



PROPOSAL TO ESTABLISH A NEW GRADUATE CERTIFICATE

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. The graduate certificate enables the university to respond to societal needs while promoting university cooperation with corporate, industrial, and professional communities.

This proposal template should be completed in full and submitted to the University Provost's Office [mail to: 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.

GRADUATE CERTIFICATE

College/School: College of Liberal Arts and Sciences

Note: Program ownership is coded at the College/School level first and may not be a center, department or division apart from it.

Department/Division/School: Psychology

Proposing faculty group (if applicable): N/A

Name of proposed graduate certificate: Addiction and Substance-Use Related Disorders

Is a program fee required? Yes, a program fee is required.

Note: for more information about program fee requests, visit <https://provost.asu.edu/curriculum-development/changemaker/form-instructions#fees>

Is the unit willing and able to implement the program if the fee is denied? No, we are not able to implement the program.

Requested effective term and year: Fall 2019

(The first semester and year for which students may begin applying to the certificate)

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 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.

Do Not Fill in this information: Office Use Only

Plan Code:

CIP Code:



PROPOSAL TO ESTABLISH A NEW GRADUATE CERTIFICATE

PROPOSAL CONTACT

Name: Steven Neuberg **Title:** Department Chair
Phone number: 5-7845 **Email:** steven.neuberg@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 certificate 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: Fabio Milner

Signature: Fabio Milner

Date: 9/19/18

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 (two 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. 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 graduate certificate program for Addiction and Substance-Use Related Disorders provides the foundational and theoretical knowledge necessary to pursue state licensure and provide counseling services in the field of addiction and substance use disorders. This graduate certificate can serve the needs of aspiring professionals (individuals with a baccalaureate degree or currently in a Master's program in a behavioral health field), or current behavioral health professionals with a Master's or Doctoral degree including Clinical Mental Health Counselors, Licensed Professional Counselors, Marriage and Family Therapists, Applied Behavioral Analysts, Rehabilitation Counselors, School Counselors, Physicians, Physician Assistants, Nurse Practitioners, Nurses, Social Workers, Behavioral Health Therapists, and Psychologists wanting education in addictions and substance use disorders to help them address client needs. Addiction and substance abuse is one of America's top public health problems and there is a growing need for a well-trained workforce. Through conversations with the Arizona Board of Behavioral Health Examiners, the State of Arizona has no curriculum available for professionals with a Bachelor's degree or higher who would like to obtain state licensure for substance abuse counseling. This program meets all of the curricular requirements for licensure through the Arizona Board of Behavioral Health Examiners.

A formalized practicum is not a component of the addiction certificate program because supervision, experiential training, and practical application of the knowledge base is incorporated into the state licensure process. The Arizona Board of Behavioral Health Examiners (and many other states) offers three sequential levels of licensure for substance abuse counseling: Licensed Substance Abuse Technician (LSAT), Licensed Associate Substance Abuse Counselor (LASAC), and Licensed Independent Substance Abuse Counselor (LISAC). The LSAT is an entry-level license that requires "counseling related coursework" but does not require any practicum or work experience. An LSAT must be supervised by a Licensed Independent Substance Abuse Counselor and is required to complete 3200 hours of supervised work experience, during which they learn how to apply the knowledge base acquired through their education. Upon completion of the 3200 hour supervised work experience, they are eligible for the LASAC license. Individuals with a Master's degree start at the LASAC level and then qualify for the LISAC license with the accumulation of 3200 hours of supervised work experience.



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Currently there are no graduate certificate programs for addiction and substance use related disorders offered at ASU or ASU online. Peer institutions that offer similar graduate certificate programs include University of Florida College of Medicine, and the University of Nevada Las Vegas College of Education. However, these certificate programs do not offer all of the classes required for state licensure in Arizona or most other states. Initially we will target aspiring professionals with a bachelor's degree in behavioral health, students currently enrolled in a behavioral health Master's program, and professionals with a behavioral health Master's or Doctoral degree who plan to practice substance abuse counseling in Arizona. The Arizona Board of Behavioral Health Examiners certifies educational programs and lists them on their website. Marketing for the certificate will include pursuing Arizona board certification, as well as a digital marketing campaign and physical marketing on the ASU campuses. The certificate program also meets the curricular requirements for substance abuse counseling licensure in most U.S. states. Two years after the program launches, we will expand to advertise across the nation to those states who have similar curricular requirements (currently we have confirmed that there are 31 states with very similar/identical curricular requirements as Arizona). In addition, the proposed seven-course certificate program will also meet the national certification requirements for the National Association for Alcoholism and Drug Abuse Counselors (NAADAC) and the National Addiction Studies Accreditation Commission (NASAC), which means our certificate program will meet the licensure requirements for most other states as well.

2. ADMINISTRATION AND RESOURCES

A. Administration

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?

A program director will be hired to oversee the academic administration (student advising, retention, program development) of the certificate program, with support from Department of Psychology faculty. Psychology faculty members will teach the courses, advise the students, and provide mentoring throughout the program. A subcommittee of the program faculty (N=3) will serve as the admissions committee and will make any necessary decisions about admissions issues. Graduate Teaching Assistants will also support classes. The Department of Psychology also has a Graduate Program Assistant who will help keep track of student progress, and a Business Operations Manager who will address any budgetary issues involved.

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. 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.

A program director will be hired to oversee the academic administration (student advising, retention, program development) of the certificate program. Additional coverage is needed as program faculty moving away from their current course deliveries to courses aligned with the certificate. Initially, these costs will be borne by the Department of Psychology. The seven courses proposed will need to be developed in an online format, and resources to accomplish the course development will be sought through EdPlus mechanisms and departmental support. Instructional and associate faculty, as well as tenured faculty who do not have summer funding, have been identified to develop the seven courses. EdPlus offers \$5000 support per course for development, which will be paid to the faculty, along with additional funding from the Department of Psychology to cover salary requirements for tenured faculty summer salaries.

C. Projected Enrollment:

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



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3-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)
Number of students in certificate (Headcount)	50	100	135

3. STUDENT LEARNING OUTCOMES AND ASSESSMENT

A. List the knowledge, competencies and skills students should have attained by graduation from the proposed degree program. (Examples of program Learning Outcomes can be found at <https://uoeee.asu.edu/>. Go to the Assessment accordion dropdown and select Assessment Plan to view sample outcomes.)

See attached Assessment Plan (reviewed and approved by UOEEE)

B. Describe the plans and methods to assess whether students have achieved the knowledge, competencies and skills identified in the Learning Outcomes listed above. Please list measures and scales for each outcome. (You can find examples of assessment methods at <https://uoeee.asu.edu/>. Go to the Assessment accordion dropdown and select Assessment Plan to view sample measures.)

See attached Assessment Plan (reviewed and approved by UOEEE)

4. ACADEMIC REQUIREMENTS

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

The certificate program will require seven 3-credit-hour courses for a total of 21 credits.

B. As applicable, please describe culminating experience if required (e.g., applied project, portfolio, capstone course, etc.)

N/A

C. Please state the satisfactory student academic progress standards and guidelines (including any time limits for completion). All coursework used to complete an ASU graduate certificate must be completed within a six-year time limit, maintaining continuous enrollment.

The certificate consists of seven courses that are independent and do not need to be taken in a specific order, other than with consideration for the scheduling of courses that are offered each semester. The program can be completed in 1.5 years by taking one class each session, or in 2 semesters by taking two classes each session. Coursework toward the certificate must be completed in six years, maintaining continuous enrollment. Each course is graded on a (A – E) metric. Students are required to pass all courses with a C (70%) or better grade, while maintaining an overall 3.0 GPA.

D. 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 more than 40% of coursework towards the requirements of a graduate certificate can be completed prior to admission to the certificate program.)

We would like to allow students from another ASU online degree program to share up to 3 credit hours from their degree program towards this graduate certificate, contingent upon approval from the primary faculty. For



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example, both Counseling and Social Work have online Master's program that include an ethics class that will satisfy the requirements for the certificate program and the state licensing board.

E. 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.

Note: a minimum of 2/3 of the courses required for a graduate certificate must be at the 500-level or above.

Required Core Courses for the Certificate			
Prefix and Number	Course Title	New Course?	Credit Hours
PSY 570	Psychopharmacology	No	3
PSY 602	Comorbidity in Substance Use Related Problems	Yes	3
PSY 603	Evidence-Based Interventions for Substance Use Related Problems	Yes	3
PSY 604	Multicultural Issues Related to Substance Use Related Problems	Yes	3
PSY 605	Group Therapy for Substance Use Related Problems	Yes	3
PSY 601	Addiction and Substance Abuse: Assessment and Diagnosis	Yes	3
<i>Section sub-total:</i>			18
Other Requirements			Credit Hours
<i>E.g. – internships, clinical requirements, field studies, foreign language exam as applicable</i> (*other courses may be used with approval of the academic unit)			
PSY 591 Ethics			3
<i>Section sub-total:</i>			3
Total required credit hours			21

1. List all required core courses and total credit hours for the core (required courses other than internships, 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.

F. Current Faculty: Complete the table below for all current faculty members who will teach in the program.

Name	Rank	Highest Degree	Area of Specialization/Expertise	Estimated Level of Involvement
Madeline Meier	Assistant Professor	PhD	Substance Use	1 course



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Matthew Meier	Assistant Clinical Professor	PhD	Substance Use	1 course
M. Foster Olive	Full Professor	PhD	Psychopharmacology	1 course
Carolyn Cacanaugh Toft	Lecturer	PhD	Clinical Psychologist	1 course
William Corbin	Full Professor	PhD	Substance Use	1 course
Laurie Chassin	Regents' Professor	PhD	Substance Use	1 course
Tracy Nishida	Faculty Associate	PhD	Cognitive Psychology	1 course

5. COURSES

- A. New Courses Required for Proposed Certificate:** Provide course prefix, number, title, credit hours and brief description for any new courses required for this certificate program.

PSY 601 ADDICTION AND SUBSTANCE ABUSE: ASSESSMENT AND DIAGNOSIS (3 credit hours)

This course will review evidence-based assessments for screening, diagnosis, treatment planning and outcome monitoring. Psychometric and cultural issues related to assessment and diagnosis will be discussed. Ethical and legal issues in the diagnosing of substance use related disorders will be reviewed.

PSY 602 COMORBIDITY IN SUBSTANCE USE RELATED PROBLEMS (3 credit hours)

This course will review common co-occurring psychiatric, medical and legal problems with substance use related disorders. Scientifically informed approaches to assessment and treatment will be discussed.

PSY 603 EVIDENCE-BASED INTERVENTIONS FOR SUBSTANCE USE RELATED PROBLEMS (3 credit hours)

This course will summarize the current literature on evidence-based interventions for the treatment of substance use related problems. Scientifically supported models of treatment, recovery, relapse, relapse prevention, and continuing care will be reviewed.

PSY 604 MULTICULTURAL ISSUES RELATED TO SUBSTANCE USE RELATED PROBLEMS (3 credit hours)

This course will review issues that arise when working with individuals and families from diverse races, ethnicity, sexual orientation, and socio-economic status. Multicultural issues related to ethics, diagnosis, access to treatment, treatment planning and implementation will be reviewed.

PSY 605 GROUP THERAPY FOR SUBSTANCE USE RELATED PROBLEMS (3 credit hours)

This graduate-level course will provide a comprehensive review of group dynamics and processes as they relate to addictions and substance use disorders. Students will review theories, research, and evidence-based treatment interventions related to group therapy for addictions.

6. REQUIRED SUPPORTING DOCUMENTS

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

Please include the following with your proposal:

- A. Statements of support from all deans
- B. Impact statements of heads of impacted academic units (programs with similar names/content, utilizing courses, faculty, etc.)



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APPENDIX I

OPERATIONAL INFORMATION FOR GRADUATE CERTIFICATES

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

1. **Proposed name of certificate:** Addiction and Substance-Use Related Disorders

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

Addiction and substance abuse is one of America's top public health problems and there is a growing need for a well-trained workforce. The graduate certificate program for addiction and substance use related disorders provides the foundational and theoretical knowledge necessary in the field of addiction.

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)*

There is growing demand for professionals who understand the needs, issues, and treatment approaches of individuals suffering from addiction and substance use disorders. The program is valuable for those in counseling, social work, psychology, medical and various fields of therapy that provide services to individuals and families suffering from addiction and substance use disorders. The certificate program meets all of the curricular requirements for the Arizona State Board of Behavioral Health Examiners for licensure in Substance Abuse Counseling, as well as national certification requirements.

4. **Delivery/Campus Information Options:** ASU Online only

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 campus options.

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*

If the certificate program is ground only, it will only be open to international students who are already enrolled in a degree program at ASU and they must complete the certificate before the degree is awarded. If this certificate is ground only, please indicate this in the additional application information below.

6. **Admission Requirements**

An applicant must fulfill the requirements of both the Graduate College and the College of Liberal Arts and Sciences.



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Applicants are eligible to apply to the program if they have earned a bachelor's or master's degree in any health, behavioral health, or counseling related field, from a regionally accredited institution or an equivalent degree from an international institution that is officially recognized by that country.

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 required to submit:

1. graduate admission application and application fee
2. official transcripts
3. proof of English proficiency

Additional Application Information

Applicants 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): 2019 (year):	July 1st October 1st
<input checked="" type="checkbox"/> Spring (regular) <input type="checkbox"/> Session B	(year): 2020 (year):	December 1st February 8th
<input type="checkbox"/> Summer (regular) <input type="checkbox"/> Summer B	(year): (year):	May 14th May 14th
<p><i>Note: Session B is only available for approved online programs.</i></p>		

Program admission deadlines website address: psychology.clas.asu.edu

8. Curricular Requirements:

Curricular Structure Breakdown for the Academic Catalog:

(To be completed by the Graduate College)

Required Core (18 credit hours)

- PSY 570 Psychopharmacology (3)
- PSY 601 Addiction and Substance Abuse: Assessment and Diagnosis (3)
- PSY 602 Comorbidity in Substance Use Related Problems (3)



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- PSY 603 Evidence-Based Interventions for Substance Use Related Problems (3)
- PSY 604 Multicultural Issues Related to Substance Use Related Problems (3)
- PSY 605 Group Therapy for Substance Use Related Problems (3)

Other Requirements (3 credit hours)

- PSY 591 Ethics (3)

Additional Curriculum Information

This graduate certificate meets all seven of the core content curricular requirements for the Arizona State Board of Behavioral Health Examiners for students interested in pursuing licensure in Substance Abuse Counseling. In addition, the course content is in compliance with national certification curriculum guidelines.

PSY 591 Ethics can be substituted with approval of the academic unit.

- 9. Keywords:** List all keywords that could be used to search for this certificate. Keywords should be specific to the proposed certificate – limit 10 keywords.

substance use disorder, abuse, dependence, addiction, alcohol, drugs, counseling, therapy, treatment

10. 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 checked="" 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 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 | |

11. Contact and Support Information:

Office Location - Building Code & Room: <i>(Search ASU map)</i>	PSY 230
Campus Telephone Number: (may not be an individual's number)	(480) 965-7598
Program Email Address:	addictioncertificate@psy.asu.edu



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(may not be an individual's email)	
Program Website Address: (if one is not yet created, use unit website until one can be established)	psychology.clas.asu.edu
Program Director (Name):	Matthew Meier
Program Director (ASURITE):	mmeier2
Program Support Staff (Name):	Angela Woods
Program Support Staff (ASURITE):	awilli64
Admissions Contact (Name):	Angela Woods
Admissions Contact (ASURITE):	awilli64

12. 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	ASURITE	ADMSN	POS
Angela Woods	awilli64	yes	yes



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APPENDIX II

Assessment Plan



Academic Program Assessment Plan

Date: 2/13/2018	Program Name: Cert in Addiction and Substance-Use Related Disorders	Status: UOEEE Provisional Approval
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Comment

Assessment Plan

Outcome 1: Because the certificate program has specific content required by the Arizona Board of Behavioral Health Examiners, students will be expected to acquire mastery of knowledge in the assessment, diagnosis, and treatment of substance use and addiction disorders.

- Measure 1.1 Substance Abuse Licensure Exam
- Performance Criterion 1.1 At least 70% of the program’s graduates will achieve a passing score on their first attempt for the licensing exam, per self-report.
- Measure 1.2 Employment/continuing graduate study in addiction and substance use
- Performance Criterion 1.2 At least 70% of the students completing the certificate will go on to provide services to individuals with substance use disorders or a graduate study program related to substance use disorders.
- Measure 1.3
- Performance Criterion 1.3

Outcome 2: Students will identify and discuss a contemporary important problem or issue in substance use and addiction disorders and will inform one or more of the following: evidence-based practice, evidence-based treatment, ethics, assessment, or diagnosis.

- Measure 2.1 Substance Use and Addiction Paper or Project literature review
- Performance Criterion 2.1 At least 70% of students will receive an 80% grade or above on the literature review for paper/project completed in PSY 603 Evidence-Based Interventions for Substance Use Related Problems
- Measure 2.1 Substance Use and Addiction Paper or Project, Implications for Evidence-Based Practice or Treatment
- Performance Criterion 2.2 At least 70% of students will receive an 80% grade or above on their ability to discuss the implications of their paper or project are in evidence-based practice, evidence-based treatment, and/or the field of addiction and substance use, completed in PSY 603 Evidence-Based Interventions for Substance Use Related Problems
- Measure 2.3
- Performance Criterion 2.3



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APPENDIX III

Letters of Support

College of Liberal Arts and Science – Official Submission

From: Paul LePore [<mailto:Paul.Lepore@asu.edu>]
Sent: Tuesday, March 27, 2018 2:58 PM
To: curriculumplanning@asu.edu
Cc: P.F. Lengel <PFLengel@asu.edu>; Jenny Smith <jenny.smith@asu.edu>; Paul LePore <Paul.Lepore@asu.edu>
Subject: Proposal to Establish a New Graduate Certificate in Addiction and Substance Use Related Disorders

Please accept the attached proposal to establish a new graduate certificate in Addiction and Substance Use Related Disorders.

Thank you,
PL

PAUL C. LEPORE, Ph.D.

Associate Dean

College of Liberal Arts and Sciences

Foundation Building, Suite 110

Arizona State University | P.O. Box 876605 | Tempe, Arizona 85287-6605
480.965.6506 | Fax: 480.965.2110 | e-mail: paul.lepore@asu.edu

ASU College of Liberal Arts and Sciences — *Transforming learning, discovery and lives*



PROPOSAL TO ESTABLISH A NEW GRADUATE CERTIFICATE

College of Health Solutions – Impact Statement

7/19/2018

Arizona State University Mail - Letter of support for graduate certificate in addictions



Matt Meier <mameier2@asu.edu>

Letter of support for graduate certificate in addictions

Julie Liss <JULIE.LISS@asu.edu>
To: Matt Meier <mameier2@asu.edu>
Cc: Deborah Helitzer <Deborah.Helitzer@asu.edu>

Mon, Jun 25, 2018 at 7:28 AM

Dear Matt,

Sorry for the delay! I have checked with the relevant CHS faculty members and there are no conflicts. CHS supports the Psychology Department's Addiction Certificate.

Best wishes and please let me know if you need additional verification beyond this email.

Julie

From: Matt Meier <mameier2@asu.edu>
Date: Sunday, June 24, 2018 at 10:49 PM
To: "jmliss@asu.edu" <jmliss@asu.edu>
Subject: Fwd: Letter of support for graduate certificate in addictions

[Quoted text hidden]



PROPOSAL TO ESTABLISH A NEW GRADUATE CERTIFICATE

New College of Interdisciplinary Arts and Sciences – Impact Statement

7/19/2018

Arizona State University Mail - Letter of support for graduate certificate in addictions



Matt Meier <mameier2@asu.edu>

Letter of support for graduate certificate in addictions

Scott Barclay <Scott.W.Barclay@asu.edu>

Wed, Jun 13, 2018 at 2:14 PM

To: Matt Meier <mameier2@asu.edu>

Cc: Scott Barclay <Scott.W.Barclay@asu.edu>, Nicole Roberts <Nicole.A.Roberts@asu.edu>, Kristin Mickelson <Kristin.Mickelson@asu.edu>, Patricia Friedrich <Patricia.Friedrich@asu.edu>

Dr. Matt Meier,

The School of Social and Behavioral Sciences in the New College of Interdisciplinary Arts and Sciences is supportive of the Department of Psychology implementing an online graduate certificate in Addiction and Substance-Use Related Disorders. We identify no significant negative impact on our current courses from this proposed action.

We politely request the ability to offer PSY 570 (Psychopharmacology) in the future, strictly limited to an on-ground version on the West campus. It would allow us to take advantage of our current faculty expertise in this particular area.

Scott Barclay

Scott Barclay

Director and Professor

School of Social and Behavioral Sciences



Arizona State University

New College of Interdisciplinary Arts and Sciences

"A small college experience with major university resources"

Scott.W.Barclay@asu.edu

602-543-8577

From: Matt Meier <mameier2@asu.edu>

Sent: Tuesday, June 12, 2018 4:09 PM

To: Scott Barclay <Scott.W.Barclay@asu.edu>

Subject: Letter of support for graduate certificate in addictions

Dear Dr. Barclay,

[Quoted text hidden]

https://mail.google.com/mail/u/1/?ui=2&ik=258c4e1dd6&jsver=hlCmBYCRTIM.en.&cbi-gmail_fe_180711.12_p1&view=pt&msg=163fb009e225d634&c... 1/2



PROPOSAL TO ESTABLISH A NEW GRADUATE CERTIFICATE

College of Integrative Sciences and Arts – Support Statement

7/19/2018

Arizona State University Mail - Letter of Support for graduate certificate in addictions



Matt Meier <mameier2@asu.edu>

Letter of Support for graduate certificate in addictions

Duane Roen <Duane.Roen@asu.edu>
To: Matt Meier <mameier2@asu.edu>
Cc: Lisa Spanierman <Lisa.Spanierman@asu.edu>

Tue, Jun 12, 2018 at 4:40 PM

Matt,

The College of Integrative Sciences and Arts is delighted to support your proposal for an online graduate certificate in Addiction and Substance-Use Related Disorders.

I hope that your program will help to address a problem that is ruining and ending far too many lives in this country.

I wish you much success with this program.

Best,

Duane

Duane Roen
Vice Provost, Polytechnic campus
Dean, College of Integrative Sciences and Arts
Dean, University College
Arizona State University
Mail Code: 2780
7271 E Sonoran Arroyo Mall
Mesa, AZ 85212-6415
P: 480-727-6513

From: Matt Meier <mameier2@asu.edu>
Sent: Tuesday, June 12, 2018 4:02 PM
To: Duane Roen <dvroen@asu.edu>
Subject: Letter of Support for graduate certificate in addictions

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PROPOSAL TO ESTABLISH A NEW GRADUATE CERTIFICATE

College of Nursing and Health Innovation – Impact Statement

7/19/2018

Arizona State University Mail - Letter of support for graduate certificate in addictions



Matt Meier <mameier2@asu.edu>

Letter of support for graduate certificate in addictions

Katherine Kenny <Katherine.Kenny@asu.edu>
To: Matt Meier <mameier2@asu.edu>

Wed, Jun 13, 2018 at 9:13 AM

Dear Matt – thank you for the invitation to review your proposed certificate in Addiction and Substance Use Related Disorders. CONHI offers a Psychiatric Mental Health Nurse Practitioner Certificate and DNP degree and I do not see that this conflicts with or competes with our NP certificate and degree. On behalf of the College of Nursing and Health Innovation I support moving your proposal forward. Thank you for the opportunity to comment.

Best,

Kathy

Katherine (Kathy) Kenny, DNP, RN, ANP-BC, FAANP, FAAN

Associate Dean of Academic Affairs

College of Nursing and Health Innovation

Arizona State University

(P) 602-496-1719

(F) 602-496-0545

Katherine.kenny@asu.edu

From: Matt Meier [mailto:mameier2@asu.edu]
Sent: Tuesday, June 12, 2018 16:12
To: Katherine Kenny <Katherine.Kenny@asu.edu>
Subject: Letter of support for graduate certificate in addictions

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PROPOSAL TO ESTABLISH A NEW GRADUATE CERTIFICATE

Mary Lou Fulton Teachers College – Support Statement

7/19/2018

Arizona State University Mail - Letter of support for graduate certificate in addictions



Matt Meier <mameier2@asu.edu>

Letter of support for graduate certificate in addictions

Sherman Dorn <Sherman.Dorn@asu.edu>
To: Matt Meier <mameier2@asu.edu>

Tue, Jun 12, 2018 at 4:15 PM

I support this proposed certificate. Good luck!

Sherman
from mobile

From: Matt Meier <mameier2@asu.edu>
Sent: Tuesday, June 12, 2018 4:05:14 PM
To: Sherman Dorn
Subject: Letter of support for graduate certificate in addictions

[Quoted text hidden]



PROPOSAL TO ESTABLISH A NEW GRADUATE CERTIFICATE

ASU EdPlus Support



To: Gemma Garcia
From: Casey Evans
Date: January 30, 2018
Subject: Graduate Certification Addiction and Substance Use Related Disorders

Dear Gemma,

Congratulations!

The Graduate Certificate in Addiction and Substance Use Related Disorders has received preliminary support from Dean Philip Regier to be offered through ASU Online. This program must complete university governance reviews for formal approval. Please include this support memo along with your proposal submission when it is submitted formally to the university (to curriculumplanning@asu.edu) by your dean or their designee.

Please note that in order to proceed with implementation you must receive final approval to launch an online program from the University Provost, and submit an ASU Online Offering form in Curriculum Changemaker to gain documented approvals from Dean Regier and Provost Searle.

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

Thank you!

Casey Evans

Director, ASU Online Academic Programs
EdPlus at ASU
Arizona State University
Phone: (480) 884-1631
Casey.I.evans@asu.edu



PROPOSAL TO ESTABLISH A NEW GRADUATE CERTIFICATE

Watts College of Public Service and Community Solutions - Support Statement

11/2/2018

Arizona State University Mail - Request for Letter of Support for online graduate certificate in addictions



Matt Meier <mameier2@asu.edu>

Request for Letter of Support for online graduate certificate in addictions

Sian Mooney <Sian.Mooney@asu.edu>

Fri, Nov 2, 2018 at 9:34 AM

To: Matt Meier <mameier2@asu.edu>

Cc: James Herbert Williams <james.herbert1@asu.edu>, David Becerra <David.Becerra@asu.edu>, Christopher Hiryak <chris.hiryak@asu.edu>

Hi Matt,

The Watts College of Public Service and Community Solutions supports the establishment of this graduate online certificate and identifies no negative impact on our course offerings from this proposed action.

Thank you,

Sian Mooney, Ph.D.

Associate Dean & College Professor

Professor | [School of Public Affairs](#)

Senior Sustainability Scientist | [Wrigley Global Institute of Sustainability](#)

Faculty Affiliate | [Center for Biodiversity Outcomes & Global Security Initiative](#)

Phone: +1 (602) 496-1752

Administrative Assistant: Linda Garcia

[\[Linda.Garcia@asu.edu\]](mailto:Linda.Garcia@asu.edu)





PROPOSAL TO ESTABLISH A NEW GRADUATE CERTIFICATE

(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 may be impacted by the proposed program 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 (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 program. Below are items that 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. 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.