



PROPOSAL TO ESTABLISH A NEW GRADUATE CONCENTRATION

This form should be used for academic units wishing to propose a new concentration for existing graduate degrees.

A concentration is a subspecialty within a degree and major. It indicates the fulfillment of a designated, specialized course of study, which qualifies the student with skills and training in one highly concentrated area of the major. Concentrations are formally-recognized educational designations (including the assignment of a university plan code for reporting/record-keeping purposes and appearance on the ASU transcript). Concentrations are distinguished from more informal academic distinctions such as "emphases," "tracks," "foci," "options," etc.

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 CONCENTRATION

College/School: Edson College of Nursing and Health Innovation

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: Dean's Office

Proposing faculty group (if applicable): N/A

Existing graduate degree and major under which this concentration will be established:

Master of Science (MS) in Regulatory Science

Name of proposed concentration:

Food Safety

Requested effective term and year: Fall

2020

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

Is a program fee required?

Yes, a program fee is required. The Regulatory Science program prepares students to assume high level positions within the food and drug industry. This fee proposal is intended to pay for software licensure fees, simulation software, student access to professional certification preparation software, and to supplement program accreditation costs and specialized faculty honorariums. This fee is consistent with other programs and its sister program, Clinical Research Management, with which Regulatory Science shares courses.

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? Yes, we will implement.

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.



PROPOSAL TO ESTABLISH A NEW GRADUATE CONCENTRATION

Do Not Fill in this information: <u>Office Use Only</u>	CIP Code:
Plan Code:	

PROPOSAL CONTACT

Name: Katherine Kenny **Title:** Associate Dean
Phone number: 602-496-1719 **Email:** katherine.kenny@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 concentration.

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: Judith Karshmer, PhD

Signature: See email (Appendix III)

Date:

Please note: Proposals for new concentrations also require the review and recommendation of approval from the University Graduate Council, Curriculum and Academic Programs Committee (CAPC), the Academic Senate (Information item only), and the Office of the Provost before they can be put into operation.

The final approval notification will come from the Office of the Provost.

1. OVERVIEW

Provide a brief description (*no more than 150 words*) of the new concentration (including the focus of the new concentration, relationship to other concentrations within this degree program, etc.).

The MS in Regulatory Science degree focuses on the regulatory requirements of products overseen by the Food and Drug Administration (FDA), including the safety and protection of food, drugs, devices, and biologics. During Edson College's annual internal evaluation of the program, we explored gaps and opportunities, determining that we could enhance our coverage of the FDA's regulatory oversight and at the same time offer student opportunities for stackable credentials and enhanced skill levels by increasing regulatory coverage of food safety. After discussions with industry experts and local and federal regulatory agencies it was clear that a food safety and protection concentration in Regulatory Science would be very appealing to employers. We explored the concentration's content with credentialing organizations such as the National Environmental Health Associate and local regulatory oversight agencies such as the Arizona Sanitarian Council in the Arizona Department of Health Services and included their recommendations for specialized knowledge in the protection and safety of food. The curriculum is aligned with local, state, and national health and safety initiatives, and integrates with the regulatory focus of the FDA's oversight. Additionally, the concentration supports ASU's Charter advocating for the fundamental responsibility of overall health of the communities it serves.

2. IMPACT ASSESSMENT

- A. Explain the unit's need for the new concentration** (e.g., market demand, research base, direction of the discipline, and interdisciplinary considerations). How will the new concentration complement the existing degree program, including enrollment, national ranking, etc.?



PROPOSAL TO ESTABLISH A NEW GRADUATE CONCENTRATION

This proposed MS in Regulatory Science (Food Safety) concentration is unique to the regulatory field overall due to its inclusion of food safety and protection regulations as overseen by state and local governments of the retail industry as well as by the FDA. It is also unique in that its outcomes and objectives are aligned with the National Environmental Health Association certification exam's job tasks analysis, allowing students the flexibility to prepare for the certification and other credentials. Finally, ASU's tuition and fees are much more accessible than other institutions offering a similar degree.

According to O*Net Online, the job market for job titles such as Regulatory Affairs Specialist, Regulatory Affairs Manager, and Environmental Compliance Inspector will grow at a rate of 5% - 9% through 2026 with government hiring as a top industry. However, the Environmental Science and Protection Technician's job market is expected to grow much faster at a 10% - 14% rate. Median Wages for the four job titles range from \$45,490 (Environmental Science) to \$105,610 (Regulatory Affairs Manager).

A degree in Regulatory Science with a Food Safety concentration will offer a variety of career routes within pharmaceutical, medical device, government regulatory agency, and food retail industries. In particular, the concentration will focus on local, state, and federal agency careers found in agencies like the Food and Drug Administration, the U.S. Department of Agriculture, and state/local agencies. This concentration will give students skills in writing regulatory submissions, inspections and auditing techniques. Career paths include environmental health specialists, food inspectors, or registered sanitarians.

- B. Please identify other related ASU programs and describe how the new concentration will complement these existing ASU programs?** If applicable, statements of support from affected academic unit administrators should be included with this proposal submission.

The School of Sustainability offers a BS in Sustainable Food Systems, a graduate certificate in Food Policy and Sustainability Leadership and an MS and MA in Sustainability. Additionally, the College of Health Solutions offers masters degrees in Medical Nutrition and Nutritional Science. The concentration complements the sustainability and nutrition degrees by offering students an opportunity to explore the regulatory side of sustainability. Unlike these degrees and certificates, the proposed concentration focuses on the downstream regulatory oversight of food processes and retail sales so is unique within the ASU community. It provides standardized, objective skills for food safety protection. Protection and sustainability are complimentary relationships.

- C. Is this an interdisciplinary concentration?** If yes, please address the relationship of the proposed concentration to other existing degree programs and any parallel or similar concentrations in those degree programs. (Please include relevant Memoranda of Understanding regarding this interdisciplinary concentration from all applicable academic units.)

No

3. STUDENT LEARNING OUTCOMES AND ASSESSMENT

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 Appendix II below.

4. CURRICULAR STRUCTURE

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.



PROPOSAL TO ESTABLISH A NEW GRADUATE CONCENTRATION

Core Courses for the Degree			
<i>Ensure the core listed below is the same as for the standalone degree</i>			
Prefix and Number	Course Title	New Course?	Credit Hours
HCR 553	Quality Assurance and Clinical Research	No	3
HCR 561	Responsible Conduct of Clinical Research	No	3
HCR 563	Fundamentals of Regulatory Affairs	No	3
HCR 576	Drug Discovery, Development and Regulations	No	3
HCR 577	Global Regulatory Affairs	No	3
HCR 578	Legal Aspects of Clinical Research	No	3
<i>Section sub-total:</i>			18
Required Concentration Courses			
Prefix and Number	Course Title	New Course?	Credit Hours
HCR 550	Quality Assurance for Production of Food, Products, & Supplements	Yes	3
HCR 543	Food Safety and Protection	Yes	3
HCR 558	Technical Writing for the Regulatory Professional	No	3
HCR 544	Assessing Food Safety and Developing Policy Procedures and Training	Yes	3
<i>Section sub-total:</i>			12
Culminating Experience(s)			Credit Hours
<i>E.g. – Capstone course, portfolio, written comprehensive exam, applied project, thesis (must be 6 credit hours with oral defense), dissertation (must be 12 credit hours with oral defense)</i>			
HCR 593 Applied Project			3
<i>Section sub-total:</i>			3
Total required credit hours			33

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

A. Please describe the culminating experience(s) required for completion of the existing degree and major, and the proposed concentration (e.g., thesis, dissertation, comprehensive exams, capstone course, portfolio, applied project).

The culminating experience is an applied project course that includes a project based on a food topic studied during the degree program. Students choose a scientific, technical, or regulatory project that includes a research protocol or professional presentation to industry professionals.

B. Please describe any other requirements for completion of the existing degree and major, and the proposed concentration (e.g., internships, clinical requirements, field studies, foreign language exam etc.).

No other requirements required for this concentration.



PROPOSAL TO ESTABLISH A NEW GRADUATE CONCENTRATION

5. COMPREHENSIVE EXAMS

(Please choose what is appropriate for the degree type selected)

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

N/A

6. COURSES

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

HCR 543: Food Safety and Protection (3 credit hours). The course introduces food safety from the point of view of Retail Food Safety Inspectors. It addresses careers in food safety and protection, food and waterborne pathogens, food safety laws and regulations, hazard analysis, food safety inspection steps, investigations, report writing, and response to food emergencies.

HCR 544: Assessing Food Safety and Developing Policy Procedures and Training (3 credit hours). The course introduces food safety from the point of view of Retail Food Safety Inspectors. In-depth, it addresses HACCP [Hazard Analysis Critical Control Point] programs, assessment of food safety practices, policies & procedures, root cause analysis with corrective action plans, training, and processes for investigations.

HCR 550: Quality Assurance for Production of Food, Products, and Supplements (3 credit hours). Covers current applicable regulations and the regulatory framework that ensure the safety and quality of dietary supplements for the consumer. Course will review FDA regulations including Good Manufacturing Practices, quality in the development and manufacture of dietary supplements, labeling requirements, advertising, product quality, premarket notification, marketing, and post-marketing of dietary supplements.

The core courses within the Regulatory Science MS degree, are directly aligned with the U.S. Food and Drug Administration's definition of Regulatory Science: "the science of developing new tools, standards, and approaches to assess the safety, efficacy, quality, and performance of all Food and Drug-regulated products" (<https://www.fda.gov/science-research/science-and-research-special-topics/advancing-regulatory-science>). The six core courses of the MS degree set the foundation of regulatory oversight of the safety, efficacy, quality, and performance of drugs, food, and dietary supplements. The proposed concentration in Food Safety is focused specifically on food safety, quality, and protection, which aligns with the FDA as well as the U.S. Department of Agriculture, and local/state regulations.

In short, the core courses are foundational to student understanding of the regulatory environment of food and drugs overall, while the concentration allows students to focus specifically on food safety and protection.

7. ADMINISTRATION AND RESOURCES

A. Administration: How will the proposed concentration be administered (including recommendations for admissions, student advisement, retention etc.)? Describe the administering body in detail, especially if the proposed concentration is part of a larger interdisciplinary initiative. How will the graduate support staffing need for this proposed concentration program be met?



PROPOSAL TO ESTABLISH A NEW GRADUATE CONCENTRATION

Admission for this degree program will be monitored by the Edson Student Services team. Applicants will follow a stringent admission policy that is comparable to all other Edson degree programs as well as meeting the Graduate College admission requirements. Advising for this program is the responsibility of our Regulatory Science faculty and administrative assistant. The program director will be responsible for the administration of this degree.

- B. Projected Enrollment:** How many students will be admitted immediately following final approval of the concentration? What are enrollment projections for the next three years?

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 concentration (Headcount)	25	40	50

- C. Resource requirements needed to launch and sustain the program:** Describe any new resources required for this concentration's success such as new staff, new facilities, new library resources, new technology resources, etc. and include projected budget needs. If multiple units/programs will collaborate in offering this concentration, please discuss the resource contribution of each participating program. Letters of support must be included from all academic units that will commit resources to this concentration.

To launch this program, we will need additional faculty resources estimated at one FTE. We have received approval and are actively recruiting for an additional faculty member.

- D. 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
JoAnn Pfeiffer	Clinical Associate Professor	Doctorate	FDA Regulations	35%
Kaushal Shah	Clinical Associate Professor	Doctorate	Quality assurance	25%
Dean Chiarelli	Clinical Assistant Professor	Master of Arts	Food Safety and Nutrition	25%
Cris Wells	Clinical Professor	Doctorate	FDA Regulations	10%
Clair Elser	Adjunct Faculty	Doctorate	Quality Assurance	10%

- E. Is there a graduate faculty structure for this concentration program that will differ from the original degree program graduate faculty structure (for PhD programs only)?** If yes, please include the name of the graduate faculty group and whether they will participate in offering this concentration.



**PROPOSAL TO ESTABLISH A NEW GRADUATE
CONCENTRATION**

N/A

8. 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 - (see Attachment III)
- B. Impact statements of heads of impacted academic units (programs with similar names/content, utilizing courses, faculty, etc.) - (see Attachment III)



PROPOSAL TO ESTABLISH A NEW GRADUATE CONCENTRATION

APPENDIX I

OPERATIONAL INFORMATION FOR GRADUATE PROGRAMS

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

1. **Proposed name of concentration:** Food Safety

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

N/A

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)*

This degree will offer specialized training and knowledge in the protection and safety of food. The curriculum is aligned with local, state and national health and safety initiatives and integrates with the regulatory focus of the Food and Drug Administration.

4. **Delivery/Campus Information Options:** Both, On-Campus and ASU Online

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*

6. **Admission Requirements**

An applicant must fulfill the requirements of both the Graduate College and the Edson College of Nursing and Health Innovation.

Applicants are eligible to apply to the program if they have earned a bachelor's or master's science-based degree 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.

Applicants are required to submit:

1. graduate admission application and application fee
2. official transcripts
3. three letters of recommendation



PROPOSAL TO ESTABLISH A NEW GRADUATE CONCENTRATION

4. professional resume
5. written statement
6. 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): 2020 (year):	July 1st October 1st
<input checked="" type="checkbox"/> Spring (regular) <input type="checkbox"/> Session B	(year): 2021 (year):	December 1st February 8th
<input checked="" 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: <https://nursingandhealth.asu.edu/>

8. Curricular Requirements:

Curricular Structure Breakdown for the Academic Catalog:

(To be completed by the Graduate College)

33 credit hours including applied project course (HCR 593)

Required Core (18 credit hours)

- HCR 553 Quality Assurance and Clinical Research (3)
- HCR 561 Responsible Conduct of Clinical Research (3)
- HCR 563 Fundamentals of Regulatory Affairs (3)
- HCR 576 Drug Discovery, Development and Regulations (3)
- HCR 577 Global Regulatory Affairs (3)
- HCR 578 Legal Aspects of Clinical Research (3)

Concentration (12 credit hours)

- HCR 550 Quality Assurance for Production of Food, Products, & Supplements (3)
- HCR 543 Food Safety and Protection (3)
- HCR 558 Technical Writing for the Regulatory Professional (3)



PROPOSAL TO ESTABLISH A NEW GRADUATE CONCENTRATION

HCR 544 Assessing Food Safety and Developing Policy Procedures and Training (3)

Culminating Experience (3 credit hours)

HCR 593 Applied Project (3)

Additional Curriculum Information

The culminating experience is an applied project course that includes a project based on a food topic studied during the degree program. Students choose a scientific, technical, or regulatory project that includes a research protocol or professional presentation to industry professionals.

9. Allow 400-level courses: Yes No

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

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

Food, safety, regulatory, science, FDA

11. 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 checked="" 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 | |

12. Contact and Support Information:

Office Location - Building Code & Room: <i>(Search ASU map)</i>	Health South (HLTHS) Room 308
Campus Telephone Number: (may not be an individual's number)	602-496-2644
Program Email Address:	nursingandhealth@asu.edu



PROPOSAL TO ESTABLISH A NEW GRADUATE CONCENTRATION

(may not be an individual's email)	
Program Website Address: (if one is not yet created, use unit website until one can be established)	https://nursingandhealth.asu.edu/
Program Director (Name):	JoAnn Pfeiffer
Program Director (ASURITE):	jpfeiff4
Program Support Staff (Name):	Kathleen Malles
Program Support Staff (ASURITE):	kmalles
Admissions Contact (Name):	Mark Samely
Admissions Contact (ASURITE):	msamely

13. 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
Cris Wells	wells	X	X
JoAnn Pfeiffer	jpfeiff4	X	X
Mark Samely	msamely	X	X

(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 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. Include in the handbook the unit/college satisfactory academic progress policies, current degree program requirements (outlined in the approved proposal) and provide a link to the Graduate Policies and Procedures website. Please go to http://graduate.asu.edu/faculty_staff/policies to access Graduate Policies and Procedures.

APPENDIX II
Assessment Plan

University Office of Evaluation and Educational Effectiveness **06-24-2019**
Academic Program Assessment Plan
MS in Regulatory Science (Food Safety)

Status: UOEEE Provisional Approval

Comments: Approved.

Element Outcome Measure Description

AP_2Goal	0		
Outcome	1		Students will demonstrate the ability to develop food safety policies, procedures, and training.
Plan_2Concepts	1		Graduates of the Regulatory Science MS/Food Safety and Protection Concentration will demonstrate expertise in analyzing, assessing, and inspecting food safety and protection, as well as additional knowledge and skills presented in the MS degree core courses.
Plan_3Competencies	1		Students will demonstrate competence in problem analysis, regulatory oversight, technical writing, and inspection techniques in the Food Safety industry.
AP_1Process	1	1	
Measure	1	1	Rubric for HCR 558: Standard Operating Procedure Written Assignment
PC	1	1	At least 80% of Regulatory Science MS/Food Safety and Protection Program students will achieve a rubric score on the second tier or higher (first tier) on each HCR 558 written Standard Operating Procedure Assignment for rubric criterion relating to the development and operationalization of a Standard Operating Procedure.
Measure	1	2	Rubric for HCR 543: Food Inspection Case Studies
PC	1	2	At least 80% of Regulatory Science MS/Food Safety and Protection Program students will achieve a rubric score on the second tier or higher (first tier) on each HCR 543 written Food Inspection Case Study Assignment for rubric criterion relating to the analysis and resolution of food inspection cases.

Element Outcome Measure Description

Element	Outcome	Measure	Description
	2		Students will demonstrate an ability to assess food safety.
Plan_2Con cepts	2		Graduates of the Regulatory Science MS/Food Safety and Protection Concentration will demonstrate expertise in analyzing, assessing, and inspecting food safety and protection, as well as additional knowledge and skills presented in the MS degree core courses.
Plan_3Co mpetencie s	2		Students will demonstrate competence in food hazard analysis, regulatory oversight, technical writing, and process and procedure techniques in the Food Safety industry.
AP_1Proc ess	2	1	
Measure	2	1	Rubric for HCR 543: Retail Food Safety Inspections Process Assignment
PC	2	1	At least 80% of Regulatory Science MS/Food Safety and Protection Program students will achieve a rubric score on the second tier or higher (first tier) on each HCR543 written retail food safety inspections process assignment for rubric criterion related to best practices in inspecting food safety.
Measure	2	2	Rubric for HCR 544: Food safety hazards assignment.
PC	2	2	At least 80% of Regulatory Science MS/Food Safety and Protection Program students will achieve a rubric score on the second tier or higher (first tier) on each HCR544 written food safety hazards assignment for rubric criterion related to assessing food safety hazards.

Element	Outcome	Measure	Description
	3		Students will demonstrate an ability to investigate foodborne illness
Plan_2Con cepts	3		Graduates of the Regulatory Science MS/Food Safety and Protection Concentration will demonstrate expertise in analyzing, assessing, and inspecting food safety and protection, as well as additional knowledge and skills presented in the MS degree core courses.
Plan_3Co mpetencie s	3		Students will demonstrate competence in test interpretation, investigational techniques, and technical writing, in the Food Safety industry.
AP_1Proc ess	3	1	
Measure	3	1	Rubric for HCR 543: Outbreak Investigation Written Assignment
PC	3	1	At least 80% of Regulatory Science MS/Food Safety and Protection Program students will achieve a rubric score on the second tier or higher (first tier) on each HCR543 written outbreak investigation assignment for rubric criterion related to investigational techniques in analyzing foodborne illness.
Measure	3	2	Rubric for HCR543: Interpreting test results written assignment
PC	3	2	At least 80% of Regulatory Science MS/Food Safety and Protection Program students will achieve a rubric score on the second tier or higher (first tier) on each HCR543 written "interpreting test results" assignment for rubric criterion related to best practices in assessing test results.

If you have questions, please e-mail assessment@asu.edu or call UOEEE at (480) 727-1731.

APPENDIX III
Statements of Collaboration and Impact

Edson College of Nursing and Health Innovation – Dean Approval

From: [Judith Karshmer \(DEAN\)](#)
To: [Susan Draughn](#)
Subject: Re: approval needed
Date: Wednesday, October 23, 2019 12:50:47 PM

Approved

Judith F. Karshmer, PhD, PMHCNS-BC, FAAN
Dean & Professor
Edson College of Nursing & Health Innovation
Arizona State University

—
Sent from my iPhone

On Oct 23, 2019, at 3:49 PM, Susan Draughn <Susan.Draughn@asu.edu> wrote:

Hi Judy –
Attached are the proposals to establish a new graduate concentration for MS Regulatory Science (Food Safety) and to establish a new graduate certificate for Food Safety and Protection.

Please indicate your approval by return email and I will include it with the submission of both proposals.

Thanks.

Susan Draughn
Executive Coordinator
<image003.png>

Edson College of Nursing and Health Innovation – Official Submission

From: [Susan Draughn](#)
To: [Curriculum Planning](#)
Cc: [Katherine Kenny](#)
Subject: Establish a new degree and new concentration
Date: Wednesday, October 23, 2019 12:56:11 PM
Attachments: [Graduate Certificate in Food Safety and Protection 2019625 0944.pdf](#)
[MS in Regulatory Science \(Food Safety\) 2019624 1215.pdf](#)
[image003.png](#)
[FoodSafetyestablishing-graduate-certificatesSD10212019.docx](#)
[MSRegScience\(FoodSafety\)graduate-concentration-proposalSD10212019.docx](#)
[Re_approval_needed.pdf](#)

Attached are the proposals to establish a new graduate concentration for MS Regulatory Science (Food Safety) and to establish a new graduate certificate for Food Safety and Protection.

I have included Dean Karshmer's approval email and the UOEEE approval.

Please let me know if any other materials are needed.

Thanks.

Susan Draughn

Executive Coordinator



550 North 3rd Street | Phoenix, AZ 85004

Work: 602.496.0907 | Fax: 602.496.0545 |

susan.draughn@asu.edu



MEMORANDUM

To: Cris Wells
From: Carolyn Culley
Date: 1/9/2020
Subject: Regulatory Science (Food Safety), MS

Dear Cris,

Congratulations!

The Regulatory Science (Food Safety), MS, program has received support from Dean Phil 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, final approval must be supplied by the university provost.

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

Thank you!

Carolyn Culley

Associate Director, Academic Program Management
EdPlus at ASU
Arizona State University
Phone: (480) 884-0156
Carolyn.Culley@asu.edu

CC: Nancy Kiernan
JoAnn Pfeiffer
Kathy Kenny
CurriculumPlanning@asu.edu

From: [Katherine Kenny](#)
To: [Susan Draughn](#)
Cc: [Cris Wells](#); [JoAnn Pfeiffer](#)
Subject: FW: MS Regulatory Science (Food Safety)
Date: Wednesday, March 25, 2020 9:53:15 AM
Attachments: [image002.png](#)
[image004.png](#)

Support Letter - sustainability

Kathy

Katherine (Kathy) Kenny, DNP, RN, ANP-BC, FAANP, FAAN
Associate Dean of Academic Affairs
Clinical Professor



500 North 3rd Street | Phoenix, AZ 85004
Ph: 602.496.1719, katherine.kenny@asu.edu
<https://nursingandhealth.asu.edu>

From: Christopher Boone <Christopher.G.Boone@asu.edu>
Sent: Wednesday, March 25, 2020 9:52 AM
To: Katherine Kenny <Katherine.Kenny@asu.edu>
Cc: Caroline Harrison <Caroline.Harrison@asu.edu>
Subject: RE: MS Regulatory Science (Food Safety)

Katherine,

The School of Sustainability is happy to support the degree and certificate proposals.

Chris

Christopher Boone

Dean and Professor



P.O. Box 875502 | Tempe, Arizona | 85287-5502

PH: 480-965-2236 | Main: 480-965-2975

SchoolOfSustainability.asu.edu

Executive Assistant: Lorraine.Protocollo@asu.edu

The School of Sustainability embraces ASU's mission as being a comprehensive public research university, measured not by whom it excludes, but rather by whom it includes and how they succeed; advancing research and discovery of public value; and assuming fundamental responsibility for the economic, social, cultural and overall health of the communities it serves. We support and foster a culture of inclusiveness, tolerance, and respect that promotes equal opportunity and diversity among SOS faculty, staff, and students and through our engagement with diverse communities within and beyond the University.

From: Katherine Kenny <Katherine.Kenny@asu.edu>
Sent: Tuesday, March 24, 2020 11:42 AM
To: Christopher Boone <Christopher.G.Boone@asu.edu>
Cc: ndarnell@asu.edu
Subject: FW: MS Regulatory Science (Food Safety)

Dear Christopher – Edson College of Nursing and Health Innovation has submitted the attached proposal to the graduate college and I am requesting a letter of support or impact for this degree and certificate. I appreciate hearing back from you at your earliest convenience, and before April 1 if possible. Thank you and please let me know if you have questions that I can answer for you.

Kathy

Katherine (Kathy) Kenny, DNP, RN, ANP-BC, FAANP, FAAN
Associate Dean of Academic Affairs
Clinical Professor



500 North 3rd Street | Phoenix, AZ 85004
Ph: 602.496.1719 katherine.kenny@asu.edu
<https://nursingandhealth.asu.edu>

College of Health Solutions

From: [JoAnn Pfeiffer](#)
To: [Susan Draughn](#)
Cc: [Cris Wells](#)
Subject: FW: Regulatory Science Program - Edson College Request
Date: Wednesday, February 05, 2020 11:20:55 AM

Susan:

Here is the letter from CHS for the Food Safety Program.

JoAnn

From: Simin Levinson <Simin.Levinson@asu.edu>
Sent: Wednesday, February 5, 2020 10:51 AM
To: JoAnn Pfeiffer <jpfeiff4@asu.edu>
Cc: Kate Lehman <KATE.LEHMAN@asu.edu>; Julie Liss <JULIE.LISS@asu.edu>; Kate Brown <KateBrown@asu.edu>
Subject: RE: Regulatory Science Program - Edson College Request

Hello,

CHS Nutrition faculty have had the opportunity to review the proposals for the MS Regulatory Science (Food Safety) concentration and the Food Safety graduate certificate. These programs are not in conflict with the existing graduate programs or certificates offered in Nutrition and we are providing our support for the program and certificates being proposed.

Best,
Simin Levinson

Simin Levinson, MS RD CSSD
Clinical Associate Professor
University Senate President – Downtown Campus
Academic Program Lead, Nutrition Programs
Arizona State University | College of Health Solutions
500 N. 3rd Street, Phoenix, AZ 85004 | Health South Room 416
602-496-1865 | simin.levinson@asu.edu | chs.asu.edu



From: Kate Lehman
Sent: Saturday, January 11, 2020 9:48 AM
To: Julie Liss <JULIE.LISS@asu.edu>; Simin Levinson <Simin.Levinson@asu.edu>; Tamiko Azuma <TAMIKO.AZUMA@asu.edu>; Kate Brown <KateBrown@asu.edu>
Subject: RE: Regulatory Science Program - Edson College Request

Julie:

I wish we would have thought of it! It will be a good master's for some of our Nutritional Science BS students. It doesn't overlap, at least in my opinion, with the foci of the MS Nutritional Science degree we offer.

Best,

Kate Lehman

Senior Director Academic Affairs and Innovation
Academic Integrity Officer
Arizona State University | College of Health Solutions
550 N. 3rd Street, Phoenix, AZ 85004 | Health North Room 514
602-496-0241 | kate.lehman@asu.edu | chs.asu.edu



From: Julie Liss <JULIE.LISS@asu.edu>
Sent: Saturday, January 11, 2020 7:22 AM
To: Simin Levinson <Simin.Levinson@asu.edu>; Tamiko Azuma <TAMIKO.AZUMA@asu.edu>; Kate Brown <KateBrown@asu.edu>; Kate Lehman <KATE.LEHMAN@asu.edu>
Subject: FW: Regulatory Science Program - Edson College Request

Good morning! Please take a look at attachments and note below and provide feedback for a response to Edson.

Thank you!

Julie

From: "Deborah Helitzer (Dean)" <Deborah.Helitzer@asu.edu>
Date: Thursday, January 9, 2020 at 8:35 PM
To: Julie Liss <JULIE.LISS@asu.edu>
Subject: Fwd: Regulatory Science Program - Edson College Request

Please respond.

Deborah Helitzer, ScD
Dean and Professor
College of Health Solutions
Arizona State University
550 N 3rd Street

Phoenix, AZ 85004
[602.496.2511](tel:602.496.2511)
deborah.helitzer@asu.edu
Web: chs.asu.edu

For appointments and information, please contact Daniel Eckstrom (Daniel.Eckstrom@asu.edu)

Sent from my iPhone

Begin forwarded message:

From: JoAnn Pfeiffer <jpfeiff4@asu.edu>
Date: January 9, 2020 at 7:53:26 AM MST
To: "Deborah Helitzer (Dean)" <Deborah.Helitzer@asu.edu>
Subject: Regulatory Science Program - Edson College Request

Dean Helitzer:

Edson College of Nursing and Health Innovation is requesting an impact/support statement from your college for our proposed Food Safety Certificate and Concentration, focused on food inspections, retail food safety, manufacturing quality, and FDA oversight (see attached). It will fall under the Regulatory Science Master's Program.

Please feel free to contact me with any questions you have.

Thank you for your responses by 1/17.

JoAnn

JoAnn Pfeiffer, DrSC
Director/Associate Professor
Clinical Research Management & Regulatory Science
Arizona State University
(602) 496-0547

W. P. Carey School of Business

To: JoAnn Pfeiffer
Subject: RE: Impact/support statement for new program

From: Amy Hillman (DEAN) <AMY.HILLMAN@asu.edu>
Sent: Tuesday, January 14, 2020 7:05 AM
To: JoAnn Pfeiffer <jpfeiff4@asu.edu>
Subject: Re: Impact/support statement for new program

Hello JoAnn,

The W. P. Carey School of Business has no objections to your new program. If you ever expand course offerings/electives, you might want to consider some of the courses from our Food Industry Management degree.

Warm regards,
Amy

Amy J. Hillman, PhD
Dean and
Charles J. Robel Dean's Chair
W. P. Carey School of Business
Arizona State University
amy.hillman@asu.edu
480.965.3402

On Jan 13, 2020, at 12:46 PM, JoAnn Pfeiffer <jpfeiff4@asu.edu> wrote:

Amy:

Edson College of Nursing and Health Innovation is requesting an impact/support statement for our proposed Food Safety Certificate and Concentration, focused on food inspections, retail food safety, manufacturing quality, and FDA oversight (see attached). We were instructed to move forward with our proposal we needed a letter of support from W.P. Carey. I appreciate your assistance.

Thank you for your responses by 1/17.

JoAnn

JoAnn Pfeiffer, DrSC
Director/Associate Professor
Clinical Research Management & Regulatory Science
Arizona State University
(602) 496-0547

<Academic plan Graduate Certificate Food Safety.docx>
<Academic plan regulatory Science Food Safety.docx>

The College of Liberal Arts and Sciences

From: Fabio Milner <milner@asu.edu>
Sent: Tuesday, March 24, 2020 2:18 PM
To: Katherine Kenny <Katherine.Kenny@asu.edu>
Cc: Patrick Kenney <pkenney@asu.edu>; Fabio Milner <milner@asu.edu>
Subject: Re: MS Regulatory Science (Food Safety)

Dear Kathy,

The College of Liberal Arts and Sciences has reviewed Edson College's of Nursing and Health Innovation proposal for a MS in Food Safety and a Graduate Certificate in Food Safety and Protection and does not see any negative impact on The College's programs and supports both of Edson College's proposals.

Best,
Fabio

Fabio Augusto Milner, PhD
Associate Dean of Graduate Initiatives
[The College of Liberal Arts and Sciences](#)
Director of Mathematics for STEM Education
[School of Mathematical and Statistical Sciences](#)
[Arizona State University](#)



Armstrong Hall, Office 214
P: 480/965-5877 | F: 480/965-2110
milner@asu.edu
URL: <https://thecollege.asu.edu/content/fabio-milner>

From: Katherine Kenny <Katherine.Kenny@asu.edu>
Date: Tuesday, March 24, 2020 at 11:49
To: Fabio Milner <milner@asu.edu>
Cc: Patrick Kenney <pkenney@asu.edu>
Subject: FW: MS Regulatory Science (Food Safety)
Resent-From: <milner@asu.edu>

Dear Fabio – the Edson College of Nursing and Health Innovation has proposed a MS in Food Safety and a Graduate Certificate in Food Safety and Protection that are attached. We are requesting a letter of support or impact statement from The College of Liberal Arts and Sciences. I appreciate a response before April 1. Thank you in advance and please let me know if you have questions that I can answer. Thank you.

Kathy

Katherine (Kathy) Kenny, DNP, RN, ANP-BC, FAANP, FAAN
Associate Dean of Academic Affairs
Clinical Professor



500 North 3rd Street | Phoenix, AZ 85004
Ph: 602.496.1719 katherine.kenny@asu.edu
<https://nursingandhealth.asu.edu>

New College of Interdisciplinary Arts and Sciences

From: [Patricia Friedrich](#)
To: [Katherine Kenny](#)
Cc: [Susan Draughn](#)
Subject: Re: MS Regulatory Science (Food Safety)
Date: Tuesday, March 31, 2020 10:56:51 AM
Attachments: [image001.png](#)

Dear Kathy,

Since MNS has expressed no concerns, New College is able to assert that the program will have no negative impact on our offerings. Thank you so much and good luck, Patty

Patricia Friedrich, PhD
She, Her, Hers
Associate Dean of Academic Programs and Faculty Affairs,
New College of Interdisciplinary Arts and Sciences
Professor of Sociolinguistics,
School of Social and Behavioral Sciences



Arizona State University
P. O. Box 37100
4701 W. Thunderbird Rd. Mail Code 3051
Phoenix, AZ, USA 85069-7100
voice 602 543-6046

From: Katherine Kenny <Katherine.Kenny@asu.edu>
Date: Tuesday, March 31, 2020 at 10:45 AM
To: Patricia Friedrich <Patricia.Friedrich@asu.edu>
Cc: Susan Draughn <Susan.Draughn@asu.edu>
Subject: Re: MS Regulatory Science (Food Safety)

Thanks Patty

Best Regards,
Kathy

Katherine Kenny, DNP, RN, ANP- BC, FAANP
Director, DNP Program
Arizona State University
602-496-1719
Katherine.kenny@asu.edu

On Mar 31, 2020, at 10:41, Patricia Friedrich <Patricia.Friedrich@asu.edu> wrote:

Dear Kathy,

I sent a reminder to MNS. More later today. Thank you! Patty

Patricia Friedrich, PhD
She, Her, Hers
Associate Dean of Academic Programs and Faculty Affairs,
New College of Interdisciplinary Arts and Sciences
Professor of Sociolinguistics,
School of Social and Behavioral Sciences
<image001.png>
Arizona State University
P. O. Box 37100
4701 W. Thunderbird Rd. Mail Code 3051
Phoenix, AZ, USA 85069-7100
voice 602 543-6046

From: Katherine Kenny <Katherine.Kenny@asu.edu>
Date: Monday, March 30, 2020 at 10:22 AM
To: Patricia Friedrich <Patricia.Friedrich@asu.edu>
Cc: "Todd Sandrin (DEAN)" <Todd.Sandrin@asu.edu>
Subject: FW: MS Regulatory Science (Food Safety)

Hello Patty – I'm circling back to see if you've had a chance to review and could send us a letter of impact and support. We need this to move forward through grad college approvals
Thank you

Kathy

Katherine (Kathy) Kenny, DNP, RN, ANP-BC, FAANP, FAAN
Associate Dean of Academic Affairs
Clinical Professor
<image002.png>
500 North 3rd Street | Phoenix, AZ 85004
Ph: 602.496.1719 katherine.kenny@asu.edu
<https://nursingandhealth.asu.edu>

From: Katherine Kenny
Sent: Tuesday, March 24, 2020 11:54 AM
To: Patricia Friedrich <Patricia.Friedrich@asu.edu>
Cc: Todd Sandrin (DEAN) <Todd.Sandrin@asu.edu>
Subject: MS Regulatory Science (Food Safety)

Dear Patty - the Edson College of Nursing and Health Innovation has proposed a MS in Food Safety and a Graduate Certificate in Food Safety and Protection that are attached. We are requesting a letter of support or impact statement from The New College of Interdisciplinary Arts and Sciences. I appreciate if you could send your response before April 1. Thank you in advance and please let me know if you have questions that I can answer. Thank you.

Kathy

Katherine (Kathy) Kenny, DNP, RN, ANP-BC, FAANP, FAAN
Associate Dean of Academic Affairs
Clinical Professor

<image002.png>

500 North 3rd Street | Phoenix, AZ 85004

Ph: 602.496.1719 katherine.kenny@asu.edu

<https://nursingandhealth.asu.edu>

College of Integrative Sciences and Arts

From: Duane Roen (Dean) <Duane.Roen@asu.edu>
Sent: Tuesday, March 24, 2020 12:21 PM
To: Katherine Kenny <Katherine.Kenny@asu.edu>
Subject: RE: MS Regulatory Science (Food Safety)

Kathy,

CISA is delighted to support Edson's proposals for an MS in Food Safety and a graduate certificate in Food Safety and Protection.

Please let me know what else we can do to be helpful.

Best,
Duane

Duane Roen
Vice Provost, Polytechnic campus
Dean, College of Integrative Sciences and Arts
Arizona State University
Mail Code: 2780
7271 E Sonoran Arroyo Mall
Mesa, AZ 85212-6415
P: 480-727-1415

From: Katherine Kenny
Sent: Tuesday, March 24, 2020 11:57 AM
To: Duane Roen (Dean) <Duane.Roen@asu.edu>
Subject: MS Regulatory Science (Food Safety)

Dear Duane - the Edson College of Nursing and Health Innovation has proposed a that are attached. We are requesting a letter of support or impact statement from The College of Integrative Sciences and Arts. I appreciate if you could send your response before April 1. Thank you in advance and please let me know if you have questions that I can answer. Thank you.

Kathy

Katherine (Kathy) Kenny, DNP, RN, ANP-BC, FAANP, FAAN
Associate Dean of Academic Affairs
Clinical Professor



500 North 3rd Street | Phoenix, AZ 85004
Ph: 602.496.1719 katherine.kenny@asu.edu
<https://nursingandhealth.asu.edu>