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**Re: MPP curriculum consultation**

1 message

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**Robert F Martin** <robert.martin@uni.edu>  
To: Donna Hoffman <donna.hoffman@uni.edu>

Thu, Sep 11, 2014 at 10:50 AM

Good Morning Donna,

I reviewed the attached material related to the proposed MPP changes. I have no objections to these changes. If you need additional information from me, please let me know.

Bob

On 9/9/2014 7:48 PM, Donna Hoffman wrote:

Bob:

I'm attaching the consultation items on the MPP that I spoke with you about this afternoon. You will find Form E - the Restatement of the MPP curriculum, as well as Form H - related to the deletion of the Accelerated MPP. We are having to utilize the old forms for this expedited curriculum review as the Leapfrog system is not currently available. Consultations, even when the system is available, are handled by email. Please reply to this email regarding this consultation so that we may use it as documentation as we move through the process. Thank you!

Let me know if you have questions or concerns.

Donna

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Donna R. Hoffman, Ph.D.  
Associate Professor  
Department Head  
Department of Political Science  
University of Northern Iowa  
335b Sabin Hall  
Cedar Falls, IA 50614-0404  
(319)273-5916

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## MPP curriculum consultation

1 message

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Donna Hoffman <donna.hoffman@uni.edu>  
To: Fred Abraham <f.abraham@uni.edu>  
Cc: Christopher Larimer <christopher.larimer@uni.edu>

Tue, Sep 9, 2014 at 7:51 PM

Fred:

I'm attaching the consultation items on the MPP curriculum changes that were agreed to by the MPP transition committee last year. You will find Form E - the Restatement of the MPP curriculum, as well as Form H - related to the deletion of the Accelerated MPP. In addition, there is one Form C and one Form D that relate to Economics. We are having to utilize the old forms for this expedited curriculum review as the LEEP system is not currently available. Consultations, even when the system is available, are handled by email. Please reply to this email regarding this consultation so that we may use it as documentation as we move through the process. Thank you!

Let me know if you have questions or concerns.



Donna

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Donna R. Hoffman, Ph.D.  
Associate Professor  
Department Head  
Department of Political Science  
University of Northern Iowa  
335b Sabin Hall  
Cedar Falls, IA 50614-0404  
(319)273-5916

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### 4 attachments

-  **FORMEMPPRestatement.doc.docx**  
20K
-  **FORM H-accelerated.docx**  
15K
-  **FORMC-Publicbudgeting.doc.docx**  
16K
-  **FORMDNewCourse-ProgramEvaluation.docx**  
17K

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## MPP Proposal Revisions approved by CSBS Senate

1 message

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Charles Holcombe <charles.holcombe@uni.edu>

Thu, Oct 23, 2014 at 4:01 PM

To: Tim Strauss <tim.strauss@uni.edu>, Alexandra Kogl <ana.kogl@uni.edu>, Andrew Gilpin <andy.gilpin@uni.edu>, Tyler O'Brien <tyler.obrien@uni.edu>, William Henninger <william.henninger@uni.edu>, Ga-Young Choi <gayoung.choi@uni.edu>, Daniel Nesdahl <daniel.nesdahl@uni.edu>, Brenda Bass <brenda.bass@uni.edu>, Donna Hoffman <donna.hoffman@uni.edu>, Shoshanna Coon <shoshanna.coon@uni.edu>

Dear Colleagues:

CSBS Senators have had an opportunity to review revisions in the MPP proposal that was submitted by Political Science, and I have heard from all Senators now except one, who may have recused herself on the issue due to a conflict of interest. All Senators unanimously voted both to accept voting on this issue by email, and to approve the revisions to the MPP proposal.

Therefore, the MPP revisions stand approved by the CSBS Senate.

Dean Bass and Dr. Hoffman: please let me know if specific further actions or documents are required from the College Senate.

Thanks you.

-- Charles Holcombe, Chair

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**Re: MPP curriculum**

1 message

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Brenda Bass <brenda.bass@uni.edu>  
To: Donna Hoffman <donna.hoffman@uni.edu>

Thu, Oct 23, 2014 at 4:23 PM

Donna,

You have my approval.

Brenda

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Brenda L. Bass, Ph.D., CFLE  
Dean, College of Social & Behavioral Sciences  
Professor, Family Studies  
319 Sabin Hall  
University of Northern Iowa  
Cedar Falls, IA 50614-0403  
(319) 273-2221  
FAX: (319) 273-2222

On Thu, Oct 23, 2014 at 4:12 PM, Donna Hoffman <donna.hoffman@uni.edu> wrote:  
Brenda:

If I have your approval, I will forward the MPP package to Shoshanna.

Donna

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Donna R. Hoffman, Ph.D.  
Associate Professor  
Department Head  
Department of Political Science  
University of Northern Iowa  
335b Sabin Hall  
Cedar Falls, IA 50614-0404  
(319)273-5916

## FORM J-L – LIBRARY CONSULTATION

Complete Part A of this form and send the form to:  
Katherine Martin  
Head, Collection Management and Special Services Department  
Rod Library - 3675

Consultation with the Library during the developmental phase of curriculum development is an essential component of the curriculum process. The Library is prepared to work with academic departments and programs to determine the services and resources associated with curricular proposals. The earlier the process begins, the better the Library can prepare to support changes in the curriculum. The Library can use the information obtained through this process to redirect funds, justify budgetary increases, and seek other means of supplying services and resources.

- It is the responsibility of the department initiating curriculum proposals to consult with the Library to assess the impact of proposed changes on the Library resources and services and to determine what additional Library resources and services may be needed for an appropriate level of support.
- Library consultations are to be completed during the departmental phase of the curriculum development process.

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### Part A: Consultation Request

TO: Katherine Martin, Head, Collection Management and Special Services, Rod Library, 3675

FROM: Donna Hoffman (Department Head Initiating proposal)

RE: PROPOSED CURRICULUM CHANGE NOTIFICATION (Identify changes being proposed and Library resources and services which will be affected or utilized. Include present Library resources and services as well as requests for new ones. Attach appropriate completed Form C, D, E, or F):

The changes in the attached forms may alter the way library resources are utilized by students. Most courses will be offered through continuing education. As such, there may be more accessing of library resources through on-line means whereas in the previous program there would have been more on-campus use of library facilities.

(Part B on next page will be completed by Library faculty and the form will be returned to you.)

Part B: Library Response

TO: Donna Hoffman (Department Head initiating proposal)

FROM: Katherine Martin, Head, Collection Management and Special Services, Rod Library

RE: RESPONSE TO PROPOSED CURRICULUM CHANGE:

**The following information is provided in response to your Library consultation request: This response addresses the proposed curriculum changes and covers all of the proposed changes to existing courses, Public Organization (POL AMER 5153), Quantitative Methods for Politics and Policy (PUBPOL 6275), Topics in Public Policy (POL AMER 4176/5176), Internship in Public Policy (PUBPOL 6281), Public Budgeting (POL AMER 3172); the new course proposals, including Politics and Public Policy (PUB POL 6201), Program Evaluation (PUB POL 6204), Research in Public Policy (PUB POL 6301); and the new Major/Minor/Emphasis proposal--Graduate Certificate in Public Administration.**

**Rod Library resources should be adequate to support the proposed Master's in Public Policy (MPP) curriculum. Our collection is fairly strong overall in terms of specific materials related to the topics covered in the MPP program. There is access to an abundance of scholarly, peer-reviewed articles, chapters, and ebooks published within the last ten years that support the proposed curriculum. Graduate students enrolled in the MPP program can access these materials online through OneSearch!, individual databases, and UNISTAR, Rod Library's online catalog. Access is available to enrolled students from off campus. Graduate students can also submit InterLibrary Loan requests online for books, articles, and other material that Rod Library does not own.**

**As the MPP program evolves in its new format, it is important to communicate with the library and Continuing Education continuously regarding the Political Science faculty's need for library materials. Since the program will be online for the most part, there are special factors that come into consideration for library materials. These factors include:**

- **Rod Library has e-books available through subscription and acquisition models through the ProQuest ebrary database. Single-user titles are not available for download. Multi-user titles are available for download. Students in the MPP program should be able to access these e-books from off campus using their CatID and password. If any issues arise with a student or faculty member trying to access and/or download a title through ProQuest ebrary, please notify the library as soon as possible.**
- **Video streaming licenses must be obtained to show any video to an online course. Obtaining streaming licenses is often very complex, time-consuming, and expensive. Please contact Continuing Education as far in advance as possible.**

**It is extremely important to note that the Library's recurring materials budget has been static for several years. This situation, coupled with inflation in materials costs, severely limits the Library's ability to acquire new resources in any format and could make it necessary for the Library to reduce its current subscriptions to electronic resources (databases, e-journals, etc.).**

**If any problems arise related to accessing library materials online, please ensure that Rod Library is contacted about these problems so they can be resolved quickly.**

Based on the Library's review of your proposed curriculum change and subsequent analysis of the anticipated impact on Library services and resources:

\_\_\_\_\_ No further consultation is needed. Library Resources and Services should be adequate under the limitations outlined above. If you have questions about the Library's assessment, please contact the undersigned.

XXX No further immediate consultation is needed. However, an ongoing dialog will be necessary to ensure adequate resources and services are available to meet the needs of the students participating in the course/program.

\_\_\_\_\_ Further consultation is needed. Library resources and/or services do not appear to be adequate to support the proposed course/program. Please contact the undersigned or Katherine Martin, Head - Collection Management and Special Services (273-7255; [katherine.martin@uni.edu](mailto:katherine.martin@uni.edu)).

Responding Library Representative: Gretchen Gould, Political Science Bibliographer

Date: October 9, 2014

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**Re: POSTSEC 6231 Assessment in Postsecondary Education**

1 message

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Victoria Robinson <victoria.robinson@uni.edu>  
To: Donna Hoffman <donna.hoffman@uni.edu>

Sat, Nov 22, 2014 at 12:48 PM

Hi Dr. Hoffman,  
The proposed program evaluation course will have no impact on our programs.  
Best wishes as you move forward with this new program.  
Vickie Robinson

On Fri, Nov 21, 2014 at 3:46 PM, Donna Hoffman <donna.hoffman@uni.edu> wrote:

Dear Victoria:

The Master of Public Policy at UNI has recently become part of the Department of Political Science. As part of this transition, the faculty teaching in the program spent the last academic year revising the curriculum. We are now in the process of putting those changes through an expedited curriculum process as we seek to enroll a cohort of students in Fall 2015. The new MPP will be targeted to serving practitioners in the public policy field, will be part-time, and will primarily be delivered using distance delivery methods.

Last week the Graduate Council reviewed the curriculum proposal and requested that we consult with your department on a new course we are proposing, PUBPOL 6204 Program Evaluation in Public Policy. Attached you will find the "Form D" proposing this course. After examining this proposed course, please respond to this email as to whether our proposed course has no impact, has impact - no objections, or has impact - objections with a course in your department (POSTSEC 6231). If you have questions, please do not hesitate to contact me.

Sincerely,  
Donna Hoffman

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Donna R. Hoffman, Ph.D.  
Associate Professor  
Department Head  
Department of Political Science  
University of Northern Iowa  
335b Sabin Hall  
Cedar Falls, IA 50614-0404  
(319)273-5916

—  
Victoria Robinson  
Professor and Head  
Department of Educational Leadership  
and Postsecondary Education  
(319) 273-3070



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**Re: ELEMECML 6236 Assessment in Early Childhood and ELEME CML 7354  
Curriculum Implementation and Evaluation**

1 message

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Jill Uhlenberg <jill.uhlenberg@uni.edu>  
To: Donna Hoffman <donna.hoffman@uni.edu>

Tue, Nov 25, 2014 at 12:10 PM

Donna,

For the two C&I courses you mention below, there is a positive impact, but we have no objections. In fact, we might direct some of our EdD students to your new course as an elective. Good luck with this new course!

Jill

On 11/21/2014 3:40 PM, Donna Hoffman wrote:

Dear Jill:

The Master of Public Policy at UNI has recently become part of the Department of Political Science. As part of this transition, the faculty teaching in the program spent the last academic year revising the curriculum. We are now in the process of putting those changes through an expedited curriculum process as we seek to enroll a cohort of students in Fall 2015. The new MPP will be targeted to serving practitioners in the public policy field, will be part-time, and will primarily be delivered using distance delivery methods.

Last week the Graduate Council reviewed the curriculum proposal and requested that we consult with your department on a new course we are proposing, PUBPOL 6204 Program Evaluation in Public Policy. Attached you will find the "Form D" proposing this course. After examining this proposed course, please respond to this email as to whether our proposed course has no impact, has impact - no objections, or has impact - objections with two courses in your department (ELEMECML 6236 and ELEMECML 7354). If you have questions, please do not hesitate to contact me.

Sincerely,  
Donna Hoffman

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Donna R. Hoffman, Ph.D.  
Associate Professor  
Department Head  
Department of Political Science  
University of Northern Iowa  
335b Sabin Hall  
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Jill M. Uhlenberg, PhD  
Head, Curriculum & Instruction  
Associate Professor of Early Childhood Education  
618 Schindler Education Center  
University of Northern Iowa  
Phone: 319-273-2167  
Fax: 319-273-5886  
jmuhlen@uni.edu  
[www.uni.edu/departments/curriculum-instruction](http://www.uni.edu/departments/curriculum-instruction)

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**Re: TECH 3120 Technology and Engineering Education Curriculum Planning**

1 message

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VarzaVand <varzavand@uni.edu>  
To: Donna Hoffman <donna.hoffman@uni.edu>  
Cc: Susan Quam <susan.quam@uni.edu>

Tue, Nov 25, 2014 at 4:36 PM

Dear Donna,

I have received comments from faculty that are involved with TECH 3120 Technology and Engineering Education Curriculum Planning. Proposed course PUBPOL 6204 Program Evaluation in Public Policy has no impact and there are no objections.

Thanks,  
Shahram

On 11/21/2014 3:48 PM, Donna Hoffman wrote:

Dear Shahram:

The Master of Public Policy at UNI has recently become part of the Department of Political Science. As part of this transition, the faculty teaching in the program spent the last academic year revising the curriculum. We are now in the process of putting those changes through an expedited curriculum process as we seek to enroll a cohort of students in Fall 2015. The new MPP will be targeted to serving practitioners in the public policy field, will be part-time, and will primarily be delivered using distance delivery methods.

Last week the Graduate Council reviewed the curriculum proposal and requested that we consult with your department on a new course we are proposing, PUBPOL 6204 Program Evaluation in Public Policy. Attached you will find the "Form D" proposing this course. After examining this proposed course, please respond to this email as to whether our proposed course has no impact, has impact - no objections, or has impact - objections with a course in your department (TECH 3120). If you have questions, please do not hesitate to contact me.

Sincerely,  
Donna Hoffman

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Donna R. Hoffman, Ph.D.  
Associate Professor  
Department Head  
Department of Political Science  
University of Northern Iowa  
335b Sabin Hall  
Cedar Falls, IA 50614-0404  
(319)273-5916

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S. VarzaVand, Professor  
Interim Department Head

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**Re: CRIM 6020**

1 message

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Phyllis Baker <phyllis.baker@uni.edu>  
To: Donna Hoffman <donna.hoffman@uni.edu>

Fri, Nov 21, 2014 at 3:09 PM

Donna  
I have no objections.  
Phyllis

Phyllis L. Baker  
Professor of Sociology  
Department Head  
Department of Sociology, Anthropology, and Criminology  
Bartlett Hall 1126  
University of Northern Iowa, 50614  
319-273-2786 (office)

On Thu, Nov 20, 2014 at 5:02 PM, Donna Hoffman <donna.hoffman@uni.edu> wrote:

Dear Phyllis:

The Master of Public Policy at UNI has recently become part of the Department of Political Science. As part of this transition, the faculty teaching in the program spent the last academic year revising the curriculum. We are now in the process of putting those changes through an expedited curriculum process as we seek to enroll a cohort of students in Fall 2015. The new MPP will be targeted to serving practitioners in the public policy field, will be part-time, and will primarily be delivered using distance delivery methods.

Last week the Graduate Council reviewed the curriculum proposal and requested that we consult with your department on a new course we are proposing, PUBPOL 6204 Program Evaluation in Public Policy. Attached you will find the "Form D" proposing this course. After examining this proposed course, please respond to this email as to whether our proposed course has no impact, has impact - no objections, or has impact - objections with a course in your department (CRIM 6020 Program Evaluation). If you have questions, please do not hesitate to contact me.

Sincerely,  
Donna Hoffman

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Donna R. Hoffman, Ph.D.  
Associate Professor  
Department Head  
Department of Political Science  
University of Northern Iowa  
335b Sabin Hall  
Cedar Falls, IA 50614-0404  
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## HPE 4373/5373 Planning and Evaluation of Public Health/Health Promotion Programs

1 message

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Donna Hoffman <donna.hoffman@uni.edu>

Fri, Nov 21, 2014 at 3:42 PM

To: Doris Corbett <doris.corbett@uni.edu>

Dear Doris:

The Master of Public Policy at UNI has recently become part of the Department of Political Science. As part of this transition, the faculty teaching in the program spent the last academic year revising the curriculum. We are now in the process of putting those changes through an expedited curriculum process as we seek to enroll a cohort of students in Fall 2015. The new MPP will be targeted to serving practitioners in the public policy field, will be part-time, and will primarily be delivered using distance delivery methods.

Last week the Graduate Council reviewed the curriculum proposal and requested that we consult with your department on a new course we are proposing, PUBPOL 6204 Program Evaluation in Public Policy. Attached you will find the "Form D" proposing this course. After examining this proposed course, please respond to this email as to whether our proposed course has no impact, has impact - no objections, or has impact - objections with a course in your department (HPE 4373/5373). If you have questions, please do not hesitate to contact me.

Sincerely,  
Donna Hoffman

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Donna R. Hoffman, Ph.D.  
Associate Professor  
Department Head  
Department of Political Science  
University of Northern Iowa  
335b Sabin Hall  
Cedar Falls, IA 50614-0404  
(319)273-5916

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## INTDEPED 7318 Evidence-Based Practices, Assessment, Accountability and Program Evaluation

1 message

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Donna Hoffman <donna.hoffman@uni.edu>

Fri, Nov 21, 2014 at 3:35 PM

To: Mary Herring <mary.herring@uni.edu>

Dear Mary:

The Master of Public Policy at UNI has recently become part of the Department of Political Science. As part of this transition, the faculty teaching in the program spent the last academic year revising the curriculum. We are now in the process of putting those changes through an expedited curriculum process as we seek to enroll a cohort of students in Fall 2015. The new MPP will be targeted to serving practitioners in the public policy field, will be part-time, and will primarily be delivered using distance delivery methods.

Last week the Graduate Council reviewed the curriculum proposal and requested that we consult with the COE Dean's office on a new course we are proposing, PUBPOL 6204 Program Evaluation in Public Policy. Attached you will find the "Form D" proposing this course. After examining this proposed course, please respond to this email as to whether our proposed course has no impact, has impact - no objections, or has impact - objections with a course in your college (INTDEPED 7318). If you are not the appropriate contact for this consultation, please let me know who I should direct this to.

If you have questions, please do not hesitate to contact me.

Sincerely,  
Donna Hoffman

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Donna R. Hoffman, Ph.D.  
Associate Professor  
Department Head  
Department of Political Science  
University of Northern Iowa  
335b Sabin Hall  
Cedar Falls, IA 50614-0404  
(319)273-5916

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**SW 6265**

1 message

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**Donna Hoffman** <donna.hoffman@uni.edu>  
To: Cindy Juby <cynthia.juby@uni.edu>

Thu, Nov 20, 2014 at 5:03 PM

Dear Cindy:

The Master of Public Policy at UNI has recently become part of the Department of Political Science. As part of this transition, the faculty teaching in the program spent the last academic year revising the curriculum. We are now in the process of putting those changes through an expedited curriculum process as we seek to enroll a cohort of students in Fall 2015. The new MPP will be targeted to serving practitioners in the public policy field, will be part-time, and will primarily be delivered using distance delivery methods.

Last week the Graduate Council reviewed the curriculum proposal and requested that we consult with your department on a new course we are proposing, PUBPOL 6204 Program Evaluation in Public Policy. Attached you will find the "Form D" proposing this course. After examining this proposed course, please respond to this email as to whether our proposed course has no impact, has impact - no objections, or has impact - objections with a course in your department (SW 6265 Advanced Social Work Research). If you have questions, please do not hesitate to contact me.

Sincerely,  
Donna Hoffman

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Donna R. Hoffman, Ph.D.  
Associate Professor  
Department Head  
Department of Political Science  
University of Northern Iowa  
335b Sabin Hall  
Cedar Falls, IA 50614-0404  
(319)273-5916

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## MEASRES 6270 Educational Program Evaluation

1 message

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Donna Hoffman <donna.hoffman@uni.edu>  
To: Robert Boody <robert.boody@uni.edu>

Fri, Nov 21, 2014 at 3:44 PM

Dear Rob :

The Master of Public Policy at UNI has recently become part of the Department of Political Science. As part of this transition, the faculty teaching in the program spent the last academic year revising the curriculum. We are now in the process of putting those changes through an expedited curriculum process as we seek to enroll a cohort of students in Fall 2015. The new MPP will be targeted to serving practitioners in the public policy field, will be part-time, and will primarily be delivered using distance delivery methods.

Last week the Graduate Council reviewed the curriculum proposal and requested that we consult with your department on a new course we are proposing, PUBPOL 6204 Program Evaluation in Public Policy. Attached you will find the "Form D" proposing this course. After examining this proposed course, please respond to this email as to whether our proposed course has no impact, has impact - no objections, or has impact - objections with a course in your department (MEASRES 6270). If you have questions, please do not hesitate to contact me.

Sincerely,  
Donna Hoffman

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Donna R. Hoffman, Ph.D.  
Associate Professor  
Department Head  
Department of Political Science  
University of Northern Iowa  
335b Sabin Hall  
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