

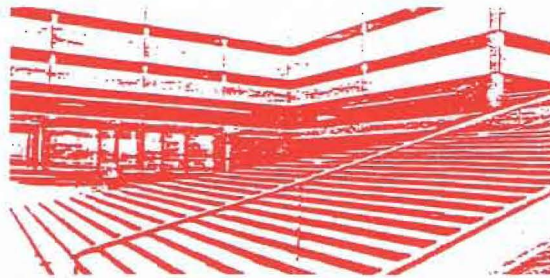
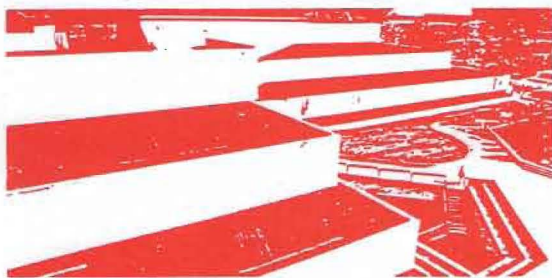
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Indiana University Bulletin 1983-1985

School of Public and Environmental Affairs Graduate Programs

Bloomington — Indianapolis — Fort Wayne — Northwest — South Bend



Indiana University Bloomington

- *College of Arts and Sciences
- School of Journalism
- *School of Business¹
- *School of Continuing Studies²
- *School of Education¹
- *School of Health, Physical Education, and Recreation
- *School of Law-Bloomington
- *School of Music
- *School of Optometry
- *School of Public and Environmental Affairs¹
- *Graduate School
- *School of Library and Information Science
- University Division

Indiana University-Purdue University at Indianapolis

- *School of Business¹
- *School of Continuing Studies²
- *School of Dentistry
- *School of Education¹
- School of Engineering and Technology (Purdue University)
- *Herron School of Art
- *School of Journalism
- *School of Law-Indianapolis
- *School of Liberal Arts
- *School of Medicine
- *Division of Allied Health Sciences
- *Division of Continuing Medical Education
- *School of Nursing
- *School of Physical Education
- *School of Public and Environmental Affairs¹
- School of Science (Purdue University)
- *School of Social Work
- IUPUI University Division
- IUPUI Columbus (Indiana)

The Regional Campuses

- Indiana University East (Richmond)
- Indiana University at Kokomo
- Indiana University Northwest (Gary)
- Indiana University at South Bend
- Indiana University Southeast (New Albany)
- Indiana University-Purdue University at Fort Wayne (IPFW)

Bulletins for the divisions of the University marked (*) above may be obtained from the Office of Admissions, Student Services Building, Indiana University, Bloomington, Indiana 47405. (Please note that there are two Indiana University Schools of Law and be sure to specify whether you want a bulletin of the Bloomington or the Indianapolis School.)

IUPUI bulletins for Purdue programs and for the IUPUI University Division may be obtained by writing directly to those units on the Indianapolis campus.

Write directly to the individual regional campus for its bulletin.

¹ Two bulletins are issued: graduate and undergraduate.

² Brochures on the Independent Study Division, Labor Studies, External Degrees, and Real Estate Certification Program are available from this School (Owen Hall).

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School of Public and Environmental Affairs Graduate Programs

Bloomington — Indianapolis — Fort Wayne — Northwest — South Bend

While every effort is made to provide accurate and current information, Indiana University reserves the right to change without notice statements in the Bulletin series concerning rules, policies, fees, curricula, courses, or other matters.

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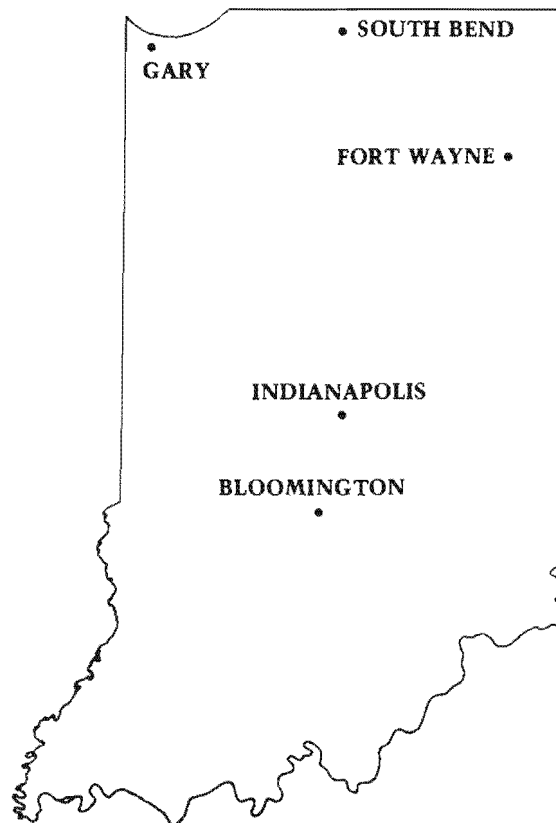
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Contents

1	Map—SPEA Systemwide	29	Doctor of Jurisprudence—Master of Public Affairs
1	SPEA Board of Visitors	30	State Capitol Graduate Program
1	The School of Public and Environmental Affairs	31	Graduate Programs—Bloomington
1	SPEA Alumni Association	31	Master of Science in Environmental Science
2	Pi Alpha Alpha	35	Master of Science in Environmental Science—Master of Public Affairs
3	Centers, Institutes, Programs and Services	36	Master of Science in Environmental Science—Master of Arts
4	Planning and Internship Center	37	Master of Public Affairs—Master of Library Science
5	The Graduate Programs—Systemwide	38	Doctor of Jurisprudence—Master of Public Affairs
6	Admission to Master's Degree Programs	39	Doctor of Jurisprudence—Master of Science in Environmental Science
7	School of Public and Environmental Affairs—University of Paris South Exchange Program	40	Doctor of Optometry—Master of Public Affairs
7	Academic Regulations	41	Doctor of Philosophy in Public Policy
9	Mid-Career Option	42	Doctor of Philosophy in Regional Analysis and Planning
9	Master of Public Affairs	43	Doctoral Minors:
10	Fields of Concentration	43	Environmental Studies
10	Bloomington	44	Public Management
15	Indianapolis	44	Urban Affairs
19	Fort Wayne	45	Graduate Courses
20	Northwest (Gary)	54	Faculty
23	South Bend	58	Indiana University
24	Public Management Certificate Program—Systemwide		
26	Graduate Programs—Indianapolis		
26	Master of Health Administration		
28	Master of Science in Nursing—Master of Public Affairs		

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**School of Public and
Environmental Affairs
Graduate Programs Systemwide**

IU Northwest

Master of Public Affairs
Public Management Certificate

IU Bloomington

Doctor of Philosophy
Master of Public Affairs
Master of Science in
Environmental Science
Public Management Certificate
Combined Degree Programs — (6)

IU South Bend

Master of Public Affairs:
Public Management Certificate
Urban Certificate

IU-PU Fort Wayne

Master of Public Affairs
Public Management Certificate

IU-PU Indianapolis

Master of Public Affairs
Master of Health Administration
Public Management Certificate
Combined Degree Programs — (2)

School of Public and Environmental Affairs

The School of Public and Environmental Affairs (SPEA) is a multidisciplinary, systemwide division of Indiana University. The School is organized as a professional school, committed to teaching, applied research, and service based on problems that need solutions. The interests of the faculty and professional staff typically fall into one or more of the following policy areas: policy and administration; finance and economics; urban and regional analysis; environmental science and policy; criminal justice, law, public safety; and health science and administration. The School's faculty, staff, and students work individually and jointly to solve problems that require SPEA's unique combination of in-depth knowledge in the physical and life sciences and informed understanding of the behavioral, social, and administrative sciences.

The best application of the School's rich and varied resources, both staff and facilities, is assured by its organizational design. SPEA is a systemwide school of the University and can extend scientific and technical assistance to Indiana communities from any of eight IU campuses, or from all eight acting in concert. The systemwide design of the School also reinforces a network of continuing relations with a large number of public agencies at all levels of government, a further guarantee that the research activities of the School will be applied research in the best sense of that term, research that begins with analysis of an actual problem and works toward a solution both relevant and possible.

The degree programs offered by the School of Public and Environmental Affairs range from the associate degree—offered primarily on the regional campuses—to the Ph.D. However, the main focus of the SPEA academic program is at the master's level. The School offers three professional master's degrees for individuals interested in achieving leadership positions in public, private, and voluntary organizations: The Master of Public Affairs (MPA), the Master of Science in Environmental Science (MSES), and the Master in Health Administration (MHA). The MPA is a professional degree structured around concepts and skills essential to management, policy, and planning activities within governmental and quasi-governmental organizations. The MSES

is designed to give the student a strong background in the basic environmental sciences while emphasizing the applied aspects of environmental research and management. The MHA provides a broadly balanced foundation of theoretical and practical knowledge and technical skills needed to succeed in health administration and health policy and planning.

SPEA master's degrees may be pursued in combination with degrees in law, nursing, library sciences, and optometry. At the doctoral level, the Ph.D. in public policy is delivered in cooperation with the Department of Political Science and the Ph.D. in regional analysis and planning in conjunction with the Department of Geography.

SPEA Alumni Association

As an operating unit of the Indiana University Alumni Association, the SPEA Alumni Association furthers career development and other interests of its members by providing continuous association with the School and its faculty, with fellow alumni, and with others in the field of public affairs.

The SPEA Alumni Association counts among its membership more than 3500 graduates in all 50 states and 13 foreign countries. Testimony to the collegiality of SPEA graduates can be seen in twelve geographical groups that have developed in the past three years. These locations include Bloomington, Chicago, Dallas, Denver, Fort Wayne, Gary, Houston, Indianapolis, Los Angeles, San Francisco, South Bend, and Washington, D.C.

Professional development workshops, social gatherings, and personal contact foster extensive networking, which provides updated career information, employment opportunities and the chance to maintain contact with the School and other alumni. Each fall the Association conducts its annual meeting in conjunction with Homecoming Weekend at the Bloomington campus. SPEA graduates are encouraged to participate in all Association activities.

Pi Alpha Alpha

Pi Alpha Alpha is the national honorary society for schools of public affairs and administration. The society acknowledges outstanding scholarship in and contributions to these fields. It was founded in 1972 by the National Association of Schools of Public Affairs and Administration (NASPAA) to honor those whose performance in public affairs has been distinguished. The Indiana chapter of Pi Alpha Alpha is a charter chapter.

The Indiana chapter offers several types of Pi Alpha Alpha membership. Undergraduate students are eligible when they are in the top ten percent of their graduating class with a minimum of 3.5 grade-point average, at least 15 semester hours of SPEA courses, and in the last semester of the junior year or in the senior year.

Graduate students qualify for membership by being in the top twenty percent of their graduating M.P.A./M.S.E.S. class with a minimum 3.5 grade-point average for 50 percent of the required course work (i.e., 18 semester hours).

Alumni are eligible if they meet all the requirements of student membership but graduated before induction by the Indiana chapter.

Any full-time faculty member of a NASPAA member institution offering course work in a public affairs or administration degree program at which a Pi Alpha Alpha chapter is located is eligible for membership.

Honorary membership is available to any person who has achieved distinction in public administration and who has the qualities that Pi Alpha Alpha fosters.

Although Pi Alpha Alpha is a fairly new organization, it will soon become the primary vehicle for recognition of the outstanding qualities of students of public affairs. Membership in Pi Alpha Alpha may be compared to membership in Phi Beta Kappa for liberal arts graduates. A person evaluating credentials in the various fields of public service should recognize the professional quality such a membership represents.

SPEA Centers, Institutes, Programs and Services

Historically, universities have been communities of scholars who transmit knowledge from one generation to another. The rapidly changing needs of today's world, however, suggest a new dimension for the university's traditional role. For the School of Public and Environmental Affairs, this dimension encompasses public service activities that complement innovative academic programs. The School provides a wide variety of services to an equally varied number of federal, state, and local agencies.

Advanced Studies in Science, Technology, and Public Policy is a graduate education and research program initiated at Indiana University in 1965 with assistance from the National Science Foundation. The Program is associated with the School of Public and Environmental Affairs and the Graduate School of Indiana University. The Program implemented a course of graduate study, a result of a cooperative arrangement between the University and United States Civil Service Commission, for federal executives engaged in the administration of public policy programs for science and technology.

Assisted by grants from the National Science Foundation and other funding sources, the Program has also undertaken several major projects resulting in publications on science, technology, public policy, and case studies on ethics and values in the application of science and technology.

The Center for Urban and Regional Analysis in Bloomington was established to coordinate research, service, and administration of educational programs. The center offers the Urban Studies program at Indiana University and supplements course work in a given discipline with specialized or general work in urban and regional planning. Research activities of the Center encompass a wide range of activities at the state and regional levels, with transportation planning a special area of expertise. The Urban Studies Reading Room is a library maintained by the Center which contains hundreds of planning documents and studies from across the United States; the largest urban trip distribution data file in the U.S.; bibliographic guides, such as Urban Affairs Abstracts and Index of Urban Documents; and more than 500 bibliographies of the Council of Planning Librarians.

The Environmental Systems Application Center (ESAC) is the program and administrative organization for grant and contract operations which fit the mission and capabilities of the SPEA Environmental Programs. Its interdisciplinary focus is unique among environmental research centers.

The Executive Education Program of the School based in Indianapolis offers opportunities for executives from federal, state, and local governmental agencies as well as executives in private organizations to engage in the continuing examination of problems, issues, approaches, and methods in public and environmental affairs.

The Institute of Government Finance is dedicated to the pursuit, development, and application of knowledge in the field of local and state finance. This endeavor is carried out through the teaching, research, and service activities of University faculty, Institute fellows, and research associates. The Institute is sponsored jointly by SPEA and Indiana University-Purdue University at Fort Wayne. Academic programs are located primarily on the Bloomington campus while other activities are carried out through the Fort Wayne campus.

The Institute for Research in Public Safety (IRPS), located in Bloomington, performs research and provides technical assistance and research-based seminars in the field of public safety. The Institute has a core staff of 20 professional researchers and its activities cover the areas of highway traffic safety, criminal justice, and public health and safety, including occupational and consumer product safety for federal, state, and local agencies.

The Indiana Academy in the Public Service is a representative organization of city, town, county and state officials working in cooperation with academic institutions to promote relevant continuing education programs for Indiana governmental leaders. The primary focus since the service program began in 1976 has been the development and presentation of a series of APS seminars for local government leaders, covering fundamental topics oriented to elected public officials. As the result of a reorganization in early 1983, APS management has been assumed by the School of Public and Environmental Affairs through an office based on the Indianapolis campus. Program efforts maintain and coordinate an active resource network for training local government leadership.

The Laboratories for Environmental Research is a unit of the Division of Public and Environmental Affairs at IU Northwest. The Laboratories provides scientific engineering, health, and policy related information to aid both private companies and the public agencies in contributing to a health economy and arriving at effective environmental decisions.

The Midwest Center for Public Sector Labor Relations, based in Bloomington, was established in response to the changing relationship between public employees and their government employers. Labor Center activities include publishing the *Midwest Monitor*, a topical digest of recent literature and developments in public sector labor relations; maintaining a special public sector labor relations library collection; responding to specific requests for information unique to a particular problem or jurisdiction; and publishing *Practitioner's Guides*, occasional monographs intended to help labor relations practitioners improve their labor relations skills.

The Office of Development and External Programs, located in Bloomington, assists SPEA faculty, professional staff, institutes, and centers systemwide in developing new externally funded projects of all types. The office also coordinates efforts to raise funds for scholarships and faculty research projects and is responsible for the administration of the Career Planning and Internship Center and coordination of alumni affairs.

The Urban Observatory From 1975-1978, the Indiana cities of Indianapolis, South Bend, Fort Wayne, and Gary each initiated their own Urban Observatories under the administrative leadership of SPEA faculty members. The purpose of these observatories is to use a wide range of University resources to focus on and assist in solving specific urban problems. The Urban Observatory concept, first initiated in 1968 in sixteen cities across the nation, demonstrated that cities and their local universities could both gain from their cooperative efforts in applied research, service, and training.

The Business-SPEA Library, an official branch of the Indiana University Library, is designed to serve the research and study needs of the School of Business and the School of Public and Environmental Affairs. It is located on the ground floor between the Business Building and the SPEA Building on the Bloomington campus. The primary service responsibility of the librarians is to locate specific information and to serve as a guide in systematic searches of the literature

by using catalogs, encyclopedias, indexes, data bases, bibliographies, and other guides to published materials. Also available is Computer Assisted Reference Service.

Career Planning and Internship Center

SPEA's Career Planning and Internship Center offers students from all schools the opportunity to gain professional experience with public and private agencies. The Center's programs encourage students to relate classroom instruction to real world problems in a work setting. At the same time, participating organizations have an opportunity to supplement their work force with trained enthusiastic personnel. The School considers internships not only an important part of the student's educational development but also a key vehicle for applying concepts and techniques learned at the University to real-world problems.

The Internship Program Full-time internships in public and private sector agencies are developed by the Center for fall, spring, and summer semesters. The internships vary both in focus (criminal justice, environment, financial management, consumer protection, health care, planning, social service, personnel administration, community development, and urban policy) and in the role played by the student (research, administration, communication, and program implementation).

Students participating in service-learning experiences may earn from one to six hours of credit per experience. A maximum of six credits (V585 Practicum in Public Affairs or V589 Practicum in Environmental Science) is allowed in the graduate program. Enrollment in V585 or V589 must run concurrently with the internship experience. Credit **will not** be granted for work experience that occurs **prior** to approval of an internship and enrollment in the appropriate internship-practicum course.

Field Study Program The Center also seeks to accommodate students who, on their own efforts, have developed meaningful work experiences in the public and private sectors. Such students may request up to six hours credit by submitting a learning contract to the Center. In order to complete the credit requirements, students must submit intern/supervisor evaluation reports. In some cases a written report on the experience and/or an activities log may be required. Credit **will not** be granted for work experience that occurs **prior** to approval of the field study contract and enrollment in the appropriate practicum course.

Career Planning The Center provides SPEA students with career planning assistance that is designed to complement the student's own efforts to find employment. Regular contact is made with a variety of employers (public and private sector) to develop opportunities for internships and job interviews.

Through counseling, students develop career objectives and plans. Supplementing the counseling is a one-credit-hour Career Planning course (V352) that offers specific instruction on employment/internship opportunities, research, resume preparation, and interviewing techniques.

To gain access to counseling, interview schedules, and other career planning services the student must register with the Center. Students who have registered and taken the Career Planning course tend to have a higher success rate in finding employment. Accordingly, it is strongly recommended that all SPEA students take advantage of this opportunity to help themselves.

The Graduate Programs—Systemwide

The systemwide School of Public and Environmental Affairs offers graduate programs on five of the Indiana University campuses: Bloomington, Indianapolis, Fort Wayne, Gary, and South Bend. The graduate degrees, all of which are not offered at all campuses, are as follows:

Master of Public Affairs (MPA)
 Master of Health Administration (MHA)
 Master of Science in Environmental Science (MSES)
 Master of Science in Environmental Science—Master of Public Affairs (MSES-MPA)
 Doctor of Philosophy (Ph.D.) in Public Policy
 Doctor of Philosophy (Ph.D.) in Regional Analysis and Planning

The School participates in the combined programs of:

Doctor of Jurisprudence—Master of Public Affairs (JD-MPA)
 Doctor of Jurisprudence—Master of Science in Environmental Science (JD-MSES)
 Doctor of Optometry—Master of Public Affairs (OD-MPA)
 Master of Public Affairs—Master of Library Science (MPA-MLS)
 Master of Science in Nursing—Master of Public Affairs (MSN-MPA)
 Master of Science in Environmental Science—Master of Arts (MSES-MA)
 Doctoral minors of Public Management, Urban Affairs, and Environmental Studies.

In addition, the Graduate Program includes the Public Management Certificate (PMC) and an Urban Affairs Certificate Program.

The following lists the Indiana University campuses where the SPEA graduate degree and certificate programs are offered.

Campus	Degree Program
Bloomington	MPA, MSES, MPA-MLS, MSES-MPA, MSES-MA, JD-MPA, JD-MSES, OD-MPA, PHD, Doctoral Minors, PMC
Indianapolis	MPA, MHA, JD-MPA, MSN-MPA, PMC
Fort Wayne	MPA, PMC
Northwest	MPA, PMC
South Bend	MPA, PMC, Urban Certificate

Information concerning these programs can be obtained from the following SPEA campus offices:

Bloomington Campus

Director, Public Affairs Graduate Programs
 School of Public and Environmental Affairs
 SPEA Building, Room 260
 Indiana University
 Bloomington, Indiana 47405
 (812) 335-0731

Director, Environmental Programs
 School of Public and Environmental Affairs
 SPEA Building, Room 260
 Indiana University
 Bloomington, Indiana 47405
 (812) 335-9485

Indianapolis Campus

Director, Public Affairs Graduate Program
 School of Public and Environmental Affairs
 Business-SPEA Building, Room 3025
 Indiana University-Purdue University at Indianapolis
 801 West Michigan Street
 Indianapolis, Indiana 46223
 (317) 264-2387

Director, Graduate Program in Health Administration
 School of Public and Environmental Affairs
 Business-SPEA Building, Room 3025
 Indiana University-Purdue University at Indianapolis
 801 West Michigan Street
 Indianapolis, Indiana 46223
 (317) 264-6189

Fort Wayne Campus

Director
 Division of Public and Environmental Affairs
 Indiana University-Purdue University at Fort Wayne
 Fort Wayne, Indiana 46805
 (219) 482-5200

Northwest Campus

Director
 Division of Public and Environmental Affairs
 Indiana University
 3400 Broadway
 Gary, Indiana 46408
 (219) 980-6695

South Bend Campus

Director
 Division of Public and Environmental Affairs
 Indiana University
 1700 Mishawaka Avenue
 P.O. Box 7111
 South Bend, Indiana 46615
 (219) 287-4131

Admission to Master's Degree Programs

Application Information about graduate study, including literature and application materials, may be obtained from the School of Public and Environmental Affairs offices as listed in the previous section of this *Bulletin*.

Admission Eligibility In general, applicants with baccalaureate degrees in any field are eligible to apply for admission to the graduate programs of the School of Public and Environmental Affairs. Normally, a cumulative grade point average of 3.0 (4.0 = A) is the minimum necessary for regular admission.

Application Submission Completed application material for admission to a degree program (including graduates of Indiana University) should be filed as early as possible prior to the desired semester of enrollment in accordance with the application deadlines of the campus where the student is applying for admission. Applicants requesting financial assistance are urged to file applications as early as possible to be considered for assistance. Applications for admission to the Public Management and Urban Certificate programs are processed at any time and are not subject to specific deadlines.

Steps for Admission to the Graduate Programs Admission to a specific degree program in the School of Public and Environmental Affairs may require additional steps; however, admission to all SPEA degree programs include the following:

1. Applications and financial aid forms must be submitted to the School of Public and Environmental Affairs office at the campus where the student plans to enroll.
2. All applications must be accompanied by complete official transcripts from all colleges and universities which the applicant has attended. Indiana University graduates may request the office of Records and Admissions to send a copy of their transcript to the SPEA office on the campus where they plan to enroll.
3. A non-refundable application fee of \$20 is required of all applicants who have not previously attended Indiana University.
4. The student should request three individuals who are familiar with his or her activities and potential to complete an Application Reference Form. These forms are included in the application packet.
5. Applicants for admission to a graduate degree program, except the MPA-JD and MSES-JD, must submit scores on the

Aptitude Test of the Graduate Record Examination (GRE). Applicants for the MPA-JD and the MSES-JD only may submit scores from the Law School Admission Test (LSAT). Information concerning the GRE and LSAT is available from the Educational Testing Service, 20 Nassau Street, Princeton, New Jersey 08540.

6. Applicants should read carefully the section in this bulletin on the degree program for which they plan to apply for any specific program admission requirements.
7. **Baccalaureate Certification** Certification of a baccalaureate degree is required for formal admission. Although a student may not have completed undergraduate work at the time of application, a decision will be made on the strength of the student's work up to the time of application. However, a final transcript attesting to the award of a baccalaureate degree must be submitted before the student can be formally admitted.
8. **Admissions Committee** Each completed application for admission is carefully evaluated by the admissions committee for the appropriate degree program.

Admission Status

Regular (unconditional) The applicant has met all admission requirements for the specific degree program and enrolls in accordance with the entry date contained in the application for admission.

Delayed Admission Following notice of regular admission an applicant, except for the MHA program, has one calendar year in which to enroll. Supplementary transcripts of any academic work completed at Indiana University or elsewhere, during that period are required and the admission committee may request additional letters of recommendation. Should the additional material prove unsatisfactory, the admission may be cancelled. If the applicant fails to enroll within one year, a complete new application is required.

Provisional Admission Applicants may be admitted on a provisional basis for particular reasons such as scores attained on the GRE or LSAT, or the grade-point average attained in previous college or university work. The provisional status will be removed upon fulfillment of any condition stipulated by the respective degree program admission committee.

Denied The applicant is not permitted to take course work in the program for which the applicant applied. If denied admission to a specific SPEA program, the applicant may reapply for admission to a different SPEA program. The applicant may not begin work until he or she has been admitted.

Non-Degree A holder of a bachelor's degree who wishes to enroll in SPEA courses must first be admitted as a non-degree graduate student in accordance with the procedures established on the specific campus where the applicant wishes to enroll. Enrollment is limited to those courses for which the student can obtain specific permission from SPEA to register.

If a student initially admitted as a non-degree student later wishes to obtain a SPEA graduate degree the student must make a formal application for admission to the specific degree program.

School of Public and Environmental Affairs—University of Paris-South Exchange Program

The School of Public and Environmental Affairs participates in an exchange program with the University of Paris-South. The objectives of this program are to promote a deeper knowledge and appreciation of France and the United States, and to encourage and facilitate comparative research by students and faculty of the two institutions in the area of public administration and public affairs.

The program is intended for:

1. Students from the University of Paris South who have completed their Masters in Law.
2. Students from the School of Public and Environmental Affairs who have completed at least their first year of study toward the MPA.

Upon successful completion of the requirements of each University, students will receive a diploma from the host University. The diploma awarded by the University of Paris-South is titled: "Diplome de gestion publique de l'Université de Paris-Sud." The diploma awarded by Indiana University is titled: "Certificate of Public Management."

Students interested in participating in this exchange program should contact the Public Affairs Graduate Program or SPEA Campus Director early in the second semester of their first year in the MPA program.

Academic Regulations

The following academic regulations of the School of Public and Environmental Affairs are applicable to all appropriate graduate programs regardless of the campus where they are offered. However, local campus policies specific to those campuses may also apply to SPEA graduate students.

Confidentiality of Student Records In accordance with Indiana University regulations, student records are confidential and are available to other persons only under specific conditions as outlined in University regulations.

Student Rights Rights and responsibilities of students are included in the specific campus Student Handbook and SPEA Policy and provide for due process in the event of disciplinary or other actions.

Student Responsibility Students are responsible for planning their own academic programs and for meeting the requirements for their degree or certificate program. Faculty and academic advisers are obligated only to assist students in meeting this responsibility.

Applicability of Degree and Certificate Requirements The specific degree and certificate requirements that must be fulfilled by each student are those published in either the appropriate *Bulletin* at the time of entry into the University or those in the *Bulletin* current at the time of graduation, whichever the student chooses.

Academic Misconduct—Cheating is dishonesty of any kind with respect to examinations, course assignments, alteration of records, or illegal possession of examinations. It is the responsibility of the student not only to abstain from cheating, but, in addition, to avoid the appearance of cheating and to guard against making it possible for others to cheat. Any student who helps another student to cheat is as guilty of cheating as the student assisted. The student also should do everything possible to induce respect for the examining process and for honesty in the performance of assigned tasks in or out of class.

Academic Misconduct—Plagiarism is the offering of the work of someone else as one's own. Honesty requires that any ideas or materials taken from another source for either written or oral use must be fully acknowledged. The language or ideas taken from another may range from isolated

formulas, sentences, or paragraphs to entire articles copied from books, periodicals, speeches, or the writings of other students. The offering of materials assembled or collected by others in the form of projects or collections without acknowledgement also is considered plagiarism. Any student who fails to give credit for ideas or materials taken from another source is guilty of plagiarism.

Academic Standing Students are considered to be in good standing when their academic semester grade point average is 3.0 (B) or higher for the last semester's course work and when their cumulative grade point average is 3.0 (B) or higher for all course work completed. Only courses with grades of C (2.0) or above may be counted toward meeting degree requirements. However, grades below C are used in computing the cumulative grade point average.

Academic Probation Students will be placed on probation the semester the cumulative grade point average falls below 3.0. Students on probation or admitted provisionally are required to attain an average of at least 3.0 for all work completed by the end of the next semester of full-time enrollment or its equivalent (12 credit hours). Failure to do so is cause for dismissal.

Course Waivers Requests for waiver of specific courses or requirements on the basis of previous course work are to be submitted in writing to the appropriate degree program director.

Program Deviations Requests for deviation from SPEA programs or school requirements will be granted only by written approval from an academic adviser and campus or program director. Disposition at the SPEA program or campus director level is final.

Residency Requirements—Master and Certificate Programs The campus at which a student completes the plurality of required course work will certify and award the degree or certificate provided the campus is authorized to grant that degree or certificate.

Residency Requirements—Doctoral Programs The policies of the Graduate School relating to work done at Indiana University campuses other than Bloomington apply to students in the Ph.D. degree programs in Public Policy and Regional Analysis and Planning. Students must obtain the approval of their proposed program of courses to be taken at another Indiana University campus from the SPEA director of the specific doctoral program.

Grading System The official grading system of the School of Public and Environmental Affairs is as follows:

A = 4.0	D+ = 1.3
A- = 3.7	D = 1.0
B+ = 3.3	D- = 0.7
B = 3.0	F = Failed
B- = 2.7	W = Withdrawn
C+ = 2.3	R = Deferred
C = 2.0	NR = No grade reported
C- = 1.7	

Incomplete All incompletes (I) grades must be removed within the time specified by the instructor of the course or they will automatically change to an F one calendar year after the incomplete was given.

Withdrawals As periods and deadlines for withdrawal from courses may vary by campus and/or school, students should check with the current campus *Schedule of Classes* to verify deadlines and procedures.

Inter-Campus Transfer Students enrolled in the School of Public and Environmental Affairs at any campus of Indiana University may transfer to SPEA on another campus, provided they are in good standing and/or are accepted by SPEA at the other campus.

Transfer of Credit Up to six (6) credit hours for the Master of Health Administration Program and up to nine (9) credit hours of appropriate graduate course work may be transferred from academic units within Indiana University or other colleges and universities and applied to other SPEA master's-level degree programs, when approved by the respective graduate program director.

Credits Earned in Non-Degree Status

Graduate Degree Program Not more than twelve (12) hours of graduate credit completed as a non-degree student may be credited toward a SPEA graduate degree.

Certificate Program Not more than nine (9) hours of SPEA graduate credits earned as a non-degree student may be credited toward the SPEA Public Management Certificate Program.

Minimum MPA Credit Hours In order to qualify for the MPA degree students must complete a minimum of 24 credit hours of SPEA courses at Indiana University. This requirement applies to students in all MPA programs. Credit granted to transfer students and those exercising the mid-career option shall not reduce the number of courses taken in SPEA below this 24 credit hour minimum.

Academic Appeals Appeals by students from academic decisions made by a SPEA faculty member should be submitted in writing to the academic head of SPEA at the campus where the decision was made. In every case, the student must first attempt to resolve the issue at the class/instructor level before submitting the written complaint or appeal. Any appeal must be initiated before the end of the last day of class of the next semester, fall or spring, immediately following the session the academic decision was made or event occurred.

The Mid-Career Option

The purpose of the Mid-Career Option of the Master of Public Affairs and the Master of Science in Environmental Science Programs is to recognize the professional capabilities of those with previous experience in the public or private sector. This experience need not necessarily be with a public agency, as management-level experience in the private sector is generally applicable to the public sector. (A maximum of fifteen (15) credit hours may be granted students under the Mid-Career option.)

The granting of Mid-Career credit is based on the experience gained **prior** to the time the student begins his or her first SPEA graduate course. The following guidelines are utilized in making this determination.

1. To receive six credit hours, a student must have a minimum of one year's technical, administrative, or policy-level work experience with a government or private agency. Experience should be in policy planning and development or responsibility for program planning and direction.
2. Nine hours of credit will be awarded for one to four years of managerial experience in directing programs, preparing budgets, and making decisions on organizational or staff development.
3. Those with four or more years of executive assignment may be awarded 12 hours of credit. Applicants must have had responsibility for supervision of high-level staff, budget preparation, and organizational control of public agencies.
4. Fifteen credit hours will be awarded only in rare exceptions to senior executives directing public agencies.

Mid-Career Option Application Process and Policies

1. Students are eligible to apply for Mid-Career credit *only* after they have been unconditionally admitted to the MPA or MSES program.

2. Applications including a supervisory evaluation by the supervisor of the position held at the time the applicant took the first SPEA graduate course must be submitted before the end of their first semester of graduate work after unconditional or regular admission.
3. Determination of Mid-Career credit is made separately from decisions about transfer of credit.
4. Under no circumstances will the Mid-Career credit and transfer credit total more than twenty-four (24) hours of the forty-eight hours required for the MPA or MSES degree.
5. Students receiving Mid-Career credit should carefully plan the balance of their program in consultation with an adviser.
6. Students may appeal the initial Mid-Career credit decision by submitting a request in writing for reconsideration to the appropriate program or campus director.

Master of Public Affairs

The Master of Public Affairs Program is an integrated course of study which requires a minimum of 48 credit hours and is offered at the Bloomington, Indianapolis, Fort Wayne, Northwest, and South Bend campuses of Indiana University. The program provides knowledge and experience that can be used by the professional in various roles within a changing public sector. It is also an interdisciplinary professional program drawing on diverse faculty talents and resources. The goal of the program is to equip the individual with the necessary skills and knowledge to enter local, state, or federal government or quasi-governmental service and to broaden comprehension of the economic, political, and social context in which the public servant works.

The curriculum of this program as contained in the core requirements encompasses preparation in a broad range of skills relevant to the operation of public agencies. It is, therefore, interdisciplinary, based on the academic disciplines but not limited to any one; it is also problem-oriented, bringing the disciplines to bear on critical social, economic, and administrative conditions.

Although the environment of public service is diverse and changing, effectiveness in that environment requires the development of special skills attained through detailed study in a chosen field of concentration. The fields of concentration span the variety of

professional specialties found in public service. Thus, the program provides both expertise in a specific concentration area and in the core requirements, a general working knowledge of public affairs.

Degree Requirements: 48 credit hours

The general and core requirements of the MPA degree are common to the five campuses where it is offered. However, concentration requirements may vary among campuses; therefore the student should refer to the concentration requirements under the campus listings in this *Bulletin* for concentration availability and/or requirements.

The Master of Public Affairs Program requires a minimum of 48 credit hours and contains two main components: The MPA core curriculum of 21 credit hours and, depending on the concentration selected, a field of concentration of 18 to 21 credit hours. The remaining credit hours are electives which can be used either to add breadth to a student's program or to further explore a field of concentration, or to enhance skills in foreign languages, quantitative tools, or administrative techniques.

Core Courses: 21 credit hours

The MPA Core is designed to ensure that each student acquires both the prerequisite analytical skills and an understanding of policy issues and governmental processes which comprise the environment within which graduates will pursue their careers.

Required All of the following seven courses:

- SPEA V502 Public Management (3 cr.)
- SPEA V506 Quantitative Analysis for Public Affairs I (3 cr.)
- SPEA V507 Quantitative Analysis for Public Affairs II (3 cr.)
- SPEA V517 Public Management Economics (3 cr.)
- SPEA V520 Environmental and Social Systems (3 cr.)
- SPEA V540 Law and Public Affairs (3 cr.)
- SPEA V560 Public Finance and Budgeting (3 cr.)

Unusually well-prepared applicants may petition the program director to waive one or more of the core requirements on the basis of advanced work done elsewhere. Students may be exempted on the basis of satisfactory equivalent course work or by examination. Credit hours waived from the core will add to the electives a student may use. Students

requesting course waivers should contact the appropriate program director for requirements and guidelines.

Experiential Requirement

Each MPA student must obtain professionally relevant experience through an approved internship, an approved independent study project, or through field experience in order to be awarded the MPA degree. This requirement is automatically satisfied if a student is granted mid-career credit.

Elective Courses: 9 credit hours

Elective courses are used either to add breadth to a student's program, or to further explore a field of concentration.

Fields of Concentration: 18 to 21 credit hours

The concentrations are designed to give the student an educational experience in a substantive area of the student's interest. The student chooses a concentration in consultation with the director of the MPA Program, and the course of study in the concentration area is determined in conjunction with a concentration adviser. All concentrations require at least 18 credit hours of course work. Up to 3 credit hours of the concentration may be taken in V585, Practicum in Public Affairs, if the field experience is approved in advance by the concentration adviser. Concentration requirements may be waived on the same basis as core requirements.

Refer to the appropriate campus Fields of Concentration Section for concentration availability and the specific concentration requirements on the Bloomington, Indianapolis, Fort Wayne, Northwest and South Bend campuses.

Fields of Concentration—Bloomington

Concentrations are designed to give the student a focused educational experience in a substantive area of interest. Concentrations offered on the Bloomington campus include comparative and international affairs, environmental policy, health systems administration, human services administration, management of public affairs, personnel management and labor relations, policy analysis, public financial administration, urban affairs, urban management, and urban and regional planning.

Comparative and International Affairs Concentration

Requirements: 18 credit hours

The comparative and international affairs concentration is designed for both preservice students, many of whom will be foreign nationals, and for mid-career students, either American or foreign, who will be employed by foreign governments, foreign-aid programs, and international organizations. Normally, students should come into the concentration with some language training, although the nine hours of program electives can be used to enhance language skills and knowledge of particular cultures.

Required: 9 credit hours

All of the following **three** courses:

- SPEA V575 International and Development Administration (3 cr.)
- SPEA V576 Comparative Approaches to Development (3 cr.)
- SPEA V577 International Economic Development Policy (3 cr.)

The remaining nine credit hours of the concentration may be taken in an area of interest to the student, but the courses selected must be approved by an adviser prior to enrollment in the courses.

Environmental Policy Concentration Requirements:

18 credit hours

Environmental policy covers a wide range of interests and includes foci such as land use analysis, energy policy, science and technology, environmental mediation, or international environmental policy.

Students selecting the environmental policy concentration should note that entry level professional positions are usually awarded on the basis of ability to perform specific analytical or technical functions and not just for a mastery of environmental policy perspectives. For this reason, it is required that each student in the concentration complete a program of study that includes both science and policy-oriented course work.

Required: 18 credit hours

Three courses from **each** of the following two components:

Science component—9 credit hours

Three of the following courses, or other science courses approved by the concentration adviser, not taken to satisfy the policy component:

- SPEA V526 Applied Mathematics for Environmental Science (3 cr.)

- SPEA V527 Applied Ecology (3 cr.)
- SPEA V536 Environmental Chemistry (3 cr.)
- SPEA V547 Applied Earth Science (3 cr.)
- SPEA V549 Environmental Planning (3 cr.)
- SPEA V552 Environmental Engineering (3 cr.)
- SPEA V620 Environmental Analysis

Workshop (3 cr.)

Policy component: 9 credit hours

Three of the following courses, or other policy courses approved by the concentration adviser, not taken to satisfy the science component:

- SPEA V510 Government Regulation in Market Economies (3 cr.)
- SPEA V512 The Public Policy Process (3 cr.)
- SPEA V518 Intergovernmental Systems Management (3 cr.)
- SPEA V549 Environmental Planning (3 cr.)
- SPEA V620 Environmental Analysis Workshop (3 cr.)
- Law B660 Environmental Law (3 cr.)

Health Systems Administration Concentration Requirements:

18 credit hours

The health systems administration concentration is designed for public administration students who plan to assume a managerial position in the public health field. This concentration affords the student the opportunity to study policy, issues, and programs related to the public health field.

Required: 9 credit hours

All of the following **three** courses:

- SPEA V545 U.S. Public Health Policy I (3 cr.)
- SPEA V546 U.S. Public Health Policy II (3 cr.)
- SPEA V631 Seminar in Health Planning (3 cr.)

Electives: 9 credit hours

Three of the following or other graduate courses approved by the concentration adviser:

- SPEA V504 Public Organization
- SPEA V518 Intergovernmental Systems Management
- SPEA V561 Public Personnel and Manpower Systems
- SPEA V562 Public Program Evaluation
- SPEA V567 Public Financial Administration
- SPEA V595 Managerial Decisionmaking
- SPEA V610 Seminar in Budget and Program Analysis
- SPEA V585 Practicum in Public Affairs (1-6 cr.)
- AHLT B421 Management in Health Organizations (3 cr.)
- AHLT B401 Introduction to Hospital Administration (3 cr.)
- HPER H366 Health Problems in the Community (3 cr.)

HPER C511 Epidemiology (3 cr.)
 HPER C512 Environmental Health Science
 (3 cr.)
 HPER C523 Community Health Organization
 and Administration (3 cr.)
 HPER C591 Public Health Statistics (3 cr.)
 HPER C519 Problems and Issues in Health
 (3 cr.)

Human Services Administration Concentration Requirements: 18 credit hours

The concentration is designed to prepare persons for management positions in federal, state, and local human resource agencies. Emphases include application of public management processes to human service organization; skills requisite to working with elected officials, administrative officials, and consumer groups; and practices of comprehensive departments of human resources, interagency administrative units, and multi-service centers.

Required: 12 credit hours

Two of the following three courses:

SPEA V554 Human Services Administration
 (3 cr.)
 SPEA V556 Topics in Human Services
 Administration (1-3 cr.)
 SPEA V545 Health Policy (3 cr.)

Two of the following or other graduate courses approved by a concentration adviser:
 Business A508 Accounting for Public

Administration (3 cr.)
 SPEA V504 Public Organization (3 cr.)
 SPEA V518 Intergovernmental Systems
 Management (3 cr.)
 SPEA V545 Health Policy I (3 cr.)
 SPEA V546 Health Policy II (3 cr.)
 SPEA V554 Human Services Administration
 (3 cr.)
 SPEA V556 Topics in Human Services
 Administration (3 cr.)
 SPEA V562 Public Program Evaluation (3 cr.)
 SPEA V563 The Planning Process
 SPEA V564 Urban Management (3 cr.)
 SPEA V567 Public Financial Administration
 (3 cr.)
 SPEA V582 The Criminal Justice System
 (3 cr.)
 SPEA V595 Managerial Decision-Making
 (3 cr.)
 SPEA V610 Seminar in Government Budget
 and Program Analysis (3 cr.)
 SPEA V621 Seminar in Housing and Public
 Affairs (3 cr.)
 SPEA V631 Seminar in Health Planning
 (3 cr.)
 SPEA V682 Seminar in Criminal Justice
 Planning and Management Issues (3 cr.)

Electives: 6 credit hours

Two other courses from SPEA or other schools or departments for familiarization with various human services approaches. Students **without** professional experience must take an internship (V585) in public affairs.

Management of Public Affairs Concentration Requirements: 18 credit hours

The management of public affairs concentration requires courses in major administrative subject areas and allows the selection of additional courses to support specific areas of interest.

Required: 9 credit hours

One of the following two courses:

SPEA V504 Public Organization (3 cr.)
 SPEA V518 Intergovernmental Systems
 Management (3 cr.)

Two of the following three courses:

SPEA V562 Public Program Evaluation (3 cr.)
 SPEA V595 Managerial Decision-Making
 (3 cr.)
 BUS A508 Accounting for Public
 Administration (3 cr.)

Electives: 9 credit hours

The remaining nine credit hours are to be selected in consultation with and with the approval of the concentration adviser.

Personnel Management and Labor Relations Concentration Requirements: 18 credit hours

The personnel management and labor relations concentration provides a balanced, operationally-focused preparation in both of these areas. While the focus of the concentration is directed toward the public sector it also offers adequate preparation for private industry.

Required: 12 credit hours

All of the following **four** courses:

SPEA V504 Public Organization (3 cr.)
 SPEA V561 Public Personnel and Manpower
 Systems (3 cr.)
 SPEA V570 Public Sector Labor Relations
 (3 cr.)

The following course to be taken in the last semester:

SPEA V675 Issues and Problems in Public
 Sector Personnel and Labor Relations
 (3 cr.)

Two of the following courses with an adviser's approval:

Personnel Management Concepts and Operations

- SPEA V650 Topics in Public Personnel Management (3 cr.)
- SPEA V651 EEO Law and Affirmative Action (3 cr.)
- SPEA V661 Seminar in Public Personnel Administration (3 cr.)
- Business Z515 Personnel Measurement (3 cr.)

Labor Relations

- SPEA V670 Topics in Public Sector Labor Relations (3 cr.)
- SPEA V671 Contract Administration and Rights Arbitration (3 cr.)
- Economics E445 Collective Bargaining: Practices and Problems (3 cr.)
- Economics E540 Labor Economics (3 cr.)
- Economics E547 Government Regulation of Labor Relations (3 cr.)
- Business B663 Labor Law I (3 cr.)
- Business Z514 Industrial Relations (3 cr.)

Work Force Organization and Management

- SPEA V662 Seminar in Productivity and Program Administration (3 cr.)
- Business Z502 Organizational Behavior and Human Performance (3 cr.)
- Business Z503 Organizational Behavior and Organizational Effectiveness (3 cr.)
- Business Z513 The Administration of Manpower Systems (3 cr.)
- Business W501 Administration of Enterprises (3 cr.)
- Business V530 Theories of Organization (3 cr.)
- Economics E548 Economics of Manpower Planning (3 cr.)

Policy Analysis Concentration Requirements: 21 credit hours

The Policy Analysis Concentration is designed for those interested in issues, methods, and skills involved in the analysis of complex policy problems in a variety of fields. The concentration includes four major areas for policy analysis study.

Skills: 6 credit hours

The following course:

- SPEA V539 Management Science for Policy Analysis (3 cr.)

One of the following four courses:

- SPEA V508 Topics in Quantitative Analysis (3 cr.)
- SPEA V562 Program Evaluation (3 cr.)
- SPEA V593 Analytical Methods in Planning and Policy Analysis (3 cr.)
- SPEA V541 Benefit-Cost Analysis of Public and Environmental Policies (3 cr.)

Problem Contexts: 6 credit hours

Two of the following five courses:

- SPEA V510 Government Regulation in Market Economies (3 cr.)
- SPEA V512 Public Policy Process (3 cr.)
- SPEA V516 Public Management Information Systems (3 cr.)
- SPEA V563 The Planning Process (3 cr.)
- SPEA V595 Managerial Decision Making (3 cr.)

Policy Field: 6 credit hours

Two courses selected by the student focused on a substantive policy field approved by the concentration adviser.

If a student pursues a double concentration, this requirement will be waived.

Policy Analysis Project: 3 credit hours

An integrative experience where a student is required to complete a policy analysis project. SPEA V691 Seminar in Problems and Issues in Policy Analysis or an equivalent course approved by the concentration adviser is recommended to satisfy this requirement.

Public Financial Administration Concentration Requirements: 18 credit hours

Courses in this concentration develop technical skills necessary for budget analysis, preparation and operation; analysis and application of tax policy; and public financial planning.

Required: 9 credit hours

Three of the following four courses:

- SPEA V609 Seminar in Revenue Policy and Administration (3 cr.)
- SPEA V610 Seminar in Government Budget and Program Analysis (3 cr.)
- SPEA V660 Cases and Problems in Fiscal Administration (3 cr.)
- SPEA V667 Seminar in Public Capital and Debt Theory and Administration (3 cr.)

Electives: 9 credit hours

Three of the following or other graduate courses approved by a concentration adviser:

- Business A508 Accounting for Public Administration (3 cr.)
- Economics E560 Microeconomic Aspects of Public Finance (3 cr.)
- Economics E561 Macroeconomic Aspects of Public Finance (3 cr.)
- Economics E562 Analysis of Public Expenditure Programs (3 cr.)
- SPEA V516 Public Management Information Systems (3 cr.)
- SPEA V562 Public Program Evaluation (3 cr.)
- SPEA V563 Seminar in the Planning Process (3 cr.)

SPEA V567 Public Financial Administration (3 cr.)
 SPEA V570 Public Sector Labor Relations (3 cr.)
 SPEA V585 Practicum in Public Affairs (3 cr.)
 SPEA V590 Research in Public Affairs (3 cr.)
 SPEA V594 Principles of Urban and Regional Science (3 cr.)
 SPEA V595 Managerial Decision Making (3 cr.)
 SPEA V662 Seminar in Productivity and Program Evaluation (3 cr.)
 SPEA V665 Seminar in Policy and Administration (3 cr.)
 SPEA V668 Problems in Fiscal Federalism (3 cr.)
 SPEA V670 Topics in Public Sector Labor Relations (3 cr.)

Urban Affairs Concentration Requirements: 18 credit hours

Urban affairs concentration students may take a general sequence of urban courses or a specialized sequence of urban courses. In either the general or specialized sequence in the concentration a maximum of three credit hours of SPEA V585, Practicum in Public Affairs, may be substituted for optional courses in the concentration.

Required: 3 credit hours

The following course:

SPEA V564 Urban Administration (3 cr.)

Students must select one of the following sequences:

General Sequence: 15 credit hours

All of the following five courses:

One seminar in Urban Economics or Geography (3 cr.)

One seminar in Urban Sociology, Anthropology or Psychology (3 cr.)

One seminar in Political Science (3 cr.)

Two optional courses (6 cr.) selected with the concentration adviser's approval.

OR

Specialized Sequence: 15 credit hours

A specialized sequence of courses in urban affairs selected in consultation with the concentration adviser.

Urban Management Concentration Requirements: 18 credit hours

This concentration is designed to provide students with the basic knowledge and skills required to function successfully as public managers in complex and changing urban settings. The urban management concentration provides advanced professional training for individuals interested in careers in local government administration.

Required: 12 credit hours

Four of the following six courses:

SPEA V518 Intergovernmental Systems Management (3 cr.)

SPEA V562 Program Evaluation (3 cr.)

SPEA V564 Urban Administration (3 cr.)

SPEA V567 Public Financial Administration (3 cr.)

SPEA V594 Principles of Urban and Regional Science (3 cr.)

Business A508 Accounting for Public Administration (3 cr.)

One course from **each** of the following three areas: 6 credit hours

Planning

SPEA V549 Environmental Planning (3 cr.)

SPEA V563 The Planning Process (1-3 cr.)

Personnel and Labor Relations

SPEA V561 Public Personnel and Manpower (1-3 cr.)

SPEA V570 Public Sector Labor Relations (3 cr.)

SPEA V650 Topics in Public Personnel Management (1-3 cr.)

SPEA V670 Topics in Public Sector Labor Relations (1-3 cr.)

Urban Services

SPEA V582 Criminal Justice Systems (3 cr.)

SPEA V586 Public Safety in the U.S. (3 cr.)

SPEA V621 Seminar in Housing and Public Affairs (3 cr.)

SPEA V633 Seminar in Public Transportation Policy (3 cr.)

SPEA V684 Seminar in Emergency Services Planning, Management, and Issues

or three one-hour courses (3 credit hours) on urban public services areas such as human services, transportation, criminal justice, public safety, recreation and parks or water resources and waste disposal.

Urban and Regional Planning Concentration Requirements: 21 credit hours

The Urban and Regional Planning Concentration offers students the opportunity to develop conceptual and analytical tools applicable to a variety of substantive concerns in urban and regional development planning. At the core of this concentration are **four** required courses designed to promote an understanding of theoretical, methodological, and substantive expertise in the execution of the planning function.

Required: 12 credit hours

All of the following **four** courses:

SPEA V549 Environmental Planning (3 cr.)

SPEA V563 The Planning Process (3 cr.)

SPEA V593 Analytical Methods in Planning and Policy Analysis (3 cr.)

SPEA V594 Principles of Urban and Regional Science (3 cr.)

One of the following courses or optional activities:

SPEA V550 Topics in Public Affairs:

Workshop in Community Development and Planning; **or** demonstrate an experiential component through prior work, or an internship SPEA V585, **or** a supervised research activity SPEA V590 in Urban and Regional Planning

SPEA V567 Public Financial Administration

Electives: 6 credit hours

Two elective courses selected in consultation with an adviser to establish a specialized sequence within the concentration.

Specialized sequences include economic development, information systems, land use, regional economic analysis methods, financial planning, spatial analysis, quantitative decision analysis, housing, transportation and human services delivery.

Fields of Concentration— Indianapolis

Concentrations are designed to give the student a focused educational experience in a substantive area of interest. The concentration is selected in conjunction with a faculty adviser and the appropriate SPEA administrator. Concentrations offered on the Indianapolis campus include criminal justice, environmental policy, management of public affairs, personnel management and labor relations, public financial administration, urban management, and urban and regional planning.

Criminal Justice Concentration Requirements: 18 credit hours

The criminal justice concentration is designed for those interested in the issues, methods and skills involved in the management of criminal justice or related agencies.

Required: (12 credit hours)

Both of the following **two** courses:

SPEA V582 Criminal Justice Systems (3 cr.)

SPEA V682 Seminar in Criminal Justice Planning, Management and Issues (3 cr.)

Two of the following six courses:

SPEA V586 Public Safety in the U.S. (3 cr.)

SPEA V587 Criminal Violations: Problems and Characteristics (3 cr.)

SPEA V588 Law and Control in Society (3 cr.)

The following courses require adviser approval:

SPEA V550 Topics in Public Affairs—Criminal Justice (3 cr.)

SPEA V585 Practicum in Public Affairs (1-6 cr.)

SPEA V580 Readings in Public Affairs (3 cr.)

Electives: 6 credit hours

Two of the following courses or other graduate courses selected with an adviser's approval:

Management

SPEA V504 Public Organization (3 cr.)

SPEA V562 Public Program Evaluation (3 cr.)

SPEA V563 The Planning Process (3 cr.)

SPEA V564 Urban Administration (3 cr.)

SPEA V595 Managerial Decision Making (3 cr.)

SPEA V662 Seminar in Productivity and Program Evaluation (3 cr.)

Personnel

SPEA V561 Public Personnel and Manpower Systems (3 cr.)

SPEA V570 Public Sector Labor Relations (3 cr.)

SPEA V650 Topics in Public Personnel Management (3 cr.)

SPEA V661 Seminar in Public Personnel Administration (3 cr.)

Finance

SPEA V567 Public Financial Administration (3 cr.)

SPEA V610 Seminar in Government Budget and Program Analysis (3 cr.)

Other

SPEA V550 Topics in Public Affairs (3 cr.)

Environmental Policy Concentration Requirements: 18 credit hours

Environmental Policy covers a wide range of interests and includes foci such as land use analysis, energy policy, science and technology, environmental mediation, or international environmental policy.

Students selecting the environmental policy concentration should note that entry level professional positions are usually awarded on the basis of ability to perform specific analytical or technical functions and not just for a mastery of environmental policy perspectives. For this reason, it is required

that each student in the concentration complete a program of study that includes both science and policy-oriented course work.

Required: 18 credit hours

Three courses from each of the following two components:

Science Component: 9 credit hours

Three of the following courses, or other science courses approved by the concentration adviser, not taken to satisfy the policy component:

SPEA V526 Applied Mathematics for Environmental Science (3 cr.)
 SPEA V527 Applied Ecology (3 cr.)
 SPEA V536 Environmental Chemistry (3 cr.)
 SPEA V547 Applied Earth Science (3 cr.)
 SPEA V549 Environmental Planning (3 cr.)
 SPEA V552 Environmental Engineering (3 cr.)
 SPEA V620 Environmental Analysis Workshop (3 cr.)

Policy Component: 9 credit hours

Three of the following courses, or other policy courses approved by the concentration adviser, not taken to satisfy the science component:

SPEA V510 Government Regulation in Market Economies (3 cr.)
 SPEA V512 The Public Policy Process (3 cr.)
 SPEA V518 Intergovernmental Systems Management (3 cr.)
 SPEA V549 Environmental Planning (3 cr.)
 SPEA V620 Environmental Analysis Workshop (3 cr.)
 Law B660 Environmental Law (3 cr.)

**Management of Public Affairs
 Concentration Requirements:
 18 credit hours**

The management of public affairs concentration includes courses in the major administrative subject areas and allows the selection of additional courses to support specific areas of interest.

Required: 9 credit hours

One of the following two courses:

SPEA V504 Public Organization (3 cr.)
 SPEA V518 Intergovernmental Systems Management (3 cr.)

Two of the following three courses:

SPEA V562 Public Program Evaluation (3 cr.)
 SPEA V595 Managerial Decision Making (3 cr.)
 Business A508 Accounting for Public Administration (3 cr.)

The remaining nine credit hours are to be selected from one or from among all of the following four specialization areas or other graduate courses with a concentration

adviser's approval. A **maximum** of three credit hours from the research specialization will be allowed toward satisfying concentration requirements.

Accounting and Information Systems

SPEA V516 Public Management Information Systems (3 cr.)
 SPEA V518 Intergovernmental Systems Management (3 cr.)
 SPEA V562 Public Program Evaluation (3 cr.)
 SPEA V564 Urban Administration (3 cr.)
 SPEA V595 Managerial Decision Making (3 cr.)
 Business A513 Accounting Data for Management Control (3 cr.)
 Business A523 Business Information Systems (3 cr.)
 Business K502 Mathematical Tools Laboratory (1 cr.)

Finance

SPEA V567 Public Financial Administration (3 cr.)
 SPEA V609 Seminar in Revenue Theory and Administration (3 cr.)
 SPEA V610 Seminar in Government Budget and Program Analysis (3 cr.)
 SPEA V660 Cases and Problems in Fiscal Administration (3 cr.)

Management

SPEA V508 Topics in Quantitative Analysis (3 cr.)
 SPEA V562 Public Program Evaluation (3 cr.)
 SPEA V563 The Planning Process (3 cr.)
 SPEA V662 Seminar in Productivity and Program Evaluation (3 cr.)
 SPEA V663 Seminar in the Regulatory Process (3 cr.)
 SPEA V665 Seminar in Policy and Administration (3 cr.)
 Business W502 Administration (3 cr.)

Personnel and Organization

SPEA V561 Public Personnel and Manpower Systems (3 cr.)
 SPEA V566 Executive Leadership (2 cr.)
 SPEA V661 Seminar in Public Personnel Administration (3 cr.)
 SPEA V650 Topics in Public Personnel Management (3 cr.)
 SPEA V670 Topics in Public Labor Relations (3 cr.)

Research/Readings/Practicum Courses

SPEA V580 Readings in Public Affairs (1-3 cr.)
 SPEA V585 Practicum in Public Affairs (cr. arr.)
 SPEA V590 Research in Public Affairs (1-3 cr.)

Personnel Management and Labor Relations Concentration

Requirements: 18 credit hours

The personnel management and labor relations concentration provides a balanced, operationally-focused preparation in both of these areas. While the focus of the concentration is directed toward the public sector, it also offers adequate preparation for the private industry.

Required: 12 credit hours

All of the following **four** courses:

SPEA V504 Public Organization (3 cr.)

SPEA V561 Public Personnel and Manpower Systems (3 cr.)

SPEA V570 Public Sector Labor Relations (3 cr.)

The following course to be taken in the last semester:

SPEA V675 Issues and Problems in Public Sector Personnel and Labor Relations (3 cr.)

Two of the following courses with an adviser's approval:

Personnel Management Concepts and Operations

SPEA V650 Topics in Public Personnel Management (3 cr.)

SPEA V651 EEO Law and Affirmative Action (3 cr.)

SPEA V661 Seminar in Public Personnel Administration (3 cr.)

Business Z515 Personnel Measurement (3 cr.)

Labor Relations

SPEA V670 Topics in Public Sector Labor Relations (3 cr.)

SPEA V671 Contract Administration and Rights Arbitration (3 cr.)

Economics E445 Collective Bargaining: Practices and Problems (3 cr.)

Economics E540 Labor Economics (3 cr.)

Economics E547 Government Regulation of Labor Relations (3 cr.)

Business Z514 Industrial Relations (3 cr.)

Work Force Organization and Management

SPEA V662 Seminar in Productivity and Program Evaluation (3 cr.)

Business Z513 The Administration of Manpower Systems (3 cr.)

Business W501 Administration of Enterprises (3 cr.)

Business W530 Theories of Organization (3 cr.)

Business E548 Economics of Manpower Planning (3 cr.)

Public Financial Administration Concentration Requirements:

18 credit hours

Courses in the concentration focus on technical skills necessary for positions in budget analysis, preparation, and operation, in revenue system administration, and in public financial planning.

A **maximum** of three credit hours of approved research readings/practicum courses is allowed towards the concentration requirements.

Required 9 credit hours

All of the following **three** courses:

SPEA V567 Public Financial Administration (3 cr.)

SPEA V660 Cases and Problems in Fiscal Administration (3 cr.)

Business A508 Accounting for Public Administration (3 cr.)

Two of the following four courses:

SPEA V609 Seminar in Revenue Theory and Administration (3 cr.)

SPEA V610 Seminar in Government Budget and Program Analysis (3 cr.)

Business A523 Business Information Systems (3 cr.)

Business F545 Money and Capital Markets (3 cr.)

One of the following eight courses:

SPEA V516 Public Management Information Systems (3 cr.)

SPEA V562 Public Program Evaluation (3 cr.)

SPEA V563 The Planning Process (3 cr.)

SPEA V662 Seminar in Productivity and Program Evaluation (3 cr.)

SPEA V665 Seminar in Policy Administration (3 cr.)

Business A514 Auditing Theory and Practice (3 cr.)

Business A515 Federal Income Taxes (3 cr.)

Business R501 Real Estate and Land Economics (3 cr.)

Urban Management Concentration Requirements: 21 credit hours

This concentration is designed to provide the basic knowledge and skills necessary for a public manager in complex and changing urban settings.

Four of the following six courses:

SPEA V518 Intergovernmental Systems Management (3 cr.)

SPEA V562 Public Program Evaluation (3 cr.)

SPEA V564 Urban Administration (3 cr.)

SPEA V567 Public Financial Administration (3 cr.)
 SPEA V594 Principles of Urban and Regional Science (3 cr.)
 Business A508 Accounting for Public Administration (3 cr.)

One course from **each** of the following three areas or other graduate courses with an adviser's approval.

Planning

One of the following two courses:
 SPEA V549 Environmental Planning (3 cr.)
 SPEA V563 The Planning Process (3 cr.)

Personnel and Labor Relations

One of the following four courses:
 SPEA V561 Public Personnel and Manpower Systems (3 cr.)
 SPEA V570 Public Sector Labor Relations (3 cr.)
 SPEA V650 Topics in Public Personnel Management (3 cr.)
 SPEA V670 Topics in Public Sector Labor Relations (3 cr.)

Urban Services—One of the following options with an adviser's approval:

One three-credit-hour urban services topics course which focuses on a single urban service, **or**
One three-credit-hour course on the technical aspects of urban environmental problems, **or**
One three-credit-hour course **or** three one-credit-hour modules on urban services, such as human services, transportation, criminal justice, public safety, recreation and parks, or water resources and waste disposal.

**Urban and Regional Planning
 Concentration Requirements:
 21 credit hours**

The urban and regional planning concentration offers students the opportunity to develop conceptual and analytical tools applicable to a variety of substantive concerns in urban and regional development planning. At the core of this concentration are four required courses designed to promote an understanding of theoretical, methodological, and substantive expertise in the execution of the planning function.

Required: 12 credit hours

All of the following **four** courses:
 SPEA V549 Environmental Planning (3 cr.)
 SPEA V563 The Planning Process (3 cr.)
 SPEA V593 Analytical Methods in Planning & Policy Analysis (3 cr.)
 SPEA V594 Principles of Urban and Regional Science (3 cr.)

One of the following special concentration requirements: 3 credit hours

Experiential Component: Successful fulfillment through workshop participation, internship, or prior work experience as approved by the concentration adviser and the resident program director, **or**
One advanced course in financial administration with an adviser's approval.

General Urban Areas: 6 credit hours

Two courses from at least **two** of the following three general areas:
Analysis for Urban and Regional Policy
 SPEA V532 Urban Decision-Making (3 cr.)
 SPEA V562 Public Program Evaluation (2-3 cr.)
 SPEA V564 Urban Administration (3 cr.)
 SPEA V595 Managerial Decision-Making (2-3 cr.)
 SPEA V662 Seminar in Productivity and Program Evaluation (3 cr.)
 SPEA V665 Seminar in Policy and Administration (3 cr.)
 SPEA V690 Seminar in the Public Policy Process (3 cr.)

Analytical Methods for Planning

SPEA V508 Topics in Quantitative Analysis (3 cr.)
 SPEA V516 Public Management Information Systems (3 cr.)
 SPEA V533 Applied Urban Economics (3 cr.)
 BUS G509 Analysis of Business Conditions (3 cr.)
 BUS P502 Operations Management (3 cr.)

Urban and Regional Systems

SPEA V510 Government Regulation in Market Economies (3 cr.)
 SPEA V530 Urban Physical Structure (2 cr.)
 SPEA V531 Urban Social Structure (2 cr.)
 SPEA V534 Urban Technology (2 cr.)
 SPEA V535 Urban Demography (2 cr.)
 SPEA V621 Seminar in Housing and Public Affairs (3 cr.)
 SPEA V633 Seminar in Public Transportation Policy (3 cr.)
 SPEA V682 Seminar in Criminal Justice Planning, Management and Issues (3 cr.)
 BUS G531 Applied Urban Economics—Theory, Problems and Policy (3 cr.)
 BUS R501 Real Estate and Land Economics (3 cr.)
 BUS T501 The Transportation Dimension (3 cr.)

The following topics courses can be counted in one of the above areas as appropriate to the topic studied:

SPEA V572 Urban Topics (3 cr.)
 SPEA V630 Topics in Planning (3 cr.)

A **maximum of three** credit hours of research/readings courses are allowed towards meeting the concentration requirements:
 SPEA V580 Readings in Public Affairs (1-3 cr.)
 SPEA V590 Research in Public Affairs (1-3 cr.)

Fields of Concentration— Fort Wayne

Concentrations are designed to give the student a focused educational experience in a substantive area of interest. The concentration is selected in conjunction with the faculty adviser and the appropriate SPEA administrator. Concentrations offered on the Fort Wayne campus include criminal justice, management of public affairs, public policy and administration, urban affairs, and urban management.

Criminal Justice Concentration

Requirements: 18 credit hours

The criminal justice concentration is designed for those interested in the issues, methods, and skills involved in the management of criminal justice or related agencies.

Required: 12 credit hours

Both of the following **two** courses:

SPEA V582 Criminal Justice Systems (3 cr.)

SPEA V682 Seminar in Criminal Justice Planning, Management and Issues (3 cr.)

Two of the following five courses:

SPEA V587 Criminal Violations: Problems and Characteristics (3 cr.)

SPEA V588 Law and Control in Society (3 cr.)

The following courses require adviser approval:

SPEA V550 Topics in Public Affairs—Criminal Justice (3 cr.)

SPEA V580 Readings in Public Affairs (3 cr.)

SPEA V585 Practicum in Public Affairs (1-6 cr.)

Electives: 6 credit hours

Two of the following courses or other graduate courses selected with an adviser's approval:

Management

SPEA V504 Public Organization (3 cr.)

SPEA V562 Public Program Evaluation (3 cr.)

SPEA V563 The Planning Process (3 cr.)

SPEA V564 Urban Administration (3 cr.)

SPEA V571 State Policy Processes (3 cr.)

SPEA V595 Managerial Decision Making (3 cr.)

SPEA V662 Seminar in Productivity and Program Evaluation (3 cr.)

Personnel

SPEA V561 Public Personnel and Manpower Systems (3 cr.)

SPEA V570 Public Sector Labor Relations (3 cr.)

SPEA V650 Topics in Public Personnel Management (3 cr.)

SPEA V661 Seminar in Public Personnel Administration (3 cr.)

Finance

SPEA V567 Public Financial Administration (3 cr.)

SPEA V610 Seminar in Government Budget and Program Analysis (3 cr.)

Other

SPEA V550 Topics in Public Affairs (3 cr.)

Management of Public Affairs

Concentration Requirements:

18 credit hours

The management of public affairs concentration requires courses in the major administrative areas and allows the selection of additional courses to support specific areas of interest.

Required: 9 credit hours

Three of the following five courses:

SPEA V504 Public Organization (3 cr.)

SPEA V561 Public Personnel and Manpower Systems (3 cr.)

SPEA V563 The Planning Process (3 cr.)

SPEA V567 Public Financial Administration (3 cr.)

SPEA V595 Managerial Decision-Making (3 cr.)

Electives: 9 credit hours

Three courses from among the following groups:

Management

SPEA V550 Topics in Public Affairs:

Accounting (3 cr.)

SPEA V562 Public Program Evaluation (3 cr.)

SPEA V564 Urban Administration (3 cr.)

SPEA V662 Seminar in Productivity and Program Evaluation (3 cr.)

SPEA V663 Seminar in the Regulatory Process (3 cr.)

SPEA V665 Seminar in Policy and Administration (3 cr.)

Personnel

SPEA V570 Public Sector Labor Relations (3 cr.)

SPEA V650 Topics in Public Personnel Management (1-3 cr.)

SPEA V661 Seminar in Public Personnel Administration (3 cr.)

Finance

SPEA V550 Topics in Public Affairs:

Accounting (3 cr.)

SPEA V609 Seminar in Revenue Theory and Administration (3 cr.)

SPEA V610 Seminar in Government Budget and Program Analysis (3 cr.)

**Public Policy and Administration
Concentration Requirements:
18 credit hours**

Students who select the public policy and administration area will design individual programs of study consisting of 18 credit hours of approved courses.

**Urban Affairs Concentration
Requirements: 18 credit hours**

The urban affairs concentration requires courses from such areas as economics, geography, history, political science, public affairs, and sociology.

Required: 18 credit hours

Six of the following or other courses approved by a graduate adviser:

SPEA V504 Public Organization (3 cr.)

SPEA V532 Urban Decision-Making (3 cr.)

SPEA V562 Public Program Evaluation (2 cr.)

SPEA V564 Urban Administration (3 cr.)

SPEA V567 Public Financial Administration (3 cr.)

SPEA V570 Public Sector Labor Relations (3 cr.)

SPEA V572 Urban Topics (3 cr.)

SPEA V594 Principles of Urban and Regional Science (3 cr.)

SPEA V595 Managerial Decision-Making (3 cr.)

**Urban Management Concentration
Requirements: 21 credit hours**

This concentration is designed to provide the basic knowledge and skills necessary for a Public Manager in complex and changing urban settings.

Four of the following six courses:

SPEA V518 Intergovernmental Systems Management (3 cr.)

SPEA V562 Public Program Evaluation (3 cr.)

SPEA V564 Urban Administration (3 cr.)

SPEA V567 Public Financial Administration (3 cr.)

SPEA V594 Principles of Urban and Regional Science (3 cr.)

Business A508 Accounting for Public Administration (3 cr.)

One course from each of the following three areas or other graduate courses with an adviser's approval.

Planning

One of the following two courses:

SPEA V549 Environmental Planning (3 cr.)

SPEA V563 The Planning Process (3 cr.)

Personnel and Labor Relations

One of the following four courses:

SPEA V561 Public Personnel and Manpower Systems (3 cr.)

SPEA V570 Public Sector Labor Relations (3 cr.)

SPEA V650 Topics in Public Personnel Management (3 cr.)

SPEA V670 Topics in Public Sector Labor Relations (3 cr.)

Urban Services One of the following options with an adviser's approval:

One three-credit-hour urban services topics course which focuses on a single urban service, or

One three-credit-hour course on the technical aspects of urban environmental problems, or

One three-credit-hour course or three one-credit-hour modules on urban services such as human services, transportation, criminal justice, public safety, recreation and parks, or water resources and waste disposal.

**Fields of Concentration—
Northwest**

Concentrations are designed to give the student a focused educational experience in a substantive area of interest. The concentration is selected in conjunction with the faculty adviser and appropriate SPEA administrator. Concentrations offered on the Northwest campus include criminal justice, urban affairs, management of public affairs, public financial administration, and urban management.

**Criminal Justice Concentration
Requirements: 18 credit hours**

The criminal justice concentration is designed for those interested in the issues, methods and skills involved in the management of criminal justice or related agencies.

Required: 12 credit hours

Both of the following two courses:

SPEA V582 Criminal Justice Systems (3 cr.)

SPEA V682 Seminar in Criminal Justice Planning, Management and Issues (3 cr.)

Two of the following six courses:

- SPEA V586 Public Safety in the U.S. (3 cr.)
- SPEA V588 Law and Control in Society (3 cr.)
- SPEA V587 Criminal Violations: Problems and Characteristics (3 cr.)

The following require adviser approval:

- SPEA V550 Topics in Public Affairs—Criminal Justice (3 cr.)
- SPEA V585 Practicum in Public Affairs (3 cr.)
- SPEA V580 Readings in Public Affairs (1-3 cr.)

Electives: 6 credit hours

Two of the following courses or other graduate courses selected with adviser's approval.

Management

- V504 Public Organization (3 cr.)
- V562 Public Program Evaluation (3 cr.)
- V563 The Planning Process (3 cr.)
- V564 Urban Administration (3 cr.)
- V595 Managerial Decision-Making (3 cr.)
- V662 Seminar in Productivity and Program Evaluation (3 cr.)

Personnel

- V561 Public Personnel and Manpower Systems (3 cr.)
- V570 Public Sector Labor Relations (3 cr.)
- V650 Topics in Public Personnel Management (3 cr.)
- V661 Seminar in Public Personnel Administration (3 cr.)

Finance

- V567 Public Financial Administration (3 cr.)
- V610 Seminar in Government Budget and Program Analysis (3 cr.)
- Other
- V550 Topics in Public Affairs (3 cr.)

Management of Public Affairs

Concentration Requirements:

20 credit hours

The management of public affairs concentration includes courses in the major administrative subject areas and allows the selection of additional courses to support specific areas of interest.

Required: 14 credit hours

All of the following five courses:

- SPEA V504 Public Organization (3 cr.)
- SPEA V550 Topics in Public Affairs: Public Accounting Practices (3 cr.)

or

- BUSINESS A508 Accounting for Public Administration (3 cr.)
- SPEA V561 Public Personnel and Manpower Systems (3 cr.)
- SPEA V562 Public Program Evaluation (3 cr.)
- SPEA V566 Executive Leadership (2 cr.)

Administrative Specialization Options:

6 credit hours

Two courses selected from one of the specializations suggested below.

Alternatively, the student, in consultation with an adviser, may develop another specialization.

Public Personnel and Manpower:

6 credit hours

Both of the following two courses:

- SPEA V661 Seminar in Public Personnel Administration (3 cr.)
- SPEA V670 Topics in Public Labor Relations (3 cr.)

Public Management Processes: 6 credit hours

Two of the following four courses:

- SPEA V516 Public Management Information Systems (3 cr.)
- SPEA V563 The Planning Process (3 cr.)
- SPEA V564 Urban Administration (3 cr.)
- SPEA V595 Managerial Decision-Making (2 cr.)

Public Management Finance: 6 credit hours

Both of the following two courses:

- SPEA V666 Seminar in Public Expenditure, Theory and Administration (3 cr.)
- SPEA V567 Public Financial Administration (3 cr.)

Substitutes for major administrative subject courses may be made with the consent of the director and the student's adviser.

Public Financial Administration Concentration Requirements: 18 credit hours

Courses in the concentration focus on technical skills necessary for positions in budget analysis, preparation, and operation, in revenue system administration and in public financial planning.

Required: 9 credit hours

Three courses from the following groups:

One of the following three courses:

- Economics E562 Analysis of Public Expenditure Program (3 cr.)
- SPEA V567 Public Financial Administration (3 cr.)
- SPEA V666 Seminar in Public Expenditure Theory and Administration (3 cr.)

One of the following two courses:

- Business A508 Accounting for Public Administration (3 cr.)
- SPEA V550 Topics in Public Affairs, Public Accounting Practices (3 cr.)

One of the following two courses:

- Business D551 Financial Management (3 cr.)
- Other course approved by an adviser

Specialization Options: 6 credit hours

Select one of the following specializations, or another specialization developed in consultation with and approved by the concentration adviser.

Financial Management

Both of the following two courses:

Economics E545 Money and Capital Markets (3 cr.)

Economics E560 Microeconomic Aspects of Public Finance (3 cr.)

Financial Management in Urban Settings

Both of the following two courses:

SPEA V609 Seminar in Revenue Theory and Administration (3 cr.)

SPEA V667 Seminar in Public Capital and Debt Theory and Administration (3 cr.)

Financial Management in a Social Service Milieu

Two of the following four courses with the concentration adviser's approval:

Economics E591 Quantitative Economic Policy and Planning (3 cr.)

SPEA V585 Practicum in Public Affairs (cr. arr.)

SPEA V590 Research in Public Affairs (1-3 cr.)

SPEA V660 Cases and Problems in Fiscal Administration (3 cr.)

Electives: 3 credit hours

One additional course selected with the concentration adviser's approval.

Urban Affairs Concentration**Requirements: 18 credit hours****Required: 12 credit hours**

The following course:

SPEA V504 Public Organization (3 cr.)

One of the following three courses:

SPEA V566 Seminar in Public Expenditure Theory and Administration (3 cr.)

SPEA V567 Public Financial Administration (3 cr.)

Economics E562 Analysis of Public Expenditure Program (3 cr.)

One of the following two courses:

SPEA V550 Topics in Public Affairs-Public Accounting Practices (3 cr.)

Business A508 Accounting for Public Administration (3 cr.)

One of the following two courses:

Business G631 Problems and Policies for Urban Development (3 cr.)

SPEA V564 Urban Administration (3 cr.)

Specialization Options 6 credit hours

Students may select one of the specializations suggested below or, in consultation with their adviser, develop another specialization.

Social Economic Analysis

Economics E748 Seminar in the Economics of Labor and Human Resources Development (3 cr.)

Sociology S610 Urban Sociology (3 cr.)

Urban Administration

SPEA V660 Cases and Problems in Fiscal Administration (3 cr.)

Business G531 Applied Urban Economics: Theory, Problems and Policy (3 cr.)

Urban Affairs

History A411 Historical and Philosophical Bases of Disadvantage (3 cr.)

Sociology S657 Community Power Structure (3 cr.)

Substitutes for required courses may be made with the consent of the director and the student's adviser.

Urban Management Concentration**Requirements: 21 credit hours**

This concentration is designed to provide the basic knowledge and skills necessary for a public manager in complex and changing urban settings.

Urban Administration 12 credit hours

Four of the following six courses:

SPEA V518 Intergovernmental Systems Management (3 cr.)

SPEA V562 Public Program Evaluation (3 cr.)

SPEA V564 Urban Administration (3 cr.)

SPEA V567 Public Financial Administration (3 cr.)

SPEA V594 Principles of Urban and Regional Science (3 cr.)

Business A508 Accounting for Public Administration (3 cr.)

Planning 3 credit hours

One of the following two courses:

SPEA V549 Environmental Planning (3 cr.)

SPEA V563 The Planning Process (3 cr.)

Personnel or Labor Relations 3 credit hours

One of the following four courses:

SPEA V561 Public Personnel and Manpower (3 cr.)

SPEA V570 Public Sector Labor Relations (3 cr.)

SPEA V650 Topics in Public Personnel Management (3 cr.)

SPEA V670 Topics in Public Sector Labor Relations (3 cr.)

Urban Services 3 credit hours

Select one course, or three one-hour modules, in urban services.

Internship 6 credit hours

SPEA V585 Practicum in Public Affairs
(1-6 cr.)

All students must serve a one-semester internship with a recognized urban manager and engage in a variety of administrative assignments and research projects designed to provide a diverse and significant set of professional-level experiences. Equivalent experience may be substituted for the internship.

Fields of Concentration— South Bend

Concentrations are designed to give the student a focused educational experience in a substantive area of interest. The concentration is selected in conjunction with a faculty adviser and the appropriate SPEA administrator. Concentrations offered on the South Bend campus include management of public affairs, public policy and administration, criminal justice, and urban affairs.

Criminal Justice Concentration Requirements: 18 credit hours

The criminal justice concentration is designed for those interested in the issues, methods, and skills involved in the management of criminal justice or related agencies.

Required: 12 credit hours

Both of the following **two** courses:

SPEA V582 Criminal Justice Systems (3 cr.)
SPEA V682 Seminar in Criminal Justice
Planning, Management and Issues (3 cr.)

Two of the following six courses:

SPEA V586 Public Safety in the U.S. (3 cr.)
SPEA V588 Law and Control in Society (3 cr.)
SPEA V587 Criminal Violations: Problems
and Characteristics (3 cr.)

The following courses require adviser
approval:

SPEA V550 Topics in Public Affairs—
Criminal Justice (3 cr.)
SPEA V585 Practicum in Public Affairs
SPEA V580 Readings in Public Affairs

Electives: 6 credit hours

Two of the following courses or other
graduate courses selected with an adviser's
approval.

Management

SPEA V504 Public Organization (3 cr.)
SPEA V562 Public Program Evaluation (3 cr.)

SPEA V563 The Planning Process (3 cr.)
SPEA V564 Urban Administration (3 cr.)
SPEA V595 Managerial Decision-Making
(3 cr.)
SPEA V662 Seminar in Productivity and
Program Evaluation (3 cr.)

Personnel

SPEA V561 Public Personnel and Manpower
Systems (3 cr.)
SPEA V570 Public Sector Labor Relations
(3 cr.)
SPEA V650 Topics in Public Personnel
Management (3 cr.)
SPEA V661 Seminar in Public Personnel
Administration (3 cr.)

Finance

SPEA V567 Public Financial Administration
(3 cr.)
SPEA V610 Seminar in Government Budget
and Program Analysis (3 cr.)

Other

SPEA V550 Topics in Public Affairs (3 cr.)

Management of Public Affairs Concentration Requirements: 18 credit hours

The management of public affairs
concentration requires advanced courses in
major administrative subject areas and allows
the selection of additional courses to support
specific areas of interest.

Required: 12 credit hours

All of the following **four** courses:

SPEA V550 Topics in Public Affairs:
Accounting for Public Administration
(3 cr.)
SPEA V561 Public Personnel and Manpower
Systems (3 cr.)
SPEA V563 The Planning Process (3 cr.)
SPEA V595 Managerial Decision-Making
(3 cr.)

Electives: 6 credit hours

Two of the following five courses:

SPEA V550 Topics in Public Affairs (3 cr.)
SPEA V562 Public Program Evaluation (3 cr.)
SPEA V570 Public Sector Labor Relations
(3 cr.)
SPEA V661 Seminar in Public Personnel
Administration (3 cr.)
SPEA V662 Seminar in Productivity and
Program Evaluation (3 cr.)

Public Policy and Administration Concentration Requirements: 18 credit hours

Students who select the public policy and
administration concentration will design,
with the director, individual programs of
study consisting of 18 credit hours of

approved courses. A substantial part of such programs will consist of study of a specific public policy area.

Urban Affairs Concentration Requirements: 18 credit hours

Students who select the urban affairs concentration generally take six specific courses. Such courses cover the urban dimensions of history, geography, economics, sociology, and public affairs.

The following six courses are those usually taken:

History A347 Cities and Urbanization in American History (3 cr.)
Geography G314 Urban Geography (3 cr.)
Business F525 Applied Urban Economics: Theories, Problems, and Policy (3 cr.)
SPEA V532 Urban Decision-Making (3 cr.)
SPEA V564 Urban Administration (3 cr.)
Sociology S610 Urban Sociology (or appropriate approved equivalent) (3 cr.)
With permission of the program director, V563 The Planning Process, may be substituted for one of the courses listed above.

The urban affairs concentration for the MPA degree has the same requirements as the urban affairs certificate. Students who have completed A347 and G314 as undergraduates will be required to complete two additional courses approved by the program director.

Urban Affairs Certificate: 21 credit hours

The urban affairs certificate is available only through the Division of Public and Environmental Affairs, Indiana University at South Bend, and requires 21 credit hours of course work.

Required

All of the following seven courses or other courses approved by the concentration adviser:

History A347 Cities and Urbanization in American History (3 cr.)
Geography G314 Urban Geography (3 cr.)
Business F525 Applied Urban Economics: Theories, Problems, and Policy (3 cr.)
SPEA V532 Urban Decision-Making (3 cr.)
SPEA V563 The Planning Process (3 cr.)
SPEA V564 Urban Administration (3 cr.)
Sociology S610 Urban Sociology (3 cr.)

Public Management Certificate—Systemwide

The public management certificate is a 15-credit-hour program of study in public management and is offered at the Bloomington, Indianapolis, Fort Wayne, Northwest and South Bend campuses of Indiana University. The certificate program is flexible enough to be adapted to the needs of pre-career and in-service individuals. Pre-career students can use the program to explore the field of public management before committing themselves to an extended degree program. Graduate students in other disciplines can use the program to supplement their primary fields with course work in public management, possibly using the certificate courses as part or all of a doctoral or master's degree minor. Career employees of public and private sector agencies seeking courses in public management, and especially those changing from professional or technical roles to managerial roles, will find the certificate program quite beneficial.

Admission To The Public Management Certificate Program

Admission Eligibility Any holder of a baccalaureate or higher degree from an accredited college or university is eligible for admission to the public management certificate program.

Application Application forms and literature describing the Public Management Certificate Program may be obtained from the same SPEA offices as material for the graduate degree programs.

The application should be submitted to the SPEA office on the campus where the student plans to enroll.

Application Deadlines Applications for the Public Management Certificate Program have no specified filing dates, but are processed on a year-round basis for admission in any academic semester or summer session.

Applications must be accompanied by a complete official transcript or transcripts from all colleges and universities previously attended.

Application Fee A non-refundable fee of \$20 is required of all applicants who have not previously attended Indiana University.

Admission Approval Admission to the Public Management Certificate Program requires only the approval of the respective public affairs graduate program director or SPEA campus director.

Program Restrictions

1. Students enrolled in the Public Management Certificate (PMC) must complete the program within eighteen (18) credit hours of SPEA course work with a GPA of 3.0. Failure to do so will result in automatic dismissal from the Certificate Program.
2. Non-degree or other non-SPEA graduate degree students who have completed three or more SPEA courses are not eligible for admission to this certificate program.
3. Students admitted to a SPEA graduate degree program are not eligible for admission to the certificate program or eligible for awarding of the certificate.
4. Admission to or successful completion of the Public Management Certificate Program does not guarantee subsequent admission to the MPA Program or other graduate programs of the School of Public and Environmental Affairs.
5. Students planning to request admission to the Master's in Public Affairs Degree Program after successfully completing the PMC should do the following:
 - a. File an application for admission to the MPA program during the semester they are taking their last courses creditable toward the PMC or as soon after the award of the certificate as possible.
 - b. Application materials should be submitted to the SPEA campus director or the Public Affairs Graduate Program Office on the campus where the student plans to enroll for the MPA program.
6. Transfer credit from other graduate programs will not be accepted for meeting PMC requirements, nor will required courses be substituted or waived.

Certificate Requirements:

15 credit hours

The Public Management Certificate is awarded upon completion of the following nine-credit-hour required core and six credit hours of electives.

Required: 9 credit hours

All of the following **three** courses:

SPEA V502 Public Management (3 cr.)

SPEA V560 Public Finance and Budgeting (3 cr.)

SPEA V561 Public Personnel and Manpower Systems (3 cr.)

Electives: 6 credit hours

Two additional SPEA graduate Public Affairs courses which require class attendance.

Note: Students interested in continuing on for the Master's in Public Affairs degree should consider selecting these two elective courses from the MPA Core and one of these courses should be V506 Quantitative Analysis for Public Affairs I.

Graduate Programs— Indianapolis

The School of Public and Environmental Affairs at Indianapolis, in addition to offering the systemwide Master of Public Affairs degree and the Public Management Certificate program as described earlier in this *Bulletin*, offers three other graduate degree programs and the State Capitol Program.

Included in these programs is the SPEA Master in Health Administration and the combined degree programs with the Indiana University School of Law-Indianapolis: the Doctor of Jurisprudence-Master of Public Affairs (JD-MPA); and the Master of Science in Nursing-Master of Public Affairs (MSN-MPA) with the Indiana University-School of Nursing.

Master of Health Administration (MHA)

General

The Graduate Program in Health Administration of the Indiana University School of Public and Environmental Affairs offers an advanced course of study leading to the professional degree of Master of Health Administration. The program is designed to meet a recognized need for academic preparation of selected individuals interested in achieving leadership positions in the health services and consists of an interdisciplinary curriculum which can accommodate a wide range of career interests and backgrounds. It provides a broadly balanced foundation of theoretical and practical knowledge and technical skills necessary to succeed in the complex fields of health administration and health policy and planning. This program is fully accredited by the Accrediting Commission on Education for Health Services Administration (ACEHSA).

It is recognized that career opportunities in health administration attract students who have an interesting mix of educational and employment backgrounds. Some may possess significant work experience while others may come directly from an undergraduate school. Students bring their own unique career goals, experience, and personal philosophy to the program, thereby providing one of its major strengths. As a result, faculty advisers make every effort to

design each individual's program of study with sufficient flexibility to meet the needs and interest of the student within the field of health administration and still retain the structure needed to maintain academic excellence.

Admission

In addition to the general requirements for admission to graduate study in the School of Public and Environmental Affairs, the following additional requirements must be met for admission to the Graduate Program in Health Administration:

1. Possess an overall undergraduate grade-point average (GPA) of 3.0 (4.0 = A). Applicants with a GPA of 3.0 or better during the last half of their undergraduate education will be shown preference.
2. Complete at least three semester hours each of undergraduate courses in introductory accounting, microeconomics, and statistics at an accredited institution with a grade of C or better in each course.
3. Pass the Graduate Record Examination (GRE) with a composite score of not less than 1,000 in the quantitative and verbal sections. An applicant with a GRE score of less than 500 in either the quantitative or the verbal section may be required to receive special counseling and evaluation prior to any admission decision. Additional course work may be required, and admission as a provisional student may be stipulated.

Degree Requirements: 51 credit hours

A **minimum** of 51 semester hours, distributed among the core, concentration, and field experience areas is required in the Master of Health Administration Degree Program. The MHA curriculum is organized and integrated on the basis of a transition from a conceptual and theoretical foundation to a more intensive application of this knowledge to the operational environment. This transition is accomplished through the sequencing of courses in the program.

Part-time students must complete at least six semester hours each semester to remain in good standing. All students must complete the program's academic requirements within five calendar years of matriculation.

Course Waivers, Substitutions, and Challenge Examinations

It is program policy that the award of the MHA be based on the content prescribed in the announced curriculum. However, students may petition the program director to waive or substitute for required courses

based upon satisfactory equivalent course work or by examination. The following guidelines govern the consideration of these types of petitions.

Waivers of Required Courses The requirement for a particular course may be waived if the student furnishes evidence of equivalent graduate course work completed within a reasonable period of time from a regionally accredited institution. It should be noted that credit is not given with a waiver—only an exemption from a particular course; another course is always substituted.

Substitutions As a general rule, the substitution of a course for one that is required in the MHA curriculum is prohibited. On rare occasions, petitions for substitutions may be considered and students who feel they would benefit from such a procedure should discuss the matter with their advisers.

Challenge Examinations Students who feel they already possess mastery of the subject matter stipulated in a given required course may request a challenge examination. Such a request will be routinely honored, and, if in the opinion of the faculty, the student has demonstrated the requisite knowledge, academic credit for the course will be authorized. The University fee structure for the cost of such an examination will apply.

Health Administration Curriculum

General Management Core: 9 credit hours

All of the following **three** courses:

- SPEA H505 Health Program Design, Implementation and Evaluation (3 cr.)
- SPEA V595 Managerial Decision Making (3 cr.)
- Business Z504 Organizational Behavior and Theory (3 cr.)

General Health Core: 27 credit hours

All of the following **nine** courses:

- SPEA H501 Introduction to Health & Medical Care Organization (3 cr.)
- SPEA H503 Structure, Organization & Function of the Health System (3 cr.)
- SPEA H504 Quantitative Health Planning Methods (3 cr.)
- SPEA H509 Health Services Financial Management I (3 cr.)
- SPEA H510 Health Services Financial Management II (3 cr.)
- SPEA H514 Health Economics (3 cr.)
- SPEA H516 Health Services Delivery & the Law (3 cr.)
- SPEA V545 U.S. Public Health Policy I (3 cr.)
- SPEA H620 Health Services Seminar (3 cr.)

Concentration Areas: 9 credit hours

One of the two MHA concentration areas—institutional management patient care, or policy and planning—must be selected as the student's primary concentration. At least **two** courses must be taken in the primary concentration, and at least **one** course must be taken in the other concentration area.

Institutional Management Patient Care Concentration

- SPEA H601 Hospital Organization & Management (3 cr.)
- SPEA H602 Mental Health Services Organization & Management (3 cr.)
- SPEA H603 Nursing Homes Organization and Management (3 cr.)
- SPEA H604 Ambulatory Care Organization & Management (3 cr.)
- SPEA H605 Alternative Health Service Delivery Structures (3 cr.)

Health Policy and Planning Concentration

- SPEA H611 Areawide Health Planning for Health Services Delivery (3 cr.)
- SPEA H612 Institutional Planning for Health Service Delivery (3 cr.)
- SPEA H606 Comparative Health Systems (3 cr.)
- SPEA V546 U.S. Public Health Policy II (3 cr.)

Experiential Learning Options:

3-6 credit hours

An administrative residency or field experience in health planning is recommended for most students and may be elected as a part of the total course of study. For those students who do not wish to take advantage of one of these options, a research project approved by a faculty adviser must be completed.

One of the following three options must be selected:

SPEA H700 Administrative Residency: 6 credits

An administrative residency in a health facility or agency is offered to all students electing the institutional management concentration. The residency is six credit hours of on-site experience under the supervision of a qualified preceptor and program faculty. Students are eligible to begin the residency experience after 45 graduate credit hours have been completed with a 3.0 grade point average (GPA). The residency experience is graded on a Satisfactory-Fail (S-F) basis.

1. The objective of the administrative residency is to provide students with the environment normally encountered in the particular *career* segment of the health system they have chosen. It blends the academic preparation with the actual

administrative practice and is tailored to suit the needs of each individual.

2. A member of the faculty advises the student during this period and assists in the search for and selection of the most suitable residency. Efforts are made to place students in their preferred geographical areas.

SPEA H701 Field Experience in Health Planning 3-6 credits

A field experience in health planning is offered to students electing the policy and planning concentration. The field experience is three to six credit hours of on-site experience under the supervision of a qualified preceptor and program faculty. Students are eligible to begin the field experience after 45 graduate credit hours have been completed with a 3.0 grade point average.

1. The objective of the field experience is to provide students with opportunities to become involved in health planning. Placement examples would be in institutional planning, governmental health planning and regulatory agencies, and consulting firms, among others.
2. A member of the faculty advises the students during this period and assists in the search for and selection of the most suitable field experience. Efforts are made to place students in their preferred geographical area.

SPEA H635 Research in Health Services Delivery: 3-6 credits

Students not electing either the residency or the field experience options are required to enroll in H635, Research in Health Services Delivery, for at least three credit hours. A research project developed in consultation with a faculty adviser must be completed.

Master of Science in Nursing—Master of Public Affairs (MSN-MPA)

The combined Master of Science in Nursing—Master of Public Affairs program enables a student to take a sequence of courses leading to the receipt of both degrees.

Application and Admission

The student must have a baccalaureate degree from an accredited institution of higher education and must apply to both the School of Nursing (Indianapolis) and the School of Public and Environmental Affairs. If the applicant is admitted to only one

school, the applicant will be permitted to attend that school and will be required to meet graduation requirements of that school. It is preferred that the student apply to both schools simultaneously for the combined MSN-MPA program. It is possible, however, for a person already enrolled in the School of Nursing to apply for admission to the School of Public and Environmental Affairs up to the completion of the second year of nursing study. It is also possible for a student enrolled in the School of Public and Environmental Affairs to seek admission to the School of Nursing up to the end of the first of the MPA course of study.

Academic Standing

Grade averages in the School of Nursing and the School of Public and Environmental Affairs will be computed separately. Continuation in the program will require the student to meet academic standards in each school. A student failing in one school but meeting academic standards in the other may complete work for the degree in the school in which the student is able to meet the academic standards. Such completion must be upon the same conditions (credit hours, residency, etc.) as required of regular (non-combination) degree candidates, i.e. 36 hours for nursing and 48 credit hours for SPEA. Students will be eligible for honors in each school based on the criteria of each school.

Program Advisers

Students enrolled in the combined program will be assigned co-advisers—one each from the faculty of the School of Nursing and the School of Public and Environmental Affairs. Co-advisers will be responsible for reviewing each semester to assure attainment of educational objectives. Co-advisers will also assist in scheduling problems which the student might encounter as a result of the combined degree program.

Program Requirements: 64 credit hours

The combined MPA-MSN program requires a minimum of 64 credit hours distributed among the Master of Science in Nursing component and the Master of Public Affairs component, including a joint research paper.

Nursing Component: 30 credit hours

MSN Core: 9 credit hours

Research (3 cr.)

Theories (3 cr.)

Issues (3 cr.)

Nursing Major: 9 to 12 credit hours

Nursing L574 Administrative Management in Nursing (3 cr.)

Nursing L579 Nursing Administration Practicum (3-6 cr.)
 SPEA V610 Seminar in Government Budget and Program Analysis (3 cr.)

Courses Planned by the Major:

12 credit hours

Clinical (3 cr.)

Clinical (3 cr.)

SPEA V570 Public Sector Labor Relations (3 cr.)

Elective—Nursing or SPEA (3 cr.)

Research Paper (3 credit hours)

Refer to research paper requirements as described in the MPA component below.

Master of Public Affairs Component:

34 credit hours

MPA Core: (21 credit hours)

All of the following seven courses:

SPEA V502 Public Management (3 cr.)

SPEA V506 Quantitative Analysis for Public Management I (3 cr.)

SPEA V507 Quantitative Analysis for Public Management II (3 cr.)

SPEA V517 Public Management Economics (3 cr.)*

SPEA V520 Environmental and Social Systems (3 cr.)

SPEA V540 Law and Public Affairs (3 cr.)

SPEA V560 Public Finance and Budgeting (3 cr.)

Concentration (11 credit hours)

SPEA V504 Public Organization (3 cr.)

The remaining eight credit hours will consist of courses for a concentration chosen by the student in consultation with a SPEA adviser.

Research Paper (2 credit hours)

To be completed in the last year of the combined program and jointly supervised by advisers from both schools. Credit for this supervised research will be arranged and will count toward degree requirements in both schools. A minimum of five (5) credit hours must be taken with at least three (3) hours of research counting toward the MSN degree and two (2) hours of V590, Research in Public Affairs, counting toward the MPA degree program.

The topic must be selected no later than the end of the third year of the combined program, must include elements of both disciplines, and must be approved by the student's co-advisers.

* Students without a previous background in economics will be required to take SPEA's introductory economics course, V505, Basic Economics for Public Management. Students required to take V505 may take it as an elective.

Doctor of Jurisprudence-Master of Public Affairs (JD-MPA)—Indianapolis

The combined JD-MPA program enables the student to take a sequence of courses leading to the receipt of both degrees.

Application and Admission

The student must have a baccalaureate degree from an accredited institution of higher education and must apply to both the School of Law (Indianapolis) and the School of Public and Environmental Affairs. If the applicant is admitted to only one school, the applicant will be permitted to attend that school and will, of course, be required to meet graduation requirements of that school. It is preferred that the student apply to both schools simultaneously for the combined JD-MPA program. It is possible, however, for a person already enrolled in the School of Law to apply for admission to the School of Public and Environmental Affairs up to the completion of the second year of law study. It is also possible for a student enrolled in the School of Public and Environmental Affairs to seek admission to the School of Law up to the end of the first year of the MPA course of study.

Academic Standing

Grade averages in the School of Law and the School of Public and Environmental Affairs will be computed separately. Continuation in the program will require the student to meet academic standards in each school. A student failing in one school but meeting academic standards in the other may complete work for the degree in the school in which the student is able to meet the academic standards. Such completion must be upon the same conditions (credit hours, residency, etc.) as required of regular (non-combination) degree candidates, i.e., 85 credit hours for law and 48 credit hours for SPEA. Students will be eligible for honors in each school based on the criteria of each school.

Program Advisers

Students enrolled in the combined program will be assigned co-advisers—one each from the faculty of the Law School and School of Public and Environmental Affairs. Co-advisers will be responsible for reviewing and counseling with respect to course selection of the students for each semester to assure attainment of educational objectives. Co-advisers will also assist the scheduling problems which the student might encounter as a result of the combined degree program.

Residency

The student will customarily complete the first 30 credit hours in the School of Law. Thereafter, the student will divide the remaining course work taken between the two schools, taking public affairs courses and law courses concurrently. Thus, the student will have a continuing educational experience in both schools.

Program Requirements:

113 credit hours

School of Law Requirements: 79 credit hours

Students are required to complete 79 credit hours of law courses and satisfy all requirements for the degree of Doctor of Jurisprudence.

School of Public and Environmental Affairs Requirements: 34 credit hours

Students are required to complete 34 credit hours of SPEA courses distributed between the MPA core (18 credit hours) concentration (14 credit hours) and a joint research paper (2 credit hours).

Master of Public Affairs Core: 18 credit hours

All of the following six courses:

SPEA V502 Public Management (3 cr.)

SPEA V506 Quantitative Analysis for Public Management I (3 cr.)

SPEA V507 Quantitative Analysis for Public Management II (3 cr.)

SPEA V517 Public Management Economics (3 cr.)

SPEA V520 Environmental and Social Systems (3 cr.)

SPEA V560 Public Finance and Budgeting (3 cr.)

Concentration: 14 credit hours

Student will choose a field of concentration and develop a program of concentration courses in consultation with an adviser.

Research Paper: 2 credit hours

To be completed in the last year of the combined program and jointly supervised by advisers from both schools. Credit for this supervised research will be arranged and will count toward degree requirements in both schools. A minimum of four (4) credit hours must be taken with at least two (2) hours of V590, Research in Public Affairs, counting toward the MPA program.

The topic must be selected no later than the end of the third year of the combined program, must include elements of both disciplines, and must be approved by the student's co-advisers.

The State Capitol Graduate Program

The State Capitol Graduate Program is available to state, local, and federal government and private sector employees who work within the Indianapolis metropolitan area. The program is especially appropriate for individuals who wish to expand their primary field of professional competence or who are shifting from professional or technical roles to managerial roles. All graduate courses taught in the program have been designed as three one-credit-hour modules. Each module is taught intensively from 4:00 to 6:00 p.m. on Friday afternoons and from 9:00 a.m. to 1 p.m. on Saturday over a two-week period, and students may enroll for any or all of the individual modules. Credits earned in the State Capitol Graduate Program may be applied to the Public Management Certificate Program, the parent Master of Public Affairs, or on a graduate non-degree, continuing education basis, according to the needs of the student.

Graduate Programs— Bloomington

The School of Public and Environmental Affairs at Bloomington in addition to offering the systemwide Master of Public Affairs degree and the Public Management Certificate Program described earlier in this *Bulletin* offers other graduate programs specific to the Bloomington campus.

These graduate programs emphasize the multidisciplinary aspects of the School that provide an opportunity for the serious student at the doctoral and master's levels to study and relate public affairs and environmental policy issues with other involved and concerned disciplines. Among these other concerned disciplines are law, political science, biology, geology, geography, library science, and optometry. These concerns have developed into degree programs combining these disciplines with the Master of Public Affairs and/or the Master of Science in Environmental Science programs. In addition, the SPEA Doctor of Philosophy degree programs, with political science and geography further emphasize the multidisciplinary aspects of the School of Public and Environmental Affairs.

Master of Science in Environmental Science (MSES)

The increasingly technological nature of our society and the concerns that environmental effects must routinely be considered in formulating both public and private policy have created an unprecedented need for individuals whose expertise spans both administrative and technical fields. The goal of the Master of Science in Environmental Science (MSES) program is to produce a new kind of professional who combines specialization in a particular environmental science area with the basic managerial and administrative skills necessary for integrating this knowledge into a broader conceptual and operational framework. The degree allows specialization in either disciplinary or interdisciplinary applied environmental science areas and is offered with the cooperation of several departments in the Graduate School.

Admission-Retention

In addition to the general requirements for admission to graduate study in the School of Public and Environmental Affairs the following specific requirements for admission and retention in the MSES Program must be met.

1. A bachelor's degree in a physical or life science, engineering, mathematics, or its equivalent is required for consideration for admission to the MSES program.
2. Students who have not had courses in differential and integral calculus and in statistics will be required to take these during their first year in the program in addition to the other degree requirements.
3. Students who have not had a basic course in computer programming (FORTRAN recommended) should plan to take either a credit or noncredit programming course during their first year in the program.
4. Students who have not had at least two semesters of chemistry with laboratories, including coverage of organic chemistry, will be required to take appropriate work in chemistry (usually C106 or C341) in addition to the other degree requirements.

Mid-Career Option

A mid-career option is available to individuals with appreciable professional experience in environmental science or management. On the basis of case-by-case petitions, the degree requirements may be modified to accommodate the special backgrounds and needs of those with such experience. For example, a different relative emphasis in credit hours among the major components of the degree may be appropriate for mid-career students. Experience may also be accepted in lieu of one to six credit hours of course work in other components of the degree.

Degree Requirements: 48 credit hours

The MSES program requires a minimum of 48-credit hours distributed among four components: basic environmental science (12 cr. hours), environmental management and policy (10 cr. hours), applied environmental science concentration (20 cr. hours), and professional experience (6 cr. hours). Some students admitted to the program may have had courses that exempt them from some of the requirements. The credits from these course exemptions are usually used to build a stronger concentration.

**Basic Environmental Science Component:
12 credit hours**

All of the following four courses:

- SPEA V526 Applied Mathematics for Environmental Science (3 cr.)
- SPEA V527 Applied Ecology (3 cr.)
- SPEA V536 Environmental Chemistry (3 cr.)
- SPEA V552 Environmental Engineering (3 cr.)

**Environmental Management and Policy
Component: 10 credit hours**

The following course:

- SPEA V680 Seminar in Environmental Science and Policy (1 cr.)

One of the following two courses:

- Economics E463 Environmental and Resource Economics (3 cr.)
- SPEA V517 Public Management Economics (3 cr.)

Two of the following seven courses:

- Law B660 Environmental Law (3 cr.)
- SPEA V502 Public Management (3 cr.)
- SPEA V510 Government Regulation in Market Economies (3 cr.)
- SPEA V540 Law and Public Affairs (3 cr.)
- SPEA V549 Environmental Planning (3 cr.)
- SPEA V560 Public Finance and Budgeting (3 cr.)
- SPEA V620 Environmental Analysis Workshop (3 cr.)

**Environmental Science Concentration
Components: 20 credit hours**

Each student's concentration will be developed individually in consultation with a faculty member from the environmental science concentration field and in consideration of the student's background and professional objectives. The list below provides examples of groups of courses within which concentrations which may be chosen. Students whose backgrounds and career needs are not well served by a concentration in one of the areas listed may seek faculty advice and propose an individual concentration designed for their own goals.

Environmental Chemistry

- Chemistry C443 Organic Spectroscopy (3 cr.)
- Chemistry C445 Advanced Organic Chemistry Laboratory (3-5 cr.)
- Chemistry C483 Biological Chemistry (3 cr.)
- Chemistry C501 Chemical Instrumentation (4 cr.)
- Chemistry C510 Advanced Analytical Chemistry (3 cr.)
- Chemistry C611 Electroanalytical Chemistry (3 cr.)
- Chemistry C612 Spectrochemical Methods of Analysis (3 cr.)

- Chemistry C613 Mass Spectrometry and Stable Isotopes (3 cr.)
- Chemistry C614 Chromatography (3 cr.)
- Chemistry C615 Bioanalytical Chemistry (3 cr.)
- Geology G406 Introduction to Geochemistry (3 cr.)
- Geology G587 Organic Geochemistry (3 cr.)
- SPEA V537 Environmental Chemistry Laboratory (3 cr.)
- SPEA V555 Topics in Environmental Science (3 cr.)

Applied Ecology

- Biology L473 Ecology (3 cr.)
- Biology L474 Field and Laboratory Ecology (2 cr.)
- Biology L560 Physiological Ecology (3 cr.)
- Biology L565 Community Ecology (3 cr.)
- Biology L570 Seminar in Ecology and Environmental Biology (2 cr.)
- Biology L575 Ecosystem Structure and Function (3 cr.)
- Biology L578 Population Biology (3 cr.)
- Biology Z465 Evolution (3 cr.)
- Biology Z468 Limnology (4 cr.)
- Biology Z508 Advanced Ornithology (4 cr.)
- Biology Z540 Genetics of Populations (2 cr.)
- Biology Z570 Stream Limnology (3 cr.)
- Biology Z571 Production Limnology (3 cr.)
- SPEA V528 Applied Ecology Laboratory (3 cr.)
- SPEA V555 Topics in Environmental Science (3 cr.)

Environmental Health

- Biology M420 Environmental Microbiology (3 cr.)
- Biology M430 Virology (3 cr.)
- Biology M435 Viral-Medical Laboratory (3 cr.)
- Biology M440 Medical Microbiology Lecture (3 cr.)
- Biology M445 Medical Microbiology Laboratory (2 cr.)
- Biology M540 Medical Microbiology (3 cr.)
- Chemistry C483 Biological Chemistry (3 cr.)
- Medical Science P416 Comparative Animal Physiology (3 cr.)
- Medical Science P418 Laboratory in Comparative Animal Physiology (2 cr.)
- Medical Science P509 Physiological Adaptations (3 cr.)
- Medical Science P531 Human Physiology I (5 cr.)
- Medical Science P532 Human Physiology II (5 cr.)
- Medical Science P575 Work and Environmental Physiology (3 cr.)
- SPEA V410 Environmental Toxicology (3 cr.)
- SPEA V416 Environmental Health Policy (3 cr.)
- SPEA V423 Disease Vector Control (3 cr.)

SPEA V428 Food Science and Sanitation (3 cr.)
 SPEA V431 Water Supply and Wastewater Treatment (3 cr.)
 SPEA V433 Industrial Hygiene and Radiological Health (3 cr.)
 SPEA V451 Air Pollution and Control (3 cr.)
 SPEA V452 Solid and Hazardous Waste Management (3 cr.)
 SPEA V460 Environmental Health Instrumentation (3 cr.)
 SPEA V537 Environmental Chemistry Laboratory (3 cr.)
 SPEA V545 U.S. Public Health Policy I (3 cr.)
 SPEA V546 U.S. Public Health Policy II (3 cr.)
 SPEA V555 Topics in Environmental Science (3 cr.)

Environmental Impact Analysis

Biology B340 Algae (5 cr.)
 Biology B364 Summer Flowering Plants (5 cr.)
 Biology L465 Advanced Field Biology (3 cr.)
 Biology L575 Ecosystem Structure and Function (3 cr.)
 Biology Z468 Limnology (4 cr.)
 Biology Z570 Stream Limnology (3 cr.)
 Biology Z571 Production Limnology (3 cr.)
 Law B660 Environmental Law (3 cr.)
 SPEA V528 Applied Ecology Laboratory (3 cr.)
 SPEA V547 Applied Earth Science (3 cr.)
 SPEA V548 Applied Earth Science Laboratory (3 cr.)
 SPEA V549 Environmental Planning (3 cr.)
 SPEA V553 Differential Equations in Environmental Science (3 cr.)
 SPEA V555 Topics in Environmental Science (3 cr.)

Environmental Geology

Geology G406 Introduction to Geochemistry (3 cr.)
 Geology G413 Introduction to Earth Physics (3 cr.)
 Geology G415 Principles of Geomorphology (3 cr.)
 Geology G416 Economic Geology (3 cr.)
 Geology G451 Principles of Hydrogeology (3 cr.)
 Geology G535 Quaternary Geology (3 cr.)
 Geology G551 Advanced Hydrogeology (3 cr.)
 Geology G587 Organic Geochemistry (3 cr.)
 Geology G626 Industrial Minerals (3 cr.)
 Geology G635 Soil Geomorphology (3 cr.)
 SPEA V528 Applied Ecology Laboratory (3 cr.)
 SPEA V537 Environmental Chemistry Laboratory (3 cr.)
 SPEA V547 Applied Earth Science (3 cr.)
 SPEA V548 Applied Earth Science Laboratory (3 cr.)

SPEA V553 Differential Equations in Environmental Science (3 cr.)
 SPEA V555 Topics in Environmental Science (3 cr.)

Field Biology

Biology B364 Summer Flowering Plants (5 cr.)
 Biology L465 Advanced Field Biology (3 cr.)
 Biology L565 Community Ecology (3 cr.)
 Biology L570 Seminar in Ecology and Environmental Biology (2 cr.)
 Biology L575 Ecosystem Structure and Function (3 cr.)
 Biology L578 Population Biology (3 cr.)
 Biology M420 Environmental Microbiology (3 cr.)
 Biology Z373 Entomology (3 cr.)
 Biology Z383 Laboratory in Entomology (2 cr.)
 Biology Z406 Vertebrate Zoology (5 cr.)
 Biology Z468 Limnology (4 cr.)
 Biology Z508 Advanced Ornithology (4 cr.)
 Biology Z570 Stream Limnology (3 cr.)
 Biology Z571 Production Limnology (3 cr.)
 SPEA V528 Applied Ecology Laboratory (3 cr.)
 SPEA V555 Topics in Environmental Science (3 cr.)

Geography and Land-Use Analysis

Geography G304 Meteorology & Physical Climatology (3 cr.)
 Geography G335 Photogrammetry and Remote Sensing (3 cr.)
 Geography G336 Environmental Remote Sensing (3 cr.)
 Geography G350 Field Methods in Physical Geography (3 cr.)
 Geography G405 Hydroclimatology (3 cr.)
 Geography G407 Advanced Physical Geography (3 cr.)
 Geography G413 Location Theory (3 cr.)
 Geography G435 Cartography and Graphics (3 cr.)
 Geography G477 Advanced Climatology and Meteorology (3 cr.)
 Geography G535 Advanced Cartography (3 cr.)
 Geography G802 Seminar in Physical Geography (3 cr.)
 Geography G830 Readings in Geography (1-3 cr.)
 SPEA V528 Applied Ecology Laboratory (3 cr.)
 SPEA V547 Applied Earth Science (3 cr.)
 SPEA V548 Applied Earth Science Laboratory (3 cr.)

Environmental Microbiology

Biology B340 Algae (5 cr.)
 Biology B351 Fungi (3 cr.)
 Biology M420 Environmental Microbiology (3 cr.)

Biology M430 Virology (3 cr.)
 Biology M435 Viral-Medical Laboratory
 (1-3 cr.)
 Biology M440 Medical Microbiology Lecture
 (3 cr.)
 Biology M445 Medical Microbiology
 Laboratory (2 cr.)
 Biology M460 Biology of Prokaryotes (3 cr.)
 Biology M465 Biology of Prokaryotes:
 Laboratory (3 cr.)
 Biology M525 Prokaryotic Physiology (3 cr.)
 Biology M540 Medical Microbiology Lecture
 (3 cr.)
 SPEA V537 Environmental Chemistry
 Laboratory (3 cr.)
 SPEA V555 Topics in Environmental Science
 (3 cr.)

Water Resources

Biology B340 Algae (3 cr.)
 Biology M420 Environmental Microbiology
 (3 cr.)
 Biology Z468 Limnology (4 cr.)
 Biology Z570 Stream Limnology (3 cr.)
 Biology Z571 Production Limnology (3 cr.)
 Geography G405 Hydroclimatology (3 cr.)
 Geography G407 Advanced Physical
 Geography (3 cr.)
 Geography G477 Advanced Climatology and
 Meteorology (3 cr.)
 Geology G415 Principles of Geomorphology
 (3 cr.)
 Geology G451 Principles of Hydrogeology
 (3 cr.)
 Geology G551 Advanced Hydrogeology
 (3 cr.)
 Geology G635 Soil Geomorphology (3 cr.)
 SPEA V537 Environmental Chemistry
 Laboratory (3 cr.)
 SPEA V547 Applied Earth Science (3 cr.)
 SPEA V548 Applied Earth Science Laboratory
 SPEA V553 Differential Equations in
 Environmental Science (3 cr.)
 SPEA V555 Topics in Environmental Science
 (3 cr.)

Professional Experience Component: 6 credit hours

Each recipient of the MSES degree must obtain professionally relevant research or project experience through an internship, participation in an advanced project, or independent research. Students are encouraged to discuss with faculty members the relative merits of internships, research project experience, and independent thesis research according to individual career objectives. The overall goal of the professional experience requirement is for students to gain experience in activities similar to those they are likely to be involved in after graduation. These include:

- A. Preparation of a research project or internship proposal.
- B. Direct participation in a research project or internship, especially in the preparation of reports describing methods, major findings and accomplishments, and recommendations.
- C. For students participating in an advanced research project or internship, a written report is required. This report should include a chronology of activities in the project or internship, provide concise background information about the project sponsor, discuss activities undertaken, and provide examples of accomplishments. For students undertaking an independent research project, a thesis is required.
- D. Oral presentation of the major results from the research project or internship in a professional manner to an audience.

A minimum of 6 credit hours may be obtained in one of the following three ways:

- A. Independent research resulting in a thesis or publication. The student must arrange a thesis committee of at least two persons, one of whom must be within SPEA. Credit usually will be given under V625 Research in Environmental Science.
- B. Internship arranged independently or participation in a research project. The student must arrange to have a SPEA faculty member as an adviser. Credit will be given under V625 Research in Environmental Science.
- C. Internship arrangement through SPEA's Careers Planning and Internship Center. Application must be made to the Center. Credit will be given under V589, Practicum in Environmental Science (graded pass/fail).

Students are strongly encouraged to plan their professional experience activities during their first year. The professional experience requirement is usually fulfilled during the second year of the program.

Prior to beginning professional experience activities, the student must:

1. prepare a proposal describing the intended activities,
2. arrange for at least one SPEA faculty adviser,
3. apply to receive credit, and
4. receive approval to proceed.

Professional experience application forms may be obtained from the Environmental Programs Office. When these forms have been completed and approved by a faculty adviser they should be returned to the Environmental Programs Office for

placement in the student's academic records file. When the activities are completed this form should be attached to the report or thesis and circulated to the appropriate advisers for approval. Arrangements should then be made for a seminar to present the results of the professional experience. This is usually done by enrolling for 1-credit hour of V680, Seminar in Environmental Science and Policy. Upon final approval of the written materials and the successful presentation of the seminar, credit will be granted for professional experience.

Master of Science in Environmental Science– Master of Public Affairs (MSES-MPA)

The combined master's program is a three-year, 60-credit-hour program that gives the student more depth and breadth than is generally possible in a single degree. Both degrees (MSES and MPA) will be awarded simultaneously after the student has completed the requirements for both degrees.

Application and Admission

The student must apply to and be accepted by both the Master of Science in Environmental Science program and the Master of Public Affairs program. The normal criteria for admission to each program apply and applications are reviewed by both program admissions committees.

Program Requirement: 60 credit hours

The combined MSES-MPA program requires a minimum of 60 credit hours distributed among four components: basic environmental science (12 credit hours); public affairs core (21 credit hours); environmental policy concentration (21 credit hours); and professional experience (6 credit hours).

Required for All Students

Basic Environmental Science: 12 credit hours
All of the following **four** courses:

SPEA V526 Applied Mathematics for
Environmental Science (3 cr.)
SPEA V527 Applied Ecology (3 cr.)
SPEA V536 Environmental Chemistry (3 cr.)
SPEA V552 Environmental Engineering (3 cr.)

Public Affairs Core: 21 credit hours

All of the following **seven** courses:

SPEA V502 Public Management (3 cr.)
SPEA V506 Quantitative Analysis for Public
Affairs I (3 cr.)

SPEA V507 Quantitative Analysis for Public
Affairs II (3 cr.)

SPEA V517 Public Management Economics
(3 cr.)

SPEA V520 Environmental and Social
Systems (3 cr.)

SPEA V540 Law and Public Affairs (3 cr.)

SPEA V560 Public Finance and Budgeting
(3 cr.)

Environmental Policy Concentration:

21 credit hours

Three courses from each of the following two components:

Science Component: 9 credit hours

Three of the following courses, or other science courses approved by the concentration adviser, not taken to satisfy the policy component.

SPEA V526 Applied Mathematics for
Environmental Science (3 cr.)

SPEA V527 Applied Ecology (3 cr.)

SPEA V536 Environmental Chemistry (3 cr.)

SPEA V547 Applied Earth Science (3 cr.)

SPEA V549 Environmental Planning (3 cr.)

SPEA V552 Environmental Engineering (3 cr.)

SPEA V620 Environmental Analysis

Workshop (3 cr.)

Policy Components: 9 credit hours

Three of the following courses, or other policy courses approved by the concentration adviser, not taken to satisfy the science component:

SPEA V510 Government Regulation in
Market Economies (3 cr.)

SPEA V512 The Public Policy Process (3 cr.)

SPEA V518 Intergovernmental Systems
Management (3 cr.)

SPEA V549 Environmental Planning (3 cr.)

SPEA V620 Environmental Analysis

Workshop (3 cr.)

LAW B660 Environmental Law (3 cr.)

Elective: 3 credit hours

One additional science or policy course not taken to satisfy any other program requirement approved by the concentration adviser.

Professional Experience: 6 credit hours

Each student in this combined program must obtain professionally relevant research experience. The overall goal of the professional experience requirement is for students to gain experience in activities similar to those they are likely to be involved in after graduation. A research paper is to be completed in the last year of the combined program. The topic must be selected no later than the end of the second year of the combined program, must include elements of both programs and must be approved by the student's adviser.

Credit for this supervised research will count toward degree requirements in both programs. A minimum of six credit hours must be taken.

Master of Science in Environmental Science-Master of Arts (MSES-MA)

The combined Master of Science in Environmental Science and Master of Arts Degree program with major fields in ecology and evolutionary biology, geography, and geology are 60-credit-hour programs. The MSES and MA degrees will be awarded simultaneously after the student has completed the requirement for the combined programs.

Application and Admission

The student must apply to and be accepted by both the School of Public and Environmental Affairs and either the Program in Ecology and Evolutionary Biology of the Department of Biology, the Department of Geography, or the Department of Geology.

Supervisory Committee

The student must select a supervisory committee of at least three faculty members, representing both SPEA and either ecology and evolutionary biology, geography, or geology to guide the course of study.

Program Requirements: 60 credit hours

Program requirements enable the student to meet all requirements for both the Master of Science in Environmental Science degree and the requirements of the respective major for the Master of Arts degree of the Graduate School of Indiana University. Courses to satisfy the specific requirements of the Departments of Biology, Geography, and Geology are included in the respective concentration area requirements. The 60-credit-hour program is distributed between the environmental science core (22 credit hours), an environmental science concentration (24-25 credit hours), research (6 credit hours) and electives.

Core Requirements for All Students: 22 credit hours

Basic Environmental Science: 12 credit hours

All of the following four courses:
SPEA V526 Applied Mathematics for Environmental Science (3 cr.)

SPEA V527 Applied Ecology (3 cr.)
SPEA V536 Environmental Chemistry (3 cr.)
SPEA V552 Environmental Engineering (3 cr.)

Environmental Management and Policy: 10 credit hours

The following course:

SPEA V680 Seminar in Environmental Science and Policy (1-3 cr.)

One of the following two courses:

Economics E463 Environmental and Resource Economics (3 cr.)

SPEA V517 Public Management Economics (3 cr.)

Two of the following seven courses:

LAW B660 Environmental Law (3 cr.)

SPEA V502 Public Management (3 cr.)

SPEA V510 Government Regulation in Market Economies (3 cr.)

SPEA V540 Law and Public Affairs (3 cr.)

SPEA V549 Environmental Planning (3 cr.)

SPEA V560 Public Finance and Budgeting (3 cr.)

SPEA V620 Environmental Analysis Workshop (3 cr.)

Master of Arts (Major Course Requirements: 24 credit hours)

The student develops a program of courses in consultation with the supervisory committee to meet the selected MSES concentration and Master of Arts major requirements.

Concentrations available are ecology and evolutionary biology, geography, and geology and each requires a minimum of 24 credit hours.

Ecology and Evolutionary Biology Course Requirements: 24 credit hours

Required Core: 6 credit hours

Two of the following four courses:

Biology L560 Physiological Ecology (3 cr.)

Biology L578 Population Biology (3 cr.)

Biology L579 Community Ecology (3 cr.)

Biology L575 Ecosystem Ecology (3 cr.)

Ecology Electives: 18 credit hours

Six of the following courses:

Biology B340 Algae (3 cr.)

Biology B351-B352 Fungi (3 cr.)

Biology B364 Summer Flowering Plants (3 cr.)

Biology B368 Ethnobotany (3 cr.)

Biology Z373-Z383 Entomology/E. Laboratory (3 cr.)

Biology Z406 Vertebrate Zoology

Biology B415 Phytogeography (3 cr.)

Biology M420 Environmental Microbiology (3 cr.)

Biology B423-B424 Paleobotany/P. Laboratory (3 cr.)

Biology B450 Morphology of Vascular Plants (3 cr.)

Biology B460 Biology of Ferns (3 cr.)
 Biology B461 Angiosperms (3 cr.)
 Biology B463 Systematics (3 cr.)
 Biology M465 Biology of the Prokaryotes (3 cr.)
 Biology Z476 Biology of Fishes (3 cr.)
 Biology S309 Ecological Biology (3 cr.)
 Biology B371-B372 Ecological Plant Physiology/EPP Laboratory (3 cr.)

Geography Course Requirements:
25 credit hours

Core Courses: 13 credit hours

All of the following four courses:
 Geography G500 Research Problems in Geography (4 cr.)
 Geography G504 Advanced Quantitative Methods (3 cr.)
 Geography G520 Seminar in the History and Philosophy of Geography (3 cr.)
 Geography G802 Seminar in Physical Geography (3 cr.)

Four courses from the following areas of Geography with **two** courses from **one** area, and **two** courses from among any areas 12 credit hours.

Photogrammetry and Remote Sensing

Geography G335 Photogrammetry and Remote Sensing (3 cr.)
 Geography G336 Environmental Remote Sensing (3 cr.)
 Geography G435 Cartography and Graphics (3 cr.)
 Geography G535 Advanced Cartography (3 cr.)

Climatology

Geography G304 Climatology and Meteorology (3 cr.)
 Geography G350 Field Methods in Physical Geography (3 cr.)
 Geography G405 Hydroclimatology (3 cr.)
 Geography G477 Advanced Climatology and Meteorology (3 cr.)

Landforms

Geography G350 Field Methods in Physical Geography (3 cr.)
 Geography G404 Elements of Soil Science (3 cr.)
 Geography G407 Advanced Physical Geography (3 cr.)
 Geography G417 Land Use Analysis (3 cr.)

Geology Course Requirements:
24 credit hours

Required: 9 credit hours

Both of the following **two** courses:
 Geology G415 Geomorphology (3 cr.)
 Geology G451 Principles of Hydrogeology (3 cr.)

One of the following three courses:

Geology G404 Geobiology (3 cr.)
 Geology G406 Introduction to Geochemistry (3 cr.)
 Geology G413 Introduction to Earth Physics (3 cr.)

Program Electives: 15 credit hours

A minimum of 15 additional credit hours in geology to include at least two 500-level courses selected from the following courses:

Geology G404 Geobiology (3 cr.)
 Geology G406 Introduction to Geochemistry (3 cr.)
 Geology G413 Introduction to Earth Physics (3 cr.)
 Geology G416 Economic Geology (3 cr.)
 Geology G423 Principles of Geophysics (3-5 cr.)
 Geology G429 Field Geology of the Rocky Mountains (6-8 cr.)
 Geology G509 Theoretical Geochemistry (4 cr.)
 Geology G516 Introduction to Coal Geology (3 cr.)
 Geology G535 Quaternary Geology (3 cr.)
 Geology G551 Advanced Hydrogeology (3 cr.)
 Geology G571 Petroleum Geology (3 cr.)
 Geology G587 Organic Geochemistry (3 cr.)
 Geology G616 Metalliferous Mineral Deposits (3 cr.)
 Geology G626 Industrial Minerals (3 cr.)
 Geology G635 Soil Geomorphology (3 cr.)

Research Requirement: 6 credit hours

All students must complete a minimum of six credit hours in research approved by the student's supervisory committee.

General Electives

Sufficient additional courses approved by the student's supervisory committee to meet the program requirement of 60 credit hours.

Master of Public Affairs–Master of Library Science (MPA-MLS)

The School of Library and Information Science and the School of Public and Environmental Affairs collaborate in a combined master's program which addresses the demand for information specialists with public management and problem-solving skills. The program prepares students for positions in information centers and libraries in the public and private sectors as well as professional positions in information management, public affairs, and a variety of administrative positions.

Candidates for the combined degree complete the core requirements for the MPA and nine additional hours selected from an approved list of courses offered by the School of Public and Environmental Affairs. Candidates also complete core requirements and elective courses from the School of Library and Information Science with an information science emphasis. The combined program consists of a total of approximately 63 credit hours. Candidates must be admitted to both schools.

Program Requirements: 61 to 63 credit hours

Master of Public Affairs Requirements: 33 credit hours

Core Courses: 21 credit hours

All of the following seven courses:

SPEA V502 Public Management (3 cr.)

SPEA V506 Quantitative Analysis for Public Management I (3 cr.)

SPEA V507 Quantitative Analysis for Public Management II (3 cr.)

SPEA V517 Public Management Economics (3 cr.)

SPEA V520 Environmental and Social Systems (3 cr.)

SPEA V540 Law and Public Affairs (3 cr.)

SPEA V560 Public Finance and Budgeting (3 cr.)

Specialization Courses: 9 credit hours

Three of the following eight courses or other SPEA courses approved by an adviser:

SPEA V504 Public Organization (3 cr.)

Business A508 Accounting for Public Administration (3 cr.)

SPEA V518 Intergovernmental Systems Management (3 cr.)

SPEA V561 Public Personnel and Manpower Systems (3 cr.)

SPEA V562 Public Program Evaluation (3 cr.)

SPEA V563 The Planning Process (3 cr.)

SPEA V567 Public Financial Administration (3 cr.)

SPEA V570 Public Sector Labor Relations (3 cr.)

Elective: 3 credit hours

One additional SPEA course.

Master of Library Science Requirements: 28-30 credit hours

Core Courses: 15 credit hours

All of the following five courses:

SLIS L504 Information Sources and Services (3 cr.)

SLIS L508 Principles of Library Collection Building (3 cr.)

SLIS L510 Organization of Materials and Information (3 cr.)

SLIS L544 Introduction to Information Sciences (3 cr.)

SLIS L558 The Library as an Organization (3 cr.)

Other Required Courses: 13-15 credit hours

All of the following four courses:

SLIS L596 Library Practice Work (3-5 cr.)

SLIS L644 Information Storage Retrieval Methods and Techniques (3 cr.)

SLIS L645 Systems Analysis and Design (4 cr.)

SLIS L647 Library Automation (3 cr.)

Doctor of Jurisprudence— Master of Public Affairs (JD-MPA)— Bloomington

The combined Doctor of Jurisprudence-Master of Public Affairs Program enables the student to take a four-year sequence of courses leading to both degrees.

Application and Admission

The applicant must have a bachelor's degree from an accredited institution of higher education and must apply separately to both the School of Law-Bloomington and the School of Public and Environmental Affairs. If the applicant is admitted to only one school, the applicant will be permitted to attend that school and will, of course, be required to meet graduation requirements of that school. It is recommended that the student apply to both schools simultaneously for the combined JD-MPA Program. It is possible, however, for a person already enrolled in the School of Law to apply for admission to the School of Public and Environmental Affairs up to the completion of the second year of law study. It is also possible for a student enrolled in the School of Public and Environmental Affairs to seek admission to the School of Law up to the end of the first year of the MPA course of study.

Academic Standing

Grade averages in the School of Law and the School of Public and Environmental Affairs will be computed separately. Continuation in the program will require the student to meet academic standards in each school. A student failing in one school but meeting academic standards in the other may complete work for the degree in the school in which the student is able to meet the academic standards. Such completion must be upon the same conditions (credit hours, residency, etc.) as required of regular (non-combination)

degree candidates, i.e., 82 credit hours of law and 48 credit hours for SPEA. Students will be eligible for honors in each school based on the criteria of each school.

Residency

The student will customarily spend the first academic year in the School of Law. Thereafter, the student will divide the second, third, and fourth years between the two schools, taking an average of seven to eight hours of law courses each semester and four to seven hours of SPEA courses. Thus, the student will have a continuing educational experience in both schools.

Program Requirements: 110 credit hours

School of Law Requirements: 76 credit hours
Students are required to complete 76 credit hours of law courses and satisfy all requirements for the degree of Doctor of Jurisprudence.

School of Public and Environmental Affairs Requirements: 34 credit hours
Students are required to complete 34 credit hours of SPEA courses distributed between the MPA core (18 credit hours), specialization (12 credit hours) and a joint research paper (4 credit hours).

Master of Public Affairs Core: 18 credit hours

All of the following six courses:
SPEA V502 Public Management (3 cr.)
SPEA V506 Quantitative Analysis for Public Affairs I (3 cr.)
SPEA V507 Quantitative Analysis for Public Affairs II (3 cr.)
SPEA V517 Public Management Economics (3 cr.)
SPEA V520 Environmental and Social Systems (3 cr.)
SPEA V560 Public Finance and Budgeting (3 cr.)

Specialization: 12 credit hours

The student will choose a field of specialization and develop a program of specialization courses in consultation with an adviser.

Research Paper: 4 credit hours

A research paper is to be completed in the last year of the combined program and jointly supervised by advisers from both schools. Credit for this supervised research will be arranged and will count toward degree requirements in both schools. A minimum of four credit hours must be taken with at least two hours of research counting for the JD degree and two hours of V590, Research in Public Affairs, counting toward

the MPA program. The topic must be selected no later than the end of the third year of the combined program, must include elements of both disciplines, and must be approved by the student's co-advisers.

Doctor of Jurisprudence— Master of Science in Environmental Science (JD-MSES)

The combined Doctor of Jurisprudence—Master of Science in Environmental Science program is a four-year, 110-credit-hour sequence of courses and research that provide depth and breadth in both environmental science and law. Both degrees will be awarded when the student meets the degree requirements of the School of Law and of the School of Public and Environmental Affairs.

Application and Admission

The student must have a bachelor's degree in a physical or life science, engineering, mathematics, or its equivalent and must apply to both the School of Law (Bloomington) and the School of Public and Environmental Affairs. Most students will apply to both schools simultaneously for this combined program; however, a person already enrolled in the School of Law may apply for admission to the School of Public and Environmental Affairs up to the completion of the second year of law study. A student enrolled in the School of Public and Environmental Affairs may seek admission to the School of Law up to the end of the first year of the MSES program.

Academic Standing

Grade averages in the School of Law and the School of Public and Environmental Affairs will be computed separately. Continuation in the program will require the student to meet academic standards in each school. A student failing in one school but meeting academic standards in the other may complete work for the degree in the school in which academic standards are being met. Such completion must be upon the same conditions as required of regular degree candidates, i.e., 82 credit hours for Law and 48 credit hours for SPEA. Students will be eligible for honors in each school based on the criteria of each school.

Program Advisers

Students enrolled in the combined program will be assigned co-advisers—one each from the faculty of the School of Law and the School of Public and Environmental Affairs. Co-advisers will be responsible for reviewing and counseling with respect to course selection of the students for each semester to assure attainment of educational objectives.

Residency

The student will customarily spend the first academic year in the School of Law. Thereafter, the student will divide the second, third, and fourth years between the two schools, take an average of seven to eight hours of law courses each semester and four to seven hours of SPEA courses. Thus, the student will have a continuing educational experience in both schools.

Program Requirements:

110 credit hours

School of Law Requirements: 76 credit hours
Students are required to complete 76 credit hours of law courses and satisfy all requirements for the degree Doctor of Jurisprudence.

School of Public and Environmental Affairs Requirements: 34 credit hours

Students are required to complete 34 credit hours of SPEA courses distributed between environmental science and policy (18 credit hours), environmental science concentration (12 credit hours) and a professional experience/research activity (4 credit hours).

Basic Environmental Science: 12 credit hours

All of the following four courses:

SPEA V526 Applied Mathematics for

Environmental Science (3 cr.)

SPEA V527 Applied Ecology (3 cr.)

SPEA V536 Environmental Chemistry (3 cr.)

SPEA V552 Environmental Engineering (3 cr.)

Environmental Management and Policy (6 credit hours)

One of the following two courses:

Economics E463 Environmental and

Resources Economics (3 cr.)

SPEA V517 Public Management Economics (3 cr.)

One of the following seven courses:

SPEA V502 Public Management (3 cr.)

SPEA V510 Government Regulation in

Market Economies (3 cr.)

SPEA V549 Environmental Planning (3 cr.)

SPEA V550 Topics in Public Affairs (approved sections) (3 cr.)

SPEA V555 Topics in Environmental Science (approved sections) (3 cr.)

SPEA V560 Public Finance and Budgeting (3 cr.)

SPEA V620 Environmental Analysis Workshop (3 cr.)

Environmental Science Concentration (12 credit hours)

Student will develop a program of environmental science concentration courses in consultation with a concentration adviser.

Professional Experience/Research Activity (4 credit hours)

Each student in this combined program must obtain professionally relevant research experience. The overall goal of the professional experience requirement is for students to gain experience in activities similar to those they are likely to be involved in after graduation. A research paper is to be completed in the last year of the combined program and jointly supervised by advisers from both schools. The topic must be selected no later than the end of the third year of the combined program, must include elements of both disciplines, and must be approved by the student's co-advisers. Credit for this supervised research will count toward degree requirements in both schools.

Doctor of Optometry-Master of Public Affairs (OD-MPA)

The School of Optometry cooperates with SPEA in a program for Optometry students that combines the OD and MPA programs allowing students the opportunity to obtain both degrees within five years. The practice of optometry is no longer limited to the office practice, but has expanded to include a field of "public health" optometry. As a result, students interested in this career area need public administration knowledge and skills.

Application and Admission

The applicant must have a bachelor's degree from an accredited institution of higher education and must apply separately to both the School of Optometry and the School of Public and Environmental Affairs. Students begin SPEA studies in the spring semester of the fourth year, and the School of Optometry waives the fourth-year second-semester clinic requirements for these students. The full fifth year would be devoted to SPEA studies though students may begin their SPEA studies earlier.

School of Optometry Requirements

Students are required to satisfy all requirements for the degree of Doctor of Optometry in addition to the following Master of Public Affairs degree requirements.

Master of Public Affairs Requirements: 36 credit hours

SPEA Core: 18 credit hours

All of the following six courses:

SPEA V502 Public Management (3 cr.)

SPEA V506 Quantitative Analysis I (3 cr.)

SPEA V507 Quantitative Analysis II (3 cr.)

SPEA V517 Public Management Economics (3 cr.)

SPEA V520 Environmental and Social Systems (3 cr.)

SPEA V560 Public Finance and Budgeting (3 cr.)

Health Systems Administration: 18 credit hours

Both of the following two courses:

SPEA V546 Health Policy I or V555

Epidemiologic Techniques (3 cr.)

SPEA V631 Seminar in Health Planning (3 cr.)

Four of the following seven courses:
or other SPEA graduate courses approved by
an adviser:

SPEA V504 Public Organization (3 cr.)

SPEA V545 Health Policy I (3 cr.)

SPEA V546 Health Policy II (3 cr.)

SPEA V554 Human Services Administration (3 cr.)

SPEA V555 Epidemiologic Techniques (3 cr.)

SPEA V562 Program Evaluation (3 cr.)

SPEA V595 Managerial Decision-Making (3 cr.)

Doctor of Philosophy in Public Policy (PhD)

Special Department and School Requirements

Admission Students may be admitted to the joint program in public policy from four possible categories: students already admitted to graduate work in political science, wishing to pursue this program; students continuing beyond the SPEA MPA degree; other students with prior master's degrees; and students with no prior graduate work. All students seeking admission to the public policy program are subject to approval by a joint SPEA-Political Science program admissions committee.

Degree Requirements

Fields of Study All students will be required to have public policy as a major field of preparation and specialization. This includes a concern with the environment of public policy; the processes of policy formation, management, and implementation; and the analysis and evaluation of policy outputs and results. In addition, each student must select one field of concentration in political science from the following: American politics, comparative politics, international relations, or political theory and methodology; and one field of concentration in public and environmental affairs from the following: environmental policy, public finance, urban policy, and public management.

Course Requirements During the first year of study, all students will be expected to take Y570, Introduction to the Study of Politics; V506 and V507, Quantitative Analysis for Public Affairs I and II; and V690, Seminar in Problems and Issues in Policy Analysis. In the final year of course work all students are required to take V601, Workshop in Public Policy. All course work in the public policy field and the two concentration fields (one each in political science and SPEA) must be approved by the program director or advisory committee after it is appointed. All courses must be satisfied with an overall grade point average of at least 3.0 prior to nomination to candidacy for the PhD degree. For specific courses acceptable for this degree, consult with the public policy doctoral adviser.

Language and Research Skill Students must demonstrate proficiency in one of the following languages or research skills: French, German, Spanish, Russian, mathematics, statistics, computer science, or another language or research skill approved by the supervisory committee and the dean of the Graduate School. Students will not be permitted to take qualifying examinations until these requirements are satisfied.

Advisory Committee The advisory committee will consist of at least two faculty members from SPEA and two from the Department of political science. Members of the committee who hold joint appointments will be considered representatives of their primary unit. The chairperson of the committee serves as the student's principal adviser. The committee will supervise the student's course of study and will conduct the qualifying examination. Early in the student's program—but in no case later than the third semester after admission to the

program—the advisory committee will provide the student with a formal review of the progress made toward the degree.

Qualifying Examination The qualifying examination is both written and oral covering the primary field of public policy and the two concentration fields.

Dissertation (Required) Following successful completion of the qualifying examination, the student shall arrange a dissertation committee subject to the approval of the program director. The committee shall consist of a chairperson, who shall serve as the student's principal adviser, two members from the Department of Political Science, and two members from SPEA. The responsibilities of the dissertation committee include granting formal approval of the student's research proposal, guiding the student's research agenda to completion, and conducting the formal defense of the dissertation. Following a satisfactory defense of the dissertation the committee will recommend to the Graduate School that the candidate be awarded the degree Doctor of Philosophy.

Doctor of Philosophy in Regional Analysis and Planning (PhD)

Special Departmental and School Requirements

Admission Students may be admitted to the regional analysis and planning PhD program from three possible categories: geography graduate students choosing this program; students continuing beyond the SPEA MPA degree; and other students with prior master's degrees. Students without the master's degree may apply for admission to either SPEA or the Department of Geography for their master's program.

The regional analysis and planning program admission committee is composed of two representatives from each unit above (SPEA and Geography). Evidence considered by the admissions committee in evaluating applications to the program include: (1) student performance as an undergraduate; (2) student performance in any graduate work completed in geography, SPEA or other profession or discipline; (3) any evidence of scholarly research or special skill attainment (with special consideration given to economic and quantitative skills) as evidenced by previous courses, written work, and faculty evaluations; (4) student scores on the GRE or

GMAT placement tests. If an application for the program is rejected by the committee, the applicant may reapply after at least one additional semester of course work has been completed.

Doctor of Philosophy Degree Requirements

Fields of Study The student will complete a required major consisting of courses in regional analysis, planning, quantitative methods, and research seminars. Each student must then select a concentration area. The concentrations approved are: socioeconomic systems, and environmental systems. Students must complete 15 graduate hours of course work in the concentration selected.

Course Requirements A 31-credit-hour core curriculum consisting of Geography G500, Research Problems in Geography; SPEA V540, Law and Public Affairs (3 cr.); SPEA V560, Public Finance and Budgeting (3 cr.); SPEA V563, The Planning Process (3 cr.); SPEA V567, Public Financial Administration (3 cr.); and SPEA V594, Principles of Urban and Regional Science (3 cr.), must be completed by all students. In addition, each candidate must complete the program's quantitative requirements, which include Geography G504, Advanced Quantitative Methods in Geography; Geography G515, Mathematical Models in Geography; SPEA V593; Analytical Methods in Planning and Policy Analysis; plus an approved quantitative sequence in operations research; econometrics, statistics; measurement and psychometrics, statistics; measurement and psychometrics, or policy analysis as outlined by the program director. Two advanced seminars from Geography G802, Seminar in Physical Geography (3 cr.); Geography G803, Seminar in Economic Geography (3 cr.); Geography G814, Seminar in Settlement and Urban Geography (3 cr.); Geography G825, Seminar in Transport Analysis (3 cr.); SPEA V669, Research Seminar in Regional Analysis and Planning (3 cr.). The student must complete these required courses with a grade of B or better prior to nomination to candidacy for the PhD degree. A minimum of 90 graduate credit hours of work beyond the BA level is required.

Minor Every student will be required to attain competence in at least one field outside geography and SPEA. The minor should complement the program and contribute to educational objectives of the student. Possible minors would include: business (applied urban economics); business (quantitative business analysis); business

(transportation); urban affairs, computer science, or, recreation (community and recreational planning). Requirements for the minor are set by the department or program which offers it. The minor selected must be from the list of approved minors in the *Bulletin* of the Graduate School (unless exceptions are approved by the Graduate School).

Advisory Committee The program's admissions committee will serve as the student's advisory committee during the first semester in residence. By the beginning of the second semester the student should select an adviser. The adviser, with the approval of the student, will select the members of the advisory committee, which will consist of at least two faculty members from SPEA, two from the Department of Geography, and one from the outside minor. The student's principal adviser will serve as chairperson of the advisory committee. The advisory committee will supervise the student's course of study and will conduct the qualifying examination.

Qualifying Examination The qualifying examination will consist of written and oral parts and is intended to evaluate the student's substantive knowledge and analytical ability over the core requirements and concentration area, as well as act as a review mechanism for the student's dissertation proposal. Whether the outside minor is covered on this examination rests with the department offering the minor.

Candidacy and Research

Committee Following successful completion of the qualifying examination, the student should complete a dissertation proposal. Depending on the topic selected, the student may wish to identify a new adviser and committee for the dissertation work. This Research Committee will also be selected by the new adviser and the student, and must include at least two members from Geography, and two from SPEA. The advisory committee may also serve as the research committee. The committee identified is appointed by the Graduate School on recommendation of the Department of Geography and SPEA. Following a formal presentation of the dissertation proposal and its acceptance by the research committee, the student is admitted to candidacy for the PhD.

Final Examination A final examination or defense of the dissertation is required.

Doctoral Minors of the School of Public and Environmental Affairs

The School of Public and Environmental Affairs provides course work and other student-related activities for those working toward doctoral degrees in other schools and colleges of Indiana University who select Public and Environmental Affairs as their minor field. Three such minor fields are available: environmental studies, public management and urban affairs.

The Environmental Studies Minor: 12 credit hours

Students in PhD programs at Indiana University may, with the consent of their committee, choose environmental studies as an outside minor. The minor is flexible and is usually designed by the students in accordance with their needs.

Requirements

1. The PhD candidate must secure a faculty adviser in consultation with the director of environmental programs. The adviser may not be from the candidate's major department. The candidate's adviser will serve as the representative in all examinations or other requirements of the candidate's PhD program that relate to the minor. The adviser shall decide on the character of the examination, if any, in the minor field, and shall certify that the candidate has met the requirements of the minor.
2. The candidate must take at least twelve credit hours of graduate level courses related to environmental studies. These must be from at least two different disciplines outside the candidate's major department. The choice of courses should be made in consultation with the candidate's adviser and must be approved by the director of environmental programs.

Acceptance of the proposed minor will be based on two criteria: (a) the courses must be a direct relationship to environmental studies and (b) the courses must not normally be required as part of the major or tool skill options in the student's major department.

3. A minimum grade-point average of 3.0 (B) must be attained in courses used for the minor.

Courses in the minor program should be selected according to the student's interest. Students majoring in areas other than the

natural sciences, for example, may wish to consider the offerings in natural science departments. Similarly, natural science students should examine course offerings in the social and behavioral sciences.

Students should note that although some courses from business, law and SPEA have not been accepted for general use in the Graduate School, approval can be sought for the inclusion of courses from these schools in the minor when they are especially appropriate to the student's objectives. Students should consult the *Bulletins* of SPEA, Schools of Business, Law, and Health, Physical Education and Recreation in addition to the *Bulletin* of the Graduate School for additional course listings.

The Public Management Minor: 12 credit hours

Students in a PhD program at Indiana University may select public management as an outside minor. To offer public management as a minor the student must meet the following requirements.

Requirements

1. The student must secure a faculty adviser from the faculty of the School of Public and Environmental Affairs in consultation with the director of the public affairs graduate programs.
2. Take at least 12 credit hours of SPEA graduate level courses in public management. The choice of courses must be made in consultation with and approved by the adviser.
3. A minimum grade-point average of 3.0 (B) must be attained in all courses used for the minor.

The adviser will serve as the representative of SPEA in all examinations and other requirements of the student's PhD program that pertain to the minor.

The Urban Affairs Minor: 12 credit hours

Students in doctoral programs at Indiana University may choose urban affairs as an outside minor. To offer urban affairs as a minor, the doctoral student must:

Requirements

1. Secure a faculty adviser from the urban affairs committee with approval of the director of the Center for Urban and Regional Analysis; the faculty adviser must not be in the candidate's major department.
2. Take at least 12 credit hours of courses in urban affairs available for graduate credit from at least two different disciplines outside the candidate's major. The choice of courses must be made in consultation with the candidate's adviser from among those listed or appropriate substitutes.
3. A minimum grade-point average of 3.0 (A = 4.0) must be attained in courses used for the minor.

The candidate's adviser will serve as the representative of the Urban Affairs Committee in all examinations or other requirements of the candidate's doctoral program which relate to the minor. The adviser shall decide on the character of the examination, if any, in the minor field and shall certify that the candidate has met the requirements of the candidate's doctoral program which relate to the minor.

Graduate Courses

The abbreviation "P" refers to course prerequisites and the number of hours of credit is indicated in parentheses following the course title.

Health Administration Courses

H501 Introduction to Health and Medical Care Organization (3 cr.) Study of the individual and social determinants of health and disease, as well as the nature of the disease intervention process and provider and consumer roles. Description and analysis of resource, process and control components involved in delivery of health services.

Particular emphasis on Quality Care Assessment, Epidemiology, and Medical Terminology.

H503 Structure, Organization and Function of the Health System (3 cr.) Examination of the functional role, organization and structure of the health system, its components and their organizational interrelationships. Course provides a broad conceptual framework for the delivery of health services through various organizations, and provides an opportunity to visit and to study a variety of health services systems components.

H504 Quantitative Health Planning Methods (3 cr.) P: H501, H503, Statistical Placement Test, or permission of instructor. An examination of health planning theory, methods and techniques, including quantitative and subjective forecasting, determination of health service area, identifying need/demand for health services, health resource allocation decision models and standards for the design of services and facilities.

H505 Health Program Design, Implementation and Evaluation (3 cr.) P: H501, H503, H504, and V595, or permission of instructor. Study and application of techniques to conduct, interpret and present the design, implementation and evaluation of health services programs. Includes collecting, analyzing interpreting and reporting information. Emphasis on computer utilization and statistical analysis as a management tool. Field project required.

H509 Health Services Financial Management I (3 cr.) P: 3 semester hours of undergraduate accounting or permission of instructor. Intensive examination of the underlying

concepts upon which the framework of health accounting mechanisms are based and upon which current practices and procedures are superimposed. In-depth study of balance sheet, income statement and other financial reports together with the accounting principles underlying them. Interpretation and analysis stressed.

H510 Health Services Financial Management II (3 cr.) P: H509 or permission of instructor. Provides detailed understanding of the health services financial framework for decision-making, operational and financial planning and analysis, third party reimbursement, regulation and cost containment, rate settings, operating budgets, project budgeting, cash budgeting, financial feasibility and economic impact analysis.

H514 Health Economics (3 cr.) P: 3 semester hours of undergraduate economics or permission of instructor. Examines the principles and application of economic analysis in the health field; the economist's approach to health care issues, and provides insights offered by economic analysis of specific health issues and problems.

H516 Health Services Delivery and the Law (3 cr.) Medical-legal concepts related to hospitals and other health services organizations. Course provides an in-depth understanding of the relationships of the law and the legal processes affecting the health services system. Presentation of the elements of administrative and agency processes, torts, contracts, facilities, physicians, patients and personnel.

H601 Hospital Organization and Management (3 cr.) P: H501, H503, Z504, or permission of instructor. Study of the organization and management of hospital clinical, support, and administrative functions; examination of performance evaluation techniques for health managers; analysis of special operational problems, administrative ethics; requirements of the Joint Commission Accreditation of Hospitals emphasized.

H602 Mental Health Services Organization & Management (3 cr.) P: H501, H503, Z504, or permission of instructor. Study of the organizations and systems for delivery of mental health services; emphasis on the management and the financing of psychiatric services.

H603 Nursing Home Organization & Management (3 cr.) P: H501, H503, Z504, or permission of instructor. Study of the purpose, organization and management of nursing homes, personal and residential care facilities and institutions needing long-term specialty treatment. Emphasis on personal and professional skills necessary to provide a wide range of services and quality care in these environments.

H604 Ambulatory Care Organization and Management (3 cr.) P: H501, H503 and Z504, or permission of instructor. Study of the organizational and managerial aspects of ambulatory health services delivery. Focus on delivery strategies and organizational models, on the operational issues of financial control, personnel, regulation, and evaluation.

H605 Alternate Health Services Delivery Structures (3 cr.) P: H501, H503, Z504 or permission of instructor. Students will be exposed to developing innovations in health services delivery structures in both the proprietary and non-profit sectors. Emphasis will be placed on the organization and management of multi-institutional arrangements such as sharing, mergers, management contracts, consortium and so forth.

H606 Comparative Health Systems (3 cr.) P: H501, H503, Z504 or permission of instructor. Primarily for advanced students, this course provides a comparative evaluation of various functional organizational patterns and trends in international health services delivery systems with emphasis on the significance of system's differences and similarities.

H611 Areawide Health Planning for Health Services Delivery (3 cr.) P: H501, H503, Z504 or permission of instructor. System approach to planning and evaluating health delivery networks. Topics include federal planning legislation and regulation, role and process of federal, state, and local planning agencies, planning models, operational constraints and major health planning issues.

H612 Institutional Planning for Health Services Delivery (3 cr.) P: H501, H503, H504, or permission of instructor. Course is designed to provide knowledge and skills needed to execute institutional health planning function as a management activity and functional division of institutional management as distinguished from the activities of a regional or areawide health planning function.

H620 Health Services Seminar (3 cr.) Characterized as the program's capstone course, this seminar is designed to assist the

student in synthesizing and summarizing all previous course work. Course emphasizes "real world" situations and requires active participation by the students.

H630 Readings in Health Services Administration (1-6 cr.) Supervised readings in selected areas of health services management and policy and planning. For advanced students; open to others by arrangement.

H635 Research in Health Services Delivery (1-6 cr.) P: all core courses or permission of instructor. Field Research. Suggested follow-on course for H505—Health Program Design, Implementation and Evaluation. Designed for advanced students and those who have elected not to take a residency.

H700 Residency (6 cr.) Requires the equivalent of six semester hours of on-site experience under the supervision of a qualified preceptor and program faculty; students who opt for longer residencies may continue to register for this course each semester. Grading will be on an S-F basis.

H701 Field Experience in Health Planning (3-6 cr.) Requires a minimum of three semester hours of on-site experience under the supervision of a qualified preceptor and program faculty. Grading will be on an S-F basis.

Public Affairs and Environmental Courses

V500 Quantitative Tools for Public Affairs (1-3 cr.) A modular presentation of mathematical and statistical concepts designed to prepare students for V506. Representative module topics include: basic algebraic concepts, probability, computer use, and matrix algebra.

V502 Public Management (1-3 cr.) Analysis of concepts, methods, and procedures involved in managing public organizations. Problems of organization, planning, decision-making, performance evaluation, and the management of human resources are considered. Cases are drawn from a variety of public services found at federal, state, and local levels of government.

V504 Public Organization (1-3 cr.) Analysis of theory and case problems in the area of public sector organization behavior, structure and design. Both intra- and inter-organizational behavior and structure considered.

V505 Basic Economics for Public Management (1 cr.) Introduction to microeconomic analysis: basic economic terminology, simple models, use and interpretation of graphs in economics, applications of simple algebra in economics.

V506 Quantitative Analysis for Public Affairs I (3 cr.) P: familiarity with basic concepts in college algebra and statistics; or appropriate V500 credit. Non-calculus survey of concepts in probability, estimation, and hypothesis testing. Applications of contingency table analysis, analysis of variance, regression, and other statistical techniques. Computer processing of data emphasized.

V507 Quantitative Analysis for Public Affairs II (3 cr.) P: V506 or equivalent. Focus on analytical models and their use in solving problems and making decisions in the public sector. Discussion of standard approaches to modeling and estimation of parameters.

V508 Topics in Quantitative Analysis (1-3 cr.) P: consent of instructor. Study and application of selected quantitative methods of analysis. Additional topics which are not included in V506 and V507 may be presented, or more advanced examination of topics which are introduced in V506 or V507 may be presented, or more advanced examination of topics which are introduced in V506 and V507 may be undertaken.

V510 Government Regulation in Market Economies (3 cr.) P: V517 or instructor's permission. An overview of government regulation and involvement in the private sector and public policy consequences of government action in market economies. Analysis of case studies of business government relations.

V512 Public Policy Process (3 cr.) An examination of the role of public affairs professionals in policy processes. Focuses on relationships with political actors in various policy areas.

V514 Problems in Public Utilities Regulation and Management (3 cr.) Examines some of the more traditional issues of regulation, the logic behind economic regulation in government and the growing importance of environmental regulatory agencies with rulemaking, administrative, and adjudicatory powers. An examination of innovative regulatory approaches.

V516 Public Management Information Systems (3 cr.) The economic, social, demographic, technological, and political data necessary for the effective analysis and management of public services. The formation and classification of information on public programs and services. The organization, gathering, storage, and retrieval of complex data banks. The assessment of public organizational data needs.

V517 Public Management Economics (3 cr.) P: V505, or E103 Introduction to Microeconomics or equivalent. Application of micro-economics concepts and techniques, including cost, elasticity, pricing, wage determination, and cost-benefit analysis, to public management and public issues and concerns. The course is designed to provide a managerial economics perspective to decision making.

V518 Intergovernmental Systems Management (3 cr.) Discussion of theories and approaches to systems management including responsibilities and tasks of public systems. Examination of inter-governmental relationships such as national-state-local relationships and intra-local governmental relationships, treatment of organizational and systems design as well as planning, decision-making, and control of public systems. Discussion of applications to services such as environment, health, and human services.

V520 Environmental and Social Systems (3 cr.) The interrelationships among social, technical, and natural systems. Theories of growth. Causes and implications of environmental problems. Alternative policies and mechanisms for environmental control and bases for choice.

V522 Traffic Safety Program Development (3 cr.) State-of-the-art of traffic safety. Implementation of traffic safety programs. Communications and involvements of constituencies. Obtaining funds. Intergovernmental relations, including executive, legislative, and judicial branches. Role of national standards. Problem identification. The Highway Safety Program Plan.

V523 Traffic Safety Program Management (1-3 cr.) Management theory applied to traffic safety program management. Utilization of personnel resources including staffing and training. Budgeting and finance. Role of advisory committees for traffic safety coordination design and use of management information systems among state and local agencies concerned with safety program implementation. Planning, organizing, communicating, integrating, operating, and evaluating a state traffic safety program.

V524 Traffic Safety Program Evaluation (1-3 cr.) Designing and planning for evaluation. Identification, collection, analysis, and interpretation of data. Dissemination of evaluation results. Use of evaluation results in decision-making. Measurement as a prerequisite for prediction and control. Administrative and effectiveness (impact) evaluation concepts and methods.

V526 Applied Mathematics for Environmental Science (3 cr.) P: Differential and integral calculus, FORTRAN. Philosophy and techniques of mathematical modeling, with emphasis on practical applications. Numerical analysis, applied calculus, differential equations, system simulation.

V527 Applied Ecology (3 cr.) P: An introductory level ecology course. Ecosystem concepts in natural resource management. Techniques of ecosystem analysis. Principles and practices of ecological natural resource management.

V528 Applied Ecology Laboratory (3 cr.) P or concurrent, V527. Field techniques for quantitative analysis of ecosystems. Introduction to laboratory techniques for applied ecological research.

V529 Seminar in Career and Professional Development (1 cr.) Introduction to career development in public and environmental affairs. Orientation to career development approaches and resources. Discussion and practice of professional skills and techniques. Orientation to career development opportunities.

V530 Urban Physical Structure (module 2 cr.) Theories of land use; geographic and geological bases of urban communities; location theory; land use and zoning; urban design.

V531 Urban Social Structure (module 2 cr.) Composition of urban populations: stratification; ethnic and racial minorities; age and sex categories; distribution of population in neighborhoods; dynamics of distribution.

V532 Urban Decision-Making (3 cr.) Administrative decision-making against the background of urban politics, power structures, bureaucracies, commercial and industrial interests, and citizen participation.

V533 Applied Urban Economics (3 cr.) Economic base analysis; input-output matrices; economic forecasting.

V534 Urban Technology (module 2 cr.) An introduction for the administrator to technical and engineering problems in the delivery of governmental and utility services.

V535 Urban Demography (module 2 cr.) Population trends in metropolitan, urban and suburban areas; vital statistics and census materials; collection and use of demographic materials in research and reporting; techniques of population forecasting.

V536 Environmental Chemistry (3 cr.) Water, air, and soil quality and their measurements; special pollutant substances, their chemistry, sources, toxicological effects and analyses.

V537 Environmental Chemical Analysis Laboratory (3 cr.) P or concurrent: V536 or consent of instructor. Experimental work in environmental chemical analysis to demonstrate analytical methods and instrumentation used in environmental laboratories, having reference to air, water, and soil quality.

V538 Statistics for Environmental Science (3 cr.) P: college algebra. Applications of statistical methods in environmental research. Statistical reasoning and methods, including group comparisons, correlation, regression, analysis of variance and of frequencies, sampling, and design of experiments. Credit may be earned in either V538 or L576.

V539 Management Science for Policy Analysis (3 cr.) P: V506. Focus on management science methods applied to public policy analysis. Includes treatment of decision theory, constrained optimization and probability/simulation modeling.

V540 Law and Public Affairs (3 cr.) Explanation of law in society and its influence on public sector operations. Examination of some of the central substantive areas of the study of law, including regulatory processes, administrative adjudication, the Administrative Procedures Act, ombudsmen, citizen rights, among others.

V541 Benefit-Cost Analysis of Public and Environmental Policies (3 cr.) P: V517 or permission of instructor. A course applying benefit-cost analysis to public and environmental policies. The first part of the course develops the foundation of benefit cost analysis. The second part of the course consists of case studies applying benefit-cost analysis to actual policy decisions.

V545 U.S. Public Health Policy I (3 cr.) An analysis of the delivery of health care in the U.S. from 1900-1975. Major system components are defined and studied. Topics covered include: organization of health programs on federal, state, and local levels of government; community and volunteer organizations and alternative health delivery systems.

V546 U.S. Public Health Policy II (3 cr.) P: V545. An examination of three major health issues: politics and health policy, cost and quality of care, and public health law.

V547 Applied Earth Science (3 cr.) Principles of the earth sciences and their applications to environmental analysis and management. Identification, quantification, and analysis of critical components of watershed systems. Interaction of human activities with the physical environment.

V548 Applied Earth Science Laboratory (3 cr.) Principles and methods of sampling, collection, measurement, analysis, interpretation of data concerning process and features of the physical environment. Students will become familiar with field and laboratory equipment within the context of research projects. Emphasis is placed on practical application of basic techniques to real problems.

V549 Environmental Planning (3 cr.) The link between environmental quality and land use planning. Analytical and regulatory approaches for incorporating physical environmental concerns into everyday planning practice. NEPA and state environmental planning programs. Methods for assessing the physical and socio-economic effects of community and regional development proposals for inclusion in Environmental Impact Statements.

V550 Topics in Public Affairs (1-3 cr.) Selected research and discussion topics organized on a semester-by-semester basis, usually with significant student input in the course design.

V552 Environmental Engineering (3 cr.) Concerned with biological, chemical, physical, and engineering knowledge essential to the achievement of environmental quality objectives. Theory and design of unit operations and processes for air, water, and land pollution abatement. Emphasis on water quality control, industrial wastewater treatment, and solid waste management.

V553 Differential Equations in Environmental Science (3 cr.) P: V526 or permission of instructor. Origin and methods for solving ordinary and partial differential equations arising in environmental science. Emphasis will be on equations for energy and mass transfer, but other topics will be considered.

V554 Human Services Administration (3 cr.) Focus is on policy, management, and organization relating to a variety of human service systems. Special attention is given to the management of social programs in the environmental systems.

V555 Topics in Environmental Science (1-3 cr.) Selected research and discussion topics in Environmental Science usually organized in a seminar format.

V556 Topics in Human Services Administration (3 cr.) Readings and research on selected topics in the field of the management of human services. Topics selected for study will vary.

V560 Public Finance and Budgeting (1-3 cr.) The fiscal role of government in a mixed economy, sources of public revenue and credit; administrative, political, and institutional aspects of the budget and the budgetary process; problems and trends in intergovernmental fiscal relations.

V561 Public Personnel and Manpower Systems (3 cr.) Analysis of the structure, operation, and design of public personnel systems, including government agencies and public enterprise. Relationships between public policy and personnel concepts, values and operations considered.

V562 Public Program Evaluation (3 cr.) Examination of how the programs of public agencies are proposed, established, operated, and evaluated. Discussion of the role and conduct of research in the program evaluation process. In addition, techniques of effective evaluation and analysis are discussed.

V563 The Planning Process (1-3 cr.) Seminar designed to familiarize students with planning ramifications of policy issues faced by governments. The focal topics selected for study will vary. Emphasis placed on identification and analysis of substantive issues, methods employed for resolution, and application of planning techniques for achieving goals.

V564 Urban Administration (3 cr.) The course deals with the administration of public policy in American urban government, with special attention to the relationship of structure, process, and policy in selected functional areas. Students will be expected to read widely and to analyze and compare different perspectives and practices rather than to conduct an intensive inquiry into some particular area.

V566 Executive Leadership (module 2 cr.) Analysis of executive leadership within the context of public organizations in the United States. Examines the role of public managers and the principles and factors that affect their actions in light of current research and practice.

V567 Public Financial Administration (3 cr.) P: V560. Problems of financial management in governmental units; alternative revenue sources, financial planning and control, cash debt management; survey of modern expenditure management, control, and planning.

V568 Topics in Urban Services (1-3 cr.) The course deals with selected topics in urban services. The course may focus on a specific urban service or provide an overview for several urban services.

V570 Public Sector Labor Relations (3 cr.)

An introductory overview of labor relations concepts within the framework of the public sector. The development, practice, and extent of the collective bargaining process as well as the administration of the labor agreement will be examined for state agencies, local municipalities, and school districts.

V571 State Policy Processes (3 cr.)

An examination of the way policies are made and implemented at the state and regional levels of government. Description and analysis of the major institutions of state government, and federal and sub-state inter-governmental relations.

V572 Urban Topics (3 cr.) Selected topics in urban policy and administration. The course is sometimes restricted to a special group of students focusing on a particular research interest.

V575 International and Development

Administration (3 cr.) Reading and discussion of case studies and comparative analyses of formal organizations with emphasis on governmental bureaucracies, public corporations, and international organizations. Topics include bureaucratic environment and culture, technology and organizations, program evaluation, communication and decision-making, and administrative structure and process.

V576 Comparative Approaches to

Development (3 cr.) Examination of the application of development theory to the public sector. Topics include modernization theory, urbanization, development administration, community development, ethnicity, ideology, and national planning. Area case study project to include problems of policy implementation in developing areas.

V577 International Economic Development

Policy (3 cr.) Examination of topics in international economics as related to problems of economic development policy. Topics include international trade, comparative economic policy, economic integration, foreign aid investment, exchange rates, and international economic organization.

V579 Readings in Environmental Science

(1-3 cr.) Readings on selected topics in environmental science to be arranged with the individual instructor.

V580 Readings in Public Affairs (1-3 cr.)

Readings on selected topics in public affairs. Written permission of the individual instructor who will be directing the course is required prior to registration in the course.

V581 Public Safety Law (1-3 cr.) Survey of historical development of Anglo-American law of public safety, including criminal law, civil remedies, administrative regulation of risk, and recent developments in employee and consumer safety. Emphasis on understanding legal theory and practice as basis for management decisions. Comparison of jurisprudential viewpoints and other disciplinary approaches to causation, prevention, and correction of public safety problems.

V582 Criminal Justice Systems (2-3 cr.) P:

V586. Detailed examination of operations of police, courts, and correctional agencies. Study of management problems in system response to criminal activity. Development of understanding of interrelationships among system components. Examination of major policy issues in criminal justice, with emphasis on decision-making techniques.

V583 Highway Safety Systems (2 cr.) P:

V586. Detailed examination of operation of traffic laws system agencies and institutions. Discussion of traffic law system as a risk management process. Management of systems of traffic enforcement, licensing, and driver control. Engineering factors in decision-making techniques.

V584 Emergency Services Systems (2 cr.) P:

V586. Detailed examination of emergency services systems, including fire, rescue, disaster and emergency medical services. Discussion of legal issues involved in decision-making. Management of emergency services systems.

V585 Practicum in Public Affairs (1-6 cr.)

Open to interested students through the Public Careers Internship and Placement Center or Field Study Program. Students hold work assignments with public agencies; final product such as a report, oral examination, or examples of materials developed in the Practicum is required. Grading is on a S-F basis.

V586 Public Safety in the U.S. (3 cr.)

Overview of Criminal Justice and Public Safety. Definitions of public safety and identification of major components. Functional description of major public safety agencies. Discussion of basic issues in public safety. Management in public safety system.

V587 Criminal Violation: Problems and

Characteristics (3 cr.) Communalities in criminal behavior. The criminal act: circumstances leading to commission, subsequent perceptions of them. Family, community, and other environments affecting criminal behavior. Behavioral consequences of processes of crime control.

V588 Law and Control in Society (3 cr.) The role of law versus other forms of social control. How social change and social institutions shape the law. Social factors influencing the administration of law.

V589 Practicum in Environmental Science (1-6 cr.) Open to interested students through the Public Careers Internship and Placement Center. Students hold work assignments with public agencies; final product such as a report, oral examination, or examples of materials developed in the Practicum is required. Grading is on an S-F basis.

V590 Research in Public Affairs (1-3 cr.) Research on selected topics in public affairs. Written permission of the individual instructor who will be directing the course is required prior to registration in the course.

V593 Analytical Methods in Planning and Policy Analysis (3 cr.) P or concurrent: V507. Topics relate to goal setting and forecasting. Analytical methods include time series analysis, demographic projections, economic development and employment forecasting, land use and transportation planning analysis. Optimization methods are applied to transportation and project management.

V594 Principles of Urban and Regional Science (3 cr.) Discussion of the basic processes of change and development in regional systems, with emphasis on metropolitan regions. Includes economic, demographic, and environmental aspects of their interactions.

V595 Managerial Decision-Making (1-3 cr.) Applications of decision-making tools to substantive public management problems. A variety of managerial cases and issues are selected for intensive discussion and analysis.

V601 Workshop in Public Affairs (3 cr.) Projects in public affairs. The students work on a research and resource team to complete a project for a public sector client. Faculty act as project managers and resource personnel.

V609 Seminar in Revenue Theory and Administration (3 cr.) P: V517, V560. This seminar examines the basic objectives and the political and economic aspects of tax administration. In the course of an examination of the interrelationships of tax policy, tax laws, and tax administration, the course reviews the major economic issues raised by types of taxes and user charges. The seminar also examines the fundamentals of tax legislation. Major emphasis is on state and local administration, although some federal problems will be covered.

V610 Seminar in Government Budget and Program Analysis (3 cr.) P: V560. Advanced study of management aspects of budgetary process. Special cases are analyzed and budget problem-solving exercises are utilized.

V620 Environmental Analysis Workshop (1-3 cr.) P: permission of instructor. Projects in environmental analysis.

V621 Seminar in Housing and Public Affairs (3 cr.) A seminar on the policy and implementation problems associated with housing. The emphasis is on the analytical, managerial, decisional skills and responsibilities of appointed public officials in the field of housing. Both macro questions of domestic housing policy and micro questions of density, code making, enforcing, and the like are treated.

V622 Seminar in Urban Economic Development (3 cr.) Reading, discussion and research into the problems of urban economic development in the U.S. A case study approach is used to investigate job creation, financing packages, financial incentives, development corporations, and other factors which have led to successful economic development plan projects. Students research and present findings concerning various development tools.

V625 Research in Environmental Science (1-3 cr.) Research on selected topics in environmental science to be arranged with the individual instructor.

V630 Topics in Planning (1-3 cr.) P: Permission of instructor. A discussion of topics in planning, both methodological and substantive. Topic selected for study will vary.

V631 Seminar in Health Planning (3 cr.) A seminar in analysis and use of existing data and data systems in a planning context. Focus of the seminar will be on general systems theory as a planning tool. Student projects will be required.

V633 Seminar in Public Transportation Policy (3 cr.) P: V502. A seminar in the policy and implementation problems associated with public transportation. The analytic, managerial, and decisional skills and responsibilities of public administrators in the field of transportation are treated. May include cases and problem-solving exercises in traffic systems management, integrating transportation systems with other social service systems, and the like.

V650 Topics in Public Personnel

Management (1-3 cr.) P: V561. Readings and research on selected topics in the public personnel field. Topics may include such subjects as affirmative action, occupational health and safety, manpower forecasting and planning, and approaches to position classification.

V651 EEO Law and Affirmative Action (3 cr.)

P: V561, V570, or permission of instructor. Case law-based examination of the statutory and constitutional bars to discrimination in employment in the public and private sectors. Primary focus of the course is upon Title VII of *The Civil Rights Act of 1964*. Students participate in several classroom exercises wherein practical application of the case law is made.

V660 Cases and Problems in Fiscal

Administration (3 cr.) P: V560 or consent of instructor. An advanced seminar in the management aspects of public finance which focuses on the budgetary process. Special cases are analyzed and budget problem-solving exercises are utilized.

V661 Seminar in Public Personnel

Administration (3 cr.) P: V561. The analysis and evaluation of problems in public personnel administration including training, labor relations, mobility, and the operations of civil service manpower systems.

V662 Seminar in Productivity and Program Evaluation (3 cr.) Examines the problem of rigorously determining the productivity of governmental services, including problems of defining and measuring public products, specifying public service inputs, and statistically estimating public service production functions. Concepts are given concrete application through careful investigation of attempts to measure productivity of governmental services.

V663 Seminar in the Regulatory Process (3 cr.) P: V502. An examination of the independent regulatory agencies in the Federal government and their counterparts at the local and state level. The special focus is on the interrelationship between the administrative, juridical, and rule-making powers of these agencies and their political, bureaucratic, and legal settings.

V665 Seminar in Policy and Administration (3 cr.) Politics of program development and management. Translation of plans into viable, administrable programs. Marshalling support, political processes, strategies, constraints, tradeoffs, etc.

V666 Seminar in Public Expenditure Theory and Administration (3 cr.) P: V517, V560.

This seminar reviews the major political, economic, and sociological theories of public expenditure and the contribution they make toward an understanding of public action. The relationship of these theories toward administration and evaluation of public activity is examined.

V667 Seminar in Public Capital and Debt Theory (3 cr.) P: V517, V560.

This seminar examines the options open to governments, especially state and local, and why they resort to debt finance. The issues raised by the alternatives are examined in detail. Among the topics are public authority debt, revenue bonds, methods of placement, lease-purchase finance, and maturity choice. In addition, management of idle cash balances will be considered.

V669 Research Seminar in Regional Analysis and Planning (3 cr.)

The seminar examines planning aspects of regional development. It utilizes previously developed methodology and focuses advanced graduate students on research topics in regional analysis and planning.

V670 Topics in Public Sector Labor

Relations (1-3 cr.) P: V570 or permission of instructor. Selected research and discussion topics in the field of public sector labor relations arranged on a semester-by-semester basis. Possible topics are collective bargaining in the public sector and dispute settlement in public sector labor relations.

V671 Contract Administration and Rights

Arbitration (3 cr.) P: V570 or permission of instructor. Comprehensive, in-depth examination of the institutional, legal, and procedural aspects of the process whereby employers and unions administer the collective bargaining agreement. Heavy emphasis placed upon the grievance arbitration. Students write post-hearing briefs, arbitration awards, and participate in a full-blown mock arbitration hearing before a practicing labor arbitrator.

V675 Issues and Problems in Public Sector Labor Relations (3 cr.) P: V561 and V570. A capstone seminar providing a practical and integrated examination of significant current cases and problems confronting public sector employees and employers.

V680 Seminar in Environmental Science and Policy (1-3 cr.) P: consent of instructor. A seminar in current topics in environmental science and policy. Topics will vary.

V681 Seminar in Development Policy and Management (3 cr.) P: V575 and V576, or permission of instructor. To explore linkages among policy analysis, management models, programs and outcomes in a variety of development efforts in the less developed countries. The primary focus is on empirical analysis of developing countries, with some attention to U.S. domestic ventures.

V682 Seminar in Criminal Justice Planning, Management, and Issues (3 cr.) P: V582. A seminar addressing selected issues in criminal justice. Topics may include management, planning, organized crime, juvenile delinquency, law enforcement, courts, corrections, and other issues. Topics will vary each semester. Different sections may address different topics. The course may be taken more than once.

V684 Seminar in Emergency Services Planning, Management, and Issues (3 cr.) P: V584. A seminar addressing selected issues in emergency services. Topics may include management, planning, disaster control, fire services, emergency medical services, emergency rescue, and other issues. Topics will vary each semester. Different sections may address different topics. The seminar may be taken more than once.

V691 Seminar in Problems and Issues in Policy Analysis (3 cr.) Students pursue independent research projects where analytic approaches to practical problems are examined and compared. Seminar organization includes examination of case problems, public policy simulation, or workshop. Capstone course of the MPA policy analysis concentration.

V890 Thesis (PhD) (cr. arr.) (S-F only).

Faculty and Senior Professional Staff, 1983-85

Agranoff, Robert, Ph.D. (*University of Pittsburgh*, 1967), Professor of Public and Environmental Affairs. (Graduate School)

Allen, David, J.D. (*Indiana University*, 1967), Adjunct Professor of Public and Environmental Affairs.

Baker, Keith G., Ph.D. (*University of California*, 1974), Director of Public Affairs Graduate Program; Associate Professor of Public and Environmental Affairs and Adjunct Associate Professor of Nursing (IUPUI).

Baumer, Terry L., Ph.D. (*Loyola University*, 1980) Assistant Professor of Public and Environmental Affairs (South Bend).

Benson, Michael, Ph.D. (*University of Illinois*, 1981), Assistant Professor of Public and Environmental Affairs (Fort Wayne).

Binkley, Doris, Ph.D. (*Virginia Polytechnic Institute and State University*, 1980), Adjunct Associate Professor of Public and Environmental Affairs (IUPUI).

Black, William R., Ph.D. (*University of Iowa*, 1969), Professor of Public and Environmental Affairs; Professor of Geography (College of Arts and Sciences).

Bonser, Charles F., D.B.A. (*Indiana University*, 1963), Dean, School of Public and Environmental Affairs; Professor of Public and Environmental Affairs and Professor of Business Administration (School of Business, Graduate School).

Buher, James H., B.S. (*Indiana University*, 1967), Director, Administrative Services.

Buher, John, C. Ph.D. (*Indiana University*, 1963), Professor of Public and Environmental Affairs and Political Science, Adjunct Professor of Nursing (Graduate School) (IUPUI).

Caldwell, Lynton K., Ph.D. (*University of Chicago*, 1943), Director, Advanced Studies in Science, Technology, and Public Policy; Professor of Public and Environmental Affairs; Arthur E. Bentley Professor of Political Science (College of Arts and Sciences, Graduate School).

Carrington, Michael D., M.A.L.S. (*Valparaiso University*, 1971), Adjunct Associate Professor of Public and Environmental Affairs (South Bend).

Catlin, Robert, Ph.D. (*Claremont Graduate School*, 1976), Professor of Afro-American Studies and Chairman, Department of Minority Studies and Adjunct Professor of Public and Environmental Affairs (Northwest).

Charles, Michael, Ph.D. (*Michigan State University*, 1978), Associate Professor of Public and Environmental Affairs (Fort Wayne).

Conour, William, J.D. (*Indiana University*, 1974), Adjunct Associate Professor of Public and Environmental Affairs (IUPUI).

DeCoster, Thomas A., Ph.D. (*University of Notre Dame*, 1968), Director, Executive Education; Professor of Public and Environmental Affairs (IUPUI).

Fleck, Leonard M., Ph.D. (*St. Louis University*, 1975), Adjunct Assistant Professor of Public and Environmental Affairs (South Bend).

Foster, Dorothy, M.Ed. (*University of Missouri-St. Louis*, 1973), Undergraduate Counselor.

Froebe, Doris, Ph.D. (*University of Maryland*, 1970), Chairman and Professor of Nursing Administration Graduate Program; Professor (part-time) of Public and Environmental Affairs (IUPUI).

Gawthrop, Louis C., Ph.D. (*The Johns Hopkins University*, 1962), Professor of Public and Environmental Affairs and Professor (part-time) of Political Science (Graduate School).

Gleeson, Michael E., Ph.D. (*Syracuse University*, 1973), Associate Professor of Public and Environmental Affairs (IUPUI).

Good, David H., Ph.D. (*University of Pennsylvania*, 1983), Assistant Professor of Public and Environmental Affairs (IUPUI).

Good, Richard P., J.D. (*Indiana University*, 1959), Adjunct Associate Professor of Public and Environmental Affairs (IUPUI).

Graham, John D., Ph.D. (*Carnegie Mellon University*, 1983), Assistant Professor of Public and Environmental Affairs.

Griffis, Brandon, L.L.B. (*Indiana University*, 1949), Adjunct Associate Professor of Public and Environmental Affairs (East).

Grimes, Stephen, Ph.D. (*Indiana University*, 1975), Adjunct Professor of Public and Environmental Affairs (IUPUI).

Hayes, John M., Ph.D. (M.I.T., 1966), Professor of Public and Environmental Affairs (part-time), Chemistry and Geochemistry (College of Arts and Sciences, Graduate School).

Hayford, Stephen L., Ph.D. (*University of Iowa*, 1975), Associate Professor of Public and Environmental Affairs

Haynes, Kingsley, Ph.D. (*The Johns Hopkins University*, 1971), Director, Center for Urban and Regional Analysis; Professor of Public and Environmental Affairs and Professor (part-time) of Geography (Graduate School).

Heier, Edward, Ph.D. (*Syracuse University*, 1983), Associate Professor of Public and Environmental Affairs (Northwest).

- Henderson, Robert E., Ph.D. (*University of Missouri*, 1953), Professor of Engineering (School of Engineering and Technology; Adjunct Professor of Public and Environmental Affairs) (IUPUI).
- Herman, Michael, M.A. (*Valparaiso University*, 1973), Adjunct Lecturer of Public and Environmental Affairs (Northwest).
- Hieftje, Gary M., Ph.D. (*University of Illinois*, 1969), Professor of Public and Environmental Affairs (part-time) and Chemistry (College of Arts and Sciences, Graduate School).
- Hites, Ronald A., Ph.D. (M.I.T., 1968), Professor of Public and Environmental Affairs and Chemistry (part-time) (Graduate School).
- Hojnacki, William P., Ph.D. (*University of Notre Dame*, 1977), Director, Division of Public and Environmental Affairs; Associate Professor of Public and Environmental Affairs (South Bend).
- Holowaty, Michael, Ph.D. (*University of Breslav*, 1944), Director of Laboratories for Environmental Research; Adjunct Professor of Public and Environmental Affairs (Northwest).
- Hoole, Francis W., Ph.D. (*Northwestern*, 1970), Professor of Political Science and Professor (part-time) of Public and Environmental Affairs (Graduate School).
- Hopkins, Jack W., Ph.D. (*University of Florida*, 1966), Professor of Public and Environmental Affairs (Graduate School).
- Hug, Richard W., Ph.D. (*Syracuse University*, 1983), Assistant Professor of Public and Environmental Affairs (Northwest).
- Hunger, John M., Ph.D. (*Indiana University*, 1961), Associate Dean, School of Public and Environmental Affairs; Professor of Public and Environmental Affairs (IUPUI).
- Irvine, John M., J.D. (*Indiana University*, 1970), Director, Student Legal Services; Adjunct Assistant Professor of Public and Environmental Affairs.
- Johnson, Carlyn E., J.D. (*Indiana University*, 1963), Professor of Public and Environmental Affairs; Adjunct Professor of Law (IUPUI).
- Jones, William, M.S. (*University of Wisconsin*, 1972), Director, Environmental Systems Application Center; Adjunct Lecturer of Public and Environmental Affairs.
- Jumper, Roy, Ph.D. (*Duke University*, 1955), Associate Dean, School of Public and Environmental Affairs; Professor of Public and Environmental Affairs (Graduate School).
- Kiesling, Herbert J., Ph.D. (*Harvard University*, 1966), Professor of Economics (College of Arts and Sciences, Graduate School); Professor of Public and Environmental Affairs.
- Kousoulas, James P., M.S. (*Indiana State University*, 1979), Adjunct Lecturer of Public and Environmental Affairs (IUPUI).
- Khavidi, Rahim, Ph.D. (*University of Wisconsin*, 1978), Assistant Professor of Geography and Adjunct Assistant Professor of Public and Environmental Affairs (IUPUI).
- Kragie, John H., Ed.D. (*Indiana University*, 1981), Assistant Dean for Academic Administration; Associate Professor of Public and Environmental Affairs.
- Krauss, John, J.D. (*Indiana University*, 1976), Adjunct Assistant Professor of Public and Environmental Affairs (IUPUI).
- Kump, William Lee, Ph.D. (*Ohio State University*, 1983), Assistant Professor of Public and Environmental Affairs.
- Lehnen, Robert G., Ph.D. (*University of Iowa*, 1968), Professor of Public and Environmental Affairs (IUPUI) (Graduate School).
- Liell, John T., Ph.D. (*Yale University*, 1952), Adjunct Professor of Public and Environmental Affairs; Professor of Sociology (IUPUI).
- Loucks, Orie, Ph.D. (*University of Wisconsin*, 1960), Adjunct Professor of Public and Environmental Affairs (IUPUI).
- Ludwin, William G., Ph.D. (*State University of New York*, 1976), Associate Professor of Public and Environmental Affairs (Fort Wayne).
- MacDonald, Anne, Ph.D. (*University of California*, 1983), Assistant Professor of Public and Environmental Affairs.
- Maxfield, Michael G., Ph.D. (*Northwestern University*, 1979), Assistant Professor of Public and Environmental Affairs and Assistant Professor of Forensic Studies (part-time) (Graduate School).
- McCaffery, Jerry, Ph.D. (*University of Wisconsin*, 1972), Professor of Public and Environmental Affairs (Graduate School).
- McDonald, Stephen T., M.B.A. (*Indiana University*, 1971), Assistant Director and Research Scientist, Institute for Research in Public Safety.
- McGregor, Eugene B., Jr., Ph.D. (*Syracuse University*, 1968), Professor of Public and Environmental Affairs and Professor (part-time) of Political Science (Graduate School).
- McHugh, Gerald J., D.B.A. (*George Washington University*, 1973), Director, Graduate Program in Health Administration; Associate Professor of Public and Environmental Affairs (IUPUI).
- McSwane, David Z., H.S.D. (*Indiana University*, 1980), Associate Professor of Public and Environmental Affairs (IUPUI).
- Meinschein, Warren G., Ph.D. (*University of Texas*, 1951), Professor of Public and Environmental Affairs; Professor of Geochemistry (College of Arts and Sciences, Graduate School).

- Mendelsohn Robert I., Ph.D. (*Michigan State University*, 1970), Associate Professor of Public and Environmental Affairs (IUPUI).
- Merritt, John S., M.P.A. (*Indiana University*, 1977), Director, Development and External Affairs and Adjunct Lecturer of Public and Environmental Affairs.
- Metzcus, Richard H., Ed.D. (*University of Illinois*, 1968), Associate Professor of Public and Environmental Affairs (South Bend).
- Mikesell, John L., Ph.D. (*University of Illinois*, 1969), Professor of Public and Environmental Affairs (Graduate School).
- Miller, Theodore K., Ph.D. (*University of Iowa*, 1970), Director, Public Affairs Graduate Programs; Associate Professor of Public and Environmental Affairs; Associate Professor (part-time) of Geography (College of Arts and Sciences, Graduate School).
- Moffatt, Charles, Ph.D. (*Tulane University*, 1968), Director, Institute for Research in Public Safety; Associate Professor of Public and Environmental Affairs.
- Moran, Emilio, Ph.D. (*University of Florida*, 1975), Associate Professor of Anthropology and Associate Professor (part-time) of Public and Environmental Affairs.
- Morgan, E. Philip, Ph.D. (*Syracuse University*, 1970), Associate Professor of Public and Environmental Affairs (Graduate School).
- Nelson, Craig, E., Ph.D. (*University of Texas*, 1966), Associate Professor of Public and Environmental Affairs (part-time); Associate Professor of Zoology (College of Arts and Sciences).
- Nusbaum, Shirley, M.P.A. (*Indiana University*, 1982), Assistant Dean of the Faculties for Faculty Records; Lecturer (part-time) of Public and Environmental Affairs (IUPUI).
- O'Lessker, Karl, Ph.D. (*Indiana University*, 1959), Director, Undergraduate Programs; Professor of Public and Environmental Affairs (Graduate School).
- O'Meara, Patrick, Ph.D. (*Indiana University*, 1970), Professor of Public and Environmental Affairs; Director, African Studies Program; Associate Professor of Political Science (College of Arts and Sciences; Graduate School).
- Oster, Clinton V., Jr., Ph.D. (*Harvard University*, 1977), Associate Director, Center for Urban and Regional Analysis; Assistant Professor of Public and Environmental Affairs.
- Ottensmann, John R., Ph.D. (*University of North Carolina at Chapel Hill*, 1974), Associate Professor of Public and Environmental Affairs and Adjunct Associate Professor of Geography (IUPUI).
- Owen, C. James, Ph.D. (*University of Notre Dame*, 1973), Assistant Professor of Public and Environmental Affairs (Fort Wayne).
- Palmer, James A., J.D. (*Indiana University*, 1971), Research Scientist, Institute for Research in Public Safety.
- Parkhurst, David F., Ph.D. (*University of Wisconsin*, 1970), Associate Professor of Public and Environmental Affairs; Associate Professor (part-time) of Biology (College of Arts and Sciences, Graduate School).
- Parks, Roger B., Ph.D. (*Indiana University*, 1979), Director, Center in Policy and Public Management; Associate Professor of Public and Environmental Affairs.
- Parrish, Michael, M.L.S. (*Indiana University*, 1960), Librarian, Public and Environmental Affairs Library, Adjunct Associate Professor of Public and Environmental Affairs.
- Patterson, D. Jeanne, D.B.A. (*Indiana University*, 1967), Associate Professor of Public and Environmental Affairs (Graduate School).
- Peva, James, J.D. (*Indiana University*, 1961), Associate Professor of Public and Environmental Affairs; Adjunct Professor of Law (IUPUI).
- Pirog-Good, Maureen, Ph.D. (*University of Pennsylvania*, 1981), Assistant Professor of Public and Environmental Affairs (Bloomington).
- Pitts, C. Michael, M.P.A. (*Indiana University*, 1976), Adjunct Lecturer of Public and Environmental Affairs (IUPUI).
- Pulliam, Roger L., Ph.D. (*University of Michigan*, 1973), Adjunct Assistant Professor of Public and Environmental Affairs (Northwest).
- Purnell, George, M.P.A. (*University of North Carolina*, 1973), Adjunct Lecturer of Public and Environmental Affairs (IUPUI).
- Randolph, James C., Ph.D. (*Carleton University*, 1972), Director, Environmental Programs; Professor of Public and Environmental Affairs and Biology (part-time) (College of Arts and Sciences, Graduate School).
- Reshkin, Mark, Ph.D. (*Indiana University*, 1963), Professor of Public and Environmental Affairs and Professor of Geology (Northwest).
- Risler, Walt P., Ph.D. (*University of Chicago*, 1962), Associate Professor of Public and Environmental Affairs and Professor of Sociology (South Bend).
- Ritchie, Ingrid, Ph.D. (*University of Minnesota*, 1980), Assistant Professor of Public and Environmental Affairs (IUPUI).
- Roberts, George C., Ph.D. (*Indiana University*, 1962), Associate Professor of Political Science (School of Public and Environmental Affairs) (Northwest).

- Rowe, Lloyd A., Ph.D. (*University of Pennsylvania*, 1965), Associate Professor of Political Science and Associate Professor of Public and Environmental Affairs (Northwest).
- Rubin, Barry M., Ph.D. (*University of Wisconsin*, 1977), Assistant Professor of Public and Environmental Affairs (Graduate School).
- Rubin, Richard S., Ph.D. (*Cornell University*, 1973), Director, Midwest Center for Public Sector Labor Relations; Professor of Public and Environmental Affairs (Graduate School).
- Rutledge, Philip, LL.D. (*Indiana University*, 1980), Director of Division of Public and Environmental Affairs; Professor of Public and Environmental Affairs and Political Science (Northwest).
- Ryan, John W., Ph.D. (*Indiana University*, 1959), President of the University; Professor of Political Science and Professor of Public and Environmental Affairs.
- Saywell, Robert M., Ph.D. (*Colorado State University*, 1972), Associate Professor of Public and Environmental Affairs (IUPUI).
- Schafer, Nancy E., Ph.D. (*University of Michigan*, 1977), Assistant Professor of Public and Environmental Affairs (IUPUI).
- Selke, William L., Ph.D. (*Michigan State University*, 1977), Assistant Professor of Forensic Studies and Assistant Professor (part-time) of Public and Environmental Affairs.
- Shin, Roy W., Ph.D. (*University of Minnesota*, 1969), Director, Division of Public and Environmental Affairs; Professor of Public and Environmental Affairs (Fort Wayne).
- Shuler, Clويد, M.A. (*Ball State University*, 1970), Adjunct Lecturer of Public and Environmental Affairs (IUPUI).
- Siffin, William J., Ph.D. (*Harvard University*, 1957), Director, International Development Research Center; Professor of Public and Environmental Affairs; Professor of Political Science (College of Arts and Sciences) (Graduate School).
- Steggert, Frank X., Ed.D. (*Loyola University*, 1962), Professor of Public and Environmental Affairs (South Bend).
- Stoops, Jon, M.P.A. (*University of Pittsburgh*, 1969), M.U.P. (*University of Michigan*, 1973), Director, Academy in Public Service (IUPUI).
- Tumbas, Nicholas S., M.P.A. (*Indiana University*, 1974), Research Scientist, Institute for Research in Public Safety.
- Vilardo, Frank J., Dr. P. H. (*University of North Carolina*, 1971), Research Scientist, Institute for Research in Public Safety; Associate Professor of Public and Environmental Affairs.
- Waltz, Eugene, M.S. (*Purdue University*, 1972), Adjunct Assistant Professor of Manufacturing Technology (School of Engineering and Technology); Urban Systems Scientist, Indianapolis Center for Advanced Research; Adjunct Assistant Professor of Public and Environmental Affairs (IUPUI).
- White, Jeffrey R., Ph.D. (*Syracuse University*, 1983), Assistant Professor of Public and Environmental Affairs.
- Wilder, Margaret G., Ph.D. (*University of Michigan*, 1983), Assistant Professor of Public and Environmental Affairs.
- Willard, Daniel E., Ph.D. (*University of California at Davis*, 1966), Professor of Public and Environmental Affairs (Graduate School).
- Willbern, York Y., Ph.D. (*University of Texas*, 1943), Professor of Public and Environmental Affairs; University Professor of Political Science (College of Arts and Sciences, Graduate School).
- Wise, Charles R., Ph.D. (*Indiana University*, 1972), Associate Professor of Public and Environmental Affairs (Graduate School).
- Wise, Lois, Ph.D. (*Indiana University*, 1982), Assistant Professor of Public and Environmental Affairs (IUPUI).
- Zollinger, Terrell W., Dr. P. H. (*Loma Linda University*, 1979), Assistant Professor of Public and Environmental Affairs.
- Zorn, Charles Kurt, Ph.D. (*Syracuse University*, 1981), Assistant Professor of Public and Environmental Affairs (Graduate School).

Indiana University

When you become a student at Indiana University, you join an academic community internationally known for the excellence and diversity of its programs. The University attracts students from all 50 states and around the world. The full-time faculty numbers over 3,000 and includes members of many academic societies such as the American Academy of Arts and Sciences, the American Philosophical Society, and the National Academy of Sciences.

Indiana University was founded at Bloomington in 1820 and is one of the oldest and largest of the state-supported universities. It serves over 70,000 students on eight campuses. The residential campus at Bloomington and the urban center at Indianapolis form the core of the University system. Regional campuses in Gary, Fort Wayne, Kokomo, New Albany, Richmond, and South Bend join Bloomington and Indianapolis in bringing an education of high quality within reach of all of Indiana's citizens.

The Bloomington Campus

The environment and facilities of the Bloomington campus make it a dynamic place to live and study. Over 30,000 students pursue undergraduate and graduate degrees at Bloomington.

The academic resources of the campus provide both opportunity and challenge. The University Library ranks in the top ten academic libraries in the United States and the Lilly Library is internationally known for its collection of rare books and manuscripts. The libraries support the work of faculties in areas such as the humanities, foreign languages, and the social sciences who are renowned for their scholarship and research. Laboratories in departments such as biology, chemistry, and physics are engaged in work at the frontiers of knowledge. Particularly notable is the 200 million volt variable particle cyclotron, which attracts scientists from around the world. The Schools of Business and Public and Environmental Affairs enjoy high prestige with business and government leaders. Programs of distinction are offered in the Schools of Law and Optometry, the School of Library and Information Science, and the School of Health, Physical Education, and Recreation. The School of Music is ranked first among all

such schools in the nation and the School of Education ranks third. An extraordinary variety of lectures and seminars complement classroom and laboratory inquiry. The University Theatre, the Art Museum, and the large Musical Arts Center serve as major resources for the University's programs in the performing and fine arts.

Housing is provided on the Bloomington campus in residence halls, sororities, and fraternities. For married students and their families the University offers apartments and trailers. Students also rent off-campus housing in Bloomington.

The Bloomington campus provides many services for its students. The University Division gives special support and counseling to incoming freshmen, helping them to plan and carry through a sound academic program. The Student Health Center, the Career and Placement Support Services, and job placement services, Student Legal Services, the Psychological Clinic, the Optometry Clinic, and services for the handicapped, minority students, women, and veterans are described in the student handbook, which is available from the Dean of Students office.

Indiana University Bloomington is a member of the Big Ten Conference. Men's and women's varsity teams participate in 13 sports. A large intramural sports program provides recreation for all students. Tennis and squash courts, swimming pools, sports fields, running tracks, basketball courts, and an 18-hole golf course are available for individual use. Within a few miles of Bloomington are several thousand acres of state forest, wilderness trails, and lakes for swimming, boating, and fishing.

The Indianapolis Campus

Indiana University-Purdue University at Indianapolis is an innovative urban campus. IU and Purdue programs and facilities merged at Indianapolis in 1969, and the campus continues to grow in both the range of academic offerings and the physical facilities. IUPUI also operates a branch campus at Columbus, Indiana.

The IUPUI library system consists of seven libraries serving the special interests of individual schools. In addition, the entire Indiana University system library is readily available through the interlibrary loan system.

Significant research in the medical sciences is carried out in ten specialized centers within the medical school. Research projects are conducted in numerous other fields, some in cooperation with city and government and private industry.

Schools at IUPUI are deeply involved in service to citizens, working closely with public and private agencies, government, business, and industry in providing expertise to solve problems. Such service projects enable students to enrich their education with practical experience.

Lectures, theatre presentations, and other special events are available on campus, and the city provides many facilities for the arts, sports, and entertainment. IUPUI is a member of the National Association of Intercollegiate Athletics and the National Collegiate Athletics Association. Men's and women's varsity teams participate in six sports, and an intramural sports program offers recreation for all students.

IUPUI provides on-campus housing for a limited number of students. The Housing Office maintains a list of apartments available off campus in the Indianapolis area.

Services for students are described in the student handbook, available from the Dean for Student Services. They include special services for the handicapped, veterans, women, and foreign students; a day care center; personal counseling; career counseling and job placement; financial aid; and the Student/Employee Health Center.

Policies of the University
Nondiscrimination policy Indiana University provides its services without regard to sex, age, race, religion, ethnic origin, veteran status, or handicap. An Affirmative Action Office on each campus monitors the University's policies and assists individuals who have questions or problems related to discrimination.

Confidentiality of Student Records In accordance with federal statutes and regulations, student records are confidential and available for disclosure to persons other than the student only under stated conditions.

Student Rights and Responsibilities Rights and responsibilities of students are included in the Student Handbook and provide for due process hearings in the event of disciplinary action.

Degree Requirements Students are responsible for understanding all requirements for graduation and for completing them by the time they expect to

graduate. Information about a specific school or division can be found in the front section of the bulletin for that school.

Requests for deviation from department, program, or school requirements may be granted only by written approval from the respective chairperson, director, or dean (or their respective administrative representative). Disposition at each level is final.

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Residency Status

Prospective students from out of state should be aware that the criteria for establishing in-state residency and thus qualifying for in-state fee rates are very strict. Except under specific circumstances, persons who have moved to Indiana for the primary purpose of attending a college, university, or other institution of higher education will not be able to qualify for in-state fees during their academic career. Rules for determining residency are listed at the end of this section.

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Fees

Credit hour fees listed here were approved at the June 1983 meeting of the Trustees of Indiana University. Credit Hour and special fees are subject to change by action of the Trustees. See the campus *Schedule of Classes* for the most recent fees.

BLOOMINGTON CAMPUS	Indiana resident	Nonresident
Undergraduate ¹	\$47.25/credit hour	\$133.25/credit hour
Graduate ¹	\$61.50/credit hour	\$168.50/credit hour
Professional:		
School of Law	\$61.50/credit hour	\$168.50/credit hour
School of Optometry	\$61.50/credit hour	\$168.50/credit hour
Medical (combined degree)	\$61.50/credit hour	\$168.50/credit hour
Medical (flat fee)	\$1600/semester	\$3850/semester
Thesis enrollment	\$61.50/semester	\$168.50/semester
Auditing (no credit)	applicable credit hour rate	
Special fees (in addition to basic fees)		
Application for admission		
United States	\$20	
Foreign	\$30	
Student Activity Fee ²	\$4 or \$8.25/semester	
	\$2 or \$4/summer session	
Applied music (majors) ³	\$80/semester	
Applied music (nonmajors) ³	\$80/course	

¹ Includes Continuing Studies credit courses.

² Students enrolled in 4 or more credit hours during the semester will be assessed a mandatory fee of \$8.25. Students enrolled in 3 or fewer credit hours during the semester will be assessed a mandatory fee of \$4. Students enrolled in 4 or more credit hours per summer session will be assessed a mandatory fee of \$4. Students enrolled in 3 or fewer credit hours per summer session will be assessed a mandatory fee of \$2.

³ Persons desiring applied music who are not regularly working toward a degree will be charged \$300 per applied music course.

Education early experience ⁴	\$19/course
Education placement service	\$8
Business placement service	\$20
Education practicum ⁵	\$36/course
Education student teaching ⁶	\$70/course
Late enrollment or re-enrollment ⁷	(see footnote)
Late program change ⁸	\$10/course
Deferred billing charge ⁹	\$15
Special exam	\$5 to \$17
Telecommunications Studio ¹⁰	\$80/course
Laboratory ¹¹	\$16/course
Recital fee (Music) ¹²	\$20 to \$50
Health Service fee (optional) ¹³	\$23 or \$31/semester
Nursing clinical	\$7/contact hour
HPER courses: billiards, bowling, golf, and horsemanship	(Payment made to Billiard Parlor, Bowling Alley, Golf Course, or Academy for use of facilities)

⁴ Students enrolled in any of the following Education courses will be assessed a \$19 fee per course:

Elementary Licenses

Early Childhood: P249, E339, E335, E337, E338

Kindergarten/Primary: P249, E339, E325, E341, E343

Elementary: P251, E339, E325, E341, E343

Junior High/Middle School: P252, M312, M461

Secondary: P253, M313 or M130, M462

All Grades: P254, M313/or M130 or M336, and M462

Special Education: E339, K380, E343

Special Endorsements:

Kindergarten: E337

Junior/Middle: M461

Bilingual/bicultural: L441

Ethnic/cultural: T410

Coaching: HPER P450

Special Education: K380

Family Life: HMEC H453

Driver & Traffic Safety Ed: HPER S456

Reading: X400

⁵ Students enrolled in EDUC M470 Practicum and/or EDUA M550 Practicum (variable title courses) will be assessed a \$36 fee per course per semester. The practicum fee of \$36 is also assessed for the following courses: G547, G647, K495X, P310, P311, P410, P411, P518, P519, P591, P592, P595, P596, P691, P692, P694, P699, R473, X425, V580, V680.

⁶ Students enrolled in Education courses M423, M424, M425, M451, M480, M482, M486, M363, and/or K488 will be assessed \$70 per course per semester.

⁷ A late registration fee is assessed to all students registering for classes after the scheduled registration periods for continuing and new students. In Bloomington, this fee is \$30 for non registered students who register on the last Friday before classes begin and will increase by \$10 on Monday of each successive week thereafter to a maximum of \$60.

⁸ A fee of \$10 for each course will be assessed after the scheduled Drop and Add week, including a course added during an even exchange or a net drop in credit hours, section change, credit hours changed, or credit audit change.

⁹ Charge due on date unpaid balance is due for students who defer up to half on current semester charges.

¹⁰ Students enrolled in Telecommunications courses R208, R309, R407, R408, and/or R409 will be assessed \$80 per course.

¹¹ Students, except at IUPUI, who are enrolled in the following laboratory courses will be assessed a laboratory fee of \$16 per course per semester:

Biology: L100, L105, Q201, B205, M315, Z316, B369, & Z450

Business: K201, K502

Chemistry: C121, C122, C125, C126, C343, & C344

Medical Science: A215 and P215

Optometry: V111, V121, V131, V151, V153, V154, V155, V201, V210, V211, V221, V226, V227, V232, V251, V252, V254, V255, V256, V321, V322, V412, V414, V416, V417, V431, V432, V443, V453, V454, V467, V468, V513, V533, V550, V555, V556, V557, V558, V569, V655, V657, V658, V699

Physics: T100, P101, P201, P202, P221, & P222

¹² Recital fee in music for one-page program is \$20, for two-page program \$30. The fee for recording the recital is an additional \$20.

¹³ Students enrolled in 7 or more credit hours per semester will be assessed \$23 for an optional co-op fee. Students enrolled in 6 or less credit hours per semester and student spouses will be assessed an additional \$8 per semester. Summer session fees are as listed per session.

Microscope fee (Medical Science courses only)	\$30/semester	
Deposits (to cover loss or damage):		
Band	\$10	
Singing Hoosiers	\$10	
Chemistry (for G343, C344, S343, and S344 courses only)	\$25	
Lockers (Ballantine, Law, Music, and Woodburn buildings)	\$5 deposit, \$1 to \$1.50 rent deducted per semester	
Rentals		
Locker, HPER building	\$7/semester	
	\$6 for combined summer sessions	
Locker, Business School	\$7/semester	
	\$12/12 months	
Locker, SPEA	\$7/semester	
	\$12/12 months	
Music instrument	\$30/semester or prorated at \$7.50/month for short-time use	
Practice room (limit to 1 hour per day)	\$15/semester	
	(above practice room rental not charged if applied music fee is paid)	
Independent Study (Correspondence)		
Undergraduate courses		
(residents and nonresidents)	\$39.75/credit hour	
High school level courses	\$37/half unit course	
Special Credit and Credit by Examination: Regular credit hour fees apply, except the fee is waived for University Division freshmen during the first two regular semesters following their matriculation at Indiana University, and is reduced to \$10 per credit hour for undergraduate transfer students during the first regular semester following their matriculation at Indiana University.		
Transcripts	\$3	
INDIANAPOLIS CAMPUS		
Undergraduate	\$43.25/credit hour	\$114.25/credit hour
Graduate and professional	\$61.50/credit hour	\$168.50/credit hour
Medical (flat fee)	\$1600/semester	\$3850/semester
Dentistry (flat fee)	\$1500/semester	\$3200/semester
Thesis enrollment	\$61.50/semester	\$168.50/semester
Auditing (no credit)		applicable credit hour rate
Special fees (in addition to basic fees)		
Application for admission		
United States	\$20	
Foreign	\$30	
Laboratory	\$7/contact hour	
Nursing clinical	\$7/contact hour	
Late program change ⁸	\$10/course	
Activity	\$2.50/semester	
Late enrollment or re-enrollment ¹⁴	\$15-\$45	
Deferred fee service charge	\$10	
Locker rental fee	\$7/semester	
	\$6/summer	
HELP Programs ¹⁵	\$25 to \$120/course	

¹⁴ At Indianapolis, a \$15 late fee will be in effect upon conclusion of registration through the end of the third week of classes. Late registration after the third week of classes will be assessed according to the following graduated schedule:

Week in which the registration is processed: Week 4—\$25 Week 5—\$35 Week 6—\$45.

No registrations will be accepted after the sixth week of classes without the approval of the Dean of Faculties.

¹⁵ Courses X011, X012, X013, and X014 are \$25.

Courses X022 and X023 are \$120.

Fee Refund Schedule

Time of Withdrawal	Refund
Time of Withdrawal	Refund
9 through 16 weeks	
During 1st week of classes or through Drop/Add Day	100%
During 2nd week of classes	75%
During 3rd week of classes	50%
During 4th week of classes	25%
During 5th week of classes and thereafter	None
5 through 8 weeks	
During 1st week of classes or through Drop/Add Day	100%
During 2nd week of classes	50%
During 3rd week of classes and thereafter	None
2 through 4 weeks	
During the 1st and 2nd day or through Drop/Add Day	100%
During 3rd and 4th day of classes	50%
During 5th day of classes and thereafter	None
1 week or less	
During 1st day of class	100%
During 2nd day of classes	50%
During 3rd day of classes and thereafter	None

The refund policy applies to credit hour fees and all course-related mandatory fees, wherein the student is required to pay a specific fee.

Procedure Students must apply to the Office of the Registrar and the Office of the Bursar when they withdraw from classes.

Fee Reductions and Financial Aid

Scholarships and Financial Aid Students can find information about loans and part-time employment through the Office of Student Financial Aids and through their school or department.

Employment The Office of Financial Aids on each campus lists openings for part-time jobs in various offices and organizations of the University.

Fee Courtesy The following statements describe the privilege of fee courtesy extended to full-time University faculty and staff by the Trustees. For a full policy statement, please refer to personnel policy No. D-21, revised May 7, 1982, available in the personnel office of each campus.

Fees for a full-time appointed employee (100% F.T.E.) who is appointed within the first week of a semester or summer sessions and enrolled in 1-6 credit hours will be assessed at one-half the resident credit hour rate at the campus where the employee enrolls, for the actual number of hours taken. Fees for credit hours in excess of six (6) in a semester or summer sessions will be assessed at full resident rate on that campus.

The spouse of a full-time appointed (100% F.T.E.) employee appointed within the first week of a semester or summer sessions will be entitled to a fee courtesy consisting of a credit of one-half of the resident undergraduate fee rate at the campus where the spouse enrolls for each credit hour up to the maximum of three (3) credit hours per semester or summer sessions. This credit will be applied against the full fees of the student at the appropriate resident or nonresident rate.

Dependent children of full-time appointed faculty and staff employees appointed within the first week of a semester or summer sessions will be entitled to a fee courtesy (effective with the fall term 1982) consisting of a credit on one-half of the resident undergraduate fee rate at the campus where the child enrolls. Dependent children shall be defined as all legally dependent children of employees including stepchildren, children who have employees as their legal guardians, and children of retired employees eligible for group life insurance benefits and of disabled employees receiving long-term disability benefits.

The fee courtesy for dependent children will be granted only to students registered at Indiana University in a curriculum leading to a first baccalaureate or associate degree, and only for the number of semester hours required to complete the curriculum in which the student is enrolled. This fee courtesy shall not apply for graduate or post-baccalaureate professional study.

To receive fee courtesy for dependent children, the full-time employee will fill out an application "Request for Fee Courtesy — Dependent Children," available from the personnel office of each campus, and return the completed form to the personnel office *prior to registration* for verification of employment. If this application has not been approved and processed prior to registration, the student will be required to pay full fees and then will be issued a refund if the application is approved.

Veteran benefits Students who are eligible for veteran benefits may enroll according to the following scales:

Undergraduate Benefits	Fall & Spring Semesters	Summer I	IUPUI Summer II	Bloomington Summer II
full	12 or more	4	4	6
$\frac{3}{4}$	9-11	3	3	4-5
$\frac{1}{2}$	6-8	2	2	3
tuition only	fewer than 6	1	1	1-2
Graduate Benefits				
full	9 or more	4	4	5
$\frac{3}{4}$	7-8	3	3	4
$\frac{1}{2}$	5-6	2	3	3
tuition only	fewer than 5	1	1	1-2

It is the responsibility of the veteran or veteran dependent to sign up for benefits each semester or summer session of enrollment. It is also the responsibility of the veteran or veteran dependent to notify the Veterans Affairs Office of any schedule change which may increase or decrease the number of benefits allowed.

Veterans with service connected disabilities may qualify for the V.A. Vocational Rehabilitation Program. They should contact their regional V.A. office for eligibility information.

Transfer to Other Indiana University Campuses

Each year many Indiana University students transfer from one campus of the university to another to continue their studies toward a degree. These transfers are often necessitated by financial difficulties, illness, or other personal problems, but just as often they are a matter of personal preference. Few of the other multi-campus universities are organized to facilitate this volume of student migration. Indiana University credits transferred from one campus of Indiana University to another will be evaluated and accepted in terms at least as favorable as credits transferred from other accredited institutions in the United States. No review of the credits will be undertaken except in good faith terms of the same criteria used in evaluating external credits. In fact, students transferring within the Indiana University system are treated much more favorably because of the similarity of coursework on the eight campuses.

Students who wish to transfer to another campus should follow these procedures:

1. Inform your academic adviser of your decision as soon as possible. Degree requirements may vary from one campus to another but if your adviser knows of your plan, your academic program can be designed to meet the requirements of the campus you will eventually attend.
2. Contact the department chairperson (or the designated adviser) at the campus you plan to attend. Discuss your plan and ask about any special procedures. For example, transfers in fine arts must submit portfolios of their work. Music transfer students must be auditioned.
3. As the date of transfer approaches, check with your campus registrar to get information on registration dates and procedures on the other campus. If there is a preregistration or pre-enrollment procedure at the other campus, you should plan to take advantage of it. Contact the registrar of the other campus to determine whether you can fulfill any of these responsibilities by phone. Your registrar has a direct telephone line to all other registrars.
4. When you arrive on the new campus, contact your assigned academic adviser or department chairperson as soon as possible. Discuss your academic progress to date and the additional coursework required for your program.

Rules Determining Resident and Non-resident Student Status for Indiana University Fee Purposes

These Rules establish the policy under which students shall be classified as residents or nonresidents upon all campuses of Indiana University for University fee purposes. Nonresident students shall pay a nonresident fee in addition to fees paid by a resident student.

These Rules shall take effect February 1, 1974; provided, that no person properly classified as a resident student before February 1, 1974, shall be adversely affected by these Rules, if he or she attended the University before that date and while he or she remains continuously enrolled in the University.

1. "Residence" as the term, or any of its variations (e.g., "resided"), as used in the context of these Rules, means the place where an individual has his or her permanent home, at which he or she remains when not called elsewhere for labor, studies, or other special or temporary purposes, and to which he or she returns in seasons of repose. It is the place a person has voluntarily fixed as a permanent habitation for himself or herself with an intent to remain in such place for an indefinite period. A person at any one time has but one residence, and a residence cannot be lost until another is gained.
 - (a) A person entering the state from another state or country does not at that time acquire residence for the purpose of these Rules, but except as provided in Rule 2(c), such person must be a resident for twelve (12) months in order to qualify as a resident student for fee purposes.
 - (b) Physical presence in Indiana for the predominant purpose of attending a college, university, or other institution of higher education, shall not be counted in determining the twelve (12) month period of residence; nor shall absence from Indiana for such purpose deprive a person of resident student status.
2. A person shall be classified as a "resident student" if he or she has continuously resided in Indiana for at least twelve (12) consecutive months immediately preceding the first scheduled day of classes of the semester or other session in which the individual registers in the University, subject to the exception in (c) below.
 - (a) The residence of an unemancipated person under 21 years of age follows that of the parents or of a legal guardian who has actual custody of such person or administered the property of such person. In the case of divorce or separation, if either parent meets the residence requirements, such person will be considered a resident.
 - (b) If such person comes from another state or country for the predominant purpose of attending the University, he or she shall not be admitted to resident student status upon the basis of the residence of a guardian in fact, except upon appeal to the Standing Committee on Residence in each case.
 - (c) Such person may be classified as a resident student without meeting the twelve (12) month residence requirement within Indiana if his or her presence in Indiana results from the establishment by his or her parents of their residence within the state and if he or she proves that the move was predominantly for reasons other than to enable such person to become entitled to the status of "resident student."
 - (d) When it shall appear that the parents of a person properly classified as a "resident student" under subparagraph (c) above have removed their residence from Indiana, such person shall then be reclassified to the status of nonresident; provided, that no such reclassification shall be effective until the beginning of a semester next following such removal.
 - (e) A person once properly classified as a resident student shall be deemed to remain a resident student so long as remaining continuously enrolled in the University until such person's degree shall have been earned, subject to the provisions of subparagraph (d) above.

3. The foreign citizenship of a person shall not be a factor in determining resident student status if such person has legal capacity to remain permanently in the United States.
4. A person classified as a nonresident student may show that he or she is exempt from paying the nonresident fee by clear and convincing evidence that he or she has been a resident (see Rule 1 above) of Indiana for the twelve (12) months prior to the first scheduled day of classes of the semester in which his or her fee status is to be changed. Such a student will be allowed to present his or her evidence only after the expiration of twelve (12) months from the Residence Qualifying Date, i.e., the date upon which the student commenced the twelve (12) month period for residence. The following factors will be considered relevant in evaluating a requested change in a student's nonresident status and in evaluating whether his or her physical presence in Indiana is for the predominant purpose of attending a college, university, or other institution of higher education. The existence of one or more of these factors will not require a finding of resident student status, nor shall the nonexistence of one or more require a finding of nonresident student status. All factors will be considered in combination, and ordinarily resident student status will not result from the doing of acts which are required or routinely done by sojourners in the state or which are merely auxiliary to the fulfillment of educational purposes.
 - (a) The residence of a student's parents or guardians.
 - (b) The situs of the source of the student's income.
 - (c) To whom a student pays his or her taxes, including property taxes.
 - (d) The state in which a student's automobile is registered.
 - (e) The state issuing the student's driver's license.
 - (f) Where the student is registered to vote.
 - (g) The marriage of the student to a resident of Indiana.
 - (h) Ownership of property in Indiana and outside of Indiana.
 - (i) The residence claimed by the student on loan applications, federal income tax returns, and other documents.
 - (j) The place of the student's summer employment, attendance at summer school, or vacation.
 - (k) The student's future plans including committed place of future employment or future studies.
 - (l) Admission to a licensed profession in Indiana.
 - (m) Membership in civic, community, and other organizations in Indiana or elsewhere.
 - (n) All present and intended future connections or contacts outside of Indiana.
 - (o) The facts and documents pertaining to the person's past and existing status as a student.
 - (p) Parents' tax returns and other information, particularly when emancipation is claimed.
5. The fact that a person pays taxes and votes in the state does not in itself establish residence, but will be considered as hereinbefore set forth.
6. The Registrar or the person fulfilling those duties on each campus shall classify each student as resident or nonresident and may require proof of all relevant facts. The burden of proof is upon the student making a claim to a resident student status.
7. A Standing Committee on Residence shall be appointed by the President of the University and shall include two (2) students from among such as may be nominated by the student body presidents of one or more of the campuses of the University. If fewer than four are nominated, the President may appoint from among students not nominated.
8. A student who is not satisfied by the determination of the Registrar has the right to lodge a written appeal with the Standing Committee on Residence within 30 days of receipt of written notice of the Registrar's determination which Committee shall review the appeal in a fair manner and shall afford to the student a personal hearing upon written request. A student may be represented by counsel at such hearing. The Committee shall report its determination to the student in writing. If no appeal is taken within the time provided herein, the decision of the Registrar shall be final and binding.

9. The Standing Committee on Residence is authorized to classify a student as a resident student, though not meeting the specific requirements herein set forth, if such student's situation presents unusual circumstances and the individual classification is within the general scope of these Rules. The decision of the Committee shall be final and shall be deemed equivalent to a decision of the Trustees of Indiana University.
10. A student or prospective student or prospective student who shall knowingly provide false information or shall refuse to provide or shall conceal information for the purpose of improperly achieving resident student status shall be subject to the full range of penalties, including expulsion, provided for by the University, as well as to such other punishment which may be provided for by law.
11. A student who does not pay additional monies which may be due because of his or her classification as a nonresident student within 30 days after demand, shall thereupon be indefinitely suspended.
12. A student or prospective student who fails to request resident student status within a particular semester or session and to pursue a timely appeal (see Rule 8) to the Standing Committee on Residence shall be deemed to have waived any alleged overpayment of fees for that semester or session.
13. If any provision of these Rules or the application thereof to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of these Rules which can be given effect without the invalid provision or application, and to this end the provisions of these Rules are severable.

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