

This template is to be used only by programs that have received specific written approval from the Provost's office to proceed with internal proposal development and review. The proposal template should be completed in full and submitted to the University Provost's Office [[mailto: curriculumplanning@asu.edu](mailto:curriculumplanning@asu.edu)]. It must undergo all internal university review and approval steps including those at the unit, college, and university levels. A program **may not** be implemented until the Provost's Office notifies the academic unit that the program may be offered.

MASTER'S DEGREE PROGRAM

College/School:	School of Sustainability (CSS)
<i>Note: Program ownership is coded at the College/School level first and may not be a center, department or division apart from it.</i>	
Department/Division/School:	Dean's Office
Proposing faculty group (if applicable):	Sustainable Food Systems

Name of proposed degree program:	Master of Science (MS) in Sustainable Food Systems
Proposed title of major:	Sustainable Food Systems
Master's degree type:	MS - Master of Science

If Degree Type is "Other", provide degree type and proposed abbreviation:

Is a program fee required?	Yes, a program fee is required.
<i>Note: for more information about program fee requests, visit https://provost.asu.edu/curriculum-development/changemaker/form-instructions#fees</i>	

Is the unit willing and able to implement the program if the fee is denied? Yes, we are able to implement the program.

Requested effective term and year:	Fall	2020
(The first semester and year for which students may begin applying to the program)		

Delivery method and campus or location options: *select all locations that apply*

Downtown Phoenix
 Polytechnic
 Tempe
 Thunderbird
 West
 Other: _____

Both on-campus **and** ASU Online* - (check applicable campus(es) from options listed above)

ASU Online only (all courses online and managed by ASU Online)

Note: Once students elect a campus or Online option, students will not be able to move between the on-campus and the ASU Online options. Approval from the Office of the University Provost and Philip Regier (Executive Vice Provost and Dean) is required to offer programs through ASU Online. Please complete the ASU Online Offering form in [Curriculum ChangeMaker](#) to begin this request. Prior to completing the online Curriculum ChangeMaker form, please contact EdPlus at asuonline@asu.edu who can provide you with additional information regarding the online request process.

Do Not Fill in this information: Office Use Only	CIP Code:
Plan Code:	

PROPOSAL CONTACT

Name:	Caroline J. Harrison	Title:	Curriculum and Academic Programs
Phone number:	480-965-8645	Email:	caroline.harrison@asu.edu

DEAN APPROVAL(S)

This proposal has been approved by all necessary unit and college/school levels of review, and the college/school(s) has the resources to offer this degree program. I recommend implementation of the proposed degree program.

Note: An electronic signature, an email from the dean or dean's designee, or a PDF of the signed signature page is acceptable.

College/School/Division Dean name:	Signature: Christopher G. Boone <small>DocuSign by Christopher Boone</small>	Date: January 13, 2020
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Please note: Proposals for new degrees also require the review and recommendation of approval from the University Graduate Council, Curriculum and Academic Programs Committee (CAPC), the Academic Senate (2 readings), and the Office of the Provost before they can be put into operation.

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

1. PURPOSE AND NATURE OF PROGRAM

A. Provide a brief program description:

The MS in Sustainable Food Systems prepares students for careers in food policy in the private and public sector. This 30 credit hour graduate program focuses on U.S. food policy and processes. Graduates are trained in applied systems thinking, leadership, and sustainability concepts and applications. Graduates possess a breadth of food and agriculture knowledge gained through faculty mentoring, participation in the virtual classroom, immersive classes, class video meetings, and group research projects conducted with and for client organizations

B. Will concentrations be established under this degree program? Yes No

(Please provide additional concentration information in the curricular structure section – number 7.)

2. PROGRAM NEED

Explain why the university should offer this program (include data and discussion of the target audience and market).

Food insecurity, climate change, water scarcity, and social inequities are among the many challenges facing the global community and for which the [Global Futures Laboratory](#), [Swette Center for Sustainable Food Systems](#), and the [School of Sustainability](#) have acclaimed expertise. New policy solutions need to be conceived, researched, demonstrated, and promoted by experts in sustainable food systems if these challenges are to be met. Yet few universities have degree programs in food systems, a relatively new and transdisciplinary approach to understanding food and agriculture systems, and even fewer have a focus on policy within food system studies. [The North American Food Systems Network](#) and the [Sustainable Agriculture Education Association](#) list known programs at the undergraduate and graduate levels and, as can be seen, these lists are short, suggesting great opportunity for ASU.

According to the report, [Employment Opportunities for College Graduates in Food, Agriculture, Renewable Natural Resources, and the Environment, United States, 2015-2020](#), conducted by the National Institute of Food and Agriculture (NIFA) of the U.S. Department of Agriculture and Purdue University, there are an estimated 57,900 high-skilled job openings annually in the food, agriculture, renewable natural resources, and environment fields in the U.S. Currently there are an average of 35,400 graduates with a bachelor's degree or higher in agriculture related fields, 22,500 short of the jobs available annually. This is the eighth and most recent in a series of five-year projections released by USDA dating back to 1980. These projections are based on data from several sources, including the Bureau of Labor Statistics, and are the most widely cited data on food and agriculture employment opportunities. Within the job opportunities identified, 46% are expected in 'management and business;' 12% in 'education, communication, and government services;' and 15% in 'sustainable food and biomaterials production.' The training provided by the MS in Sustainable Food Systems will prepare students for a variety of positions within these three job categories.

3. IMPACT ON OTHER PROGRAMS

Attach any letters of collaboration or support from impacted programs (see checklist sheet). Please submit as a separate document.

We expect that Morrison School faculty will contribute to this program. Many agribusiness (AGB) classes are highly suitable for the 6 credits of electives; we anticipate that AGB course offerings will be the first place MS students will search for electives to enhance their expertise.

4. PROJECTED ENROLLMENT

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

Note: The Arizona Board of Regents (ABOR) requires that nine master's degrees be awarded every three years. Thus, the projected enrollment numbers must account for this ABOR requirement.

5-YEAR PROJECTED ANNUAL ENROLLMENT					
Please utilize the following tabular format	1st Year	2nd Year (Yr. 1 continuing + new entering)	3rd Year (Yr. 1 & 2 continuing + new entering)	4th Year (Yrs. 1, 2, 3 continuing + new entering)	5th Year (Yrs. 1, 2, 3, 4 continuing + new entering)
Number of Students Majoring (Headcount)	20	40	50	50	50

5. ACCREDITATION OR LICENSING REQUIREMENTS (if applicable)

Provide the names of the external agencies for accreditation, professional licensing, etc. that guide your curriculum for this program, if any. Describe any requirements for accreditation or licensing.

N/A

6. STUDENT LEARNING OUTCOMES AND ASSESMENT

Attach a PDF copy of the assessment plan printed from the University Office of Evaluation and Educational Effectiveness assessment portal demonstrating UOEEO's approval of your assessment plan for this program. Visit the assessment portal at <https://uoeee.asu.edu/assessment-portal> or contact uoeee@asu.edu with any questions.

See Appendix II

7. CURRICULAR STRUCTURE

A. Curriculum Listing

Required Core Courses for the Degree			
Prefix and Number	Course Title	New Course?	Credit Hours
SOS 508	Pathways to Sustainability	No	3
SOS 509	Leading Sustainability Transitions	No	3
SFS 560	Tools and Tactics for Food Policy Change	No	3
SFS 561	Food and Farm Immersion Experience	No	2
SFS 562	Managing Natural Resources for Food Production	No	3
SFS 563	Applied Food Policy Immersion Experience	No	2
SFS 564	American Agriculture in the Global Context	No	2
SFS 565	Organizational Leadership	No	3

<i>Section sub-total:</i>			21
Electives (as deemed necessary by supervisory committee)			
Prefix and Number	Course Title	New Course?	Credit Hours
		No	6
		(Select Yes/No)	
		(Select Yes/No)	
		(Select Yes/No)	
		(Select Yes/No)	
<i>Section sub-total:</i>			6
Culminating Experience(s)			Credit Hours
<i>E.g. – Capstone course, portfolio, written comprehensive exam, applied project, thesis (must be 6 credit hours with oral defense)</i>			
SFS 596 Capstone			3
<i>Section sub-total:</i>			3
Total required credit hours			30

1. List all required core courses and total credit hours for the core (required courses other than internships, thesis, capstone course, etc.).
2. Omnibus numbered courses cannot be used as core courses.
3. Permanent numbers must be requested by submitting a course proposal to Curriculum ChangeMaker for approval.

B. Will concentrations be established under this degree program? Yes No

8. COURSES

A. Course Prefix(es): Provide the following information for the proposed graduate program.

i. Will a new course prefix(es) be required for this degree program?

Yes No

If yes, complete the [Course Prefixes / Subjects Form](#) for each new prefix and submit it as part of this proposal submission. Form is located under the courses tab.

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

SFS 596 Capstone (3)

MS Sustainable Food Systems students are required to complete this three credit hour course as their capstone. Students will conduct research and write a professional report of publishable quality based on the research.

9. FACULTY, STAFF, AND RESOURCE REQUIREMENTS

A. Faculty

i. **Current Faculty** – Complete the table below for all current faculty members who will teach in the program. If listing faculty from an academic unit outside of the one proposing the degree, please provide a support statement from that unit.

Name	Rank	Highest Degree	Area of Specialization/Expertise	Estimated Level of Involvement
------	------	----------------	----------------------------------	--------------------------------

Kathleen Merrigan	Professor of Practice	PhD	Sustainable Food Systems	Program Director, Primary Instructor
Hallie Eakin	Professor	PhD	rural development, food sovereignty, farming generally	Instructor
Chuan Liao	Assistant Professor	PhD	statistics, property rights and land tenure	Instructor
Arianne Cease	Assistant Professor	PhD	climate change impacts, agrarian societies, animal studies, agriculture, terrestrial ecology, species adaptation, population biology, plant ecology, natural resource management	Instructor
Arnim Wiek	Professor	PhD	problem-based learning, climate	Instructor
Rob Melnick	Presidential Professor of Practice	PhD	public policy, urban development, economic development, scenarios, strategic planning, corporate relations, policy and governance, Partnerships for the Goals, Sustainable Cities and Communities	Instructor
Shirley-Ann Behravesh	Lecturer,	PhD	corporate sustainability, social/environmental enterprise, hybrid organizations, sustainability index, industrial standards, organizational theory, green business practices, Peace, Justice and Strong Institutions, Responsible Consumption and Production, Industry, Innovation and Infrastructure, Decent Work and Economic Growth	Instructor
Ashok Mishra	Kemper and Ethel Marley Foundation Chair in Food Management	PhD	Food Policy, Agri-Food Systems, Big Data in Agribusiness, Food, Water, and Energy Nexus, Food Security	Instructor
Troy Schmitz	Associate Professor	PhD	Food Policy, Sustainability, International Economics, Food, Water, and Energy Nexus, International Agricultural Trade	Instructor

- ii. **New Faculty** - Describe the new faculty hiring needed during the next three years to sustain the program. List the anticipated hiring schedule and financial sources for supporting the addition of these faculty members.
No new faculty required
- iii. **Administration of the program** - Explain how the program will be administered for the purposes of admissions, advising, course offerings, etc. Discuss the available staff support.

The program will be administered by the Graduate Academic Services team in the School of Sustainability. The team, consisting of the Assistant Director of Graduate Academic Services and two Graduate

Coordinators, will be responsible for creating and revising supplemental applications, distributing applications to relevant faculty for review, and processing admissions decisions. The Assistant Director of Graduate Academic Services will be the point of contact for students post-admission and will do advising for the program. Course offerings will be determined by the School of Sustainability in coordination with the Program Director, Kathleen Merrigan.

B. Resource requirements needed to launch and sustain the program: Describe any new resources required for this program's success such as new staff, new facilities, new library resources, new technology resources, etc.

No new resources required

**APPENDIX I
OPERATIONAL INFORMATION FOR GRADUATE PROGRAMS**

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

1. **Proposed title of major:** Sustainable Food Systems

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

The MS in Sustainable Food Systems provides students with the policy knowledge, strategic methodology, and systems outlook necessary to develop food systems solutions that can improve the health of people, communities, and the planet.

3. **Provide a brief program description** *(Catalog type (i.e. will appear in Degree Search) – no more than 150 words. Do not include any admission or curriculum information)*

The Master of Science in sustainable food systems is a research-oriented degree in which students will develop an understanding of present-day health, agriculture, and environmental policy; develop strategies to lead policy discussions; interact with a network of food and agriculture policy leaders and mentors; and apply their knowledge and skills to address problems related to food and food systems. Graduates of the program will be able to employ solutions-based thinking and a dynamic systems framework to create the inclusive, diverse, and resilient food systems of the future.

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

5. **Campus(es) where program will be offered:**

ASU Online curriculum consists of courses that have no face-to-face content. iCourses are online courses for students in on-campus programs. iCourses may be included in a program, but may not comprise the entirety of a program. On-campus programs must have some face-to-face content.

Note: Office of the Provost approval is needed for ASU Online delivery option.

ASU Online only (all courses online and managed by ASU Online)

All other campus or location options (please select all that apply):

Downtown Phoenix Polytechnic Tempe West Other: _____

Both on-campus and ASU Online* - (check applicable campus(es) from options listed above)

Note: Once students elect a campus or Online option, students will not be able to move between the on-campus and the ASU Online options. Approval from the Office of the University Provost and Philip Regier (Executive Vice Provost and Dean) is required to offer programs through ASU Online. Please complete the ASU Online Offering form in [Curriculum ChangeMaker](#) to begin this request. Prior to completing the online Curriculum ChangeMaker form, please contact EdPlus at asuonline@asu.edu who can provide you with additional information regarding the online request process.

6. **Admission Requirements:**

Applicants must fulfill the requirements of both the Graduate College and the School of Sustainability.

Applicants are eligible to apply to the program if they have earned a bachelor's or master's degree in any field, from a regionally accredited institution.

Applicants must have a minimum cumulative GPA of 3.00 (scale is 4.00 = "A") in the last 60 hours of their first bachelor's degree program, or applicants must have a minimum cumulative GPA of 3.00 (scale is 4.00 = "A") in an applicable master's degree program.

Applicants are required to submit:

1. graduate admission application and application fee
2. official transcripts

3. statement of intent
4. two letters of recommendation
5. professional resume
6. proof of English proficiency

Additional Application Information

An applicant whose native language is not English must provide proof of English proficiency regardless of current residency

The statement of intent should not exceed 600 words and applicants must explain the goals they intend to achieve through their plan of study at the School of Sustainability, specifically in the field of sustainable food systems. Applicants will elaborate on key research questions they wish to address or problems they wish to solve as part of their plan of study. Finally, applicants will describe how their background will contribute to their success in the program.

Letters of recommendation must be from two people who can attest to the applicant's academic and professional achievements. At least one letter should be academic in nature.

7. Application Review Terms (if applicable session):

Indicate the first term and year in which applications will be opened for admission. Applications will be accepted on a rolling basis after that time.

Note: It is the academic unit's responsibility to display program deadline dates on their website.

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

Program admission deadlines website address: <https://schoolofsustainability.asu.edu/degrees-and-programs/graduate-degrees-programs/>

8. Curricular Requirements:

Curricular Structure Breakdown for the Academic Catalog:
(To be completed by the Graduate College)

30 credit hours, including the capstone course (SFS 596)

Required Core (21 credit hours)

- SOS 508 Pathways to Sustainability (3)
- SOS 509 Leading Sustainability Transitions (3)
- SFS 560 Tools and Tactics for Food Policy Change (3)
- SFS 561 Food and Farm Immersion Experience (2)
- SFS 562 Managing Natural Resources for Food Production (3)
- SFS 563 Applied Food Policy Immersion Experience (2)
- SFS 564 American Agriculture in the Global Context (2)

SFS 565 Organizational Leadership (3)

Electives (6 credit hours)

Culminating Experience (3 credit hours)

SFS 596 Capstone (3)

9. Comprehensive Exams:

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

N/A

10. Allow 400-level courses: **Yes** **No**

Note: No more than 6 credit hours of 400-level coursework may be included on a graduate student plan of study.

11. Committee:

Required number of thesis committee members (must be at least 3 including chair or co-chairs): N/A

Required number of non-thesis option committee members (must be a minimum of one): 1

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

Food Policy, Food Systems, Agriculture, Advocacy, Governance, Environment, Sustainability, Leadership

13. Area(s) of Interest

A. Select one (1) primary area of interest from the list below that applies to this program.

- | | |
|--|---|
| <input type="checkbox"/> Architecture & Construction | <input type="checkbox"/> Interdisciplinary Studies |
| <input type="checkbox"/> Arts | <input type="checkbox"/> Law & Justice |
| <input type="checkbox"/> Business | <input type="checkbox"/> Mathematics |
| <input type="checkbox"/> Communication & Media | <input type="checkbox"/> Psychology |
| <input type="checkbox"/> Education & Teaching | <input type="checkbox"/> STEM |
| <input type="checkbox"/> Engineering & Technology | <input type="checkbox"/> Science |
| <input type="checkbox"/> Entrepreneurship | <input type="checkbox"/> Social and Behavioral Sciences |
| <input type="checkbox"/> Health & Wellness | <input checked="" type="checkbox"/> Sustainability |
| <input type="checkbox"/> Humanities | |

B. Select one (1) secondary area of interest from the list below that applies to this program.

- | | |
|--|---|
| <input type="checkbox"/> Architecture & Construction | <input type="checkbox"/> Interdisciplinary Studies |
| <input type="checkbox"/> Arts | <input type="checkbox"/> Law & Justice |
| <input type="checkbox"/> Business | <input type="checkbox"/> Mathematics |
| <input type="checkbox"/> Communications & Media | <input type="checkbox"/> Psychology |
| <input type="checkbox"/> Education & Teaching | <input type="checkbox"/> STEM |
| <input type="checkbox"/> Engineering & Technology | <input type="checkbox"/> Science |
| <input type="checkbox"/> Entrepreneurship | <input type="checkbox"/> Social and Behavioral Sciences |
| <input type="checkbox"/> Health & Wellness | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Humanities | |

14. Contact and Support Information:

Office Location - Building Code & Room: <i>(Search ASU map)</i>	Wrigley Hall, 108
Campus Telephone Number: (may not be an individual's number)	480-727-6963

Program Email Address: (may not be an individual's email)	SOSGradSunDevil@asu.edu
Program Website Address: (if one is not yet created, use unit website until one can be established)	https://schoolofsustainability.asu.edu/degrees-and-programs/graduate-degrees-programs/
Program Director (Name):	Kathleen Merrigan
Program Director (ASURITE):	kmerriga
Program Support Staff (Name):	Ivy Gerbis
Program Support Staff (ASURITE):	bohnlein
Admissions Contact (Name):	Ivy Gerbis
Admissions Contact (ASURITE):	bohnlein

15. **Application and iPOS Recommendations:** List the Faculty and Staff who will input admission/POS recommendations to Gportal **and** indicate their approval for Admissions and/or POS:

NAME	ASURITE	ADMSN	POS
Lindsey Plait Jones	lplaitjo	Yes	Yes
Ivy Gerbis	bohnlein	Yes	Yes
Lisa Murphy	leesed	Yes	Yes

APPENDIX II
Assessment Plan
MS in Sustainable Food Systems Leadership 01/13/2020

- Outcome 1:** Graduates of this program are able to access and explain how U.S. federal and state policy-making processes and global institutions affect food systems.
- Concepts 1:** policy-making, institutional analysis, US and global institutions, Sustainability, Food Systems
- Competencies 1:** analysis, evaluation
- Measure 1.1:** Success in the final exam for SFS 564 American Agriculture in the Global Context.
- Performance Criterion 1.1:** At least 80% of the students will achieve a grade of 80% or higher on the final exam
- Measure 1.2:** Success in the final paper for SFS 562 Managing Natural Resources for Food Production.
- Performance Criterion 1.2:** At least 80% of the students will achieve a grade of 80% or higher on the final paper.
- Students demonstrate high-level knowledge of legislative, rulemaking, budgetary, and legal processes as well as history and operational knowledge of food-related government agencies and global institutions.
- Outcome 2:** Students demonstrate high-level knowledge of legislative, rulemaking, budgetary, and legal processes as well as history and operational knowledge of food-related government agencies and global institutions.
- Concepts 2:** public policy, policy-making, legislative processes, food systems
- Competencies 2:** analysis, evaluation, research skills, presentation skills
- Measure 2.1:** Success in the three written policy paper assignments in SFS 560 Tools and Tactics for Food Policy Change, which require students to analyze a policy issue from different perspectives.
- Performance Criterion 2.1:** At least 80% of students will receive a B or better by satisfactorily completing the rubric requirements.
- Measure 2.2:** Success in the oral presentation of the publishable policy paper at the completion of SFS 569 Capstone: Publishable Paper.
- Performance Criterion 2.2:** At least 80% of students will be receive a B or better based on established rubrics.
- Outcome 3:** Graduates of this program are able to apply robust systems analysis to the interconnected social, political, economic, and ecological factors that influence food systems.
- Concepts 3:** public policy, policy-making, legislative processes, food systems
- Competencies 3:** presentation skills, analysis, synthesis
- Measure 3.1:** Success in the oral report given to a faculty member for evaluation upon completion of SFS 561 Food and Farm Immersion Experience.
- Performance Criterion 3.1:** At least 80% of students will be rated at "meets expectations" or "exceeds expectations" based on rubric requirements
- Measure 3.2:** Successful completion of three weekly written responses to discussion prompts in SFS 562 Managing Natural Resources for Food Production.
- Performance Criterion 3.2:** At least 80% of students will achieve a grade of 80% or higher on their discussion and participation based on rubric requirements
- Students have integrated knowledge of sustainability, policy and science issues, and major food and agricultural actors that results in a panoramic, interconnected understanding of food systems.
- Outcome 4:** Students have integrated knowledge of sustainability, policy and science issues, and major food and agricultural actors that results in a panoramic, interconnected understanding of food systems.
- Concepts 4:** Sustainability, Food Systems, Agriculture
- Competencies 4:** reflection, analysis, evaluation
- Measure 4.1:** Successful completion of reflection essays written about site visits in SFS 561 Food and Farm Immersion Experience.
- Performance Criterion 4.1:** At least 80% of students will achieve 80% or higher in the participation grade for the course, based on rubric requirements
- Measure 4.2:** Successful completion of three weekly written responses to discussion prompts in SFS 564 American Agriculture in the Global Context

- Performance Criterion 4.2: At least 80% of students will achieve a grade of 80% or higher on their discussion and participation based on rubric requirements.
- Outcome 5:** Graduates of this program will be able to activate food systems knowledge by identification, evaluation, and creation of strategies to achieve food system policy transformation. Students are expert and engaged in a contemporary food policy issue of their choosing.
- Concepts 5:** public policy, policy-making, legislative processes, food systems
- Competencies 5:** teamwork, research, analysis, project skills
- Measure 5.1: Success in team experiential learning that requires each team member to research, contribute to creation of a policy solution, and write components of a professional report that shares knowledge gained with food system reform advocates as required in SFS 565 Organizational Leadership.
- Performance Criterion 5.1: At least 80% of students will achieve a B grade or higher by completing the rubric requirements.
- Measure 5.2: Successful completion of the final publishable paper in SFS 596 Capstone: Publishable Paper.
- Performance Criterion 5.2: At least 80% of students will achieve a grade of B or higher on their publishable paper based on rubric requirements.
- Measure 5.3: Students will be employed in an area utilizing these skills developed in the degree or will be admitted to another program for further graduate study
- Performance Criterion 5.3: At least 75% of students will be employed in an area utilizing these skills developed in the degree or will be admitted to another program for further graduate study.

From: Mark McCain <Mark.F.McCain@asu.edu>
Sent: Friday, January 31, 2020 7:59 AM
To: Caroline Harrison <Caroline.Harrison@asu.edu>
Cc: Caroline Harrison <Caroline.Harrison@asu.edu>
Subject: UOEEE assessment plan review: MS in Sustainable Food Systems

UOEEE has reviewed the assessment plan submission for MS in Sustainable Food Systems, submitted 1/31/2020 7:42:11 AM.

Please visit the [MS in Sustainable Food Systems-plan edit page](#). and login using your ASURITE and password.

1

UOEEE feedback comments are in the latest [review PDF](#).

The plan has UOEEE provisional approval.

We thank you for all you efforts. Please review the PDF for any comments on how to improve the plan further.

Hi, The system wasn't cooperating and this had me worried, too. However, I got it to work and I did add "based on designated rubric" to performance criteria 1.1 & 1.2 to match other measures and make the plan complete with rubrics throughout. Is this OK?

University Office of Evaluation and Educational Effectiveness (UOEEE)
Arizona State University
Assessment@asu.edu

APPENDIX III**Statements of Collaboration and Impact****School of Sustainability – Official Submission**

From: [Caroline Harrison](mailto:caroline.harrison@asu.edu)
To: ["curriculumplanning@asu.edu"](mailto:curriculumplanning@asu.edu)
Subject: Proposal to establish the MS in Sustainable Food Systems
Date: Monday, January 13, 2020 12:28:06 PM
Attachments: [proposal-establish-new-masters-degree - MS v 3.doc](#)
[proposal-establish-new-masters-degree - MS v 3.doc.pdf](#)
[MSSustFoodSystems MemoOfSupport \(1\).pdf](#)
[MS SFS Assessment Plan.pdf](#)

Attached is the proposal to establish a new online Master of Science in Sustainable Food Systems. In addition to the Word version and the signed PDF, I have attached the memo of support from ASUOnline and a PDF of the assessment plan. Let me know if you need anything else or have any questions. The program fee forms are in process with Sheila Ainlay.

Thanks.

Caroline J. Harrison, PhD
Curricular and Academic Programs
Senior Sustainability Scholar



P.O. Box 875502 | Tempe, Arizona | 85287-5502
PH: 480-965-8645 | Main: 480-965-2975
SchoolOfSustainability.asu.edu

W. P. Carey School of Business

From: Christopher Boone
Sent: Friday, February 7, 2020 2:01 PM
To: Caroline Harrison
Subject: FW: Letter of support for MS in Sustainable Food Systems

Christopher Boone

Dean and Professor



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

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

SchoolOfSustainability.asu.edu

Executive Assistant: Lorraine.Protocollo@asu.edu

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

From: Amy Hillman (DEAN) <AMY.HILLMAN@asu.edu>
Sent: Friday, February 7, 2020 1:59 PM
To: Christopher Boone <Christopher.G.Boone@asu.edu>
Subject: Re: Letter of support for MS in Sustainable Food Systems

Chris,

The W. P. Carey School is supportive of the MS in Sustainable Food Systems. We appreciate the opportunity in the future to offer courses from Agribusiness as electives and should you need any additional faculty to support the program, please let us know.

Amy

Amy Hillman, PhD

Dean

Charles J. Robel Dean's Chair

W. P. Carey School of Business

amy.hillman@asu.edu | Ph: 480.965.3402



Thunderbird School of Global Management

Caroline Harrison

From: Christopher Boone
Sent: Monday, February 10, 2020 5:34 PM
To: Caroline Harrison
Subject: FW: Letter of support for MS in Sustainable Food Systems

Christopher Boone

Dean and Professor



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SchoolOfSustainability.asu.edu

Executive Assistant: Lorraine.Protocollo@asu.edu

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

From: Sanjeev Khagram (Dean) <Sanjeev.Khagram@thunderbird.asu.edu>
Sent: Monday, February 10, 2020 2:51 PM
To: Christopher Boone <Christopher.G.Boone@asu.edu>
Subject: Re: Letter of support for MS in Sustainable Food Systems

Thunderbird fully supports Dear Chris!

Where are you with LA Plans?

I heard Greenbiz etc were great last week ...

Get [Outlook for iOS](#)

Watts College of Public Service and Community Solutions

Caroline Harrison

From: Christopher Boone
Sent: Monday, February 10, 2020 4:18 PM
To: Caroline Harrison
Subject: FW: Letter of support for MS in Sustainable Food Systems
Attachments: image001.jpg

Christopher Boone
Dean and Professor



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

PH: 480-965-2238 | Main: 480-965-2975

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From: William Terrill <wcterrill@gmail.com>
Sent: Monday, February 10, 2020 4:18 PM
To: Christopher Boone <Christopher.G.Boone@asu.edu>; Jonathan Koppell <koppell@asu.edu>; Cynthia Lietz <clietz@asu.edu>; William Terrill <wcterrill@gmail.com>
Subject: Letter of support for MS in Sustainable Food Systems

Good Afternoon Chris,

The Watts College of Public Service and Community Solutions is supportive of the proposed MS in Sustainable Food Systems.

Please let me there know if there is anything further you need at this stage.

Thanks, Bill

William Terrill, PhD

Arizona State University

Interim Associate Dean, Watts College of Public Service and Community Solutions

Professor, School of Criminology & Criminal Justice

The College of Liberal Arts and Sciences

From: Patrick Kenney <pkenney@asu.edu>
Sent: Thursday, February 13, 2020 5:00 PM
To: Christopher Boone <Christopher.G.Boone@asu.edu>
Subject: RE: Letter of support for new MS in Sustainable Food Systems (online only)

Hi Chris, this looks fine. Thanks, Pat

*Patrick J. Kenney
Dean, The College of Liberal Arts and Sciences
Foundation Professor, School of Politics and Global Studies
Arizona State University*

From: Christopher Boone
Sent: Thursday, February 13, 2020 2:49 PM
To: Patrick Kenney <pkenney@asu.edu>
Subject: Letter of support for new MS in Sustainable Food Systems (online only)

Hi Pat,

We heard back from the Grad College that we need letters of support from beyond the original list of colleges for our proposed online MS in Sustainable Food Systems. I'd appreciate it very much if you could review the attached proposal and provide a statement to me by Feb 20. Below are the rationales for requiring a statement of impact/collaboration from your college.

Thanks very much,

1

Chris

College/School	Rationale for Statement of Collaboration/Impact
The College of Liberal Arts and Sciences	<ul style="list-style-type: none"> - Relation to social justice and equity, geography, urbanism, environment, natural resources, food, climate change, water - Related program: Environmental Communication and Leadership (Graduate Certificate)
New College of Interdisciplinary Arts and Sciences	<ul style="list-style-type: none"> - Relation to social justice, equity, environment, climate change, water - Related program: MA Social Justice and Human Rights
College of Integrative Sciences and Arts	<ul style="list-style-type: none"> - Relation to equity, natural resources, food, water - Related program: MS Applied Biological Sciences
Sandra Day O'Connor College of Law	<ul style="list-style-type: none"> - law/policy and sustainability - Related program: Law and Sustainability (Graduate Certificate)
College of Health Solutions	<ul style="list-style-type: none"> - Relation to nutrition, health of communities, food - Related programs: MS in Nutritional Science, PhD in Exercise and Nutritional Sciences, MS Biomedical Informatics
Edson College of Nursing and Health Innovation	<ul style="list-style-type: none"> - Relation to nutrition, health of communities, food - Related programs: MS in Regulatory Science (Food Safety); Food Safety and Protection (Graduate certificate)
Ira A. Fulton Schools of Engineering	<ul style="list-style-type: none"> - Relation to civil engineering, natural resources, biomaterials, environment, water - Related program: MS in Environmental Resource Management
School for the Future of Innovation in Society	<ul style="list-style-type: none"> - Relation to equity, climate change, public health, and policymaking - Related programs: MSTP in Science and Technology Policy; MS Global Technology and Development

New College of Interdisciplinary Arts and Sciences

From: Todd Sandrin (DEAN) <Todd.Sandrin@asu.edu>
Sent: Friday, February 14, 2020 12:54 PM
To: Christopher Boone <Christopher.G.Boone@asu.edu>
Subject: RE: Letter of support for new MS in Sustainable Food Systems (online only)

Hi Chris,

New College supports development of this innovative and highly relevant program.

Don't hesitate to let me know if I can help further.

Best,
Todd

Todd R. Sandrin, Ph.D.
Dean, [New College of Interdisciplinary Arts and Sciences](#)
Vice Provost, [West campus](#)
Professor, [School of Mathematical and Natural Sciences](#)
Senior Sustainability Scientist - [Julie Ann Wrigley Global Institute of Sustainability](#)

ASU New College
of Interdisciplinary Arts and Sciences
Arizona State University

College of Integrative Sciences and Arts

From: Duane Roen (Dean) <Duane.Roen@asu.edu>
Sent: Thursday, February 13, 2020 8:38 PM
To: Christopher Boone <Christopher.G.Boone@asu.edu>
Subject: RE: Letter of support for new MS in Sustainable Food Systems (online only)

Chris,

I checked with Kelly Steele. CISA is delighted to support your proposed online MS in Sustainable Food Systems.

Please let us know if CISA can support the program once is it implemented.

Best,
Duane

Duane Roen
Vice Provost, Polytechnic campus
Dean, College of Integrative Sciences and Arts
Arizona State University
Mail Code: 2780
7271 E Sonoran Arroyo Mall
Mesa, AZ 85212-8415
P: 480-727-1415

Sandra Day O'Connor College of Law

Caroline Harrison

From: Christopher Boone
Sent: Tuesday, February 18, 2020 6:57 AM
To: Caroline Harrison
Subject: Fwd: Letter of support for new MS in Sustainable Food Systems (online only)
Attachments: MS Sustainable Food Systems (GC Review 1-21-20) SOS 1 31 20.pdf

Sent from my mobile
Christopher Boone
Dean and Professor
School of Sustainability
Arizona State University

From: Adam Chodorow <Adam.Chodorow@asu.edu>
Sent: Thursday, February 13, 2020 3:05:18 PM
To: Christopher Boone <Christopher.G.Boone@asu.edu>
Subject: FW: Letter of support for new MS in Sustainable Food Systems (online only)

Dear Chris,

Doug forwarded me the email below. The College of Law supports the proposed online MS in sustainable food systems.

Adam

Adam Chodorow
Associate Dean for Academic Affairs
Jack E. Brown Professor of Law
Sandra Day O'Connor College of Law, Arizona State University
Mail Code 9520, 111 E. Taylor St, Phoenix, AZ 85004
Tel: (480) 727-8574
Fax: (480) 965-2427
Email: Adam.Chodorow@asu.edu
SSRN: <http://ssrn.com/author=474399>

From: Christopher Boone
Sent: Thursday, February 13, 2020 2:54 PM
To: Douglas Sylvester (Dean) <Douglas.Sylvester@asu.edu>
Subject: Letter of support for new MS in Sustainable Food Systems (online only)

Hi Doug,

We heard back from the Grad College that we need letters of support from beyond the original list of colleges for our proposed online MS in Sustainable Food Systems. I'd appreciate it very much if you could review the attached proposal and provide a statement to me by Feb 20. Below are the rationales for requiring a statement of impact/collaboration from your college.

Thanks very much,

Chris

College of Health Solutions

From: Deborah Helitzer (Dean) <Deborah.Helitzer@asu.edu>
Sent: Thursday, February 13, 2020 8:16 PM
To: Christopher Boone <Christopher.G.Boone@asu.edu>
Subject: Re: Letter of support for new MS in Sustainable Food Systems (online only)

Chris, I am writing this email to offer my support for your new online MS in Sustainable Food Systems.

Best of luck!

Deborah Helitzer, ScD
Dean and Professor
College of Health Solutions
Arizona State University
550 N 3rd Street
Phoenix, AZ 85004
[602.496.2511](tel:602.496.2511)
deborah.helitzer@asu.edu
Web: chs.asu.edu

Edson College of Nursing and Health Innovation

To be provided prior to University Graduate Council support to proceed.

Ira A. Fulton Schools of Engineering**Caroline Harrison**

From: Christopher Boone
Sent: Monday, February 17, 2020 9:00 PM
To: Caroline Harrison
Subject: FW: Letter of support for new MS in Sustainable Food Systems (online only)

Christopher Boone
Dean and Professor



P.O. Box 875502 | Tempe, Arizona | 85287-5502
PH: 480-965-2236 | Main: 480-965-2975

Executive Assistant: Lorraine.Protocollo@asu.edu
SchoolOfSustainability.asu.edu

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From: Kyle Squires <squires@asu.edu>
Sent: Monday, February 17, 2020 6:31 PM
To: Christopher Boone <Christopher.G.Boone@asu.edu>
Subject: RE: Letter of support for new MS in Sustainable Food Systems (online only)

Hi Chris,

Thanks - I reviewed the proposal and FSE does not have any concerns. This degree could provide yet another opportunity, as we were discussing this morning, to more thoughtfully link the ERM program with efforts in SoS and GFL. Thanks again,

-- Kyle

From: Christopher Boone <Christopher.G.Boone@asu.edu>
Sent: Thursday, February 13, 2020 2:55 PM
To: Kyle Squires <squires@asu.edu>
Subject: Letter of support for new MS in Sustainable Food Systems (online only)

Hi Kyle,

We heard back from the Grad College that we need letters of support from beyond the original list of colleges for our proposed online MS in Sustainable Food Systems. I'd appreciate it very much if you could review the attached proposal and provide a statement to me by Feb 20. Below are the rationales for requiring a statement of impact/collaboration from your college.

Thanks very much,

Chris

School for the Future of Innovation in Society

From: David Guston <David.Guston@asu.edu>
Sent: Thursday, February 13, 2020 4:15 PM
To: Christopher Boone <Christopher.G.Boone@asu.edu>
Cc: Jameson Wetmore <jmwetmor@asu.edu>
Subject: Re: Letter of support for new MS in Sustainable Food Systems (online only)

Chris

I am fully supportive of this degree program, and several SFIS faculty members, including Christy Spackman, Netra Chhetri, Nalini Chhetri, and others, could be potential collaborators/contributors.

Best

Dave

David H. Guston
Foundation Professor
Director
School for the Future of Innovation in Society (SFIS)
Co-director
Consortium for Science, Policy and Outcomes (CSPO)
Interim Co-director
Institute for the Future of Innovation in Society (IFIS)

EdPlus – ASU Online Support



MEMORANDUM

To: Caroline Harrison
From: Carolyn Culley
Date: 1/7/2020
Subject: Sustainable Food Systems, MS

Dear Caroline,

Congratulations!

The Sustainable Food Systems, MS, program has received support from Dean Phil Regier to be offered through ASU Online. This program must complete university governance reviews for formal approval. Please include this support memo along with your proposal submission when it is submitted formally to the university (to curriculumplanning@asu.edu) by your dean or their designee.

Please note that in order to proceed with implementation, final approval must be supplied by the university provost.

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

Thank you!

Carolyn Culley

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

CC: Jennifer Griffin
CurriculumPlanning@asu.edu

(NEW GRADUATE INITIATIVES)**PROPOSAL PROCEDURES CHECKLIST**

Academic units should adhere to the following procedures when requesting new curricular initiatives (degrees, concentrations or certificates).

- Obtain the required approval from the Office of the Provost to move the initiative forward for internal ASU governance reviews/approvals. Please see the academic strategic plan website at: <https://provost.asu.edu/curriculum-development>.**
- Submit any new courses that will be required for the new curricular program to the Curriculum ChangeMaker online course approval system for review and approval.**
 - Additional information can be found at the Provost's Office Curriculum Development website: [Courses link](#)
 - For questions regarding proposing new courses, send an email to: courses@asu.edu
- Prepare the applicable proposal template and operational appendix for the proposed initiative.**
- Obtain letters or memos of support or collaboration (if applicable).**
 - when resources (faculty or courses) from another academic unit will be utilized
 - when other academic units or degree programs may be impacted by the proposed request
 - if the program will have an online delivery option support will be required from the Provost's office and ASU Online. *(Please complete the ASU Online Offering form in [Curriculum ChangeMaker](#) to begin this request.)*
- Obtain the internal reviews/approvals of the academic unit.**
 - internal faculty governance review committee(s)
 - academic unit head (e.g. Department Chair or School Director)
 - academic unit Dean or their designee (will submit approved proposal to the curriculumplanning@asu.edu email account for further ASU internal governance reviews (as applicable, University Graduate Council, CAPC and Senate)

Additional Recommendations

All new graduate programs require specific processes and procedures to maintain a successful degree program. Below are items that the Graduate College strongly recommends that academic units establish after the program is approved for implementation.

- Establish satisfactory academic progress policies, processes and guidelines** – Check within the proposing academic unit and/or college to see if there are existing academic progress policies and processes in place. If none have been established, please go to http://graduate.asu.edu/faculty_staff/policies and scroll down to the **academic progress review and remediation processes** (for faculty and staff) section to locate the reference tool and samples for establishing these procedures.
- Establish a Graduate Student Handbook for the new degree program** – Students need to know the specific requirements and milestones they must meet throughout their degree program. A Graduate Student Handbook, provided to students when they are admitted to the degree program and published on the website for the new degree, gives students this information. To be included in the handbook are the unit/college satisfactory academic progress policies, current degree program requirements (outlined in the approved proposal) and a link to the Graduate Policies and Procedures website: http://graduate.asu.edu/faculty_staff/policies.