

FORM A -- SUMMARY OF CURRICULUM CHANGES AND BUDGET SUMMARY

DATE: 9-9-2014 (Rev'd 10-20-14)

COLLEGE: CSBS

DEPT/SCHOOL: Political Science

- I. DROPPED COURSES [see FORM B-1]
 - Automatic Course Drop: initiated by the Office of the Registrar
None
 - Course Drop: initiated by Department/School [see FORM B-1] (list titles and course numbers)
PUBPOL 6208 Applied Research and Bibliography in Public Policy
PUBPOL 6205 Research Seminar in Public Policy

- II. DROPPED AND/OR SUSPENDED MAJOR/MINOR/EMPHASIS/CERTIFICATE [see FORMB-2] (list titles)
NONE

- III. COURSE CHANGES [see FORM C] (list titles and course numbers)
POL AMER 3172/5172 Public Budgeting
POL AMER 5176 Topics in Public Policy
PUBPOL 6281 Internship in Public Policy
PUBPOL 6275 Quantitative Methods for Politics and Policy
POL AMER 4153/5153 Public Organizations
POL AMER 4173/5173 Public Policy Process

- IV. NEW COURSES [see FORM D] (list proposed titles, course numbers, and credit hours)
PUBPOL 6201 Politics and Public Policy (3 hours)
PUBPOL 6204 Program Evaluation in Public Policy (3 hours)

- V. RESTATEMENTS OF MAJORS/MINORS/EMPHASES/CERTIFICATES [see FORM E] (list titles)
Master of Public Policy

- VI. NEW MAJORS/MINORS/EMPHASES/CERTIFICATES [see FORM F]
(list proposed titles) [also see FORM G for new majors only]
Graduate Certificate in Public Administration

- VII. OTHER CATALOG CHANGES and/or ADDITIONS [See FORM H] (list items)
Accelerated Master of Public Policy Program

- VIII. BUDGET SUMMARY FOR DEPARTMENT
(should summarize needs for **entire** curriculum proposal package)

A. Will the curriculum changes proposed in this package increase the budgetary needs of the department?
 No Yes

*Costs that will be incurred will be covered through Continuing Education, not the department.

If YES, identify the **total costs**.

- 1. Staff \$ _____
- 2. Additional facilities \$ _____
- 3. Equipment \$ _____
- 4. Support personnel \$ _____
- 5. Library requirements \$ _____
- 6. Computer service \$ _____

7. Educational technology \$ _____
8. Other services (identify) \$ _____
_____ \$ _____
TOTAL COSTS \$ _____

B. If the costs above are **not** simply the sum of all the various budgets in this package (FORMS C, D, E, F), explain why.

IX. UNRESOLVED OBJECTIONS TO COLLEGE-APPROVED PROPOSALS
(list all proposals with **unresolved objections**)

X. COLLEGE-APPROVED PROPOSALS WHICH VIOLATE CURRICULAR GUIDELINES
(list all proposals **violating curricular guidelines**)

Department Head Signature _____ Date _____

College Dean's Signature _____ Date _____

FORM B-1 -- DROPPED COURSE
(Drop Initiated by Department)

DEPT/SCHOOL: Political Science

COLLEGE: CSBS

1. Catalog Page:
Course Number: PUBPOL 6208
Course Title: Applied Research and Bibliography
Semester Course Was Last Offered: Fall 2014

2. Identify the impact on majors, minors, certificates, courses and/or prerequisites within or outside of the department.

Course only served the MPP. Dropping this course will not affect majors, minors, certificates, or prerequisites outside of the department.

3. Explanation and justification.

The writing component of this course overlapped with another course. Content will now be covered in the final semester with PUBPOL 6299. By eliminating this course we are able to offer a more substantive course on program evaluation. Such a course was suggested by external reviewers and is typical of courses offered in MPP programs around the country.

4. Consultation summaries: check [] appropriate response(s).
[Must consult with all departments identified in #2 above].

For Department and LACC (Form J) consultations:

Departments Contacted For Consultation	No Impact	Has Impact - No Objections	Has Impact -Has Objections	Requests Further Consultation	Resolution Not Possible	No Response

For Library (Form J-L) Consultations:

- No further consultation needed
- No further immediate consultation needed
- Further Consultation needed.

For Teacher Ed. (Form J-T Ed.) Consultations:

- No further consultation needed
- Further consultation needed with Office of Teacher Ed.

___ Further consultation needed with Council on Teacher Ed.

___ After further consultation, it appears there can be no resolution of this concern at this time

FORM B-1 -- DROPPED COURSE
(Drop Initiated by Department)

DEPT/SCHOOL: Political Science

COLLEGE: CSBS

1. Catalog Page:
Course Number: PUBPOL 6205
Course Title: Research Seminar in Public Policy
Semester Course Was Last Offered: Fall 2014

2. Identify the impact on majors, minors, certificates, courses and/or prerequisites within or outside of the department.

Course only served the MPP. Dropping this course will not affect majors, minors, certificates, or prerequisites outside of the department. The content of this course will still be covered by individually arranged research with PUBPOL 6299. Course will be offered for last time in Spring 2015, finishing out the current MPP students who will need it in their curriculum.

3. Explanation and justification.

Rather than having a research seminar, students will arrange research hours with individual instructors. The content of this course will still be covered by individually arranged research but will be more tailored to students' individual interests. Successful completion will require production and defense of a research paper and thus still satisfy the program's writing requirement. This will ensure other course in the program are offered in a timely manner.

4. Consultation summaries: check [] appropriate response(s).
[Must consult with all departments identified in #2 above].

For Department and LACC (Form J) consultations:

Departments Contacted For Consultation	No Impact	Has Impact - No Objections	Has Impact -Has Objections	Requests Further Consultation	Resolution Not Possible	No Response

For Library (Form J-L) Consultations:

- No further consultation needed
 No further immediate consultation needed

Further Consultation needed.

For Teacher Ed. (Form J-T Ed.) Consultations:

No further consultation needed

Further consultation needed with Office of Teacher Ed.

Further consultation needed with Council on Teacher Ed.

After further consultation, it appears there can be no resolution of this concern at this time

DEPT/SCHOOL: Political Science

COLLEGE: CSBS

1. Catalog Page:
Present Course Number: POL AMER 5153
Present Course Title: Public Organizations
Present Credit Hours: 3
Present Description: Theories and models of internal dynamics of public organizations and their role in the political milieu; characteristics and operation of American public organizations.
Present Prerequisites, including any "hidden" prerequisites: POL AMER 1014 (942:014); POL AMER 1048 (942:048); junior standing
2. Identify all proposed change(s):
 - a. Course # change, including an add/drop of "g" designation
 - b. Title change
(If longer than 26 characters, including spaces, also provide an abbreviation to be used by the Office of the Registrar)
 - c. Credit hour change
 - d. Description change
Examine the political nature, characteristics and operation of American public organizations. Analyze the internal and external factors that explain how public organizations operate. Theories and models of internal dynamics of public organizations and their role in the American political system.
(Limited to 280 characters, including spaces and prerequisites)
 - e. Prerequisite change
(Note that any "hidden" prerequisites must be explicitly listed and all courses with a "g" designation must, at a minimum, include the statement: "Junior Standing")
3. Identify the impact on majors, minors, certificates, courses and/or prerequisites within or outside of the department.

There will be no impact on majors, minors, certificates, or prerequisites within or outside of the department. This is merely a course description change.
4. Explanation and justification.

The new description more accurately describes the content discussed in the course.
5. If a "g" designation has been added:
 - a. Explain why the course is appropriate for graduate students.
 - b. Describe the differences in requirements for graduate students.
 - c. Have the departmental graduate faculty approved this change?
 Yes No
6. If the course number is to be changed (other than a change in "g" designation), will students who have received credit under the existing number be permitted to register for and receive credit for the course under the proposed new number?
 Yes No
If YES, explain why.
7. Describe how the proposed change(s) will affect the usage of computer resources and facilities.

There will not be any change in the usage of computers or needed by our students.

8. Summarize the needs for additional Library resources and services that this change will require.

There will not be any change in library resources needed by our students.

9. Consultation summaries: check [] appropriate response(s).
 [Must consult with all departments identified in #3 and #7 above].

For Department and LACC (Form J) consultations:

Departments Contacted For Consultation	No Impact	Has Impact - No Objections	Has Impact -Has Objections	Requests Further Consultation	Resolution Not Possible	No Response

For Library (Form J-L) Consultations:

No further consultation needed

No further immediate consultation needed

Rod Library resources should be adequate to support the proposed changes to the course POL AMER 5153 Public Organizations. Our collection is fairly strong overall in terms of specific materials related to the course. Please maintain an ongoing dialogue with Rod Library and Continuing Education as the new MPP program needs change and evolve.

Further Consultation needed.

For Teacher Ed. (Form J-T Ed.) Consultations:

No further consultation needed

Further consultation needed with Office of Teacher Ed.

Further consultation needed with Council on Teacher Ed.

After further consultation, it appears there can be no resolution of this concern at this time

10. Will this curriculum change increase the total budgetary requirements of the Department?

No

Yes

a. If NO, explain why not.
 Course description change only

b. If YES, identify the **total costs**.

(1) Staff \$ _____

(2) Additional facilities \$ _____

(3) Equipment \$ _____

(4) Support personnel	\$ _____
(5) Library requirements	\$ _____
(6) Computer service	\$ _____
(7) Educational technology	\$ _____
(8) Other services (identify)	\$ _____
_____	\$ _____
TOTAL COSTS	\$ _____

FORM C -- CHANGES TO AN EXISTING COURSE

DEPT/SCHOOL: Political Science

COLLEGE: CSBS

1. Catalog Page:
Present Course Number: PUBPOL 6275
Present Course Title: Quantitative Methods for Politics and Policy
Present Credit Hours: 3
Present Description: Statistical methods appropriate to study of political science and public policy, including hypothesis testing, nominal and ordinal scale measures of association, bivariate regression/correlation, and multiple regression.
Present Prerequisites, including any "hidden" prerequisites: Prerequisite(s): POL GEN 3111 (940:111), SOC 2020 (980:080), or consent of instructor

2. Identify all proposed change(s):
 - a. Course # change, including an add/drop of "g" designation
 - b. Title change
(If longer than 26 characters, including spaces, also provide an abbreviation to be used by the Office of the Registrar)
 - c. Credit hour change
 - d. Description change
Statistical methods appropriate to study of political science and public policy, including hypothesis testing using parametric and nonparametric tests, correlation and bivariate regression, experimental methods, logistic regression and multiple regression.
(Limited to 280 characters, including spaces and prerequisites)
 - e. Prerequisite change
(Note that any "hidden" prerequisites must be explicitly listed and all courses with a "g" designation must, at a minimum, include the statement: "Junior Standing") Delete prerequisites

3. Identify the impact on majors, minors, certificates, courses and/or prerequisites within or outside of the department.

There will be no impact on majors, minors, certificates, or prerequisites within or outside of the department. This is merely a course description change.

4. Explanation and justification.

The new description more accurately describes the content discussed in the course. Nominal and ordinal level measures are not discussed in this course given it is a graduate level course. Experimental methods and advanced regression methods are taught in the course but were left out of the previous description.

5. If a "g" designation has been added:
 - a. Explain why the course is appropriate for graduate students.
 - b. Describe the differences in requirements for graduate students.
 - c. Have the departmental graduate faculty approved this change?
 Yes No

6. If the course number is to be changed (other than a change in "g" designation), will students who have received credit under the existing number be permitted to register for and receive credit for the course under the proposed new number?

Yes No

If YES, explain why.

7. Describe how the proposed change(s) will affect the usage of computer resources and facilities.

There will not be any change in the usage of computers or needed by our students.

8. Summarize the needs for additional Library resources and services that this change will require.

There will not be any change in library resources needed by our students.

FORM C -- CHANGES TO AN EXISTING COURSE, continued

9. Consultation summaries: check [] appropriate response(s).
 [Must consult with all departments identified in #3 and #7 above].

For Department and LACC (Form J) consultations:

Departments Contacted For Consultation	No Impact	Has Impact - No Objections	Has Impact -Has Objections	Requests Further Consultation	Resolution Not Possible	No Response

For Library (Form J-L) Consultations:

- No further consultation needed
 No further immediate consultation needed

Rod Library resources should be adequate to support the proposed changes to the course PUBPOL 6275 Quantitative Methods for Politics and Policy. Our collection is fairly strong overall in terms of specific materials related to the course. Please maintain an ongoing dialogue with Rod Library and Continuing Education as the new MPP program needs change and evolve.

Further Consultation needed.

For Teacher Ed. (Form J-T Ed.) Consultations:

- No further consultation needed
 Further consultation needed with Office of Teacher Ed.
 Further consultation needed with Council on Teacher Ed.
 After further consultation, it appears there can be no resolution of this concern at this time

10. Will this curriculum change increase the total budgetary requirements of the Department?

- No
 Yes

a. If NO, explain why not.
 Course description change only

b. If YES, identify the **total costs**.

- (1) Staff \$ _____
- (2) Additional facilities \$ _____
- (3) Equipment \$ _____
- (4) Support personnel \$ _____
- (5) Library requirements \$ _____

(6) Computer service	\$ _____
(7) Educational technology	\$ _____
(8) Other services (identify)	\$ _____
_____	\$ _____
TOTAL COSTS	\$ _____

FORM C -- CHANGES TO AN EXISTING COURSE

DEPT/SCHOOL: Political Science

COLLEGE: CSBS

1. Catalog Page:
Present Course Number: POL AMER 4176/5176
Present Course Title: Topics in Public Policy
Present Credit Hours: 3
Present Description: Explores the latest developments in the field of public policy research. Ongoing policy issues may be used as examples to illustrate theoretical developments or to introduce applications of course material. The main topic explored may vary each time it is offered.
Present Prerequisites, including any "hidden" prerequisites: Junior standing

2. Identify all proposed change(s):
 - a. Course # change, including an add/drop of "g" designation
 - b. Title change
(If longer than 26 characters, including spaces, also provide an abbreviation to be used by the Office of the Registrar)
 - c. Credit hour change
 - d. Description change
(Limited to 280 characters, including spaces and prerequisites)
Explores the latest developments in the field of public policy research. Ongoing policy issues may be used as examples to illustrate theoretical developments or to introduce applications of course material. May be repeated under different topics.
 - e. Prerequisite change
(Note that any "hidden" prerequisites must be explicitly listed and all courses with a "g" designation must, at a minimum, include the statement: "Junior Standing")

3. Identify the impact on majors, minors, certificates, courses and/or prerequisites within or outside of the department.
This is an elective course in the public administration major.
This will be a required (and repeatable x3) course in the MPP curriculum.

4. Explanation and justification.
Course is being made repeatable under different topic subtitles of the course to facilitate usage in the Master of Public Policy program.

5. If a "g" designation has been added:
 - a. Explain why the course is appropriate for graduate students.
 - b. Describe the differences in requirements for graduate students.
 - c. Have the departmental graduate faculty approved this change?
 Yes No

6. If the course number is to be changed (other than a change in "g" designation), will students who have received credit under the existing number be permitted to register for and receive credit for the course under the proposed new number?
 Yes No
If YES, explain why.

7. Describe how the proposed change(s) will affect the usage of computer resources and facilities.

There will not be any change in the usage of computers or needed by our students.

8. Summarize the needs for additional Library resources and services that this change will require.

There will not be any change in library resources needed by our students.

FORM C -- CHANGES TO AN EXISTING COURSE, continued

9. Consultation summaries: check [] appropriate response(s).
 [Must consult with all departments identified in #3 and #7 above].

For Department and LACC (Form J) consultations:

Departments Contacted For Consultation	No Impact	Has Impact - No Objections	Has Impact -Has Objections	Requests Further Consultation	Resolution Not Possible	No Response

For Library (Form J-L) Consultations:

- No further consultation needed
 No further immediate consultation needed

Rod Library resources should be adequate to support the proposed changes to the course POL AMER 4176/5176 Topics in Public Policy. Our collection is fairly strong overall in terms of specific materials related to the course. Please maintain an ongoing dialogue with Rod Library and Continuing Education as the new MPP program needs change and evolve.

Further Consultation needed.

For Teacher Ed. (Form J-T Ed.) Consultations:

- No further consultation needed
 Further consultation needed with Office of Teacher Ed.
 Further consultation needed with Council on Teacher Ed.
 After further consultation, it appears there can be no resolution of this concern at this time

10. Will this curriculum change increase the total budgetary requirements of the Department?
 No
 Yes

- a. If NO, explain why not.
 Any costs will be covered through Continuing Education
- b. If YES, identify the **total costs**.
- (1) Staff \$ _____
 - (2) Additional facilities \$ _____
 - (3) Equipment \$ _____
 - (4) Support personnel \$ _____
 - (5) Library requirements \$ _____

(6) Computer service	\$ _____
(7) Educational technology	\$ _____
(8) Other services (identify)	\$ _____
_____	\$ _____
TOTAL COSTS	\$ _____

FORM C -- CHANGES TO AN EXISTING COURSE

DEPT/SCHOOL: Political Science

COLLEGE: CSBS

1. Catalog Page:
Present Course Number: PUBPOL 6281
Present Course Title: Internship in Public Policy
Present Credit Hours: 4
Present Description: Field experience for students enrolled in Master of Public Policy degree program. Students may be given credit for extensive career experience at the discretion of the Program Director.
Present Prerequisites, including any "hidden" prerequisites: POL AMER 4173/5173; PUBPOL6205; PUBPOL 6275.

2. Identify all proposed change(s):
 - a. Course # change, including an add/drop of "g" designation
None
 - b. Title change: None
(If longer than 26 characters, including spaces, also provide an abbreviation to be used by the Office of the Registrar)
 - c. Credit hour change: 3
 - d. Description change: None
(Limited to 280 characters, including spaces and prerequisites)
 - e. Prerequisite change
(Note that any "hidden" prerequisites must be explicitly listed and all courses with a "g" designation must, at a minimum, include the statement: "Junior Standing"): Delete prerequisites

3. Identify the impact on majors, minors, certificates, courses and/or prerequisites within or outside of the department.
None.

4. Explanation and justification.
External reviewers suggested shortening the number of credit hours in the program. This change would reduce the number of credit hours required for internship credit from 4 hours to 3 hours. Students who are already working in the public sector or have significant public sector experience will have this requirement waived.

5. If a "g" designation has been added:
 - a. Explain why the course is appropriate for graduate students.
 - b. Describe the differences in requirements for graduate students.
 - c. Have the departmental graduate faculty approved this change?
 Yes No

6. If the course number is to be changed (other than a change in "g" designation), will students who have received credit under the existing number be permitted to register for and receive credit for the course under the proposed new number?
 Yes No
If YES, explain why.

7. Describe how the proposed change(s) will affect the usage of computer resources and facilities.
None.
8. Summarize the needs for additional Library resources and services that this change will require.
None.

FORM C -- CHANGES TO AN EXISTING COURSE, continued

9. Consultation summaries: check [] appropriate response(s).
 [Must consult with all departments identified in #3 and #7 above].

For Department and LACC (Form J) consultations:

Departments Contacted For Consultation	No Impact	Has Impact - No Objections	Has Impact -Has Objections	Requests Further Consultation	Resolution Not Possible	No Response

For Library (Form J-L) Consultations:

No further consultation needed
 No further immediate consultation needed
 Rod Library resources should be adequate to support the proposed changes to the course PUBPOL 628:
 Internship in Public Policy. Our collection is fairly strong overall in terms of specific materials related to the course. Please maintain an ongoing dialogue with Rod Library and Continuing Education as the new MPP program needs change and evolve.

Further Consultation needed.

For Teacher Ed. (Form J-T Ed.) Consultations:

No further consultation needed
 Further consultation needed with Office of Teacher Ed.
 Further consultation needed with Council on Teacher Ed.
 After further consultation, it appears there can be no resolution of this concern at this time

10. Will this curriculum change increase the total budgetary requirements of the Department?
 No
 Yes

a. If NO, explain why not. This change is merely a shortening of credit hours from 4 to 3.

- b. If YES, identify the **total costs**.
 (1) Staff \$ _____
 (2) Additional facilities \$ _____
 (3) Equipment \$ _____

(4) Support personnel	\$ _____
(5) Library requirements	\$ _____
(6) Computer service	\$ _____
(7) Educational technology	\$ _____
(8) Other services (identify)	\$ _____
_____	\$ _____
TOTAL COSTS	\$ _____

FORM C -- CHANGES TO AN EXISTING COURSE

DEPT/SCHOOL: Political Science
CSBS

COLLEGE:

1. Catalog Page:
Present Course Number: POL AMER 3172
Present Course Title: Public Budgeting
Present Credit Hours: 3
Present Description: Historical development of current budgeting practices; politics of budgetary process at federal, state, and local levels; current methods of budgeting for public agencies and analysis of how budgeting practices differ for local and state governments, and the federal government.
Present Prerequisites, including any "hidden" prerequisites: Prerequisite(s): POL AMER 1014 (942:014); POL AMER 1048 (942:048);

2. Identify all proposed change(s):
 - a. Course # change, including an add/drop of "g" designation
POL AMER 3172/5172
 - b. Title change:
(If longer than 26 characters, including spaces, also provide an abbreviation to be used by the Office of the Registrar)
 - c. Credit hour change:
 - d. Description change:
(Limited to 280 characters, including spaces and prerequisites)
 - e. Prerequisite change
(Note that any "hidden" prerequisites must be explicitly listed and all courses with a "g" designation must, at a minimum, include the statement: "Junior Standing"): POL AMER 1014 (942:014); POL AMER 1048 (942:048); Junior Standing

3. Identify the impact on majors, minors, certificates, courses and/or prerequisites within or outside of the department.

This is already an upper level course. By adding graduate level designation, it will allow this course to be taught in the Master of Public Policy program rotation. This course will be a choice students take in the curriculum related to budgeting and finance (the alternative is ECON 5221)

4. Explanation and justification.
This change allows this course to be taught for students admitted to Master of Public Policy (MPP) program. This is one of two finance/budget courses that will be required of MPP students. Because this course will be offered online and synchronously through Adobe Connect, it will provide an alternative for students unable to take the other course (ECON 5221) which is an on-campus only course.

5. If a "g" designation has been added:
 - a. Explain why the course is appropriate for graduate students.
This will be a graduate only class offered only to graduate students admitted to the Master of Public Policy (MPP) program. Course readings will consist of a heavy dose of academic journal articles from both political science and public

policy journals. Students will be required to have strong policy and statistical backgrounds in order to access the readings. Students will be required to submit weekly papers critiquing the articles, and obtain and provide a brief overview of a municipal budget. Additional requirements will include a 15-20 page research paper and a final presentation.

- b. Describe the differences in requirements for graduate students.
Graduate students will be required to complete additional reading and writing assignments, as well as a more extensive research paper.
 - c. Have the departmental graduate faculty approved this change?
 Yes No
6. If the course number is to be changed (other than a change in "g" designation), will students who have received credit under the existing number be permitted to register for and receive credit for the course under the proposed new number?
 Yes No
If YES, explain why.

7. Describe how the proposed change(s) will affect the usage of computer resources and facilities.

Delivery of this course will be through Continuing Education. Existing faculty computer resources will suffice (and Continuing Education will provide resources where they do not). Graduate course will not be physically taught on campus so classroom facilities will not be utilized.

8. Summarize the needs for additional Library resources and services that this change will require.

The graduate level course may alter the way library resources are utilized by students since course will be offered through continuing education. As such, there may be more accessing of library resources through on-line means whereas with the undergraduate course, there will continue to be on-campus use of library facilities.

FORM C -- CHANGES TO AN EXISTING COURSE, continued

9. Consultation summaries: check [] appropriate response(s).
 [Must consult with all departments identified in #3 and #7 above].

For Department and LACC (Form J) consultations:

Departments Contacted For Consultation	No Impact	Has Impact - No Objections	Has Impact -Has Objections	Requests Further Consultation	Resolution Not Possible	No Response
Economics						

For Library (Form J-L) Consultations:

- No further consultation needed
 No further immediate consultation needed
 Further Consultation needed.

For Teacher Ed. (Form J-T Ed.) Consultations:

- No further consultation needed
 Further consultation needed with Office of Teacher Ed.
 Further consultation needed with Council on Teacher Ed.
 After further consultation, it appears there can be no resolution of this concern at this time

10. Will this curriculum change increase the total budgetary requirements of the Department?
 No
 Yes

a. If NO, explain why not.
 Existing faculty already in place to teach the course. The department hired a new faculty starting the fall of 2014 who will assist in teaching the course on a rotating basis with existing program faculty. Any other additional costs are covered through Continuing Education.

- b. If YES, identify the **total costs**.
- (1) Staff \$ _____
 - (2) Additional facilities \$ _____
 - (3) Equipment \$ _____
 - (4) Support personnel \$ _____
 - (5) Library requirements \$ _____
 - (6) Computer service \$ _____
 - (7) Educational technology \$ _____
 - (8) Other services (identify) \$ _____

_____ \$ _____

TOTAL COSTS \$ _____

FORM C -- CHANGES TO AN EXISTING COURSE

DEPT/SCHOOL: Political Science

COLLEGE: CSBS

1. Catalog Page:
Present Course Number: POL AMER 4173/5173
Present Course Title: Public Policy Process
Present Credit Hours: 3
Present Description: Theories and models of policy process in the United States, including agenda setting, formulation, adoption, implementation, and evaluation. Application of theories and models to case studies of major policy issues.
Present Prerequisites, including any "hidden" prerequisites: POL AMER 1014 (942:014); POL AMER 1048 (942:048); junior standing

2. Identify all proposed change(s):
 - a. Course # change, including an add/drop of "g" designation
The graduate level component of this course (POL AMER 5173) will be dropped.
 - b. Title change
(If longer than 26 characters, including spaces, also provide an abbreviation to be used by the Office of the Registrar)
 - c. Credit hour change
 - d. Description change
(Limited to 280 characters, including spaces and prerequisites)
 - e. Prerequisite change
(Note that any "hidden" prerequisites must be explicitly listed and all courses with a "g" designation must, at a minimum, include the statement: "Junior Standing")

3. Identify the impact on majors, minors, certificates, courses and/or prerequisites within or outside of the department.

This course is part of the undergraduate Public Administration major, but is not part of any other curriculum outside of the Department. There will be no impact on majors or minors within or outside the department. Data from student enrollment records indicate that in the last 10 years, 111 graduate students have enrolled in POL AMER 5173. Only two students from outside the MPP program took this course at the graduate level in the last ten years. This course will only be deleted as a graduate level course from the MPP curriculum; POL AMER 4173 will remain a requirement for the undergraduate Public Administration major.

4. Explanation and justification.

The course will be dropped from the MPP curriculum in lieu of a new course on "Politics and Public Policy." The existing course was more of an introduction to public policy course best designed for undergraduate students. The new course will serve as a cornerstone for graduate students admitted to the MPP program.

5. If a "g" designation has been added:
 - a. Explain why the course is appropriate for graduate students.
 - b. Describe the differences in requirements for graduate students.
 - c. Have the departmental graduate faculty approved this change?
___ Yes ___ No

6. If the course number is to be changed (other than a change in "g" designation), will students who have received credit under the existing number be permitted to register for and receive credit for the course under the proposed new number?

Yes No

If YES, explain why.

7. Describe how the proposed change(s) will affect the usage of computer resources and facilities.

This will not affect usage of computer resources and facilities.

8. Summarize the needs for additional Library resources and services that this change will require.

No change.

FORM C -- CHANGES TO AN EXISTING COURSE, continued

9. Consultation summaries: check [] appropriate response(s).
 [Must consult with all departments identified in #3 and #7 above].

For Department and LACC (Form J) consultations:

Departments Contacted For Consultation	No Impact	Has Impact - No Objections	Has Impact -Has Objections	Requests Further Consultation	Resolution Not Possible	No Response

For Library (Form J-L) Consultations:

- No further consultation needed
 No further immediate consultation needed
 Further Consultation needed.

For Teacher Ed. (Form J-T Ed.) Consultations:

- No further consultation needed
 Further consultation needed with Office of Teacher Ed.
 Further consultation needed with Council on Teacher Ed.
 After further consultation, it appears there can be no resolution of this concern at this time

10. Will this curriculum change increase the total budgetary requirements of the Department?

- No
 Yes

a. If NO, explain why not.

Existing faculty already in place to teach the course. The department hired a new faculty starting the fall of 2014 who will assist in teaching the course on a rotating basis with existing program faculty.

b. If YES, identify the **total costs**.

- | | |
|-------------------------------|----------|
| (1) Staff | \$ _____ |
| (2) Additional facilities | \$ _____ |
| (3) Equipment | \$ _____ |
| (4) Support personnel | \$ _____ |
| (5) Library requirements | \$ _____ |
| (6) Computer service | \$ _____ |
| (7) Educational technology | \$ _____ |
| (8) Other services (identify) | _____ |
| | \$ _____ |
| TOTAL COSTS | \$ _____ |

FORM D -- NEW COURSE PROPOSAL

DEPT/SCHOOL:

Political Science

COLLEGE: CSBS

1. New Course Information.
 - a. Proposed Course Number: PUB POL 6201
 - b. Proposed Course Title: Politics and Public Policy
(If longer than 26 characters, including spaces, also provide an abbreviation to be used by the Office of the Registrar)
 - c. Proposed Credit Hours: 3
 - d. Proposed Description: Defining and focusing on the non-linear aspect of the policy process, including an emphasis on non-rational decision making. Analysis of legislative, executive, and bureaucratic influences. Understanding how policy images and public perception shape the formation of public policy and evaluation techniques.
(Limited to 280 characters, including spaces and prerequisites)
 - e. Proposed Prerequisites, including any "hidden" prerequisites
(Note that any "hidden" prerequisites must be explicitly listed and all courses with a "g" designation must, at a minimum, include the statement: "Junior Standing")

2. Justification for the addition of this course.
 - a. Identify the relationship of the proposed course to other planning processes (i.e. Academic Program Review, Student Outcomes Assessment, strategic planning, and licensure or accreditation/re-accreditation requirements).

This course will serve as a cornerstone course for the program. All incoming students to the program will be required to take this course during their first fall semester. Many MPP programs around the country have a similar cornerstone requirement. The course makes the program more competitive with similar programs offered at other institutions.
 - b. Identify whether the proposed course is part of any new or existing program (as either a required or elective course in a major, minor, emphasis, or certificate).

Integral to a proposed new program (specify program)
X Modifies an existing program (specify program) Master of Public Policy
Not integral to an existing or proposed new program
 - c. Identify the type of students likely to take the course.
(i.e. graduate students, seniors, majors, minors).

Only graduate students admitted to the MPP program.
 - d. Identify the expected frequency with which the course is to be offered (i.e. once each year, every semester).

Once every other fall semester.
 - e. List the names of any prospective instructors, if possible.

Donna Hoffman, Chris Larimer, Ramona McNeal, Jayme Nieman, Allison Martens, Scott Peters
 - f. List any other courses with similar content or title which are offered by another department.

None

3. For 100g, 200 and 300-level courses:
 - a. Explain why the course is appropriate for graduate credit.

This course will serve as a cornerstone course for the program. It will be required of all graduate students admitted to the program to be taken in the first fall semester. Course

readings will consist of a heavy dose of academic journal articles from both political science and public policy journals. Students will be required to write a research paper analyzing an existing public policy. The paper will require students to assign probabilities for the likelihood of no change, minor change, and major change to the policy given the existing political context. Students will also be required to indicate what in the political environment must change in order for the policy to change significantly. Finally, students will be expected to present the findings of their research at the end of the semester.

- b. Identify the differences in requirements and expectations for undergraduate and graduate students enrolled in the proposed course.

This will be a graduate only course. The course will be demanding in terms of reading and writing requirements. Graduate students will be expected to read academic/policy research each week with weekly writing and discussion assignments. The course will include short writing assignments and a research paper due at the end of the semester.

- c. Have the departmental graduate faculty approved this proposal?
XX Yes No

4. Identify the semester(s) during which the proposed course has been taught on an experimental basis and the student enrollment each time it has been taught.

None

5. Provide an outline of the proposed course, including the proposed topic coverage, textbook(s), supplemental reading(s), and pedagogy. If the course has been taught before, please include a syllabus, if possible.

This course will include various elements of how the political system affects the policymaking process. Topics will include:

Agenda setting
Postmodern perspectives on policy
Bureaucratic constraints on policy
Presidential influence
Policy decision making

Possible textbooks:

- Baumgartner, Frank R., and Bryan D. Jones. 1993/2009. *Agendas and Instability in American Politics*. Chicago: University of Chicago Press.
- Ariely, Dan. 2009. *Predictably Irrational: The Hidden Forces That Shape Our Decisions*. New York: HarperCollins.
- Ingram, Helen M., and Anne L. Schneider. 2005a. *Deserving and Entitled: Social Constructions and Target Populations*. Albany: State University of New York Press
- Kingdon, John W. 1995. *Agendas, Alternatives, and Public Policies*. 2nd ed. Boston: Little, Brown.
- Moran, Michael, Martin Rein, and Robert E. Goodin. 2006. *The Oxford Handbook of Public Policy*. New York: Oxford University Press.
- Smith, Kevin B., and Christopher W. Larimer. 2012. *The Public Policy Theory Primer*, 2nd edition. Boulder, CO: Westview Press.

Stone, Deborah. 2002. Policy Paradox: The Art of Political Decision Making. New York: W.W. Norton.

Assignments will consist of approximately three short papers, a research paper, and in class presentation, and contributions to weekly discussions through short writing assignments and group work.

6. Describe how students in this proposed course will use computer resources and facilities.

Use of computer resources and facilities on campus will be typical of that for graduate level courses with heavy writing components, including an end of the semester research paper. Course will meet for only a brief period of time on campus at the beginning of the semester and campus facilities will only be utilized at that time.

FORM D -- NEW COURSE PROPOSAL, continued

7. Summarize the needs for additional Library resources and services that the proposed new course will require. [NOTE: Library consultation on new courses is required.]

Use of computer resources will be typical of that for graduate level courses with heavy writing components, including an end of the semester research paper

8. Consultation summaries: check [] appropriate response(s). [Must consult with all those identified in #2f and #6 above]. NOTE: For any proposed change that would have an impact on teacher education, the Council on Teacher Education must be consulted.

For Department and LACC (Form J) consultations:

Departments Contacted For Consultation	No Impact	Has Impact - No Objections	Has Impact -Has Objections	Requests Further Consultation	Resolution Not Possible	No Response

For Library (Form J-L) Consultations:

- No further consultation needed
- No further immediate consultation needed
- Further Consultation needed.

For Teacher Ed. (Form J-T Ed.) Consultations:

- No further consultation needed
- Further consultation needed with Office of Teacher Ed.
- Further consultation needed with Council on Teacher Ed.

_____ After further consultation, it appears there can be no resolution of this concern at this time

9. Will this proposed new course increase the total budgetary requirements of the Department?

No
Yes

a. If NO, explain why not.

Existing faculty already in place to teach the course. The department hired a new faculty starting the fall of 2014 who will assist in teaching the course on a rotating basis with existing program faculty.

b. If YES, identify the total costs.

(1) Staff	\$ _____
(2) Additional facilities	\$ _____
(3) Equipment	\$ _____
(4) Support personnel	\$ _____
(5) Library requirements	\$ _____
(6) Computer service	\$ _____
(7) Educational technology	\$ _____
(8) Other services (identify)	\$ _____
_____	\$ _____
TOTAL COSTS	\$ _____

FORM D -- NEW COURSE PROPOSAL

DEPT/SCHOOL:

Political Science

COLLEGE: CSBS

1. New Course Information.
 - a. Proposed Course Number: PUB POL 6204
 - b. Proposed Course Title: Program Evaluation in Public Policy
(If longer than 26 characters, including spaces, also provide an abbreviation to be used by the Office of the Registrar)
 - c. Proposed Credit Hours: 3
 - d. Proposed Description: Theory and practice of program evaluation and evaluative research from both quantitative and qualitative perspectives.
(Limited to 280 characters, including spaces and prerequisites)
 - e. Proposed Prerequisites, including any "hidden" prerequisites
(Note that any "hidden" prerequisites must be explicitly listed and all courses with a "g" designation must, at a minimum, include the statement: "Junior Standing")

2. Justification for the addition of this course.
 - a. Identify the relationship of the proposed course to other planning processes (i.e. Academic Program Review, Student Outcomes Assessment, strategic planning, and licensure or accreditation/re-accreditation requirements).
External reviewers suggested adding a course that deals with this topic. This course is also typical of courses offered in MPP programs around the country. Adding this course makes the program more competitive with similar programs offered at other institutions.

 - b. Identify whether the proposed course is part of any new or existing program (as either a required or elective course in a major, minor, emphasis, or certificate).
 - Integral to a proposed new program (specify program)
 - Modifies an existing program (specify program) Master of Public Policy
 - Not integral to an existing or proposed new program

 - c. Identify the type of students likely to take the course.
(i.e. graduate students, seniors, majors, minors).
Graduate students admitted to the MPP program.

 - d. Identify the expected frequency with which the course is to be offered (i.e. once each year, every semester).
Once every other fall semester.

 - e. List the names of any prospective instructors, if possible.
Ramona McNeal, Jayme Nieman

 - f. List any other courses with similar content or title which are offered by another department.
ECON 5229 Cost-Benefit Analysis. Students in the MPP will choose whether to take the economics course or the program evaluation course. Choice for students is given due to the difference of delivery methods available. The program evaluation course will provide multiple perspectives, beyond cost-benefit analysis, for evaluating the impact(s) of certain policies.

3. For 100g, 200 and 300-level courses:
 - a. Explain why the course is appropriate for graduate credit.

An evaluation course is typical in MPP programs around the country. The course will examine both the theoretical perspectives for program evaluation as well as how to put

those perspectives into practice. Course readings will consist of a heavy dose of academic journal articles and technical policy reports by think tanks and state governments. Students will be required to write a research paper analyzing an existing public policy drawing on publicly available secondary data. Students will also be expected to present the findings of their research at the end of the semester and write a policy brief as is typical in the public sector.

- b. Identify the differences in requirements and expectations for undergraduate and graduate students enrolled in the proposed course.

This will be a graduate only course. The course will be demanding in terms of reading and writing requirements. Graduate students will be expected to read academic/policy research each week with weekly writing and discussion assignments. The course will include short writing assignments and a research paper due at the end of the semester.

- c. Have the departmental graduate faculty approved this proposal?
XX Yes No

4. Identify the semester(s) during which the proposed course has been taught on an experimental basis and the student enrollment each time it has been taught.

None.

5. Provide an outline of the proposed course, including the proposed topic coverage, textbook(s), supplemental reading(s), and pedagogy. If the course has been taught before, please include a syllabus, if possible.

This course will include various elements of how the political system affects the policymaking process. Topics will include:

Cost-benefit analysis
Impact analysis
Welfare economics
Program theory

Possible textbooks:

Fitzpatrick, Jody L., James R. Sanders, and Blaine Worthen. 2004. Program Evaluation: Alternative Approaches and Practical Guidelines. Boston: Pearson.

Gupta, Dipak. 2001. Analyzing Public Policy: Concepts, Tools, and Techniques. Washington, DC: CQ Press.

Mohr, Lawrence. 1995. Impact Analysis for Program Evaluation. 2nd ed. Thousand Oaks, CA: Sage.

Shadish, William, Thomas Cook, and Laura Leviton. 1991. Foundations of Program Evaluation: Theories of Practice. Newbury Park, CA: Sage.

Weimer, David, and Aidan Vining. 2005. Policy Analysis: Concepts and Practice. Upper Saddle River, NJ: Prentice Hall.

Weiss, Carol H. 1998. Evaluation. Upper Saddle River, NJ: Prentice Hall.

Assignments will consist of approximately short papers, a research paper based on an arranged policy topic, and in class presentation, and contributions to weekly discussions.

6. Describe how students in this proposed course will use computer resources and facilities. Use of computer resources and facilities on campus will be typical of that for graduate level courses with heavy writing components, including an end of the semester research paper.

7. Summarize the needs for additional Library resources and services that the proposed new course will require. [NOTE: Library consultation on new courses is required.]

Use of computer resources and facilities on campus will be typical of that for graduate level courses with heavy writing components, including an end of the semester research paper.

8. Consultation summaries: check [] appropriate response(s). [Must consult with all those identified in #2f and #6 above]. NOTE: For any proposed change that would have an impact on teacher education, the Council on Teacher Education must be consulted.

For Department and LACC (Form J) consultations:

Departments Contacted For Consultation	No Impact	Has Impact - No Objections	Has Impact -Has Objections	Requests Further Consultation	Resolution Not Possible	No Response
Economics						X
Social Work						X
HPELS						X
COE Dean						X
Ed Psych						X
Ed Leadership	X					
Curriculum & instr.		X				
Technology	X					
SAC	X					

For Library (Form J-L) Consultations:

- No further consultation needed
 No further immediate consultation needed
 Further Consultation needed.

For Teacher Ed. (Form J-T Ed.) Consultations:

- No further consultation needed
 Further consultation needed with Office of Teacher Ed.
 Further consultation needed with Council on Teacher Ed.
 After further consultation, it appears there can be no resolution of this concern at this time

9. Will this proposed new course increase the total budgetary requirements of the Department?
 No
 Yes

- a. If NO, explain why not.

Existing faculty already in place to teach the course. The department hired a new faculty starting the fall of 2014 who will assist in teaching the course on a rotating basis with existing program faculty.

- b. If YES, identify the total costs.
- | | |
|-------------------------------|-----------------|
| (1) Staff | \$ _____ |
| (2) Additional facilities | \$ _____ |
| (3) Equipment | \$ _____ |
| (4) Support personnel | \$ _____ |
| (5) Library requirements | \$ _____ |
| (6) Computer service | \$ _____ |
| (7) Educational technology | \$ _____ |
| (8) Other services (identify) | _____ |
| _____ | \$ _____ |
| TOTAL COSTS | \$ _____ |

FORM E -- RESTATEMENT OF MAJOR/MINOR/EMPHASIS/CERTIFICATE

DEPT/SCHOOL: Political Science

COLLEGE: CSBS

1. Catalog Page:
Present Program Title: Master of Public Policy (MPP) program
2. Proposed restatement of the program as it should appear in the Catalog

Master of Public Policy (MPP) program

The Master of Public Policy is a professional interdisciplinary degree program providing specialized and advanced training for students wishing to assume roles as policy analysts, principally in the governmental and nonprofit sectors of society.

Students interested in this program must submit a completed Application for Admission to Graduate Study and should refer to their MyUNiverse Student Center To-Do list or contact the Department of Political Science for other application requirements. Graduate information and application for graduate admission can be found at <http://www.grad.uni.edu/admission>.

Complete undergraduate transcripts are also required for admission review.

The Graduate Record Examination (General Test) is not required for admission to the program.

Core courses in the program provide thorough coverage of the contributions of political science and other disciplines to the analysis of public policy. The core also includes methods courses that provide training in the rigorous methods of policy analysis and evaluation required of professionals in the field. Topical courses allow students to develop an understanding of substantive areas of policy analysis. Research requirements allow students to apply theory and methods to actual policy problems.

Only graduate courses (course numbers 5000 or above) will apply to a graduate degree, even if the undergraduate course number (4999 or less) is listed. No exceptions will be made.

Admission to the M.P.P. program is competitive. Entering students are expected to have acquired introductory level knowledge, from their undergraduate training, of statistical methods, micro-economics, and American governmental process. Courses are available outside the degree program in these areas. Students who lack such background should consult with the graduate program coordinator.

The M.P.P. is available on the non-thesis option only, and requires 34-37 semester hours. A minimum of 13 hours of 6000-level course work is required. The 3 credit hours of internship may be waived with sufficient work experience as determined by the graduate program coordinator. As part of PUBPOL 6299, students must defend their research to the instructor and reader.

Public Policy: PUBPOL 6201 (3 hr); PUBPOL 6260 (3 hr); PUBPOL 6275 (3 hr); PUBPOL 6299 (3 hr); PUBPOL 6285 (1 hr)....13 hours

Political Science: POL AMER 5176 (9 hr); POL AMER 5153 (3 hr)...12 hours

Budgeting...3 hours
Economics: ECON 5221 (3 hr) or
Political Science: POL AMER 5172 (3 hr)

Policy analysis...3 hours
Economics: ECON 5229 (3 hr) or
Public Policy: PUBPOL 6204 (3 hr)

Internship...3 hours (waived with sufficient work experience)
Public Policy: PUBPOL 6281(3 hr)

History: HIST 6020 (3 hr)...3 hours

Total program hours 34-37 hours

3. When was the last time a change was made to this program?
2004-06 catalog
4. If the program is long or contains many courses that must be taken sequentially, show how the program may be completed within the allowable number of semesters. [Standard programs allow 8 semesters plus a summer session. Extended programs allow 9 semesters, or 9 semesters plus a summer session.]

The program is 34-37 hours which is consistent with other graduate programs and is 8 credit hours less than it had previously been. The program can be completed in four semesters and two summers. Courses will be sequenced for each cohort in the program.

5. Identify the impact on majors, minors, certificates, courses and/or prerequisites within or outside of the department.

ECON 5221 and ECON 5229 are no longer required courses in the curriculum, but are included in the choices students can make in the Budgeting and Policy Analysis areas of the program respectively. This could mean that enrollment of graduate students in those courses declines.

Political Science courses that were previously offered as 4000/5000 level courses enrolling both undergraduates and graduates will be de-coupled so that only MPP graduate students are enrolled during a given offering. Graduate courses, however, will only be offered once in a cohort (two year period). This will necessitate that political science faculty carefully coordinate course offerings with undergraduate offerings.

FORM E -- RESTATEMENT OF MAJOR/MINOR/EMPHASIS/CERTIFICATE, continued

6. Explanation and justification.

The revisions to the Master of Public Policy (MPP) program address several concerns raised by external reviewers and program faculty.

1. Recruitment of students in the MPP is often difficult, in addition to being administratively cumbersome. The restatement of the program proposes the adoption of a two-year cohort model with each cohort beginning in the fall of odd-numbered years. The program welcomes all applicants, but recruitment will be focused on practitioners in the state looking to further their education. The advantages of such a model include predictability in the curriculum and the timing of course offerings, as well as a more structured experience for the graduate students.

2. In its current form, several graduate classes are taught as undergraduate/graduate level classes, meaning undergraduates and graduate students are in the same class. This limits the opportunities for graduate students and the instructors to explore topics in more complex and methodological diverse ways. The restatement of the program proposes the use of hybrid and online delivery systems to facilitate graduate only classes and meet the needs of a cohort that will be located primarily off-campus and away from the Cedar Valley. Continuing Education will be utilized to administer the program so that students will be able to complete the curriculum without having to be in residence in Cedar Falls. One cornerstone class (Politics and Public Policy) will have brief on-campus introduction and one course will utilize the executive model (Friday eve/Saturday) delivery for part of the course. Certain courses in Economics will be offered in a traditional, on-campus only format, but students not wishing to be take this kind of course have a distance delivery option of a different course.

3. The revision waives the internship requirement for students with relevant work experience. This answers one of the concerns of external reviewers about the length of the program and puts the curriculum more in line with other MPP programs around the country.

4. The restatement of the program eliminates the comprehensive exam requirement and establishes a 4 hour research requirement. Students will now be required to complete and defend a research paper. Such a requirement is common in MPP/MPA programs.

5. The restatement adds several new courses designed to make the curriculum more competitive with existing MPP programs around the country and give students more flexibility for pursuing topical interests. Courses on Program Evaluation, Politics and Public Policy, and a sequenced 3 course requirement on Topics in Public Policy have been added. Additionally, Public Budgeting has been requested to receive graduate designation thereby providing another course option for students without increasing the overall costs of the program. The Topics in Public Policy course sequence is typical of that found in other MPP programs.

6. As part of the restructuring of the MPP, a Graduate Certificate in Public Administration will be added to the program. Upon completion of the first five courses (15 hours), students may receive the certificate. Some may decide to stop upon completion of the certificate; others will continue in the program to complete the MPP.

7. Describe how this change will affect the usage of computer resources and facilities.

The existing computer resources that faculty have will be utilized. Where additional computer resources are needed, they will be provided through Continuing Education.

Students will primarily be utilizing their own computer resources, as they will typically not be on campus accessing courses but doing so in remote locations for most courses.

Classroom resources will be used less than in the previous program as most student/faculty interaction will be taking place on-line and through Adobe Connect.

8. Summarize the needs for additional Library resources and services that this change will require.

The curricular changes 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.

9. Consultation summary: check [] appropriate response(s).
 [Must consult with all those identified in #5 and #7 above]. **NOTE: For any proposed change that would have an impact on teacher education, the Council on Teacher Education must be consulted (use form J-T Ed.) Any proposed change that has an impact on the Liberal Arts Core must be reviewed by the LACC (use Form J).**

For Department and LACC (Form J) consultations:

Departments Contacted For Consultation	No Impact	Has Impact - No Objections	Has Impact -Has Objections	Requests Further Consultation	Resolution Not Possible	No Response
History		x				
Economics						x

For Library (Form J-L) Consultations:

No further consultation needed

No further immediate consultation needed

Rod Library resources should be adequate to support the restatement of Major/Minor/Emphasis/Certificate. Our collection is fairly strong overall in terms of specific materials related to the Major/Minor/Emphasis/Certificate. Please maintain an ongoing dialogue with Rod Library and Continuing Education as the new MPP program needs change and evolve.

Further Consultation needed.

For Teacher Ed. (Form J-T Ed.) Consultations:

No further consultation needed

Further consultation needed with Office of Teacher Ed.

Further consultation needed with Council on Teacher Ed.

After further consultation, it appears there can be no resolution of this concern at this time

10. Will this proposed new program increase the total budgetary requirements of the Department?

No
 Yes

a. If NO, explain why not.

The changes to the program are mainly a reorganization of courses already taught by program faculty. The department hired a new faculty starting the fall of 2014 who will assist in teaching existing and new courses on a rotating basis with existing program faculty. Any other additional costs are covered through Continuing Education.

b. If YES, identify the **total costs**.

(1) Staff	\$ _____
(2) Additional facilities	\$ _____
(3) Equipment	\$ _____
(4) Support personnel	\$ _____
(5) Library requirements	\$ _____
(6) Computer service	\$ _____
(7) Educational technology	\$ _____
(8) Other services (identify)	\$ _____
_____	\$ _____
TOTAL COSTS	\$ _____

FORM F -- NEW MAJOR/MINOR/EMPHASIS/CERTIFICATE

DEPT/SCHOOL: Political Science

COLLEGE: CSBS

1. Proposed Program Title: Graduate Certificate in Public Administration [Grad Cert in PA]
(If the program title is longer than 26 characters, including spaces, also provide an abbreviation to be used by the Office of the Registrar).

2. Proposed statement of the program as it should appear in the Catalog.

Required courses:

Political science: POL AMER 5172 (3 hr); POL AMER 5153 (3 hr)

Public Policy: PUBPOL 6201 (3 hr); PUBPOL 6260 (3 hr.); PUBPOL 6275 (3 hr)

Total program hours... 15 hours

3. If the program is long or contains many courses that must be taken sequentially, show how the program may be completed within the allowable number of semesters. [Standard programs allow 8 semesters plus a summer session].

For incoming graduate students, the certificate can be completed in the first three semesters of the program (fall and spring, and the following fall).

4. For a new Certificate proposal, identify the academic office that will be responsible for maintaining and publicizing the program and for notifying the Office of Registrar in a timely fashion of those graduating students who have completed the program.

Department of Political Science

5. Identify any proposed new courses required for this proposed program (list proposed course number and title).

Politics and Public Policy (PUBPOL 6201)

6. Provide an estimate of the expected enrollment in the proposed program.

15-20 students per cohort

7. Identify how the proposed program will be staffed to serve the expected enrollment.

This certificate will be embedded in the new curriculum for the Master of Public Policy program. Current staff in place are sufficient for program.

8. Identify any other existing programs with similar purposes, course requirements, and/or titles.

None

9. Identify the impact on majors, minors, certificates, courses and/or prerequisites within or outside of the department.

These courses are all taught within the Department of Political Science and will be serving both the certificate, as well as the MPP.

10. Justification, including the relationship the proposed program has to other planning processes (i.e. Academic Program Review, Student Outcomes Assessment, strategic planning, and licensure or accreditation or re-accreditation requirements).

Revised MPP curriculum will be focusing on practitioners who may desire an added credential (the certificate) that would be helpful for career advancement. In addition, students may choose to enroll in the program and stop their coursework with just the certificate in public administration. Credentials in public administration complement the field of public policy.

FORM F -- NEW MAJOR/MINOR/EMPHASIS/CERTIFICATE, continued

- 11. Describe how this new program will affect the usage of computer resources and facilities.
- 12. Summarize the needs for additional Library resources and services that the proposed new program will require. **[NOTE: Library consultation on new programs is required.]**
- 13. Consultation summary: check [] appropriate response(s).
 [Must consult with all those identified in #8, #9 and #11 above]. **NOTE: For any proposed change that would have an impact on teacher education, the Council on Teacher Education must be consulted (use form J-T Ed.). Any proposed change that has an impact on the Liberal Arts Core must be reviewed by the LACC (use Form J).**

For Department and LACC (Form J) consultations:

Departments Contacted For Consultation	No Impact	Has Impact - No Objections	Has Impact -Has Objections	Requests Further Consultation	Resolution Not Possible	No Response

For Library (Form J-L) Consultations:

No further consultation needed
 No further immediate consultation needed
 Rod Library resources should be adequate to support the restatement of Major/Minor/Emphasis/Certificate. Our collection is fairly strong overall in terms of specific materials related to the Major/Minor/Emphasis/Certificate. Please maintain an ongoing dialogue with Rod Library and Continuing Education as the new MPP program needs change and evolve.
 Further Consultation needed.

For Teacher Ed. (Form J-T Ed.) Consultations:

No further consultation needed
 Further consultation needed with Office of Teacher Ed.
 Further consultation needed with Council on Teacher Ed.
 After further consultation, it appears there can be no resolution of this concern at this time

- 14. Will this proposed new program increase the total budgetary requirements of the Department?
 No Yes
 - a. If NO, explain why not. Certificate is embedded in MPP program. Current staff in place are sufficient for program
 - b. If YES, identify the **total costs**.
 - (1) Staff \$ _____
 - (2) Additional facilities \$ _____
 - (3) Equipment \$ _____

(4) Support personnel	\$ _____
(5) Library requirements	\$ _____
(6) Computer service	\$ _____
(7) Educational technology	\$ _____
(8) Other services (identify)	\$ _____
_____	\$ _____
TOTAL COSTS	\$ _____

FORM H -- OTHER CATALOG CHANGES AND/OR ADDITIONS

DEPT/SCHOOL: Political Science
CSBS

COLLEGE:

FORM H-A: CHANGES WHICH ARE CURRICULAR IN NATURE

Included in this section are: program enrollment management policies, admission requirements, exit requirements, minimum grade/grade point policies, and similar types of curriculum change. No advisory statements are permitted.

1. Catalog Page:
2. Nature of Proposal: ___ restatement, or ___ new statement
 ___ Enrollment management policy
 ___ Admission and/or exit requirements
 ___ Minimum grade/grade point policy
x Other (specify) Deletion of the Accelerated Master of Public Policy Program
3. Proposed statement or restatement as it is to appear in the Catalog (changes should appear in **bold** type).
4. Explain how the policy will be implemented and controlled.
 There have been no students enrolled in the Accelerated Master of Public Policy Program. With the restructuring of the Master of Public Policy program, the accelerated program no longer fits with the new curriculum.
5. Estimate the impact of this change on departmental enrollment in courses and programs.
 There will be no impact as there have been no students enrolled in this program.
6. Estimate the impact of this change on other departments or university services.
 There will be no impact as there have been no students enrolled in this program
7. Justification.
 With the restructuring of the Master of Public Policy program, the accelerated program no longer fits with the new curriculum.
8. Consultation summary: check [] appropriate response(s).
 [Must consult with all those identified in #6 above]. **NOTE: For any proposed change that would have an impact on teacher education, the Council on Teacher Education must be consulted (use form J-T Ed.). Any proposed change that has an impact on the Liberal Arts Core must be reviewed by the LACC (use Form J).**

For Department and LACC (Form J) consultations:

Departments Contacted For Consultation	No Impact	Has Impact - No Objections	Has Impact -Has Objections	Requests Further Consultation	Resolution Not Possible	No Response
History		x				

Economics						x

For Library (Form J-L) Consultations:

- No further consultation needed
- No further immediate consultation needed
- Further Consultation needed.

FORM H-A: CHANGES WHICH ARE CURRICULAR IN NATURE, continued

For Teacher Ed. (Form J-T Ed.) Consultations:

- No further consultation needed
- Further consultation needed with Office of Teacher Ed.
- Further consultation needed with Council on Teacher Ed.
- After further consultation, it appears there can be no resolution of this concern at this time

9. Will this proposal increase the total budgetary requirements of the Department?

- No
- Yes

- a. If NO, explain why not.
- b. If YES, identify the **total costs**.

- (1) Staff \$ _____
- (2) Additional facilities \$ _____
- (3) Equipment \$ _____
- (4) Support personnel \$ _____
- (5) Library requirements \$ _____
- (6) Computer service \$ _____
- (7) Educational technology \$ _____
- (8) Other services (identify) \$ _____

_____ \$ _____

TOTAL COSTS \$ _____