Category I Proposal Transmittal Sheet
Submit proposals to: Office of Academic Programs and Academic Assessment
110 Kerr Admin -- Oregon State University

For instructions, see http://oregonstate.edu/ap/curriculum/cat1.html. Please attach Proposal, Library Evaluation (performed by the library), Liaison Correspondence, Faculty Curriculum Vitae, and Budget Sheets, as appropriate.

Check one:

Full Proposal
☐ New degree program
☐ New certificate program or administrative unit
☐ Major change in existing program
☐ Establishment of a new College or Department

Abbreviated Proposal
☐ Rename of an academic program or unit
☐ Reorganization – moving responsibility for an academic program from one unit to another
☐ Merging or splitting an academic unit
☐ Termination of an academic program or unit
☐ Suspension or reactivation an academic program or unit

For proposals to establish a new center or institute, contact the Research Office (737-3437).

For requests to offer existing certificate and degree programs at new locations, use the New Location Request Form available on the Web: http://www.ous.edu/aca/aca-forms.html

Title of Proposal: Suspension of MS Degrees in: Environmental Health & Occupational Safety Management, Public Health, and Health Promotion & Health Behavior

Effective Date: June 15, 2009

Department/Program: Public Health

College: College of Health & Human Sciences

I certify that the above proposal has been reviewed and approved by the appropriate Department and College committees:

Sign (Dept Chair/Head; Director) Date

Sign (Dean of College) Date

Print (Department Chair/Head; Director) Print (Dean of College)
Abbreviated Category I Proposal

Proposal Title: Suspension of the MS degrees in: Environmental Health & Occupational Safety Management, Public Health, and Health Promotion & Health Behavior

Name of Institution: Oregon State University

Proposing College: College of Health and Human Sciences

CIP Numbers: MS Environmental Health & Occupational Safety—CIP # 512206
MS Public Health—CIP # 512201
MS Health Promotion & Health Behavior—CIP # 512207

Date of Proposal: July 18, 2008

Effective Date: June 15, 2009 (to allow for current MS students to complete degree)

A. Title of the proposed instructional, research, or public service unit. For name changes, give both the current and proposed names. Describe the reason(s) for the proposed change.

Current Names of MS Programs to be suspended:

MS Environmental Health & Occupational Safety Management
MS Public Health
MS Health Promotion & Health Behavior

Reason for change:

The Department has seen tremendous growth in the MPH program due to the international recognition of the degree, national ranking by US News & World Report, and because it is nationally accredited by the Council on Education for Public Health. Due to the success of the MPH program and the fact that an MPH degree is the degree of choice for students pursuing masters degrees in Public Health, applicants for the MS programs have dropped off to the point that there are currently only two students enrolled in the MS programs. Both of these MS students will be finishing their degrees in the 2008-2009 academic year.

We are requesting that the MS degrees be suspended in order to consolidate our masters students into a single degree—the MPH degree, which will increase the efficiency in our department's graduate admission process, and allow us to focus all of our efforts in the MPH program. We are requesting that the degrees be suspended rather than terminated. The reason for this is that OSU, through its College of Health and Human Sciences, is beginning a
feasibility study for an accredited college (or school) of public health. Because schools of public health typically offer MS degrees as well as MPH degrees, we wish to retain the option of reinstating the MS degree if the university does proceed with a college or school of public health.

Students who are interested in graduate programs in Public Health that are represented by the current MS programs will be able to obtain an MPH degree in one of the tracks at OSU that offers courses and training in the same academic area. Students wishing to pursue a research degree and write a thesis (which was required in the MS degrees) will be able to do the same in the MPH degree. Students typically finish the MPH degree in two years if not doing a thesis; MPH students completing a thesis finish in 2½-3 years. Students typically finished the MS degree in 2½-3 years.

B. Location within the institution's organizational structure. Include "before" and "after" organizational charts (show reporting lines all the way up to the Provost).

N/A

C. Objectives, functions (e.g., instruction, research, public service), and activities of the proposed unit.

There will be no change in course offerings even though the MS programs are being suspended, because the current courses in these programs are also required in the MPH tracks (concentrations) offered at OSU. For example, courses required in the MS in Environmental Health & Occupational Safety Management are required for the MPH in Environment, Safety & Health. Courses offered in the MS in Public Health and MS in Health Promotion & Health Behavior are required in the MPH in Health Promotion. Admissions to the three MS programs have been suspended as of spring 2008 so that there will be no new incoming students in fall 2008. Information about the MS degree options will be removed from the Department website in summer 2008. Students inquiring about the MS degrees have been notified of this proposed change and are encouraged to consider applying for admittance as an MPH student.

There are currently only two MS students in the Department, and both are completing MS degrees in Environmental Health & Occupational Safety Management. One student will finish in fall 2008 and the second student will finish in spring 2009.

D. Resources needed, if any: personnel, FTE academic, FTE classified, facilities and equipment.
No new staffing and resource needs are needed to support this proposal. Existing resources in the MS programs will be redirected to the MPH program. Faculty advisors who mentor MS students also serve as advisors for the MPH program, so there are no adjustments in personnel that will need to be made due to this change. See budget sheet in which zero resources are noted.

The proposal has been approved and is fully supported by the faculty in the Department of Public Health. The proposal was unanimously passed at the faculty meeting on February 11, 2008.

E. Funding sources: state sources (institutional funds - state general fund, tuition and fees, indirect cost recoveries), federal funds, other funds as specified.

N/A

F. Relationship of the proposed unit to the institutional mission.

There will be no negative impacts to the institutional mission or the mission of the Department as the curriculum offered in the MS degrees that are being suspended are currently offered in the four MPH tracks offered at OSU. Students in other departments wishing to pursue graduate minors in Public Health concentration areas will also not be impacted as all courses available in the MS programs will continue to be offered.

G. Long-range goals and plans for the unit (including a statement as to anticipated funding sources for any projected growth in funding needs).

N/A

H. Relationship of the proposed unit to programs at other institutions in the state.

This change will not impact other units or programs in the Oregon University System, and will not affect constituencies outside of OUS. As explained earlier, prospective students wishing to obtain graduate degrees in the MS programs that are being eliminated will be able to achieve the same goal by completing MPH degrees in the tracks that are offered at OSU.

I. If the program is professionally accredited, identify the accrediting body and discuss how the proposed change may affect accreditation.

The MS degrees are not professional accredited and thus these changes will not impact accreditation.
## Category I Proposal Budget Outline

Estimated Costs and Sources of Funds for the Proposed Program

Total new resources required to handle the increased workload, if any, if no new resources are required, the budgetary impact should be reported as zero.

See "Budget Outline Instructions" on the OUS Forms and Guidelines Web site: [www.ous.edu/calace-forms.html](http://www.ous.edu/calace-forms.html)

**Institution:** Oregon State University

**Category I Proposal Name:** Suspension of MS Programs in: Environmental Health & Occupational Safety Management, Public Health, and Health Promotion & Health Behavior

**Academic Year:** 2008-2009

**Operating Year:**

(Indicate 1st, 2nd, 3rd, or 4th year--prepare one page for each)

<table>
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<th>Column A: From Current Budgetary Unit</th>
<th>Column B: Institutional Reallocation from Other Budgetary Unit</th>
<th>Column C: From Special State Appropriation Request</th>
<th>Column D: From Federal Funds &amp; Other Grants/Contracts</th>
<th>Column E: From Fees, Sales, &amp; Other Income</th>
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* See current OPE tables at [http://oregonstate.edu/dept/budgets/budghand/tables.htm](http://oregonstate.edu/dept/budgets/budghand/tables.htm)
July 18, 2008

TO: Tony Wilcox, Chair, Nutrition & Exercise Sciences
    Carolyn Aldwin, Chair, Human Development & Family Sciences
    Ken Funk, Head, Industrial & Manufacturing Engineering
    Ken Williamson, Head, Civil, Construction & Environmental Engineering
    Jose Reyes, Head, Nuclear Engineering & Radiation Health Physics
    Andrew Blaustein, Director, Environmental Sciences Program
    Sarah Haluzak, Office Manager, Environmental & Molecular Toxicology

FROM: S. Marie Harvey, DrPH, Chair
      Department of Public Health

SUBJECT: Curriculum Liaison: Suspension of the MS degrees in: Environmental Health & Occupational Safety Management, Public Health, and Health Promotion & Health Behavior

The attached Abbreviated Category I proposal describe the suspension of the MS degrees offered in the Department. These degrees include: MS in Environmental Health & Occupational Safety Management, MS in Public Health, and MS in Health Promotion & Health Behavior. Students who are interested in graduate programs in Public Health that are represented by the current MS programs will be able to obtain an MPH degree in one of the tracks at OSU that offers courses and training in the same academic area. Students wishing to pursue a research degree and write a thesis (which was required in the MS degrees) will be able to do the same in the MPH degree.

There will be no change in course offerings even though the MS programs are being eliminated, as the current courses in these programs are also required in the MPH tracks offered at OSU. For example, courses required in the MS in Environmental Health & Occupational Safety Management are required for the MPH in Environment, Safety & Health. Courses offered in the MS in Public Health and MS in Health Promotion & Health Behavior are required in the MPH in Health Promotion. Students in your departments wishing to pursue graduate minors in Public Health concentration areas will also not be impacted as all courses available in the MS programs will continue to be offered.

In accordance with the liaison criteria in the Curricular Procedures Handbook, this memo serves as notification to your department of our intent to make this curricular change.

Please review the attached materials and send your comments, concern, or support to me by August 4, 2008. Your timely response is appreciated.

Please note that a lack of response will be interpreted as a support.

Thank you for your time and input.
Dan:

The BFP committee has reviewed the Category I proposal for the suspension of the MS degree in Public Health. Because there were no replies to Marie Harvey’s liaison request, we followed up and were assured that “no reply” meant “no problem.” We also received an email from Jeff McCubbin, Assoc. Dean of HHS giving his support. We have pasted that communication below.

The committee sees no budgetary implications in this request and think it is ready to go forward.

Becky Warner and Robert Frost
Co-chairs, Budgets and Fiscal Planning

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-----Original Message-----
From: Warner, Rebecca
Sent: Wednesday, October 29, 2008 6:54 PM
To: Harvey, Marie
Subject: Abbreviated Cat I

Hi Marie:

I hope all is well.

As co-chair of Budgets and Fiscal Planning I am in charge of facilitating the review of your abbreviated Cat I proposal to suspend the MS degrees in public health. I have just one question: is lack of reply to your liaison request reasonably interpreted as support? I am a little surprised that no one replied.

Becky (Warner)

Reply
Sent: 10/30/2008 via email:

Rebecca,

Yes, that would be my interpretation. Let me know if you need additional information.
Thanks, Marie

S. Marie Harvey
Professor & Chair
Oregon State University
Department of Public Health
Waldo 258
Corvallis, OR 97331
phone 541-737-3824 fax 541-737-4001

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Email sent from Jeff McCubbin, Associate Dean, HHS

Hi Becky: I am pretty familiar with PH proposal and support the request.

JMc