.edu>
Subject: Interprofessional Care Coordination

On behalf of Associate Dean Katherine Kenny and Professor Pauline Komnenich, I have submitted the following for review:

- Proposal to establish a new masters degree – Interprofessional Care Coordination
- Academic Program Assessment approval from the UOEEE
- Support documentation from School of Social Work Thank you for your

consideration.

Susan Draughn

Executive Coordinator
550 North 3rd Street | Phoenix, AZ 85004
Work: 602.496.0907 | Fax: 602.496.0545 |
susan.draughn@asu.edu



**PROPOSAL TO ESTABLISH A NEW MASTER'S
DEGREE PROGRAM**

College of Health Solutions – Support

From: Julie Liss
Sent: Monday, January 29, 2018 4:05 PM
To: Katherine Kenny <Katherine.Kenny@asu.edu>; Deborah Helitzer <Deborah.Helitzer@asu.edu>
Subject: Re: MS in Interprofessional Care Coordination - GC 2nd Review

Hi Kathy,
Sorry for the delay. CHS supports your proposal for the MS in Interprofessional Care Coordination.
Thank you and best wishes,
Julie

From: Katherine Kenny <Katherine.Kenny@asu.edu>
Date: Monday, January 29, 2018 at 2:33 PM
To: Deborah Helitzer <Deborah.Helitzer@asu.edu>, Julie Liss <JULIE.LISS@asu.edu>
Subject: FW: MS in Interprofessional Care Coordination - GC 2nd Review

Dear Deborah and Julie – I am resending this request for a statement of support for us to move forward through the approval process for the MS in Interprofessional Care Coordination. We already offer the MS in Nursing with a concentration in Care Coordination. This degree will be inclusive of other practicing inter-professional colleagues with an interest in care coordination. The School of Social Work has provided us with a letter of support. As you know, we are on a tight deadline as all proposals have to be into the University system by January 31. I appreciate if you could send me your statement prior to January 31. Thank you for your consideration.

**Best,
Kathy**

Katherine (Kathy) Kenny, DNP, RN, ANP-BC, FAANP, FAAN
Associate Dean, Academic Affairs
College of Nursing & Health Innovation
Arizona State University
550 N. 3rd Street
Health North - 534
Office: 602-496-1719
Fax: 602-496-0545
Katherine.kenny@asu.edu



**PROPOSAL TO ESTABLISH A NEW MASTER'S
DEGREE PROGRAM**

School of Social Work – Support



School of Social Work | College of Public Service & Community Solutions
411 N. Central Avenue, Suite 800 | Phoenix, AZ 85004-0689 | p 602.496.0800 | f 602.496.0960 | ssw.asu.edu

January 30, 2018

To Whom It May Concern:

I am writing this letter to support the Master of Science with a major in Interprofessional Care Coordination program moving forward in the College of Nursing and Health Innovation. The program does not impact the School of Social Work because we do not offer unique courses in care coordination; rather care coordination concepts are taught as part of our medical social work curriculum. MSW students interest in health practice may be interested in pursuing this degree concurrently should that option be made available.

Sincerely,

A handwritten signature in cursive script that reads 'Robin Bonifas'.

Robin Bonifas, PhD, MSW, LICSW
Associate Professor; Associate Director of Curriculum & Instruction



**PROPOSAL TO ESTABLISH A NEW MASTER'S
DEGREE PROGRAM**

School of Social Work – Impact for SWG 502

From: [Pauline Komnenich](#)
To: [Robin Bonifas](#); [Lela Williams](#)
Cc: [Susan Draughn](#)
Subject: RE: SWG 502
Date: Tuesday, December 05, 2017 5:43:54 PM

Dr. Bonifas, thank you so much for the quick response and the introduction. And, greetings to you Dr. Williams.

We do appreciate your willingness to include SWG 502 in our Interprofessional Care Coordination Plan of Study. Having a copy of the Syllabus will be helpful. I am certain we will have additional questions for you as we proceed with the application. I look forward to receiving the course syllabus. I am copying Susan Draughn on this e-mail. Susan is the Executive Coordinator for assisting in completing the application and will contact you if there is something more specific that we need.

Warm regards,
Pauline Komnenich

From: Robin Bonifas
Sent: Tuesday, December 05, 2017 4:54 PM
To: Pauline Komnenich; Lela Williams
Subject: Re: SWG 502

Hello Dr. Komnenich - I would like to introduce you to Dr. Williams, who is the Lead Instructor for SWG 502, the course you are interested in including as part of your Care Coordination degree. She developed the course material and can make sure you have the most recent version of the syllabus, plus answer any questions you may have about the course.

Thank you for your interest in including our social work courses in your degree program!

Robin P. Bonifas, PhD, MSW, LICSW
Associate Professor, Associate Director for Curriculum & Instruction
Honors Faculty
John A. Hartford Faculty Scholar in Geriatric Social Work
School of Social Work
College of Public Service & Community Solutions
Arizona State University
411 N. Central Ave. #800
Phoenix, AZ 85004
602-496-0075

From: Pauline Komnenich
Sent: Tuesday, December 5, 2017 3:35 PM
To: Robin Bonifas
Subject: SWG 502

Hi Robin,



**PROPOSAL TO ESTABLISH A NEW MASTER'S
DEGREE PROGRAM**

If you remember, I mentioned to you in a recent conversation that we are completing a proposal for an Interprofessional MS in Care Coordination that was approved to be developed by University Administration last Spring. In reviewing our course offerings, we needed a theory course that would be more relevant than the one we offered in the DNP program and would have more of an Interprofessional focus. We found the SWG 502 course that seemed appropriate. We would appreciate a note from the School of Social Work in the form of an impact statement that will enable us to include the course in our Program of Study. Attached is the Program of Study for the degree. Please let me know if you need anything more. Your help in expediting this will be greatly appreciated.

Look forward to hearing from you and thank you,
Warm regards, Pauline

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PROPOSAL TO ESTABLISH A NEW MASTER'S DEGREE PROGRAM

(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. Please see the academic strategic plan website at: <https://provost.asu.edu/curriculum-development>.**
- 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.**
- 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 or degree programs may be impacted by the proposed request
 - if the program will have an online delivery option support will be required from the Provost's office and ASU Online. *(Please complete the ASU Online Offering form in [Curriculum ChangeMaker](#) to begin this 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 or their designee (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 the Graduate College strongly recommends that academic units establish after the program is approved for implementation.

- 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. To be included in the handbook are the unit/college satisfactory academic progress policies, current degree program requirements (outlined in the approved proposal) and a link to the Graduate Policies and Procedures website: http://graduate.asu.edu/faculty_staff/policies.