

INDIANA
UNIVERSITY
BULLETIN 1991-1993

SCHOOL OF
PUBLIC AND
ENVIRONMENTAL
AFFAIRS
GRADUATE
PROGRAMS

Indiana
University

**We Are
One University
With Eight
Front
Doors**



When you become a student at Indiana University, you join an academic community internationally known for the excellence and diversity of its programs. Indiana University is one of the nation's oldest and largest state universities, with eight campuses serving nearly 94,000 students. IU also offers courses through facilities at Columbus, Elkhart, and many other sites.

Indiana University Campuses

Indiana University Bloomington

Indiana University–Purdue University at
Indianapolis

Indiana University at South Bend

Indiana University Northwest (Gary)

Indiana University at Kokomo

Indiana University Southeast (New Albany)

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Indiana University Bulletin 1991/93

School of Public and Environmental Affairs Graduate Programs

Bloomington — Indianapolis — Fort Wayne — Northwest — South Bend

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School of Public and Environmental Affairs

The School of Public and Environmental Affairs (SPEA) is a multidisciplinary division of Indiana University. The school is organized as a professional school, committed to teaching, research, and service based on problems that need solutions. It is unique among schools of public affairs in the inclusion of environmental science in the school and is nationally known for research and instructional programs in that area as well. The many academic disciplines in the school are organized into six faculties: public finance and policy analysis; policy and administration; urban and regional analysis; environmental science and policy; criminal justice, law, and public safety; and health science and administration. These faculties are responsible for matters of curriculum throughout the entire school. Individual faculty members belong to one or more faculties, depending on their professional interests. Each faculty includes members from all SPEA campuses (Bloomington, Indianapolis, South Bend, Northwest, and Fort Wayne).

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, in both staff and facilities, is assured by its organizational design, which can extend scientific and technical assistance to Indiana communities from any of eight IU campuses. The design of the school also reinforces a network of continuing relations with a large number of public agencies at all levels of government.

The degree programs offered by the School of Public and Environmental Affairs range from the associate degree, offered primarily on the smaller campuses, to the Ph.D. The school offers four professional master's degrees for individuals interested in achieving leadership positions in public, private, and voluntary organizations: the Master of Public Affairs (M.P.A.), the Master of Science in Environmental Science (M.S.E.S.), the Master of Health Administration (M.H.A.), and the Master of Planning (M.Pl.). The M.P.A. is a professional degree structured around concepts and skills essential to management,

policy, and planning activities within governmental and quasi-governmental organizations. The M.S.E.S. 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 M.H.A. provides a broadly balanced foundation of theoretical and practical knowledge and technical skills needed to succeed in health administration and health policy and planning. The M.Pl. is designed to prepare students to address social, physical, and economic problems in a systematic and creative way.

SPEA's master's degrees may be pursued in combination with degrees in law, nursing, library science, optometry, geological sciences, and ecology. At the doctoral level, the Ph.D. in Public Policy is delivered in cooperation with the Department of Political Science. The Ph.D. in Environmental Science is administered by SPEA with the cooperation of the Departments of Biology, Chemistry, Geological Sciences, and others. SPEA also offers a Ph.D. in Public Affairs.

SPEA Alumni Association

SPEA maintains contact with alumni through the SPEA Alumni Association, a constituent society within the parent Indiana University Alumni Association. Contact occurs several ways. First, the SPEA Alumni Association publishes the school's newsletter, *Alumni Update*, mailed three times a year to more than 8,500 SPEA alumni located in all 50 states and 21 foreign countries. Through this newsletter alumni, faculty, and students are able to maintain contact with one another. Second, the SPEA Alumni Association sponsors alumni receptions in several major cities such as Chicago, Denver, Indianapolis, and Washington, D.C. These receptions offer alumni an opportunity to renew old friendships, meet new friends, and visit with faculty. In addition, the SPEA Alumni Association hosts receptions at the annual conferences of the American Society of Public Affairs and the National Association of Schools of Public Affairs and Administration, as well as annual commencement activities for graduates and their families. The SPEA Alumni Association is governed by an elected 16-member Board of Directors, which meets biannually.

Alpha Phi Sigma

Alpha Phi Sigma is the national criminal justice honor society, with chapters established on the Northwest and Indianapolis campuses of Indiana University. The society recognizes scholastic excellence of undergraduate and graduate students in the field of criminal

justice. It was founded in 1942 and was admitted to the Association of College Honor Societies in 1980. To be eligible, undergraduate students must have earned an overall 3.00 grade point average for at least 40 credit hours of course work, which must include at least four criminal justice courses with a minimum 3.20 grade point average. To remain in good standing, students must maintain an overall 3.00 grade point average and a 3.20 grade point average in all criminal justice courses completed. Membership of graduate students is limited to those who have a bachelor's degree in criminal justice or who are currently doing graduate work in this field. A minimum grade point average of 3.40 is required for graduate students for admission and retention.

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 10 percent of their graduating class with a minimum grade point average of 3.5 in at least 15 credit hours of SPEA courses, are in the last semester of the junior year or in the senior year, and have at least a 3.0 grade point average in all course work. SPEA graduate students qualify for membership by being in the top 20 percent of their M.H.A., M.P.A., M.Pl., or M.S.E.S. class with a minimum grade point average of 3.5; and by having completed 50 percent of the required course work (i.e., 24 to 30 credit hours).

Doctoral students who meet the requirements for Pi Alpha Alpha master's degree student membership or who have completed all the requirements for the M.P.A. or its equivalent are eligible.

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 an 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

The School of Public and Environmental Affairs 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.

The Bowen Research Center is a joint effort of the School of Medicine and the School of Public and Environmental Affairs. Named for Governor Otis Bowen, the former director of the Department of Health and Human Services, the Bowen Center will become the university's leader in health policy and health services research. The center's multimillion-dollar research program provides important research opportunities for faculty and students. SPEA's Health Policy Research Center and the work of the Heartland Center on Aging, Disability, and Long-Term Care will be channeled through the Bowen Center. The center will bring four endowed chairs to the IUPUI campus. Two of these will have primary appointments in SPEA and will enhance the M.H.A. Program. The other two will have primary appointments in family medicine with a part-time appointment in SPEA that will enable them to teach in the M.H.A. Program.

The Business-SPEA Library, a branch of the Indiana University Libraries, serves 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 School of Business building and the SPEA building on the Bloomington campus. The librarians help students locate specific information and guide in the systematic search of literature by using such resources as catalogs, encyclopedias, indexes, data bases, and bibliographies. Computer-Assisted Reference Services are also available.

The Center for Policy and Public Management links existing research and public service efforts in the school and enhances research and service opportunities of SPEA faculty and students. Recognizing the trend in the public sector toward an integration of policy and management concerns, scholars associated with the center work to blend the unique political and technical content of policy development and execution. Current research includes mental health policy and personnel needs in Indiana; intergovernmental management options in human service delivery; "whistle blowing" in the federal service; use of alternatives for delivery of public services by cities, towns, and counties in Indiana; the organization of local public economies in selected American metropolitan areas; and effects of state fiscal rules on revenue and expenditure choices of local officials. The center sponsors a weekly seminar in policy and public management for faculty and graduate students.

The Environmental Systems Application Center (ESAC) promotes, facilitates, and administers externally funded environmental research within the school. The ESAC staff works with SPEA faculty, staff, and students to identify new research opportunities, prepare proposals, manage project budgets, carry out research, and prepare final reports. Center research often involves investigations of multiple disciplines and sometimes requires investigators from other Indiana University departments or other universities. This interdisciplinary, multi-institutional approach is a particular strength of ESAC. While some basic research is conducted in the center, ESAC research activities typically have a strong public service focus of both state and national significance. Areas of expertise within the center include applied ecology, aquatic chemistry, environmental chemistry, ground water modeling, hazardous waste management, lake and watershed management, risk assessment, and wetlands ecology. In carrying out its mission, the center utilizes student research assistants whenever possible, providing valuable experience and financial assistance to the students in the process.

Environmental research facilities and equipment available to ESAC include six laboratories having a total of 5,000 square feet of space, two programmable environmental chambers, three UV-visible spectrophotometers, two atomic absorption spectrophotometers with graphite furnace and flame ionization, two gas chromatographs, two GC-MS systems, terrestrial and aquatic field sampling equipment and instruments, a 16-

foot research boat, cartographic equipment and map files, aerial photographic and photo interpretation equipment, microcomputers, access to a small airplane, and access to several mainframe computers.

The Executive Education Program offers state, federal, and not-for-profit leaders and managers concentrated academic offerings as well as short-term noncredit seminars that provide timely and applied management education. Thousands of public managers each year attend Executive Education Programs to update techniques and hone administrative skills for increased managerial effectiveness.

The Great Lakes Center for Public Affairs and Administration is a unit of the Division of Public and Environmental Affairs on the IU Northwest campus. The center conducts research and provides technical services to units of governments and other institutions in northwest Indiana. The center also focuses on issues in public affairs and administration in the Great Lakes region.

The Institute for Development Strategies, sponsored by the Office of Research and Graduate Development and the School of Public and Environmental Affairs, is a university-wide research program linking faculty resources from various departments and campuses. The institute examines research-related problems in the field of regional economic development at state and national levels as well as at the international level. It focuses on mobilization of regional resources for development and carries out research on the causes and consequences of regional change.

The Midwest Regional Center for Global Environmental Change, located on the Bloomington campus, is one of the four regional centers of the National Institute for Global Change that was established in 1990. The Midwest center, together with the other three centers, provides research support to the U.S. Department of Energy in the field of global environmental change. The other regional centers are located at the University of California, Harvard University, and Tulane University. The center supports the mission of the National Institute by participating in a variety of research activities that focus on energy policy issues, development of early warning systems for energy-related changes, analysis of energy-related environmental risks, training of environmental scientists, and the preparation of public education programs on global warming.

The Transportation Research Center is jointly sponsored by the School of Public and

Environmental Affairs and the School of Business. It was established to coordinate and facilitate the transportation research activities of the university. The center's expertise lies in the areas of transportation safety, urban public transit, transport management, and transport regulatory policy. The center uses a core staff of professional researchers, faculty, and graduate students in performing research projects for federal, state, and local government agencies and for the private sector.

SPEA Career Planning and Internship Center

The Bloomington-based Career Planning and Internship Center assists students in making the transition from the university setting to the working world. The center's career-planning function provides assistance in three main areas: counseling, information dissemination, and on-campus recruiting. The internship program offers a variety of opportunities for on-the-job learning experiences.

Career planning complements the student's own efforts to find employment. Self-assessment and self-presentation skills are taught in a career-planning class (V529), in workshops, and in individual counseling. The center's library has employment bulletins, directories, and constantly updated job listings. On-campus recruiting brings an ever-increasing number of employers to SPEA to interview students for employment.

Internships are strongly encouraged because they allow students the opportunity to apply classroom theory and techniques to real-life experiences. The internship program is designed for maximum flexibility so that many valid learning experiences can qualify as an internship. Work can be full- or part-time, paid or unpaid, credit or noncredit; however, prior approval by the student's adviser is always required.

Academic credit is earned for approved internships at the rate of 1 hour of credit per 80 hours of work. Up to 6 credits may be earned per semester; for financial aid purposes, 8 credits constitutes a full-time academic load. Students must be enrolled concurrently in the appropriate practicum (V585 for public affairs, E589 for environmental science). Credit for work experience will not be granted retroactively. Registration with the center is required of all users. Any IU student is eligible to use the center, but precedence in on-campus recruiting and counseling is given to SPEA students.

Students seeking career-planning assistance should check with the center, located on the Bloomington campus in SPEA 200, (812) 855-9639, for answers to specific questions. Career-planning assistance is also available on other campuses. For information contact:

Indianapolis Campus
Career and Employment Services
Business/SPEA 2010
(317) 274-2554

Fort Wayne Campus
Career Services
Student Union Room 113
(219) 481-6472

Northwest Campus
Career and Placement Services
Sycamore 314
(219) 980-6650

South Bend Campus
Career and Placement Services
Administration 139
(219) 237-4425

The Graduate Programs

The School of Public and Environmental Affairs offers a variety of graduate degree and certificate programs on five of the eight Indiana University campuses: Bloomington, Indianapolis, Fort Wayne, Northwest, and South Bend. The graduate programs are as follows:

Master of Public Affairs (M.P.A.)
 Master of Health Administration (M.H.A.)
 Master of Planning (M.Pl.)
 Master of Science in Environmental Science (M.S.E.S.)
 Master of Science in Environmental Science–
 Master of Public Affairs (M.S.E.S.–M.P.A.)
 Doctor of Philosophy (Ph.D.) in Environmental Science
 Doctor of Philosophy (Ph.D.) in Public Affairs
 Doctor of Philosophy (Ph.D.) in Public Policy

The school participates in the combined programs of:

Master of Public Affairs–Doctor of Jurisprudence (M.P.A.–J.D.)
 Master of Science in Environmental Science–
 Doctor of Jurisprudence (M.S.E.S.–J.D.)
 Master of Public Affairs–Doctor of Optometry (M.P.A.–O.D.)
 Master of Public Affairs–Master of Library Science (M.P.A.–M.L.S.)
 Master of Health Administration–Master of Science in Nursing (M.H.A.–M.S.N.)
 Master of Public Affairs–Master of Science in Nursing (M.P.A.–M.S.N.)
 Master of Science in Environmental Science–
 Master of Arts/Master of Science (M.S.E.S.–M.A./M.S.)

Doctoral Minors in Public Management, Urban Affairs, and Environmental Studies

Graduate certificates offered include the following:

Certificate in Hazardous Materials Management
 Certificate in Public Management
 Certificate in Urban Affairs

Listed are the Indiana University campuses where SPEA graduate degrees and certificate programs are offered and the concentrations associated with each.

In addition, SPEA participates in several joint degree programs. These are also listed.

Campus Degree	Concentration
<i>Bloomington</i> M.P.A.	Comparative and International Affairs Environmental and Natural Resource Management Policy Analysis Public Financial Administration Public Management Individualized
M.S.E.S.	Applied Ecology Environmental Chemistry Hazardous Materials Management Water Resources Individualized
Joint Degree	M.P.A.–M.S.E.S. M.P.A.–J.D. M.P.A.–M.L.S. M.P.A.–O.D. M.S.E.S.–J.D. M.S.E.S.–M.A./M.S. M.S.E.S.–M.S.
Ph.D.	Public Policy Environmental Science Public Affairs
Certificate	Hazardous Materials Management Public Management
<i>Indianapolis</i> M.H.A.	Institutional Management– Patient Care
M.P.A.	Public Health Administration Criminal Justice Policy Analysis Public Management
M.Pl. Joint Degree	M.P.A.–J.D. M.P.A.–M.S.N. M.H.A.–J.D. M.H.A.–M.S.N.
Certificate	Hazardous Materials Management Public Management
<i>Fort Wayne</i> M.P.A.	Health Services Administration Public Policy Analysis Public Management Public Management
Certificate	Public Management
<i>Northwest</i> M.P.A.	Criminal Justice Health Services Administration Human Services Administration Public Management Public Management
Certificate	Public Management

South Bend

M.P.A.	Human Services Administration Health Systems Administration Public and Community Services Management Program Analysis in Public and Community Services
Certificate	Public Management Urban Affairs

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

Bloomington

Graduate Programs
School of Public and Environmental Affairs
SPEA 260
Indiana University
Bloomington, Indiana 47405
(812) 855-2840

Indianapolis

Director of Graduate Programs
School of Public and Environmental Affairs
Business-SPEA Building 3025
801 W. Michigan Street
IUPUI
Indianapolis, Indiana 46202
(317) 274-7189

Fort Wayne

Director, Division of Public and
Environmental Affairs
Indiana University-Purdue University at
Fort Wayne
2101 Coliseum Boulevard East, Neff 260
Fort Wayne, Indiana 46805-1499
(219) 481-6351

Northwest

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

South Bend

Director, Division of Public and
Environmental Affairs
1700 Mishawaka Avenue
P.O. Box 7111
Indiana University at South Bend
South Bend, Indiana 46615
(219) 237-4131

Admission to Master's Degree Programs

Procedure

Application Information about graduate study, including literature and application

materials, may be obtained from the School of Public and Environmental Affairs offices listed in the previous section of this bulletin.

Admission Eligibility In general, applicants with baccalaureate degrees in any field from an accredited institution are eligible to apply for admission to the graduate programs of the School of Public and Environmental Affairs.

Application Submission Applicants (including graduates of Indiana University) should file application material for admission to a degree program as early as possible before 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 Certificate in Public Management, Certificate in Hazardous Materials Management, and Certificate in Urban Affairs 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 includes the following:

1. Applications and financial forms must be submitted directly to the graduate program office on the campus where the applicant intends to matriculate.
2. All applications must be accompanied by complete official transcripts from all colleges and universities that the applicant has attended. Indiana University graduates may ask the registrar to send a copy of their transcripts to the SPEA office on the campus where they plan to enroll.
3. A nonrefundable application fee of \$25 is required of all applicants who have not previously attended or applied to Indiana University.
4. The student should ask 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 M.P.A.-J.D., M.H.A.-J.D., and M.S.E.S.-J.D., must submit scores from the Graduate Record Examination (GRE). Applicants for the M.P.A.-J.D., the M.H.A.-J.D., and the M.S.E.S.-J.D. only may submit scores from the Law School Admission Test (LSAT). Information concerning the GRE is available from Graduate Record

Examination, Educational Testing Service, P.O. Box 6000, Princeton, New Jersey 08541, telephone (609) 771-7670.

Information concerning the LSAT is available from Law School Admission Services, P.O. Box 2000, Newtown, Pennsylvania 18940, telephone (215) 968-1001.

6. P.M.C. and H.M.M.C. students who apply to the M.P.A. program must meet all existing M.P.A. admission requirements.
7. Applicants should read carefully the section in this bulletin on the degree program to which they plan to apply for any specific program admission requirements.
8. Certification of a baccalaureate degree is required for admission. Although a student may not have completed undergraduate work at the time of application, a decision may be made on the strength of the student's work up to the time of application. A final transcript from an accredited institution attesting to the award of a baccalaureate degree must be submitted, however, before the student can be formally admitted.
9. Each completed application for admission is carefully evaluated by the admission committee for the appropriate degree program.

Admission Status

Regular (Unconditional) Admission Status

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, applicants, except for those in the M.H.A. program, have 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 canceled. If the applicant fails to enroll within one year, a complete new application may be required.

Provisional Admission On some campuses applicants may be admitted on a provisional basis for 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 (not on Bloomington campus).

Admitted with Deficiencies Applicants may be admitted with deficiencies on a case-by-case basis because they lack course work in certain foundation areas such as college algebra, computer science, economics, or statistics. Students must make up these deficiencies before their enrollment at SPEA. Campus policies may vary.

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.

Nondegree A holder of a bachelor's degree who has not been admitted to the graduate program but who wishes to enroll in SPEA courses must first be admitted as a nondegree 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 nondegree student later wishes to obtain a SPEA graduate degree, the student must make a formal application for admission to the specific degree 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, campus-specific policies 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 of students are included in the student handbook available on each campus. Due process is followed in the event of disciplinary or other actions.

Student Responsibility Students are responsible for planning their own academic program 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.

Residency Requirements—Master’s and Certificate Programs The campus at which a student completes the majority of required course work will certify and award the degree or certificate, provided the campus is authorized to grant that degree or certificate. The student must have been admitted by the SPEA campus awarding the 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 in regional analysis and planning. Students must obtain the approval from the SPEA director of the specific doctoral program for any courses they propose to take at another Indiana University campus.

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

Academic Probation Students will be placed on probation following a semester in which 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.

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	I = Incomplete
B- = 2.7	F = Failed
C+ = 2.3	W = Withdrawn
C = 2.0	R = Deferred
C- = 1.7	NR = No grade reported

Incomplete All grades of Incomplete (I) 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 Because 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.

Intercampus 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. Students in good standing at one SPEA campus may take SPEA courses at any campus.

Transfer of Credit Up to 6 credit hours for the Master of Health Administration program and up to 9 credit hours of appropriate graduate course work with course grades of at least a B may be transferred from academic units within Indiana University or other accredited colleges and universities and applied to other SPEA master’s level degree programs, when approved by the respective graduate program director.

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 faculty member or 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 a campus or program director. Disposition by the SPEA program director or campus director is final.

Minimum Credit Hours To qualify for the M.P.A. or M.S.E.S. degree, students must complete a minimum of 24 credit hours of graduate SPEA courses at Indiana University. This requirement applies to M.P.A. or M.S.E.S. students on all campuses. 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.

Credit Earned in Nondegree Status Not more than 12 hours of graduate credit completed as a nondegree student may be credited toward a SPEA graduate degree. Not more than 9 hours of SPEA graduate credits earned as a nondegree student may be credited toward the SPEA Public Management Certificate program or Hazardous Materials Management Certificate program.

Academic Integrity Academic integrity requires that students take credit only for ideas and efforts that are their own. The following

acts of academic dishonesty violate that principle. They undermine the bonds of trust and cooperation among members of this community and between us and those who may depend on our knowledge and integrity. They are therefore prohibited.

Cheating

A student must not intentionally use or attempt to use unauthorized materials, information, or study aids in any academic exercise. A student must not use external assistance on any in-class or take-home examination, unless the instructor specifically has authorized such assistance. This prohibition includes (but is not limited to) the use of tutors, books, notes, and calculators. A student must not submit substantial portions of the same academic work for credit or honors more than once without permission of the present instructor. A student must not allow others to conduct research or to prepare any work for him or her without advance authorization from the instructor. This prohibition includes (but is not limited to) commercial term-paper companies and files of past papers maintained in a residence unit. Several people must not collaborate on a single project and turn in multiple copies, all represented implicitly or explicitly as individual work.

Fabrication

A student must not intentionally falsify or invent any information or citation in an academic exercise.

Plagiarism

A student must not intentionally adopt or reproduce ideas, words, or statements of another person without acknowledgment. A student must give due credit to the originality of others and honestly pay his or her other literary debts. Students should acknowledge indebtedness: (1) whenever quoting another person's actual words; (2) whenever using another person's idea, opinion, or theory; (3) whenever borrowing facts, statistics, or other illustrative material unless the information is common knowledge.

Interference

A student must not steal, change, destroy, or impede another student's work. Impeding another student's work includes (but is not limited to) the theft, defacement, or mutilation of common resources so as to deprive others of the information they contain.

Facilitating Academic Dishonesty

A student must not intentionally or knowingly help or attempt to help another to commit an act of academic dishonesty.

Academic Appeals Appeals by students of 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 the event occurred.

International Programs

Opportunities are available for undergraduates and graduates to study professional courses overseas in the areas of both public affairs and environmental policy. In some cases these opportunities allow students to use foreign language skills, but most of the programs are taught in English. The programs provide SPEA credit and normally do not disrupt progress toward a degree in the school. In many cases these opportunities are for a semester, rather than the conventional year abroad. In turn SPEA hosts students from its sister institutions abroad. All these activities reflect SPEA's growing commitment to internationalizing its teaching. In addition to the formal programs mentioned below, there are some opportunities for individually tailored programs overseas. All inquiries should be addressed to SPEA International Programs, SPEA Building 241, Indiana University, Bloomington, Indiana 47405, (812) 855-0738.

SPEA-Netherlands Exchange Programs

Each semester approximately 12 to 16 juniors, seniors, and graduate students are selected to attend the SPEA programs at Rotterdam's Erasmus University (spring) and Leiden University (fall). Normally 15 credit hours are awarded to undergraduates, and 12 to graduates, for four courses: intergovernmental relations, administration in Europe, public affairs, and a course on either environmental policy or non-Western systems of government. In addition, students participate in a field trip to Europe featuring the EEC and NATO headquarters. The remaining 3 credit hours are awarded for the completion of a comparative research paper written in the Netherlands. All courses are in English and are taught by Dutch faculty. Students attending the program are required to complete an orientation course the previous semester. Arrangements have been made to allow for students on other SPEA campuses. The credit is applied to the student's SPEA course work.

Students in the program pay regular Indiana tuition plus an excursion fee and accommodation expenses (which are very reasonable). They are also responsible for their own travel to and from Europe, though all students remain eligible for any financial aid they might normally expect to receive if they are on one of the Indiana University campuses.

Applicants must be Indiana University students in good academic standing with a minimum cumulative grade point average of 2.5 (undergraduate) or 3.0 (graduate). Undergraduates must be of at least junior status by the beginning of the overseas semester. Applications are due within six weeks of the beginning of the previous semester, and selection is based on academic record, references, and an interview process.

Paris-South (Sceaux) This is the oldest of SPEA's exchange programs; students in this program must already be reasonably fluent in French. Students spend two semesters at Paris-South working toward a *Certificat de Droit*. The course provides thorough insight into the French administrative system and the option to focus on several areas, including environmental management. There are no fees for attending this course, though students will have to pay Indiana University tuition for any courses they wish to substitute (with the approval of their adviser and the director of graduate study). Up to four students may be eligible for the award. Applicants must provide detailed evidence of academic performance as well as a proposal in French stating why this experience will be beneficial to their studies and their career. Application should be made in the fall for a closing date the following April.

Individual Opportunities The possibility exists, through Indiana University and SPEA links, for individual students to arrange study abroad for credit in Spain, Japan, Australia, and Thailand. In the Thai program, the university normally awards one scholarship, including airfare, to the National Institute for Development Administration in Bangkok, Thailand. This program is available for up to 10 months. Applications should be made in the spring. In the next year or so, programs are anticipated that will enable graduate students to pursue research or course work in Australia and Japan. Further details on these developments are available from the SPEA International Programs Office, SPEA Building 241, Indiana University, Bloomington, Indiana 47405.

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 does not necessarily have to be with a public agency, as management-level experience in the private sector is generally applicable to the public sector.

The granting of Mid-Career Option credit is based on experience gained before the time the students begin their first SPEA graduate course. A maximum of 12 credit hours may be granted to students under the Mid-Career Option. The following guidelines are used in determining credit:

1. To receive 3 credit hours, a student must have a minimum of one year's technical, administrative, or policy work experience with a government or private agency.
2. Six hours of credit may be awarded for two to four years of managerial experience in directing programs, preparing budgets, and making decisions on organizational or staff development; or for two to four years of professional experience in policy analysis planning or scientific analysis.
3. Individuals with four or more years of executive assignment may be awarded 9 to 12 hours of credit. Applicants must have had responsibility for supervision of high-level staff, budget preparation, and organizational control of public agencies, or executive responsibility for policy analysis or planning or scientific analysis.

Mid-Career Option Application Process and Policies

1. Students are eligible to apply for Mid-Career Option credit only after they have been unconditionally admitted to the M.P.A. or M.S.E.S. program.
2. Determination of Mid-Career Option credit is made separately from decisions about transfer of credit.
3. Under no circumstances will the Mid-Career Option credit and transfer credit total more than 21 of the 48 credit hours required for the M.P.A. or M.S.E.S. degree.
4. Students receiving Mid-Career Option credit should plan the rest of their program carefully, in consultation with an adviser.
5. Students may appeal the initial Mid-Career Option credit decision by submitting a request in writing for reconsideration to the appropriate program or campus director.

Master of Public Affairs (M.P.A.)

The Master of Public Affairs program is an integrated course of study that 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, environmental, 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, environmental, 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, and a general working knowledge of public affairs.

The M.P.A. program is fully accredited by the National Association of Schools of Public Affairs and Administration (NASPAA).

Degree Requirements

(48 credit hours)

The general and core requirements of the M.P.A. degree are common to the five campuses where it is offered. 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 requirements.

The Master of Public Affairs program requires a minimum of 48 graduate credit hours and completion of (1) the core requirement, (2) the

concentration requirement, and (3) the experiential requirement. The foundation requirement ensures that each student has the requisite background in the areas of computing, economics, government, and mathematics to facilitate the mastery of core course material. No graduate credit is given for work done to satisfy this requirement. The core requirement consists of 24 credit hours of work in eight courses required of all students pursuing an M.P.A. degree. Each student must complete the requirements of one concentration, which consists of 12 to 18 credit hours of work, depending on the concentration selected. The experiential requirement ensures that each graduate of the M.P.A. program has gained insight into the world of public service by way of an experience outside the classroom involving contact with prospective peers. This experience may or may not involve the accumulation of credit hours toward the degree. The remaining credit hours necessary for graduation, if any, are general electives that can be used either to add breadth to a student's program; to further explore a field of concentration; or to enhance skills in foreign languages, quantitative tools, or administrative techniques.

Core Requirement

(24 credit hours)

The M.P.A. core is designed to ensure that each student acquires both the prerequisite analytical skills and an understanding of policy issues and governmental processes that compose the environment within which graduates will pursue their careers.

Required Courses

The following eight courses are required:

- SPEA V502 Public Management (3 cr.)
- SPEA V504 Public Organizations (3 cr.)
- SPEA V506 Statistical Analysis for Public Affairs (3 cr.)
- SPEA V507 Data Analysis and Modeling for Public Affairs (3 cr.)
- SPEA V517 Public Management Economics (3 cr.)
- SPEA V520 Environmental Policy Analysis (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 M.P.A. student must obtain professionally relevant experience through an approved internship, project work within the context of the Lilly Fellowship Program, or project work in SPEA V601 Workshop in Public Affairs in order to be awarded the M.P.A. degree. This requirement is automatically satisfied if a student is granted Mid-Career Option credit.

General Elective Courses

General elective courses are used, if at all, to complete the overall degree requirement of 48 graduate credit hours.

Concentration Requirement

(12 to 18 credit hours)

The concentrations are designed to give the student an educational experience in a substantive area of the student's interest. The course of study in the concentration area is determined in conjunction with a concentration adviser. 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's "Fields of Concentration" section in this bulletin 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 and natural resource management, policy analysis, public financial administration, and public management.

Comparative and International Affairs Concentration

(12 credit hours)

The Comparative and International Affairs Concentration area has two major functions:

1. to provide a comparative basis for

2. to examine the international links and institutions through which nations interact.

Required Courses (9 credit hours)

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

Electives (3 credit hours)

The fourth class may be chosen from one of several courses leading into an elective stream (areal, sectorial, or problem) as approved by the concentration adviser.

Environmental Policy and Natural Resource Management Concentration

(18 credit hours)

The Environmental Policy and Natural Resource Management Concentration integrates the public policy and environmental science perspectives covering a range of topics including the economic analysis of natural resource utilization and allocation.

Required Courses (9 credit hours)

The following three courses:

- SPEA E620 Environmental Analysis Workshop (3 cr.)
- SPEA V643 Environmental and Natural Resource Management (3 cr.)
- SPEA V645 Environmental Law (3 cr.)

Electives (9 credit hours)

One of the following courses*:

- SPEA E560 Environmental Risk and Decision Analysis (3 cr.)
- SPEA V510 Government Regulation in Market Economies (3 cr.)
- SPEA V512 Public Policy Process (3 cr.)
- SPEA V518 Intergovernmental Systems Management (3 cr.)
- SPEA V539 Management Science for Public Affairs (3 cr.)
- SPEA V541 Benefit-Cost Analysis of Public and Environmental Policies (3 cr.)
- SPEA V640 Law, Public Management, and Public Policy (3 cr.)

Two courses from one of the following groups:

Environmental Management

- SPEA E450 Environmental Process Analysis (3 cr.)
- SPEA E536 Environmental Chemistry (3 cr.)
- SPEA E539 Aquatic Chemistry (3 cr.)

SPEA E542 Hazardous Materials Control (3 cr.)
SPEA E552 Environmental Technology (3 cr.)

Resource Management

BIOL L575 Ecosystem Structure and Function (3 cr.)

SPEA E460 Fisheries and Wildlife Management (3 cr.)

SPEA E461 Fisheries and Wildlife Management Laboratory (3 cr.)

SPEA E527 Applied Ecology (3 cr.)

SPEA E528 Forest Ecology and Management (3 cr.)

*Approved substitutions of special seminar courses will be made on an available basis.

Policy Analysis Concentration

(15 credit hours)

The Policy Analysis Concentration focuses on techniques for the rigorous evaluation of public policy and public programs emphasizing management science, operations research techniques, cost-benefit analysis, and program evaluation.

Skills (6 credit hours)

The following course:

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

One of the following courses:

SPEA V541 Benefit-Cost Analysis of Public and Environmental Policies (3 cr.)

SPEA V562 Public Program Evaluation (3 cr.)

Other skills courses, including those offered on the Indianapolis campus, may be substituted with the approval of the concentration adviser.

Problem Contexts (3 credit hours)

One of the following courses:

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

SPEA V512 Public Policy Process (3 cr.)

SPEA V640 Law, Public Management, and Public Policy (3 cr.)

Policy Field (6 credit hours)

The following two courses:

SPEA V655 Policy Field Lab I (3 cr.)

SPEA V656 Policy Field Lab II (3 cr.)

or two policy courses selected with the permission of the concentration adviser.

Public Financial Administration Concentration

(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 Courses (9 credit hours)

Three of the following courses:

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.)

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

One of the following courses:

SPEA V541 Benefit-Cost Analysis of Public and Environmental Policies (3 cr.)

SPEA V542 Governmental Financial Accounting and Reporting (3 cr.) *or*

BUS A508 Accounting for Public Administration (3 cr.)

Electives (6 credit hours)

Two of the following or other graduate courses approved by a concentration adviser as equivalent substitutions:

SPEA V516 Public Management Information Systems (3 cr.)

SPEA V562 Public Program Evaluation (3 cr.)

SPEA V567 Public Financial Administration (3 cr.)

SPEA V570 Public Sector Labor Relations (3 cr.)

SPEA V595 Managerial Decision Making (3 cr.)

Public Management Concentration

(18 credit hours)

The Public Management Concentration is an 18-credit-hour block of related course work designed to produce graduates who can operate as managers in a variety of public-sector contexts. Course work is distributed across a management core and one of the six tracks as chosen by the student. All selections should be made in consultation with the Public Management Concentration adviser.

Management Core (choose one course from each core area; 9 credit hours)

1. Information Management and Analysis (choose one):

SPEA V516 Public Management

Information Systems—required for those selecting MIS track. (3 cr.)

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

SPEA V562 Public Program Evaluation (3 cr.)

SPEA V639 Managing Government Operations (3 cr.)

2. Human Resource Management (choose one):

SPEA V561 Public Personnel Management (1-3 cr.)

SPEA V569 Managing Interpersonal Relations (3 cr.)

- SPEA V512 Public Policy Process (3 cr.)
 SPEA V518 Intergovernmental Systems Management (3 cr.)
 SPEA V640 Law, Public Management, and Public Policy (3 cr.)
3. Management Context (choose one):
 SPEA V512 Public Policy Process (3 cr.)
 SPEA V518 Intergovernmental Systems Management (3 cr.)
 SPEA 640 Law, Public Management, and Public Policy (3 cr.)
- Public Management Tracks (9 credit hours)**
1. Human Services Management:
 The following course:
 SPEA V554 Human Services Administration (3 cr.)
 Two of the following courses:
 SPEA V545 The U.S. Health Care System (3 cr.)
 SPEA V556 Topics in Human Services Administration: Community Organization (3 cr.)
 EDUC P512 Gerontology I: Multidisciplinary Perspectives (3 cr.)
2. Management Analysis:
 Three of the following courses:
 SPEA V516 Public Management Information Systems (3 cr.)
 SPEA V539 Management Science for Public Affairs (3 cr.)
 SPEA V562 Public Program Evaluation (3 cr.)
 SPEA V639 Managing Government Operations (3 cr.)
3. Management Information Systems:
 (Corequisite computer programming or consent of adviser)
 Two of the following courses:
 SPEA V516 Public Management Information Systems (3 cr.)
 SPEA V519 Data Base Management Systems—or approved substitution (3 cr.)
 SPEA V611 Design of Information Systems (3 cr.)
 Choose one computer programming sequence:
 CSCI T501 Introduction to Computers and Programming (3 cr.)
 BUS S503 Business Data Access and File Structures Using COBOL (1 cr.)
 or CSCI T502 Advanced Computer Programming (3 cr.)
 BUS S503 Business Data Access and File Structures using COBOL (1 cr.)
4. Personnel and Labor Relations:
 Three of the following courses:
 BUS Z515 Personnel Selection Systems (3 cr.)
 BUS Z516 Compensation Systems: Theory, Design, and Administration (3 cr.)
 BUS Z517 Managing Legal Issues in Human Resources (3 cr.)

- ECON E445 Collective Bargaining: Practices and Problems (3 cr.)
 ECON E446 Public Policy in Labor Relations (3 cr.)
 ECON E541 Labor Market Analysis (3 cr.)
 LAW B663 Labor Law I (3 cr.)
 LAW B664 Labor Law II (3 cr.)
 LAW B680 Employment Discrimination (3 cr.)
 SPEA V561 Public Personnel Management (1-3 cr.)
 SPEA V569 Managing Interpersonal Relations (3 cr.)
 SPEA V570 Public Sector Labor Relations (1-3 cr.)
 SPEA V650 Topics in Public Personnel Management (1-3 cr.)
 SPEA V670 Topics in Public Sector Labor Relations (1-3 cr.)
 SPEA V675 Issues and Problems in Public Sector Personnel and Labor Relations (3 cr.)
5. Urban Management:
 The following two courses:
 SPEA V518 Intergovernmental Systems Management (3 cr.)
 SPEA V564 Urban Management (3 cr.)
 One of the following courses:
 SPEA V516 Public Management Information Systems (3 cr.)
 SPEA V561 Public Personnel Management (3 cr.)
 SPEA V570 Public Sector Labor Relations (1-3 cr.)
 SPEA V610 Any urban services delivery topics from any department chosen in consultation with an adviser.
6. General Management:
 Choose any three courses with the approval of the concentration adviser.

Individualized Concentration

(18-19 credit hours)

In consultation with an adviser, each student may design a curriculum that anticipates his or her career and educational goals and reflects his or her background and training. The student's adviser will assure that the curriculum maintains a high standard of rigor, depth, and breadth. Individual concentrations must be approved by the student's adviser and the program director.

Fields of Concentration—Indianapolis

Concentrations 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, policy analysis and public management.

Criminal Justice Concentration

(18 credit hours)

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

Required Courses (12 credit hours)

Each of the following:

SPEA V582 Criminal Justice Systems (3 cr.)

SPEA V682 Seminar in Criminal Justice

Planning, Management, and Issues (3 cr.)

Two of the following:

SPEA V550 Topics in Public Affairs (criminal justice only) (3 cr.)

SPEA V580 Readings in Public Affairs (3 cr.)

SPEA V585 Practicum in Public Affairs (3 cr.)

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

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

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

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

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

SPEA V561 Public Personnel and Management (3 cr.)

SPEA V562 Public Program Evaluation (3 cr.)

SPEA V563 The Planning Process (3 cr.)

SPEA V564 Urban Management (3 cr.)

SPEA V567 Public Financial Administration (3 cr.)

SPEA V570 Public Sector Labor Relations (3 cr.)

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

SPEA V595 Managerial Decision Making (3 cr.)

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

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

Public Management Concentration

(15 credit hours)

The Public Management Concentration is a structured program that enables students to develop a managerial perspective. The curriculum ensures breadth of coverage across those areas essential to a managerial career.

Required Courses (15 credit hours)

The following course:

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

One of the following two courses:

SPEA V516 Public Management Information Systems (3 cr.)

SPEA V542 Governmental Financial Accounting and Reporting (3 cr.)

One of the following two courses:

SPEA V561 Public Personnel Management (3 cr.)

SPEA V570 Public Sector Labor Relations (3 cr.)

Two of the following five courses:

SPEA V562 Public Program Evaluation (3 cr.)

SPEA V563 The Planning Process (3 cr.)

SPEA V566 Executive Leadership (3 cr.)

SPEA V639 Managing Government Operations (3 cr.)

SPEA V550 Topics in Public Affairs (3 cr.)

(ONLY ONE V550 TOPICS COURSE MAY BE USED.)

Policy Analysis Concentration

(18 credit hours)

The Policy Analysis Concentration focuses on techniques for the rigorous evaluation of public policies and public programs, emphasizing science, operations research techniques, cost-benefit analysis, and program evaluation.

Required Courses (9 credit hours)

SPEA V512 Public Policy Process (3 cr.)

Two of the following four courses:

SPEA V508 Topics in Quantitative Analysis (3 cr.)

SPEA V539 Management Science for Public Affairs (3 cr.)

SPEA V562 Public Program Evaluation (3 cr.)

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

Substantive Policy Requirement

Complete TWO courses devoted to public policy issues from a list provided by the concentration adviser.

Research Requirement

SPEA V590 Research in Public Affairs (3 cr.)

Complete a research project approved by the concentration adviser. This project will be done under the direction of a faculty member. Students must receive approval from the concentration adviser before undertaking this project. This requirement may not be started until the student has completed at least 12 hours of course work in the concentration.

Fields of Concentration— Fort Wayne

Concentrations accommodate the needs of both the preservice graduate student and the practitioner seeking additional education for career enhancement and advancement.

Students select a concentration after consultation with a faculty adviser. Concentrations on the Fort Wayne campus are health systems administration, policy analysis, and public management.

Health Services Administration Concentration

(18 credit hours)

The Health Services Administration Concentration examines policies and programs in the health field. Emphasis is placed on organizational and economic analysis.

Required Courses (12 credit hours)

The following courses:

SPEA V543 Health Services Management (3 cr.)

SPEA V545 The U.S. Health Care System (3 cr.)

SPEA V546 Health Services Utilization (3 cr.)

SPEA V631 Health Planning (3 cr.)

6 credit hours from the following:

SPEA V550 Topics in Public Affairs (health topics only) (3 cr.)

SPEA V562 Public Program Evaluation (3 cr.)
or SPEA V567 Public Financial Administration (3 cr.)

SPEA V561 Public Personnel Management (3 cr.) or

SPEA V570 Public Sector Labor Relations (3 cr.)

SPEA V580 Readings in Public Affairs (3 cr.) or
SPEA V590 Research in Public Affairs (3 cr.)

Public Policy Analysis Concentration

(18 credit hours)

The Public Policy Analysis Concentration is designed to examine the methods and develop the skills involved in analyzing complex public policy issues.

Required Courses: (9 credit hours)

Two of the following:

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

SPEA V562 Public Program Evaluation (3 cr.)

SPEA V541 Benefit-Cost Analysis of Public and Environmental Policies (3 cr.)

One of the following:

SPEA V512 Public Policy Process (3 cr.)

SPEAV563 The Planning Process (3 cr.)

Electives (9 credit hours)

Three other SPEA graduate courses, generally rooted in one or more policy areas, with approval of the program director.

Public Management Concentration

(18 credit hours)

The Public Management Concentration develops the quantitative and qualitative skills

necessary for public and not-for-profit management. Emphasis is placed on organizational, political, and economic analysis.

Required Courses (9 credit hours)

One of the following:

SPEA V639 Managing Government Operations (3 cr.)

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

SPEA V562 Public Program Evaluation (3 cr.)

One of the following:

SPEA V512 Public Policy Process (3 cr.)

SPEA V518 Intergovernmental Systems Management (3 cr.)

One of the following:

SPEA V569 Managing Interpersonal Relations (3 cr.)

SPEA V561 Public Personnel Management (3 cr.)

SPEA V570 Public Sector Labor Relations (3 cr.)

Electives (9 credit hours)

Three other SPEA graduate courses with approval of the program director.

Fields of Concentration—Northwest

Concentrations 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, health services administration, human services administration, and public management.

Criminal Justice Concentration

(18 credit hours)

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

Required Courses (18 credit hours)

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

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

SPEA V585 Practicum in Public Affairs (3 cr.)
 SPEA V588 Law and Control in Society (3 cr.)

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

SPEA V562 Public Program Evaluation (3 cr.)
 SPEA V563 The Planning Process (3 cr.)
 SPEA V564 Urban Management (3 cr.)
 SPEA V595 Managerial Decision Making (3 cr.)
 SPEA V561 Public Personnel Management (3 cr.)
 SPEA V570 Public Sector Labor Relations (3 cr.)
 SPEA V650 Topics in Public Personnel Management (3 cr.)
 SPEA V567 Public Financial Administration (3 cr.)

Health Services Administration Concentration

(18 credit hours)

The Health Services Administration Concentration is primarily for practitioners in the health care field, either in clinical or management areas, who desire additional education for career management and advancement, and also for the preservice individual seeking to enter the field of health care administration.

Required Courses (18 credit hours)

The following four courses:

SPEA H514 Health Economics (3 cr.)
 SPEA V543 Health Services Management (3 cr.)
 SPEA V545 The U.S. Health Care System (3 cr.)
 SPEA V546 Health Services Utilization (3 cr.)

One of the following courses:

SPEA H506 Health Services Human Resource Management (3 cr.)
 SPEA H515 The Health Policy Process (3 cr.)
 SPEA V550 Topics in Public Affairs: Ethics in Health Administration (3 cr.)
 SPEA V550 Topics in Public Affairs: Marketing Health and Human Services (3 cr.)
 SPEA V595 Managerial Decision Making (3 cr.)
 SPEA V631 Health Planning (3 cr.)

One of the following courses:

SPEA H601 Hospital Organization and Management (3 cr.)
 SPEA H602 Mental Health Services Organization and Management (3 cr.)
 SPEA H604 Ambulatory Care Organization and Management (3 cr.)
 SPEA V550 Topics in Public Affairs: Long-Term Care Policy (3 cr.)
 SPEA V550 Topics in Public Affairs: Long-Term Care Organization and Management (3 cr.)
 SPEA V550 Topics in Public Affairs: Mental Health Policy (3 cr.)

Human Services Administration Concentration

(18 credit hours)

The Human Services Administration Concentration prepares persons for management positions in federal, state, local, and nonprofit human service 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 multiservice centers.

Required Courses (18 credit hours)

Two of the following three courses:

SPEA V545 The U.S. Health Care System (3 cr.)
 SPEA V554 Human Services Administration (3 cr.)
 SPEA V556 Topics in Human Services Administration (3 cr.)

Four of the following courses (or other courses not used for another requirement and which are approved by a concentration adviser):

SPEA V545 The U.S. Health Care System (3 cr.)
 SPEA V546 Health Services Utilization (3 cr.)
 SPEA V550 Topics in Public Affairs: Computer Applications in Health and Human Services (3 cr.)
 SPEA V550 Topics in Public Affairs: Long-Term Care Policy (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 (3 cr.)

Public Management Concentration

(18 credit hours)

The Public Management Concentration is a structured program that enables students to develop a managerial perspective. The curriculum ensures breadth of coverage across those areas essential to a managerial career.

Required Courses (18 credit hours)

The following course:

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

One of the following courses:

SPEA V512 Public Policy Process (3 cr.)
 SPEA V518 Intergovernmental Systems Management (3 cr.)

One of the following courses:

SPEA V561 Public Personnel Management (3 cr.)
 SPEA V570 Public Sector Labor Relations (3 cr.)

One of the following courses:

SPEA V562 Public Program Evaluation (3 cr.)

SPEA V563 The Planning Process (3 cr.)

One of the following courses:

SPEA V595 Managerial Decision Making (3 cr.)

SPEA V639 Managing Government Operations (3 cr.)

One SPEA graduate course not already taken, with the approval of the concentration adviser.

Fields of Concentration— South Bend

Concentrations 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 health systems, human services administration, public and community services management, and public and community services program analysis.

Health Systems Administration Concentration

(18 credit hours)

The Health Systems Administration Concentration is for professional people already working in health care organizations as well as for students planning health care careers. This concentration affords the student the opportunity to study policy, issues, and programs related to the health field.

Required Courses (15 credit hours)

The following five courses:

SPEA H506 Health Services Human Resources Management (3 cr.)

SPEA V543 Health Services Management (3 cr.)

SPEA V545 The U.S. Health Care System (3 cr.)

SPEA V546 Health Services Utilization (3 cr.)

SPEA V631 Health Planning (3 cr.)

Elective (3 credit hours)

Must be another SPEA health care course or:
SPEA V550 Topics in Public Affairs with health care emphasis.

SPEA V580 Readings in Public Affairs with health focus, approved and directed by faculty.

V590 Research in Public Affairs with health focus, approved and directed by faculty.

Human Services Administration Concentration

(18 credit hours)

The Human Services Administration Concentration is designed for professional

people already working in human service organizations as well as for students planning careers in federal, state, and local human service agencies. Emphases include application of public management processes to human service organization and skills requisite to working with elected officials, administrative officials, and consumer groups.

Required Courses (15 credit hours)

SPEA V545 The U.S. Health Care System (3 cr.)

SPEA V554 Human Services Administration (3 cr.)

SPEA V562 Public Program Evaluation (3 cr.)

SPEA V556 Topics in Human Services Administration (3 cr.)—taken twice.

Elective (3 credit hours)

The elective must be one of these:

SPEA V580 Readings in Public Affairs with human services focus, approved and directed by faculty.

SPEA V590 Research in Public Affairs with human services focus, approved and directed by faculty.

Approved outside SPEA graduate course (e.g., in counseling or guidance areas).

Program Analysis in Public and Community Services Concentration

(18 credit hours)

The Program Analysis in Public and Community Services Concentration is primarily designed for precareer students who desire to focus their careers on the fields of policy and program analysis within governmental agencies. It is also an appropriate concentration for those individuals who plan a career in the private sector or in large not-for-profit organizations.

Required Courses (9 credit hours)

SPEA V512 Public Policy Analysis (3 cr.)

SPEA V539 Management Science for Public Affairs (3 cr.)

SPEA V562 Public Program Evaluation (3 cr.)

Electives (9 credit hours)

1. Courses to be determined, in consultation with and with approval of concentration adviser.
2. Appropriate transfer and/or Mid-Career Option award(s) may be counted toward concentration requirements (with program director approval on recommendation of concentration adviser).

Public and Community Services Management Concentration

(18 credit hours)

The Public and Community Services Management Concentration is for managers

already employed in governmental or private not-for-profit organizations, as well as for students planning for such careers. Elective courses enable both categories of students to develop a career-related specialization.

Required Courses (9 credit hours)

The following three courses:

SPEA V518 Intergovernmental Systems Management (3 cr.)

SPEA V561 Public Personnel Management (3 cr.)

SPEA V595 Managerial Decision Making (3 cr.)

Elective (9 credit hours)

Courses to be determined, in consultation with and approval of concentration adviser.

Appropriate transfer and/or Mid-Career Option credit may be counted toward concentration requirements (with program director's approval on recommendation of concentration adviser).

Campus-Specific Graduate Degree Programs

Bloomington

Master of Science in Environmental Science (M.S.E.S.)

The goal of the Master of Science in Environmental Science (M.S.E.S.) program is to produce a professional who combines specialization in an environmental science area with the administrative skills necessary for integrating this knowledge into a broader, practical 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.

The M.S.E.S. program requires the completion of 48 credit hours distributed among four areas: environmental science core (12 cr.), environmental management and policy core (10 cr.), a concentration (18-19 cr.), and professional experience (1-6 cr.). The core curriculum provides the students with a general working knowledge of environmental science. Course work in the area of

environmental management and policy allows the student to place his/her knowledge in a real work context. Through specialization a student is expected to establish an area of expertise. Professional experience provides an opportunity to undertake an internship or thesis project.

Environmental Science Core

(12 credit hours)

The following three courses:

SPEA E526 Applied Mathematics for Environmental Science (3 cr.)

SPEA E527 Applied Ecology (3 cr.)

SPEA E536 Environmental Chemistry (3 cr.)

One of the following two courses:

SPEA E552 Environmental Technology (3 cr.)

SPEA E554 Groundwater Flow Modeling (3 cr.)

Environmental Management and Policy Core

(10 credit hours)

The following three courses:

SPEA E680 Seminar in Environmental Science and Policy (1 cr.)

SPEA V517 Public Management Economics (3 cr.)

SPEA V520 Environmental Policy Analysis (3 cr.)

One of the following eight courses:

ECON E463 Environment and Resource Economics (3 cr.)

SPEA E560 Environmental Risk and Decision Analysis (3 cr.)

SPEA E620 Environmental Analysis Workshop (3 cr.)

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

SPEA V540 Law and Public Affairs (3 cr.)

SPEA V640 Law, Public Management, and Public Policy (3 cr.)

SPEA V643 Environmental and Natural Resource Management (3 cr.)

SPEA V645 Environmental Law (3 cr.)

Environmental Science Concentrations

(18-19 credit hours)

Each student's concentration should be developed in consideration of the student's background and professional objectives after consultation with the student's faculty adviser in the concentration area. Students whose goals do not fit in designated concentration areas are encouraged to develop individualized concentrations with an adviser in that area. The proposed curriculum for the concentration must be approved by the

appropriate faculty adviser and the program director.

The M.S.E.S. concentrations and the courses required and approved as electives within each concentration are listed below. With the approval of his or her adviser, the student may select courses as electives in addition to those on the approved list. Students in all concentrations, with approval of their advisers, may select from the list below.

SPEA E400 Topics in Environmental Studies (approved sections) (3 cr.)

SPEA E538 Statistics for Environmental Science (3 cr.)

SPEA E555 Topics in Environmental Science (approved sections) (2-3 cr.)

SPEA E579 Readings in Environmental Science (1-3 cr.)

SPEA E625 Research in Environmental Science (1-6 cr.)

Applied Ecology Concentration

(19 credit hours)

The Applied Ecology Concentration is focused on problem-solving techniques applied to current ecological issues. The diversity of the earth's living species in both natural and managed ecosystems offers students a variety of study areas within applied ecology, including forest management, fisheries and wildlife management, soil and watershed management, endangered species, and wetlands.

Required Courses (10 credit hours)

The following three courses:

SPEA E440 Wetlands: Biology and Regulation (3 cr.)

SPEA E455 Limnology (4 cr.)

SPEA E528 Forest Ecology and Management (3 cr.)

Electives (9 credit hours selected from the following courses; other courses may be selected with adviser's approval)

SPEA E460 Fisheries and Wildlife Management (3 cr.)

SPEA E461 Fisheries and Wildlife Management Laboratory (3 cr.)

BIOL L465 Advanced Field Biology (3 cr.)

BIOL L473 Ecology (3 cr.)

BIOL L474 Field and Laboratory Ecology (2 cr.)

BIOL L479 Evolution and Ecology (4 cr.)

BIOL L570 Seminar in Ecology and Environmental Biology (2 cr.)

BIOL L579 Community Ecology (3 cr.)

BIOL L575 Ecosystem Structure and Function (3 cr.)

SPEA E537 Environmental Chemistry Laboratory (3 cr.)

Environmental Chemistry Concentration

(18 credit hours)

The Environmental Chemistry Concentration focuses on both biochemistry and analytical chemistry. Within this context, students have a wide range of options, including microbiology, nuclear chemistry, toxicology, and hazardous waste management.

Required Courses (9 credit hours)

Three of the following four courses:

BIOL M310 Microbiology (3 cr.)

CHEM C483 Biological Chemistry (3 cr.)

CHEM C506 Biogeochemistry (3 cr.)

SPEA E537 Environmental Chemistry Laboratory (3 cr.)

Electives (9 credit hours from the following courses may be selected upon approval from adviser)

BIOL M315 Microbiology Laboratory (2 cr.)

BIOL M420 Environmental Microbiology (3 cr.)

CHEM C460 Nuclear Chemistry (3 cr.)

CHEM C503 Spectrometric Methods of Structural Determination (3 cr.)

CHEM C511 Advanced Analytical Methods I (4 cr.)

Chemistry C512 Advanced Analytical Methods II (4 cr.)

CHEM C611 Electroanalytical Chemistry (1.5 or 3 cr.)

CHEM C612 Spectrochemical Methods of Analysis (1.5 or 3 cr.)

CHEM C613 Mass Spectrometry and Stable Isotopes (1.5 or 3 cr.)

CHEM C614 Chromatography (1.5 or 3 cr.)

CHEM C615 Bioanalytical Chemistry (1.5 or 3 cr.)

GEOL G416 Economic Geology (3 cr.)

SPEA E410 Environmental Toxicology (3 cr.)

SPEA E539 Aquatic Chemistry (3 cr.)

SPEA E542 Solid and Hazardous Waste Management (3 cr.)

Hazardous Materials Management Concentration

(18 credit hours)

The Hazardous Materials Management Concentration provides the needed knowledge and skills involving the flow of materials in an industrial society, exposure mechanisms, toxicological principles, regulatory structure, and risk analysis.

Required Courses (9 credit hours)

The following two courses:

SPEA E560 Environmental Risk and Decision Analysis (3 cr.)

SPEA E542 Solid and Hazardous Waste Management (3 cr.)

One of the following two courses:
 SPEA E410 Environmental Toxicology (3 cr.)
 SPEA E537 Environmental Chemistry
 Laboratory (3 cr.)

Electives (9 credit hours selected from the following courses; other courses may be selected upon approval from adviser)

E510 Hazardous Materials Regulation (3 cr.)
 SPEA E554 Groundwater Flow Modeling (3 cr.)
 CHEM C483 Biological Chemistry (3 cr.)
 GEOL G451 Principles of Hydrogeology (3 cr.)
 SPEA E538 Statistics for Environmental Science (3 cr.)
 SPEA E570 Soil Mechanics and Science (3 cr.)

Water Resources Concentration

(19 credit hours)

The Water Resources Concentration focuses on the scientific principles of water quantity and water quality. Courses are designed to provide fundamental information and problem-solving skills using biological, chemical, and physical descriptions of water in the environment.

Required Courses (10 credit hours)

The following three courses:
 SPEA E539 Aquatic Chemistry (3 cr.)
 SPEA E540 Limnology (4 cr.)
 SPEA E554 Groundwater Flow Modeling (3 cr.)

Electives (9 credit hours selected from the following courses; other courses may be selected upon approval of adviser)
 GEOL G417 Optical Mineralogy (3 cr.)
 GEOL G451 Principles of Hydrogeology (3 cr.)
 GEOL G550 Surface Water Hydrology (3 cr.)
 GEOL G551 Advanced Hydrogeology (3 cr.)
 SPEA E440 Wetlands: Biology and Regulation (3 cr.)
 SPEA E460 Fisheries and Wildlife Management (3 cr.)
 SPEA E470 Elements of Fluid Mechanics (3 cr.)
 SPEA E537 Environmental Chemistry Laboratory (3 cr.)
 SPEA E547 Applied Earth Science (3 cr.)
 SPEA E570 Soil Mechanics and Science (3 cr.)

Individualized Concentration

(18-19 credit hours)

In consultation with an adviser, each student may design a curriculum that anticipates his or her career and educational goals and reflects his or her background and training. The student's adviser will assure that the curriculum maintains a high standard of rigor, depth, and breadth. Individual concentrations must be approved by the student's adviser and the program director.

Professional Experience Requirement

(1-6 credit hours)

Each candidate for the M.S.E.S. degree must gain 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 with which they are likely to be involved upon graduation.

Doctor of Philosophy in Environmental Science (Ph.D.)

This doctoral program is a cooperative undertaking of the Departments of Biology, Chemistry, and Geological Sciences, and the School of Public and Environmental Affairs. The program is administered by the School of Public and Environmental Affairs. The Ph.D. in Environmental Science degree is awarded by the Graduate School of Indiana University.

The overall goal of this doctoral program is to provide a rigorous, comprehensive education in environmental science. The specific objectives of the program are (1) to further understanding of the nature and management of natural and human environments; (2) to encourage advanced research and scientific analysis for environmental events, issues, and problems; and (3) to provide an opportunity for students and faculty members in several departments to engage in collaborative environmental research in an interdisciplinary mode.

Admission

A student must make application to the School of Public and Environmental Affairs for doctoral studies. Those accepted for doctoral studies in the School of Public and Environmental Affairs will be recommended to the Graduate School for formal admission into the Ph.D. program. Applicants to this program must have completed at least a baccalaureate degree in science, mathematics, engineering, or a closely related field.

Advisory Committee As soon as possible after the student has enrolled, but not later than one semester after enrollment, an advisory

committee for each student must form. Normally this committee will consist of at least four faculty members: At least two should be from the School of Public and Environmental Affairs; the others may be from one or more other departments. Membership of the advisory committee will be approved by the director of environmental programs and the dean of the Graduate School. At least three members of the advisory committee must be members of the graduate faculty.

Degree Requirements

The degree requires (1) substantial knowledge in a primary environmental science concentration; (2) breadth in related environmental science and policy; (3) an understanding of research methods; (4) an in-depth knowledge of the dissertation topic; and (5) a dissertation that demonstrates the student's ability to analyze, explain, and interpret research clearly and effectively.

Fields of Study Each student will define a principal field of study and describe it in a narrative statement. This principal field will be interdisciplinary. The student should prepare a proposal outlining a program of course work that the student feels lies within that field.

Each student will also be required to prepare a program of course work that fulfills the requirement of breadth in environmental science and policy. The breadth requirement may be fulfilled by using a wide spectrum of environmentally related courses, including areas such as policy analysis, economics, law, and management, in addition to other science courses. Each student is also required to prepare a statement of activities for meeting the research methods requirement. Normally these will include computer science and areas of applied mathematics such as statistics and mathematical modeling, although other technical skill areas such as electronics and analytical chemical techniques may be appropriate.

The research undertaken by the student will be interdisciplinary in nature rather than specifically disciplinary as in a traditional science department. Because a knowledge of the basic sciences is necessary to understanding environmental problems and the application of that knowledge is necessary for the development of solutions to those problems, the research may be primarily basic, primarily applied, or some mixture of both.

Course Requirements The exact nature and amount of course work in each of three areas—(1) principal field of study, (2) breadth in environmental science and policy, and (3)

research methods—will be determined by the advisory committee after review and approval of the student's proposed study in each of these areas. Selection of specific courses will be based on obtaining (1) adequate knowledge for qualifying examinations, (2) appropriate preparation for a research project, and (3) a mixture of courses that meet the individual professional goals of the student.

The Ph.D. degree requires the completion of at least 90 credit hours in advanced study and research beyond the baccalaureate. A student must complete a minimum of 15 credit hours of advanced course work in the concentration area and a minimum of 15 credit hours of advanced course work in environmental science and policy. Students must also complete a minimum of 30 credit hours of research, normally taken as SPEA E625 or SPEA V890. The student, with the approval of the advisory committee, should complete some combination of additional course work and research credit sufficient to meet the 90-credit-hour requirement.

Students should note that all 30 credit hours of advanced course work, if properly selected, and 6 credit hours of research, may be applied toward the Master of Science in Environmental Science (M.S.E.S.) degree. With an additional 12 credit hours of approved course work, a student may be awarded the M.S.E.S. degree while completing the requirements for the Ph.D. in Environmental Science degree. Completion of the M.S.E.S. degree as part of this doctoral program is not a requirement; however, this option may be appropriate for many students.

Qualifying Examinations Before a student is admitted to candidacy, all requirements determined by the advisory committee must be met and the qualifying examinations passed. A student who fails qualifying examinations may retake them only once. The decision to admit a student to doctoral candidacy will be made by the advisory committee, which will evaluate the student's performance in the written examination, research proposal, and oral examination.

Written Examination This examination, consisting of two units, should be taken by the beginning of a student's fifth semester in the Ph.D. program. The environmental science and policy unit will cover environmentally related areas of biology, chemistry, engineering, geography, and geology. The second unit will focus on the concentration area, including appropriate research methods and skills. The examination will be written and graded by the student's advisory committee. The written

examination will be graded as pass, marginal, or fail.

Research Proposal No later than the end of the fifth semester, the student should submit a written research proposal for review by the advisory committee. The proposal should be documented, stating clearly a research objective, the approach to be taken, and the significance of the work.

Oral Examination Each candidate will be examined orally by the advisory committee. The oral examination will be comprehensive in nature and also will cover the student's research proposal.

Research Committee Upon successful completion of the qualifying examination, a research committee will be formed. Normally this committee will consist of at least four faculty members: At least two should be from the School of Public and Environmental Affairs; the others may be from one or more other departments. The director of environmental programs will recommend the student's research committee to the dean of the Graduate School. At least three members of the research committee must be full members of the graduate faculty.

Dissertation A dissertation is required and must be of sufficient value to warrant publication. The dissertation must represent a substantial research effort, both in quality and quantity. A public presentation of the dissertation research is required. The dissertation must be approved by the research committee.

Doctor of Philosophy in Public Policy (Ph.D.)

The Joint Ph.D. Program in Public Policy is a collaborative endeavor of the Department of Political Science and the School of Public and Environmental Affairs.

The emphasis of the program is broadly on the field of public policy, which 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. The institutional setting and design of the program offer a unique educational opportunity. The program combines rigorous social science training, a knowledge of government decision-making processes and problem-solving capabilities, and an understanding of the substantive aspects of public problems and their effects on public institutions.

Admission

All applicants seeking admission to the public policy program are subject to approval by a joint SPEA-Department of Political Science program admissions committee. Applicants for admission and for financial assistance are required to submit a statement of career goals, official results of the Graduate Record Examinations (GRE), official transcripts of all college-level and graduate work completed, and a minimum of three letters of recommendation. Students whose native language is not English must also submit results of the Test of English as a Foreign Language (TOEFL). The Joint Program Committee on Admissions and Financial Aid examines each application closely, seeking to determine suitability for the program. The committee goes beyond the formal academic record, looking also at the maturity and experience of the applicant, demonstrated ability to pursue independent study, and language and research skill training.

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. Early in the student's program, but in no case later than the third semester after admission to the program, the committee will provide the student with a formal review of the progress made toward the degree.

Degree Requirements

Fields of Study All students will be required to have public policy as a major field of preparation and specialization. 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 affairs, and public management.

Course Requirements During the first year of study, all students will be expected to take Political Science Y570 Introduction to the Study of Politics; a research skill course such as Y575/Y576; and SPEA V690 Seminar in the Public Policy Process. Students are also required to take SPEA V691 Workshop in Public Policy for six semesters during their programs. 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 the advisory committee after it is appointed. All courses must be completed with an overall grade point average of at least 3.0 before nomination to candidacy for the Ph.D. degree. For specific courses acceptable for this degree, consult with the public policy doctoral adviser.

Language and Research Skill Requirements

During the first year of study, students are required to take a basic research skill course (such as Y575/Y576, S554/S650, or the equivalent) in statistics approved by the major adviser and the Dean of the University Graduate School. Students are also required to demonstrate proficiency-in-depth in a foreign language or to take an advanced research skill course. Students will not be permitted to take qualifying examinations until these requirements are satisfied.

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

Dissertation 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; at least two members from the Department of Political Science; and at least 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 Public Affairs (Ph.D.)

The Doctoral Program in Public Affairs will emphasize three public affairs areas in which core SPEA faculty have established national and international research reputations. The three fields are:

1. Government Finance—the theory and practice of fiscal administration, including public budgeting, revenue administration, and financial management;
2. Public Management and Organization—the design and operation of governmental

- institutions and machinery, including strategic and operations management and the complex interrelationships between public and private organizations; and
3. Policy Analysis—research methodologies and quantitative techniques appropriate to policy analysis, including the design and evaluation of public programs.

Instead of being grounded in a traditional academic discipline, each of the fields has developed from the application of several theoretical literatures to real-world public affairs problems. Thus, although research is grounded in the social sciences, the context of inquiry reverses the normal research process: instead of beginning with questions originating in discipline-based scholarship, the research process originates with public problems and issues. The research challenge, then, is to match available tools of inquiry to the research opportunities presented by problems.

Admission

Students apply to the School of Public and Environmental Affairs for doctoral study. Those students accepted for doctoral studies in SPEA will be recommended to the Graduate School for formal admission into the Ph.D. program. Applicants to this program must have completed at least a baccalaureate degree.

For a detailed program description and degree requirements, contact the SPEA Doctoral Programs Office, SPEA 441, Indiana University, Bloomington, Indiana 47405, (812) 855-2457.

Doctoral Minors in 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 minor fields are available: environmental studies, public management, and urban affairs.

Environmental Studies Minor

(12 credit hours)

Students in Ph.D. 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 students in accordance with their needs.

Requirements

1. The doctoral candidate must secure a faculty adviser in consultation with the director of the Ph.D. in Environmental Science Program. 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 Ph.D. program that relate to the minor. The adviser will decide on the character of the examination, if any, in the minor field and will certify that the candidate has met the requirements of the minor.
2. The candidate must take at least 12 credit hours of graduate-level courses related to environmental studies. These courses 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 the Ph.D. in Environmental Science programs. Acceptance of the proposed minor will be based on two criteria: (a) the courses must have a direct relationship to environmental studies and (b) the courses must not normally be required as part of major or tool skill options in the student's major department. 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 the natural sciences; similarly, natural science students should consider course offerings in the social and behavioral sciences.
3. A minimum grade point average of 3.0 (B) must be attained in the courses used for the minor.

Public Management Minor

(12 credit hours)

Students in a Ph.D. program at Indiana University may select public management as an outside minor.

Requirements

1. The doctoral candidate must secure an adviser from the faculty of the School of Public and Environmental Affairs in consultation with the director of the Joint Ph.D. in Public Policy or the director of the Ph.D. in Public Affairs. The faculty adviser will serve as the representative of SPEA in all examinations and other requirements of the student's Ph.D. program that pertain to the minor.

2. The student must 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.

Urban Affairs Minor

(12 credit hours)

Students in doctoral programs at Indiana University may, with the consent of their advisory committee, choose urban affairs as an outside minor. The minor is flexible and is designed by students and their adviser in accordance with student needs.

1. The doctoral candidate must secure an adviser from the faculty of the School of Public and Environmental Affairs in consultation with the director of the Joint Ph.D. in Public Policy. This faculty adviser will serve as the school's representative in all examinations or other requirements of the candidate's Ph.D. program that relate to the minor. The adviser will decide on the character of the written examination (if any) in the minor field, will participate in the candidate's oral examinations, and will certify that the candidate has met the requirements of the minor.
2. The candidate must take at least 12 credit hours of courses eligible for graduate credit that are related to urban affairs. Courses should be selected from at least two different disciplines outside the candidate's major department. The selection of courses must be made in consultation with and approval by the candidate's SPEA adviser.
3. A minimum grade point average of 3.0 (B) must be attained in courses used for the minor.

Master of Public Affairs–Master of Science in Environmental Science (M.P.A.–M.S.E.S.)

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 (M.P.A. and M.S.E.S.) 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 Public Affairs program and

the Master of Science in Environmental Science program. The normal criteria for admission to each program apply.

Program Requirements

(60 credit hours)

The combined M.P.A.–M.S.E.S. program requires a minimum of 60 credit hours distributed among four components: environmental science core, public affairs core, environmental science and policy concentration, and professional experience.

Environmental Science Core

Required Courses (13 credit hours)

The following five courses:

SPEA E526 Applied Mathematics for Environmental Science (3 cr.)

SPEA E527 Applied Ecology (3 cr.)

SPEA E536 Environmental Chemistry (3 cr.)

SPEA E552 Environmental Technology (3 cr.)

SPEA E680 Seminar in Environmental Science Policy (1 cr.)

Public Affairs Core

Required Courses (21 credit hours)

The following seven courses:

SPEA V502 Public Management (3 cr.)

SPEA V506 Statistical Analysis for Public Affairs (3 cr.)

SPEA V507 Data Analysis and Modeling for Public Affairs (3 cr.)

SPEA V517 Public Management Economics (3 cr.)

SPEA V520 Environmental Policy Analysis (3 cr.)

SPEA V540 Law and Public Affairs (3 cr.)

SPEA V560 Public Finance and Budgeting (3 cr.)

Environmental Science and Policy Concentration

(21 credit hours)

Each student's concentration will be developed individually in consultation with one or more faculty members in both environmental science and policy and with consideration of the student's background and professional objectives.

Professional Experience

(0–6 credit hours)

Each recipient of the double master's degree must obtain professionally relevant experience through an internship, advanced project, or research. A report, paper, or thesis is required as part of this component. Credit will be awarded through any one of the courses available for this purpose.

Master of Public Affairs– Doctor of Jurisprudence (M.P.A.–J.D.)

The combined Master of Public Affairs–Doctor of Jurisprudence 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 M.P.A.–J.D. 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 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 M.P.A. course of study.

Academic Standing Grade point averages in the School of Law and 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 according to the same conditions (credit hours, residency, etc.) required of regular (noncombination) degree candidates, that is, 82 credit hours in law and 48 credit hours in SPEA. Students will be eligible for honors in each school based on the criteria of each school.

School Residency Students in the joint M.P.A.–J.D. program should enroll in courses through the School of Law in the first year of the program and through the School of Public and Environmental Affairs in the second year of the program. In the third and fourth years or until the program is completed, students should enroll through the school where the plurality of their credit hours reside in each enrollment period.

Program Requirements

(114 credit hours)

Doctor of Jurisprudence Requirements

(78 credit hours)

Students are required to complete 78 credit hours of law courses and satisfy all requirements for the degree Doctor of Jurisprudence. For specific requirements, see the School of Law Bulletin.

Master of Public Affairs Requirements

(36 credit hours)

Students are required to complete 36 credit hours of SPEA courses distributed among the M.P.A. core and a specialization area.

Required Courses (24 credit hours)

The following eight courses:

SPEA V502 Public Management (3 cr.)

SPEA V506 Statistical Analysis for Public Affairs (3 cr.)

SPEA V507 Data Analysis and Modeling for Public Affairs (3 cr.)

SPEA V517 Public Management Economics (3 cr.)

SPEA V520 Environmental Policy Analysis (3 cr.)

SPEA V540 Law and Public Affairs (3 cr.)

SPEA V560 Public Finance and Budgeting (3 cr.)

SPEA V640 Law, Public Management, and Public Policy (3 cr.)

Specialization Area (12 credit hours)

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

Master of Public Affairs– Master of Library Science (M.P.A.–M.L.S.)

The School of Library and Information Science and the School of Public and Environmental Affairs collaborate in a combined master's degree program that 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 for professional positions in information management, public affairs, and a variety of administrative positions.

Candidates for the combined degree complete the core requirements for the M.P.A. and 9 additional credit 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

(63 credit hours)

Master of Public Affairs Requirements

(33 credit hours)

Required Courses (21 credit hours)

All of the following seven courses:

SPEA V502 Public Management (3 cr.)

SPEA V506 Statistical Analysis for Public Affairs (3 cr.)

SPEA V507 Data Analysis and Modeling for Public Affairs (3 cr.)

SPEA V517 Public Management Economics (3 cr.)

SPEA V520 Environmental Policy Analysis (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 courses or other SPEA courses approved by an adviser:

BUS A508 Accounting for Public Administration (3 cr.)

SPEA V504 Public Organization (3 cr.)

SPEA V518 Intergovernmental Systems Management (3 cr.)

SPEA V561 Public Personnel Management 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

(30 credit hours)

30 credit hours are required for the Master of Library Science (M.L.S.). For specific requirements, see of the School of Library and Information Science Bulletin.

Master of Public Affairs–Doctor of Optometry (M.P.A.–O.D.)

The School of Optometry cooperates with SPEA in a program for optometry students that combines the O.D. and M.P.A. programs, allowing students the opportunity to obtain both degrees within five years. The practice of optometry is no longer limited to office practice but has expanded to include the field of public health optometry. As a result, students interested in this career area need public management 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 can be devoted to SPEA studies, though students may begin their SPEA studies earlier.

Master of Public Affairs Requirements

(36 credit hours)

Required Courses (21 credit hours)

The following seven courses:

SPEA V502 Public Management (3 cr.)

SPEA V504 Public Organizations (3 cr.)

SPEA V506 Statistical Analysis for Public Affairs (3 cr.)

SPEA V507 Data Analysis and Modeling for Public Affairs (3 cr.)

SPEA V517 Public Management Economics (3 cr.)

SPEA V520 Environmental Policy Analysis (3 cr.)

SPEA V560 Public Finance and Budgeting (3 cr.)

Health Systems Administration

(15 credit hours)

The following two courses:

SPEA V546 Health Services Utilization (3 cr.)

SPEA V631 Health Planning (3 cr.)

Three of the following courses (or other courses that are not used for another requirement and are approved by a concentration adviser):

SPEA V518 Intergovernmental Systems (3 cr.)

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

SPEA V546 Health Services Utilization (3 cr.)

SPEA V550 Topics in Public Affairs (3 cr.)

SPEA V554 Human Services Administration (concentration adviser approval required) (3 cr.)

SPEA V562 Public Program Evaluation (3 cr.)

SPEA V595 Managerial Decision Making (3 cr.)

Doctor of Optometry Requirements

Students are required to satisfy all requirements for the degree of Doctor of Optometry in addition to the Master of Public Affairs degree requirements. For specific requirements, see the School of Optometry Bulletin.

Master of Science in Environmental Science–Doctor of Jurisprudence (M.S.E.S.–J.D.)

The combined Master of Science in Environmental Science–Doctor of Jurisprudence program is a four-year, 110-credit-hour sequence of courses and research that provides 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 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, or mathematics or its equivalent and must apply to both the School of Law—Bloomington and the School of Public and Environmental Affairs. Students will normally apply to both schools simultaneously for the combined 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. 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 M.S.E.S. program.

Academic Standing Grade point 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 according to the same conditions required of regular degree candidates, that is, 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 coadvisers—one each from the faculty of the School of Law and the School of Public and Environmental Affairs. Coadvisers will be responsible for reviewing and counseling with respect to each student's course selection for each semester to assure attainment of educational objectives.

School Residency Students in the joint M.S.E.S.–J.D. should enroll in courses through the School of Law in the first year of their program and through the School of Public and Environmental Affairs in the second year of their program. In the third and fourth years, or until the joint program is completed, students should enroll through the school where the plurality of their credit hours resides in each enrollment period.

Program Requirements

(114 credit hours)

Doctor of Jurisprudence Requirements

(78 credit hours)

Students are required to complete 78 credit hours of law courses and satisfy all requirements for the degree Doctor of Jurisprudence. For specific requirements, see the School of Law Bulletin.

Master of Science in Environmental Science Requirements

(36 credit hours)

Students are required to complete 36 credit hours of courses distributed among environmental science and policy and a specialization area.

Environmental Science Core (12 credit hours)

The following four courses:

- SPEA E526 Applied Mathematics for Environmental Science (3 cr.)
- SPEA E527 Applied Ecology (3 cr.)
- SPEA E536 Environmental Chemistry (3 cr.)
- SPEA E552 Environmental Technology (3 cr.)

Environmental Management and Policy

(12 credit hours)

The following courses:

- SPEA V517 Public Management Economics (3 cr.)

SPEA V520 Environmental Policy Analysis (3 cr.)

SPEA V540 Law and Public Affairs (3 cr.)

SPEA V645 Environmental Law (3 cr.)

Specialization Area (12 credit hours)

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

Master of Science in Environmental Science– Master of Arts/Master of Science (M.S.E.S.–M.A./M.S.)

The combined Master of Science in Environmental Science and Master of Arts or Master of Science degree program, with major fields in evolution, ecology, organisms biology, or geological sciences, is a 60-credit-hour program. The M.S.E.S. and M.A./M.S. degrees will be awarded after the student has completed the requirements for both programs.

Application and Admission

The student must apply to and be accepted by both the School of Public and Environmental Affairs and either the Department of Biology (M.A.) or the Department of Geological Sciences (M.S.).

Supervisory Committee The student must select a supervisory committee of at least three faculty members, representing both SPEA and either biology or geological sciences, 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 or Master of Science degree of the Graduate School of Indiana University. Courses to satisfy the specific requirements of the Department of Biology and the Department of Geological Sciences are included in the respective area requirements. The program requires 60 credit hours distributed among the environmental science and policy core, area requirement, research, and electives.

Environmental Science Core (12 credit hours)

The following four courses:

- SPEA E526 Applied Mathematics for Environmental Science (3 cr.)

SPEA E527 Applied Ecology (3 cr.)
 SPEA E536 Environmental Chemistry (3 cr.)
 SPEA E552 Environmental Technology (3 cr.)

Environmental Management and Policy Core (10 credit hours)

The following three courses:

SPEA E680 Seminar in Environmental Science
 and Policy (1 cr.)
 SPEA V517 Public Management Economics
 (3 cr.)
 SPEA V520 Environmental Policy Analysis
 (3 cr.)

One of the following courses:

ECON E463 Environmental and Resource
 Economics (3 cr.)
 SPEA E560 Environmental Risk and Decision
 Analysis (3 cr.)
 SPEA E620 Environmental Analysis Workshop
 (3 cr.)
 SPEA V502 Public Management (3 cr.)
 SPEA V539 Management Science for Policy
 Analysis (3 cr.)
 SPEA V540 Law and Public Affairs (3 cr.)
 SPEA V640 Law, Public Management, and
 Public Policy (3 cr.)

Area Requirements (24 credit hours)

The student develops a program of courses in consultation with the supervisory committee to meet the Master of Arts or Master of Science major requirements.

Research Requirement (6 credit hours)

All students must complete a minimum of 6 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.

Indianapolis

Master of Health Administration (M.H.A.)

General

The Graduate Program in Health Administration offers an advanced course of study leading to the professional degree Master of Health Administration. The program meets a recognized need for academic preparation of selected individuals interested in achieving leadership positions in the health services and consists of an interdisciplinary curriculum that 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, health policy and planning, and public health administration. This program is fully accredited by the Accrediting Commission on Education for Health Services Administration (ACEHSA) and enjoys full membership status in the Association of University Programs in Health Administration.

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 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 requirements must be met for admission to the Graduate Program in Health Administration:

1. Applicants must possess an undergraduate degree from an accredited institution and an overall 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. Applicants must complete at least 3 credit 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. Applicants must 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. Applicants who have been awarded an advanced degree may petition the admissions committee for waiver of the GRE requirement.

Degree Requirements

(60 credit hours)

A minimum of 60 credit hours, distributed among the core, concentration, and field experience areas, is required in the Master of Health Administration degree program. The M.H.A. curriculum begins with a foundation of theory courses and makes a transition to practical courses so that students can apply their knowledge in a professional setting.

Part-time students must complete at least 6 credit hours each semester to remain in good standing. All students must complete the program's academic requirements within five calendar years of matriculation.

Public Health Administration Core Curriculum

Required Courses (33 credit hours)

The following eleven courses:

- SPEA H501 Introduction to Health and Medical Care Organization (3 cr.)
- SPEA H503 Structure, Organization, and Function of the Health System (3 cr.)
- SPEA H504 Quantitative Health Planning Methods (3 cr.)
- SPEA H505 Health Program Design, Implementation, and Evaluation (3 cr.)
- SPEA H506 Health Services Human Resources Management (3 cr.)
- SPEA H514 Health Economics (3 cr.)
- SPEA H515 The Health Policy Process (3 cr.)
- SPEA H620 Health Services Seminar (3 cr.)
- SPEA V504 Public Organization (3 cr.)
- SPEA V516 Public Management Information Systems (3 cr.)
- SPEA V539 Management Science for Policy Analysis (3 cr.)

Institutional Management—Patient Care Concentration

Required Courses (27 credit hours)

The following courses:

- SPEA H509 Health Services Financial Management I (3 cr.)
- SPEA H510 Health Services Financial Management II (3 cr.)
- SPEA H511 Seminar in Advanced Health Finance (3 cr.)
- SPEA H516 Health Services Delivery and the Law (3 cr.)
- SPEA H612 Marketing for Health Services Delivery (3 cr.)

Two of the following five courses:

- SPEA H601 Hospital Organization and Management (3 cr.)
- SPEA H602 Mental Health Services Organization and Management (3 cr.)

SPEA H603 Nursing Home Organization and Management (3 cr.)

SPEA H604 Administration of Ambulatory and Managed Care Programs (3 cr.)

SPEA H605 Multi-institutional Systems and Arrangements (3 cr.)

One of the following courses:

SPEA V631 Health Planning (3 cr.)

One of the following three options:

SPEA H635 Research in Health Administration (3 cr.) and one 3-credit-hour elective

SPEA H635 Research in Health Administration (6 cr.)

SPEA H700 Residency (6 cr.)

Course Waivers, Substitutions, and

Challenge Examinations It is program policy that the award of the M.H.A. be based on the content prescribed in the announced curriculum. Students may petition the program director, however, to waive or substitute for required courses based on 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 M.H.A. curriculum is prohibited. On rare occasions, petitions for substitutions may be considered, and students who believe they would benefit from such a procedure should discuss the matter with their advisers.

Challenge Examination Students who believe they 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.

Master of Planning (M.Pl.)

Planners work in a wide variety of public agencies at the local, regional, state, and

national level, in planning consulting firms, community organizations, nonprofit corporations and foundations, development firms, utility companies, and other private businesses.

The new Graduate Program in Planning is an interdisciplinary, professional course of study designed to prepare students to address social, physical, and economic problems in a systematic and creative way. The program requires a minimum of 48 credit hours of study and is available only on the Indianapolis campus of Indiana University. Students may choose to emphasize more specialized fields of planning, as illustrated by the following examples:

- land use and community development
- economic development
- environmental planning
- health planning
- management of planning
- planning information systems

The Graduate Program in Planning provides a professional education in the forefront of planning knowledge and practice. The city of Indianapolis is nationally recognized for its achievements in urban revitalization and for its leadership in developing public/private partnerships. Planners involved in these developments bring their experiences and expertise to the program by teaching courses and participating in other ways in the educational activities of the program.

A specialized teaching facility for instruction in computer applications in planning, applied planning workshops, and urban design enhances the learning opportunities. This facility includes a computer laboratory with work stations, personal computers for the study and application of geographical information systems, computer-aided design, a design studio, and other advanced computer applications in planning. In addition, IMAGIS, a state-of-the-art geographic information system, serves as an important resource for research and instruction.

The program draws upon the strengths of the school in areas such as public management and policy, environmental science and policy, and health administration. This relationship ensures that students are at the leading edge of developments in these related fields.

Details of the Master of Planning degree will be found in a subsequent publication. Please contact the School of Public and Environmental Affairs to receive further information, (317) 274-4656 or (317) 274-3409.

Master of Health Administration— Doctor of Jurisprudence (M.H.A.—J.D.)

The School of Public and Environmental Affairs and the School of Law—Indianapolis have established a four-year full-time program for the combined study of law and health administration. This new course of study addresses the health services' need for professionals who understand the legal and administrative frameworks necessary to function successfully as a health lawyer or a health services administrator.

The Master of Health Administration (M.H.A.) and the Doctor of Jurisprudence (J.D.) will be awarded when the student meets the degree requirements of each school. All courses are offered on the Indianapolis campus. Successful completion of this rigorous 125-credit-hour program will provide the graduate sufficient depth and breadth in each discipline to be able to function much more effectively in the swiftly changing health field.

The delivery of health care and health services is the second largest industry in the United States, accounting for almost 11 percent of the gross national product. The importance of health care to our citizens has long been obvious.

What has not been as apparent until fairly recently, however, is the growing impact of case law, statutes, and regulations on access and availability of care, on the delivery of health care services, and increasingly, on decisions relating to the appropriateness of individual treatment. For this reason, the Schools of Law and Public and Environmental Affairs have sought jointly to develop a strong academic curriculum to address the educational needs of health lawyers and health service administration executives as they seek to serve the public's needs.

Application and Admission

Applicants must apply for admission to each school and must meet the admission criteria published in each school's bulletin (see page 6, #5). Normally, applicants should apply to both the School of Law and the School of Public and Environmental Affairs at the same time. However, a person enrolled in the School of Law may apply for admission to the Graduate Program in Health Administration up to the end of the second year of law study (approximately 57 credit hours). A student

formally enrolled in the study of health administration may seek admission to the School of Law up to the end of the first year of full-time study leading to the award of the Master of Health Administration (approximately 30 hours of graduate credit).

Academic Standing Grade point 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 according to the same conditions (credit hours, residency, etc.) required of regular (noncombination) degree candidates. Students will be eligible for honors in each school based on the criteria in each school.

Residency The student will customarily complete the first 34 credit hours in the School of Law. Thereafter, the student will divide the remaining course work between the two schools, taking health administration courses and law courses concurrently. Thus, the student will have a continuing educational experience in both schools.

Program Requirements

(125 credit hours)

School of Law Requirements

(77 credit hours)

Students are required to complete 77 credit hours of law courses and to satisfy all requirements for the degree Doctor of Jurisprudence.

School of Public and Environmental Affairs Requirements

(48 credit hours)

Students must complete 48 credit hours distributed among the M.H.A. required core electives, and a joint research paper.

Required Courses (39 credit hours)

- SPEA H501 Introduction to Health and Medical Care Organization (3 cr.)
- SPEA H503 Structure, Organization, and Function of the Health System (3 cr.)
- SPEA H504 Quantitative Health Planning Methods (3 cr.)
- SPEA H505 Health Program Design, Implementation, and Evaluation (3 cr.)
- SPEA H506 Health Services Human Resources Management (3 cr.)
- SPEA H509 Health Services Financial Management I (3 cr.)

SPEA H510 Health Services Financial Management II (3 cr.)

SPEA H511 Seminar in Advanced Health Finance (3 cr.)

SPEA H514 Health Economics (3 cr.)

SPEA H620 Health Services Seminar (3 cr.)

SPEA V504 Public Organization (3 cr.)

SPEA V516 Public Management Information Systems (3 cr.)

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

Elective Courses (6 credit hours)

6 credit hours of elective courses, chosen from M.H.A. electives in consultation with the SPEA adviser, may be applied to complete the M.H.A. degree requirement.

Joint Research Paper (3 credit hours)

SPEA H635 Research in Health Administration is to be completed in the last year of the combined program.

Master of Health Administration–Master of Science in Nursing (M.H.A.–M.S.N.)

The combined M.S.N.-M.H.A. program enables the student to take a sequence of courses leading to the attainment of both degrees. Successful completion of this rigorous 72 credit hour program will provide the graduate nurse sufficient depth and breadth in each discipline to be able to function more effectively in the rapidly changing health field.

Application and Admission

Applicants must have a baccalaureate degree or its equivalent from an NLN-accredited school of nursing, meet the admission criteria of each school, and apply to both the School of Nursing (Indianapolis) and the School of Public and Environmental Affairs. If the applicant is admitted to only one of the schools, he or she will be permitted to attend that school and be required to meet graduation requirements of that school.

It is preferred that the student apply to both schools simultaneously for the combined 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 year of the M.H.A. course of study.

Academic Standing Grade point averages for the two schools 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 school may complete work for the degree in the school in which the student is able to meet the standards. Such completion must be upon the same conditions as required of regular (noncombination) degree candidates (i.e., 42 credit hours for School of Nursing and 60 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 coadvisers; one from each school. Coadvisers will be responsible for reviewing each semester's progress to assure attainment of educational objectives. Coadvisers will also help students in problems with scheduling that might develop as a result of the combined program.

Program Requirements

(72 credit hours)

The following degree requirements are required of all students admitted to the program. Undergraduate prerequisites (9 credit hours) include accounting, microeconomics, and statistics with a grade of C or higher from an accredited institution.

Master of Nursing Requirements

(21-30 credit hours)

Students are required to complete 21-30 credit hours of nursing courses and to satisfy all requirements for the joint degree. For specific guidelines, see the School of Nursing Graduate Bulletin.

Master of Health Administration Requirements

(42-51 credit hours)

Students are required to complete 42-51 credit hours of SPEA courses and to satisfy all requirements for the joint degree.

Required Courses (39-48 credit hours)

Students must complete the SPEA courses listed below.

SPEA H501 Introduction to Health and Medical Care Organization (3 cr.)*

SPEA H503 Structure, Organization, and Function of the Health System (3 cr.)

SPEA H504 Quantitative Health Planning Methods (3 cr.)

SPEA H505 Health Program Design,

Implementation, and Evaluation (3 cr.)*

SPEA H506 Health Services Human Resources Management (3 cr.)

SPEA H509 Health Services Financial Management I (3 cr.)

SPEA H510 Health Services Financial Management II (3 cr.)

SPEA H511 Seminar in Advanced Health Finance (3 cr.)

SPEA H514 Health Economics (3 cr.)

SPEA H515 The Health Policy Process (3 cr.)

SPEA H516 Health Services Delivery and the Law (3 cr.)

SPEA H612 Institutional Planning for Health Services Delivery (3 cr.)

SPEA H620 Health Services Seminar (3 cr.)

SPEA H635 Research in Health Administration (3 cr.)*

SPEA V516 Public Management Information Systems (3 cr.)

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

*May be substituted by corresponding courses in the School of Nursing.

Elective (3 credit hours)

An additional course approved by the program adviser.

Master of Public Affairs–Doctor of Jurisprudence (M.P.A.–J.D.)

The combined M.P.A.–J.D. program enables the student to take a sequence of courses leading to the attainment 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 be required to meet graduation requirements of that school. It is preferred that the student apply to both schools simultaneously for the combined M.P.A.–J.D. 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 M.P.A. course of study.

Academic Standing Grade point averages in the School of Law and 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 according to the same conditions (credit hours, residency, etc.) required of regular (noncombination) degree candidates, that is, 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.

School Residency Students in the joint M.P.A.–J.D. program should enroll in courses through the School of Law in the first year of the program and through the School of Public and Environmental Affairs in the second year of their program. In the third and fourth years or until the program is completed, students should enroll through the school where the plurality of their credit hours reside in each enrollment period.

Program Requirements

(114 credit hours)

Doctor of Jurisprudence Requirements

(78 credit hours)

Students are required to complete 78 credit hours of law courses and satisfy all requirements for the degree Doctor of Jurisprudence.

Master of Public Affairs Requirements

(36 credit hours)

Students are required to complete 36 credit hours of SPEA courses distributed among the M.P.A. core and a specialization.

Required Courses (24 credit hours)

All of the following eight courses:

SPEA V502 Public Management (3 cr.)

SPEA V506 Statistical Analysis for Public Affairs (3 cr.)

SPEA V507 Data Analysis and Modeling for Public Affairs (3 cr.)

SPEA V517 Public Management Economics (3 cr.)

SPEA V520 Environmental Policy Analysis (3 cr.)

SPEA V540 Law and Public Affairs (3 cr.)
SPEA V560 Public Finance and Budgeting (3 cr.)

SPEA V640 Law, Public Management, and Public Policy (3 cr.)

Specialization (12 credit hours)

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

Master of Public Affairs–Master of Science in Nursing (M.P.A.–M.S.N.)

The combined Master of Public Affairs–Master of Science in Nursing 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 M.P.A.–M.S.N. 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 year of the M.P.A. course of study.

Academic Standing Grade point averages in the School of Nursing and the School of Public and Environmental Affairs will be computed separately. Continuation of 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 on the same conditions (credit hours, residency, etc.) as required of regular (noncombination) degree candidates, i.e., 36 credit hours for nursing and 48 credit hours for SPEA. Students will be eligible for honors in

each school based on the criteria for each school.

Program Advisers Students enrolled in the combined program will be assigned coadvisers—one each from the faculty of the School of Nursing and the School of Public and Environmental Affairs. Coadvisers will be responsible for reviewing the student's progress each semester to assure attainment of educational objectives. Coadvisers will also assist in problems with scheduling that the student might encounter as a result of the combined degree program.

Program Requirements

(64 credit hours)

The combined M.P.A.–M.S.N. program requires a minimum of 64 credit hours distributed between the Master of Science in Nursing component and the Master of Public Affairs component, including a joint research paper.

Nursing Component

(30 credit hours)

M.S.N. Core (9 credit hours)

Research (3 cr.)

Theories (3 cr.)

Issues (3 cr.)

Nursing Major (9–12 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.)

Research Paper (3 credit hours)

Refer to research paper requirements as described in the M.P.A. component below.

Master of Public Affairs Component

(34 credit hours)

M.P.A. Core (21 credit hours)

The following seven courses:

SPEA V502 Public Management (3 cr.)

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

SPEA V507 Data Analysis and Modeling for Public Affairs (3 cr.)

SPEA V517 Public Management Economics (3 cr.)

SPEA V520 Environmental Policy Analysis (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 8 credit hours will consist of courses in 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 5 credit hours must be taken with at least 3 credit hours of research counting toward the M.S.N. degree and 2 credit hours of V590 Research in Public Affairs counting toward the M.P.A. degree. The topic must be selected no later than the end of the third year of the combined program, include elements of both disciplines, and be approved by the student's coadvisers.

Certificate Programs

Three graduate certificates are offered by the School of Public and Environmental Affairs—Hazardous Materials Management on the Bloomington and Indianapolis campuses, Public Management on the Bloomington, Indianapolis, Fort Wayne, Northwest, and South Bend campuses, and Urban Affairs on the South Bend campus. Certificate programs are designed to be flexible and adaptable to the needs of either precareer or in-service students.

Admission

Admission Eligibility Any holder of a baccalaureate or higher degree from an accredited college or university may apply. For the Certificate in Hazardous Materials Management applicants must have completed one year of general chemistry.

Application Application forms and literature 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 Application deadlines for the certificate programs vary by campus. For specific guidelines, check with the campus to which you are applying.

Application Fee A nonrefundable fee of \$25 is required of all applicants who have not previously attended Indiana University as a regularly admitted student.

Program Restrictions

1. Students enrolled in the certificate program must complete it within 18 hours of

- approved SPEA course work (24 hours for the Certificate in Urban Affairs) with a cumulative GPA of 3.0 or higher. Failure to do so will result in automatic dismissal from the certificate program.
2. Students who have completed more than three SPEA courses are not eligible for admission to the certificate program.
 3. Transfer credit from other graduate programs will not be accepted for meeting certificate requirements. Required courses will not be waived, nor will substitutions be permitted.
 4. Students admitted to a SPEA graduate degree program are not eligible for admission to the certificate program or eligible for the awarding of a certificate.
 5. Admission to or successful completion of a certificate program does not guarantee subsequent admission to any SPEA graduate degree program.
 6. Students enrolled in the certificate program who apply to any of SPEA's graduate degree programs must meet all existing admission requirements.
 7. Students planning to request admission to a SPEA graduate degree program after successfully completing the certificate program should refer to the application procedure presented earlier in this Bulletin.

Certificate in Hazardous Materials Management

The Certificate in Hazardous Materials Management program is a 15-credit-hour program of study and is offered at the Bloomington and Indianapolis campuses of Indiana University. The purpose of the program is to provide managers and technicians of concerned organizations and agencies, public and private, with training in the management of hazardous materials. The certificate program will provide an information base that these managers and technicians can use to develop, implement, manage, and assess hazardous waste programs for local, state, and federal regulatory agencies. Graduate students in other disciplines can use the program to supplement their primary fields with course work in hazardous materials management, possibly using the certificate courses as part of a doctoral or master's minor.

Certificate Requirements

(15 credit hours)

Required Courses (9 credit hours)

The following three courses:
SPEA E410 Environmental Toxicology (3 cr.)

SPEA E542 Hazardous Materials Control (3 cr.)
SPEA E510 Hazardous Materials Regulation (3 cr.)

Electives (6 credit hours)

Two of the following courses:

GEOL G451 Principles of Hydrogeology (3 cr.)

SPEA E451 Air Pollution and Control (3 cr.)

SPEA E452 Solid and Hazardous Waste Management (3 cr.)

SPEA V520 Environmental Policy Analysis (3 cr.)

SPEA E552 Environmental Technology (3 cr.)

SPEA E560 Environmental Risk and Decision Analysis (3 cr.)

SPEA H433 Industrial Hygiene and Radiological Health (3 cr.)

or other specialty courses with the approval of the campus graduate program adviser.

Certificate in Public Management

The Certificate in Public Management program 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 precareer and in-service individuals. 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 beneficial.

Certificate Requirements

(15 credit hours)

The Certificate in Public Management is awarded on completion of the following 9 credit hours of required core courses and 6 credit hours of electives with approval of the program director.

Required Courses (9 credit hours)

The following three courses:

SPEA V502 Public Management (3 cr.)

SPEA V560 Public Finance and Budgeting (3 cr.)

SPEA V561 Public Personnel Management (3 cr.)

Electives (6 credit hours)

Two additional SPEA graduate public affairs courses approved by the program director.

Note: Students interested in continuing on for the Master of Public Affairs degree should consider selecting these two elective courses from the M.P.A. core, and one of these courses should be V506 Statistical Analysis for Public Affairs.

Certificate in Urban Affairs

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

Certificate Requirements

(21 credit hours)

Seven of the following ten courses or other courses approved by the concentration adviser:

SPEA V518 Intergovernmental Systems Management (3 cr.)

SPEA V532 Urban Decision Making (3 cr.)

SPEA V533 Applied Urban Economics (3 cr.)

SPEA V554 Human Services Administration (3 cr.)

SPEA V563 The Planning Process (3 cr.)

SPEA V564 Urban Management (3 cr.)

SPEA V568 Management of Urban Government Services (3 cr.)

SPEA V572 Urban Topics (3 cr.)

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

Graduate Courses

The abbreviation "P" refers to course prerequisites, and the abbreviation "C" indicates courses that should be taken concurrently. The number of hours of credit is indicated in parentheses following the course title.

Environmental Courses

The SPEA 400-level environmental courses listed below, which are described in the School of Public and Environmental Affairs Undergraduate Programs Bulletin, may be taken for graduate credit if specifically listed within degree requirements or approved by a graduate adviser.

E410 Environmental Toxicology (3 cr.)

E431 Water Supply and Wastewater Treatment (3 cr.)

E440 Wetlands: Biology and Regulation (3 cr.)

E450 Environmental Process Analysis (3 cr.)

E451 Air Pollution and Control (3 cr.)

E452 Solid and Hazardous Waste Management (3 cr.)

E455 Limnology (4 cr.)

E460 Fisheries and Wildlife Management (3 cr.)

E461 Fisheries and Wildlife Management Laboratory (3 cr.)

E470 Elements of Fluid Mechanics (3 cr.)

E475 Techniques of Environmental Science (3 cr.)

E510 Hazardous Materials Regulation (3 cr.)

The course provides an in-depth study of federal, state, and local regulations and requirements pertaining to the management of hazardous materials.

E515 Fundamentals of Air Pollution (3 cr.)

The purpose of the course is to provide the student with an understanding of the field of air pollution, including the behavior of the atmosphere and pollutants in the atmosphere, effects of air pollution, regulatory programs, engineering controls, and air quality management programs.

E520 Introduction to Environmental Toxicology (3 cr.) An examination of the principles of toxicology and the toxicity resulting from environmental exposure to chemical substances.

E526 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.

E527 Applied Ecology (3 cr.) P: one introductory-level ecology course. Ecosystem

concepts in natural resource management. Techniques of ecosystem analysis. Principles and practices of ecological natural resource management.

E528 Forest Ecology and Management (3 cr.) P or C: E527. Field techniques for quantitative analysis of ecosystems. Introduction to laboratory techniques for applied ecological research.

E536 Environmental Chemistry (3 cr.) Water, air, and soil quality and their measurements; special pollutant substances, their chemistry, sources, toxicological effects, and analyses.

E537 Environmental Chemistry Laboratory (3 cr.) P or C: E536 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.

E538 Statistics for Environmental Science (3 cr.) P: college-level 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 SPEA E538 or BIOL L576.

E539 Aquatic Chemistry (3 cr.) The distribution and cycling of chemical components in natural and engineered systems. Emphasis is on practical aspects of aquatic chemistry. Graphical and computational methods, as well as chemical equilibrium modeling, will be used to solve applied problems in water chemistry.

E542 Hazardous Materials Control (3 cr.) Definitions, sources, and quantities of hazardous waste. Behavior and fate of chemicals of concern in the environment. Pre- and post-release technological options for control of hazardous materials, assessment of impacts of waste releases.

E547 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.

E548 Applied Earth Science Laboratory (3 cr.) Principles and methods of sampling, collection, measurement, analysis, and interpretation of data concerning processes 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.

E549 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 socioeconomic effects of community and regional development proposals for inclusion in environmental impact statements.

E552 Environmental Technology (3 cr.) Concerned with biological, chemical, physical, and technological 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.

E553 Creation and Solution of Environmental Models (3 cr.) Description of environmental system in terms of steady-state and non-steady-state material and energy balances. Formulation of the balances as differential equations with appropriate boundary conditions, solution techniques.

E554 Groundwater Flow Modeling (3 cr.) Fundamentals of groundwater flow modeling demonstrated through exercises in one-dimensional and radial flow. Two-dimensional flow is treated by use of a semianalytic approach. Alternative modeling techniques, such as finite elements and finite differences, are discussed. Streamline tracing is discussed to study in spreading of contaminants.

E555 Topics in Environmental Science (2-3 cr.) Selected research and discussion topics in environmental science. Usually organized in a seminar format.

E560 Environmental Risk and Decision Analysis (3 cr.) P: SPEA V506, SPEA E538, or consent of instructor. Methods of probabilistic risk analysis applied to environmental situations. Event trees, fault trees, toxicological estimation, ecological risk analysis. Social and psychological aspects of risk. Decision analysis—a framework for risk management. Group projects assessing some real environmental risk are an important part.

E562 Solid and Hazardous Waste Management (3 cr.) P or C: V517 or consent of instructor. The purpose of this course is to provide the student with a technical foundation in the areas of solid and hazardous waste management that can be applied to the examination of policy options in these two areas. Topics include characterization of the waste stream, regulations, health and

environmental risks, liability issues, management technologies, and treatment and disposal options.

E565 Biological Process Design (3 cr.) P: E450, or consent of instructor. Application of environmental microbiology to design of environmental technology unit operations. Fixed film and suspended growth systems. Pathways of microbial transformation of anthropogenic compounds.

E566 Physical and Chemical Process Design (3 cr.) Application of principles of chemistry and physics to the design of physicochemical treatment processes. Solid-liquid separation, gas transfer, and solute removal processes. Physicochemical processes for removal of nutrients, trace organic compounds, and inorganic ions.

E567 Environmental Process Design Laboratory (3 cr.) P or C: E537, E565 and E566, or consent of instructor. Bench-scale operation of biological, physical, and chemical unit operations of environmental process design.

E570 Soil Mechanics and Science (3 cr.) A multidisciplinary approach to soils. Discussions on the properties and mechanics of soils will be given from the perspective of the engineer, the agronomist, and the geologist. Topics include physical and chemical properties, soil nutrients, stress analysis, slope failure, and soil erosion.

E579 Readings in Environmental Science (1-3 cr.) Readings on selected topics in environmental science to be arranged with the individual instructor.

E589 Practicum in Environmental Science (1-6 cr.) Professional experience in environmental science with public agencies or private sector firms or organizations. Usually arranged through the Career Planning and Internship Center.

E620 Environmental Analysis Workshop (3 cr.) Projects in environmental analysis.

E625 Research in Environmental Science (1-12 cr.) Research on selected topics in environmental science to be arranged with the individual instructor.

E680 Seminar in Environmental Science and Policy (1-3 cr.) A seminar in current topics in environmental science policy. Topics will vary.

E710 Advanced Topics in Environmental Science (1-3 cr.) P: consent of instructor. For advanced students. Topics will vary and will cover subject areas not available in other courses.

Health Administration Courses

H501 Introduction to Health and Medical Care Organization (3 cr.) Study of the individual and social determinants of

health/disease intervention process and of 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 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 consent 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.

H506 Health Services Human Resources Management (3 cr.) This course provides the knowledge and skills needed to understand the application of personnel and labor relations techniques to the health services sector, with particular emphasis on human resources management, employees' benefit programs, and labor relations as applied to the health services delivery organization.

H509 Health Services Financial Management I (3 cr.) P: 3 credit hours of undergraduate accounting or consent of instructor. Intensive examination of the underlying concepts on which the framework of health accounting mechanisms is based and on 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 consent 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.

H511 Seminar in Advanced Health Finance (3 cr.) P: H509 and H510. An advanced seminar in health services management dealing with cases, problems, and contemporary health finance issues. Student presentations emphasized.

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

H515 The Health Policy Process (3 cr.) An examination of public policy making in the health care sector since 1900, with emphases on policy analysis, the process of governmental regulation, and the character of American institutions. Special attention will be given to the constitutional, jurisprudential, legislative, and bureaucratic features of the American health care environment.

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.

H517 Public Health Epidemiology (3 cr.) An examination of basic epidemiologic methods such as the design, administration, and analysis of observational and experimental studies involving human subjects. Emphasized will be the application of epidemiologic techniques to assess health hazards and health requirements as well as to evaluate the effectiveness of health-related programs.

H518 Public Health Statistics (3 cr.) This course presents data, description, and other statistical procedures used in public health data analysis. Topics include demographic techniques, life confidence intervals. Standard statistical techniques such as contingency table analysis, analysis of variance, and regression analysis as applied to health research and program evaluation.

H519 Environmental Health (3 cr.) This course provides a broad yet in-depth

investigation of humans' interaction with their environment, the major elements of environmental health, and the effects that uncontrolled environmental hazards may have on humans' physical, mental, and social well-being.

H601 Hospital Organization and Management (3 cr.) P: H501, H503 or consent 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 and administrative ethics. Requirements of the Joint Commission Accreditation of Hospitals emphasized.

H602 Mental Health Services Organization and Management (3 cr.) P: H501, H503, or consent 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 and Management (3 cr.) P: H501, H503, or consent of instructor. Study of the purpose, organization, and management of nursing homes and residential care facilities involving 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 and Managed Care Programs (3 cr.) P: H501, H503, or consent of instructor. Study of the organizational and managerial aspects of ambulatory health services delivery. Focus on delivery strategies and organizational models and on the operational issues of financial control, personnel, regulation, and evaluation.

H605 Multi-institutional Systems and Arrangements (3 cr.) P: H501, H503, or consent of instructor. Students will be exposed to developing innovations in health services delivery structures in both the proprietary and nonprofit sectors. Emphasis will be placed on the organization and management of multi-institutional arrangements such as sharing, mergers, management contracts, consortium, and so forth.

H607 Public Health Organization and Management (3 cr.) The course provides a broad overview of the history of public health in the U.S. and analysis of the structure and function of public health and voluntary health agencies.

H611 Areawide Health Planning for Health Services Delivery (3 cr.) P: H501, H503, or consent of instructor. System approach to planning and evaluating health delivery

network. Topics include federal planning legislation and regulation; role and process of federal, state, and local planning agencies; planning models and operational constraints; and major health planning issues.

H612 Marketing for Health Services Delivery (3 cr.) P: H501, H503, H504, or consent of instructor. Course provides knowledge and skills needed to execute institutional health planning 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 Administration (1-6 cr.) P: all core courses or consent of instructor. Field research. Suggested follow-up 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 6 credit 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 is on an S/F basis.

H701 Field Experience in Health Planning (1-6 cr.) Requires the equivalent of a minimum of 3 credit hours of on-site experience under the supervision of a qualified preceptor and program faculty. Grading is on an S/F basis.

H702 Field Experience in Public Health (3 cr.) Requires the equivalent of a minimum of 3 credit hours of on-site experience under the supervision of a qualified preceptor and program faculty. Grading is on an S/F basis.

Public Affairs 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 management of human resources are considered. Cases are drawn from a variety of public services found at federal, state, and local levels of government.

V503 Administrative Ethics in the Public Sector (3 cr.) Ethical conduct in the public sector is examined. Topics covered could include personal ethical responsibility, deception, corruption, codes of ethics, policy making, morality, politics, and whistle blowing. Case studies and media material will be used to illustrate these and other such issues affecting the work place.

V504 Public Organizations (3 cr.) This course focuses on the behavior and theory of public organizations in four areas: (1) individuals and groups in public organizations, (2) the design of public organizations, (3) organization-environment relations, and (4) interorganizational relations.

V506 Statistical Analysis for Public Affairs (3 cr.) Noncalculus 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 Data Analysis and Modeling for Public Affairs (3 cr.) P: V506. This course is a graduate-level introduction to modeling complex systems, estimating parameters of models on the basis of data, forecasting future values of the system, and testing hypotheses about the nature of things within that context.

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

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

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.) Application of microeconomics 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 (1-3 cr.) Discussion of theories and approaches to systems management, including responsibilities and tasks of public systems. Examination of intergovernmental relationships and intralocal 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.

V519 Data Base Management Systems (3 cr.) This course is to provide students with an extensive technical background in information resources management. The course will explore novel solutions to problems of public policy and public management that can be researched through an integration of data base management systems with a variety of application software packages.

V520 Environmental Policy Analysis (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.

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. Grading is on an S/F basis.

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 (1-3 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, and citizen rights, among others.

V541 Benefit-Cost Analysis of Public and Environmental Policies (3 cr.)

P: V517 or consent 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.

V542 Governmental Financial Accounting and Reporting (3 cr.)

P or C: V560. An introduction to the fundamentals of accounting in business, not-for-profit, and public sectors. Intended only for students without previous accounting courses. Primary emphasis is on municipal entity fund accounting, including the development and use of financial statements.

V543 Health Services Management (3 cr.) A course that integrates theory and application with respect to management of health service organizations. Emphasis on the role of managers and management within formal health service organizations. Current management and organization theories are applied to an understanding of health care delivery settings.

V545 The U.S. Health Care System (3 cr.) An analysis of delivery of health care in the U.S. from 1900 to the present. Major system components are defined and studied with emphasis on current health care policy. Topics include the organization of health care delivery on federal, state, and local levels, both in public and private sectors.

V546 Health Services Utilization (3 cr.) An examination of problems of access to health care and the utilization of health services. The social, political, and individual factors associated with utilization are studied, along with social change and control strategies. Special emphasis is given to power and the definition of power in the system.

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.

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 system.

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 Management (1-3 cr.)

Analysis of the structure, operations, 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 (1-3 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 Management (3 cr.)

This course deals with the management of public policy in American urban government, with special attention to the relationship of structure, process, and policy. Readings and case studies will focus on urban management problems relating to leadership, planning, and operations.

V566 Executive Leadership (3 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 Management of Urban Government

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.

V569 Managing Interpersonal Relations (3 cr.) P: V502 and V504. This course will teach students the theory and application of individual and group human behavior. Key interpersonal skills will be modeled expertly on videotape. Students will be expected to practice these key skills and receive feedback on their performance.

V570 Public Sector Labor Relations (1-3 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.

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.

V573 Comparative Public Management (3 cr.) An examination of the role and operation of the public sector under different models of the state. Different regional versions of this course may be offered in different years.

V574 Environmental Management in the Tropics (3 cr.) This course provides an interface between ecology, economics, and policy in the context of non-Western cultures and environments. Students will explore resource use in unfamiliar physical and cultural settings. This examination will highlight common processes that in turn will help the student to understand better the cultural/social underpinnings necessary for analysis.

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 organizations.

V580 Readings in Public Affairs (1-3 cr.)
P: Written consent of instructor. Readings on selected topics in public affairs.

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.

V585 Practicum in Public Affairs (1-6 cr.)
Students hold work assignments with public agencies. Grading is on an S/F basis.

V586 Public Safety in the U.S. (2-3 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.) Commonalities 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.

V590 Research in Public Affairs (1-3 cr.)
P: written consent of instructor. Research on selected topics in public affairs.

V593 Analytical Methods in Planning and Policy Analysis (3 cr.) P or C: V507. Topics

relate to goal setting and forecasting. Analytical methods include time series analysis, demographic projections, economic development and employment forecasting, and 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.) P: V504 and V539. Applications of decision-making tools to substantive public management problems. A variety of managerial cases and issues are selected for intensive discussion and analysis.

V597 Land Use Planning (3 cr.) The course examines the theoretical basis and practical need for land use planning. Emphasis is placed on the institutional context in which land use planning occurs. The course provides an in-depth analysis and exercise in plan preparations.

V601 Workshop in Public Affairs (1-6 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 or C: 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 or C: V560. Advanced study of management aspects of budgetary process. Special cases are analyzed and budget problem-solving exercises are utilized.

V611 Design of Information Systems (3 cr.) P: V516 and V519. The course is intended for students specializing in information systems management in public affairs. It will cover many advanced topics in systems analysis and design. Special emphasis is placed on developing operational systems using decision support as a framework to guide the systems development effort.

V613 Implementation of Information Systems (3 cr.) P: V516, V519, and V611. This course is intended to build on prior courses in information systems management. The course covers advanced topics in systems implementation and evaluation. Special emphasis is placed on evaluation of alternative systems designs and their implementation in operational settings of public agencies.

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

V631 Health Planning (3 cr.) A workshop in analysis and use of health data in a planning context. Course deals with the planning process and methods with an emphasis on systems theory. Class project or plan is developed, and presented and defended in a simulated public hearing format.

V639 Managing Government Operations (3 cr.) P: V502 and V539. This is an introductory survey of operations management. Emphasis is placed on the analysis, design, and management of operation systems using models from operations management. Readings, lectures, and structured exercises are used to present the models and demonstrate their application.

V640 Law, Public Management, and Public Policy (3 cr.) This is a capstone seminar that examines how courts and public actors interact to produce public policy. The nature of public policy and the capacity of judicial decisions to effect public policy will be examined and analyzed.

V643 Environmental and Natural Resource Management (3 cr.) P: V539. This course focuses on analytic instruments from the fields of economics and management science with applications to environmental and natural resource management problems. Substantive coverage will focus on issues outside the traditional agricultural science areas.

V645 Environmental Law (3 cr.) An overview of U.S. environmental law. Key environmental statutes are examined, as are court decisions interpreting those statutes. Topics include water and air pollution, hazardous waste, toxins, pesticides, and environmental impact statements.

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 personnel approaches to position classification.

V655 Policy Fields Lab I (3 cr.) The first semester policy field lab is devoted to the review of literature in a particular policy area. Theoretical models used to frame the policy debate are reviewed. Students will define a policy analytic research project and begin collecting data.

V656 Policy Field Lab II (3 cr.) The second-semester policy field lab is devoted to the analysis of data collected in Field Lab I. A variety of data analytic techniques may be incorporated into the lab. Students are expected to produce either an individual or group paper and presentation concerning their research project and begin collecting data.

V660 Cases and Problems in Fiscal Administration (3 cr.) P or C: V560 or consent of instructor. An advanced seminar in the management aspects of public finance. Focuses on the budgetary process. Special cases are analyzed and budget problem-solving exercises are utilized.

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.

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

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

V675 Issues and Problems in Public Sector Personnel and 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.

V681 Seminar in Development Policy and Management (3 cr.) P: V575 and V576, or consent 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.

V690 Seminar in the Public Policy Process (3 cr.) An evaluation of the theoretical and empirical literature on public policy processes. The findings of policy research are evaluated. An integrative paper is required.

V691 Workshop in Public Policy (0-1 cr.) This workshop focuses on theory and research about public policy. Students are given opportunities to present and critique public policy research and to lead and participate in discussions of selected books and articles.

V710 Topics in Public Policy (3 cr.) Doctoral seminar focusing upon various topics in public policy. Illustrative topics include public management, environmental policy, public finance, and urban affairs.

V890 Thesis (Ph.D.) (cr. arr.) (S/F only).

Faculty and Senior Professional Staff, 1991–93

- Agranoff, Robert, Ph.D. (*University of Pittsburgh, 1967*), Director, Ph.D. in Public Policy Program; Professor of Public and Environmental Affairs (Graduate School)
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- Apostolides, Anthony, D. Phil. (*University of Oxford, England, 1969*), Assistant Professor of Public and Environmental Affairs (IUSB)
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- Reshkin, Mark, Ph.D. (*Indiana University, 1963*), Assistant Vice Chancellor for Academic Affairs (part-time); Professor of Public and Environmental Affairs and Professor of Geology (IUN)
- Rhodes, Edwardo L., Ph.D. (*Carnegie-Mellon University, 1978*), Associate Professor of Public and Environmental Affairs (Graduate School)
- Riemenschneider, Victor L., Ph.D. (*Ohio State University, 1971*), Associate Professor of Biology; Associate Professor of Public and Environmental Affairs (part-time) (IUSB)
- Risler, Walt P., Ph.D. (*University of Chicago, 1962*), Associate Professor Emeritus of Public and Environmental Affairs; Professor Emeritus of Sociology (IUSB)
- Ritchie, Ingrid, Ph.D. (*University of Minnesota, 1980*), Associate Professor of Public and Environmental Affairs (IUPUI) (Graduate School)
- Roberts, George C., Ph.D. (*Indiana University, 1962*), Professor of Political Science and Public and Environmental Affairs (IUN)
- Rosentraub, Mark, Ph.D. (*University of Southern California, 1975*), Associate Dean, Indianapolis Programs; Professor of Public and Environmental Affairs (IUPUI) (Graduate School)
- Rowe, Lloyd A., Ph.D. (*University of Pennsylvania, 1965*), Vice Chancellor of Academic Affairs; Professor of Political Science and Professor of Public and Environmental Affairs (IUN)
- Roy, Sudipto, Ph.D. (*Western Michigan University, 1990*), Assistant Professor of Public and Environmental Affairs (IUN)
- Rubin, Barry M., Ph.D. (*University of Wisconsin, 1977*), Associate 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, L.L.D. (*Indiana University, 1980*), Director, Center for Global Studies (International Programs); Special Assistant to the President; Professor of Public and Environmental Affairs; Professor of Political Science (IUN), Professor of Public and Environmental Affairs and of Political Science (IUPUI)
- Ryan, John W., Ph.D. (*Indiana University, 1959*), President Emeritus of the University; Professor of Political Science; Professor of Public and Environmental Affairs (Graduate School)
- Saywell, Robert, Ph.D. (*Colorado State University, 1972*), Director, Graduate Program, Indianapolis; Associate Professor of Public and Environmental Affairs; Adjunct Associate Professor of Nursing (Graduate School) (IUPUI)
- Schenck, William, M.S.A. (*University of Notre Dame, 1979*), Visiting Lecturer of Public and Environmental Affairs (IUN)
- Selke, William L., Ph.D. (*Michigan State University, 1977*), Associate Professor of Criminal Justice; Associate Professor of Public and Environmental Affairs (part-time)
- Shin, Roy W., Ph.D. (*University of Minnesota, 1969*), Professor of Public and Environmental Affairs (Graduate School)
- Shuler, Clويد, M.A. (*Ball State University, 1970*), Adjunct Lecturer of Public and Environmental Affairs (IUPUI)

- Siffin, William J., Ph.D. (*Harvard University, 1957*), Professor Emeritus of Public and Environmental Affairs and Political Science
- Snyder, Thomas P., Ph.D. (*Harvard University, 1986*), Assistant Professor of Public and Environmental Affairs (Graduate School)
- Staehle, William, M.C.P. (*Illinois Institute of Technology, 1960*), Adjunct Associate Professor of Public and Environmental Affairs (IUN)
- Steggert, Frank X., Ed.D. (*Loyola University, 1962*), Professor Emeritus of Public and Environmental Affairs (IUSB)
- Steinhaus, Carol, (Ph.D. Candidate, *University of Nebraska, Lincoln*), Lecturer in Public and Environmental Affairs (IUPUI)
- Tilton, Timothy, Ph.D. (*Harvard University, 1972*) Professor of Political Science and Professor of Public and Environmental Affairs (part-time) (College of Arts and Sciences, Graduate School)
- Vilardo, Frank J., Dr.P.H. (*University of North Carolina, 1971*), Research Scientist, Transportation Research Center; Associate Professor of Public and Environmental Affairs (Graduate School)
- White, Jeffrey R., Ph.D. (*Syracuse University, 1984*), Associate Professor of Public and Environmental Affairs; Director, Ph.D. in Environmental Science Program; Associate Professor of Geological Sciences (part-time) (Graduate School)
- Whitehead, Donald, Ph.D. (*Harvard University, 1958*), Professor of Biology; Professor of Public and Environmental Affairs (part-time) (College of Arts and Sciences, Graduate School)
- Whitman, Richard L., Ph.D. (*Texas A&M University, 1978*), Associate Professor of Biology; Adjunct Associate Professor of Public and Environmental Affairs (IUN)
- Willard, Daniel E., Ph.D. (*University of California, Davis, 1966*), Director, Professional Graduate Programs; Professor of Public and Environmental Affairs; Professor of Biology (part-time) (Graduate School)
- Willbern, York Y., Ph.D. (*University of Texas, 1943*), Professor Emeritus of Public and Environmental Affairs; University Professor Emeritus of Political Science
- Wilson, George W., Ph.D. (*Cornell University, 1955*) Distinguished Professor of Business Economics and Public Policy; Professor of Economics; Director, Transportation Research Center and Professor of Public and Environmental Affairs (part-time) (College of Arts and Sciences, Graduate School)
- Winn, Mylon, Ph.D. (*University of Washington, 1982*) Associate Professor of Public and Environmental Affairs (IUPUI) (*Indiana University, 1972*), Associate Professor of Public and Environmental Affairs (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*), Associate Professor of Public and Environmental Affairs (Graduate School)
- Wolinsky, Fredric D., Ph.D. (*Southern Illinois University, 1977*) Professor of Medicine and Professor of Public and Environmental Affairs (part-time) (IUPUI)
- Woods, John, Ph.D. (*Miami University, 1977*), Adjunct Assistant Professor of Public and Environmental Affairs (IUPUI)
- Zollinger, Terrell W., Dr.P.H. (*Loma Linda University, 1979*), Associate Professor of Public and Environmental Affairs and Director, Undergraduate Programs (IUPUI) (Graduate School)
- Zorn, Charles Kurt, Ph.D. (*Syracuse University, 1981*), Associate 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. With 853 degree programs, the university attracts students from all 50 states and around the world. The full-time faculty numbers more than 3,600 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 institutions of higher education in the Midwest. It serves nearly 94,000 students on eight campuses. The residential campus at Bloomington and the urban center at Indianapolis form the core of the university. 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.

General Policies

Nondiscrimination Policy Indiana University is committed to equal opportunity for all persons and provides its services without regard to gender, age, race, religion, ethnic origin, sexual orientation, veteran status, or disability. The university director of affirmative action is responsible for carrying out the affirmative action program for units in central administration. In addition, there is an affirmative action officer on each campus who develops and administers the program there.

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 A statement of students' rights and responsibilities is published in a handbook, *Code of Student Ethics*, which contains a description of 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.

Rules Determining Resident and Nonresident 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 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 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 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)¹ 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 administers 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.¹
 - (c) Such person may be classified as a resident student without meeting the 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."¹
 - (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 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 12 months from the residence qualifying date, i.e., the date upon which the student commenced the 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.

¹ Note: Rules 2(b) and 2(c) apply only to unemancipated persons under 21 years of age.

- (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 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 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.

Fees

Enrollment and administrative fees listed here were approved at the June 1991 meeting of the Trustees of Indiana University. Fees are subject to change by action of the trustees. For up-to-date information about fees in effect at registration time, see the campus *Schedule of Classes*.

Certain courses and programs requiring studios, laboratories, microscopes, computers, or other special equipment may involve special fees in addition to the enrollment fee. Applied music, student teaching, and some physical education courses also carry additional fees. See the campus *Schedule of Classes* for a list of such courses and programs.

Fees for Indiana University campuses other than Bloomington and Indianapolis are published in the bulletin of the specific campus.

ENROLLMENT FEES	Indiana Resident	Nonresident
	Bloomington Campus	
Undergraduate ¹	\$1,195.00 flat fee/ 12 to 17 credit hours \$74.55/credit hour under 12	\$3,839.00 flat fee/ 12 to 17 credit hours \$240.00/credit hour under 12
Graduate and Professional ¹		
Business	\$143.00/credit hour	\$350.00/credit hour
Law	\$115.50/credit hour	\$317.75/credit hour
Optometry	\$122.30/credit hour	\$339.50/credit hour
Other	\$99.85/credit hour	\$288.00/credit hour
Independent Study (Correspondence)	\$66.00/credit hour	\$66.00/credit hour
Thesis enrollment (G901) ²	\$100.00	\$100.00
Auditing (no credit)	\$25.00/credit hour	\$25.00/credit hour
	Indianapolis Campus	
Undergraduate ¹	\$74.55/credit hour	\$224.65/credit hour
Graduate and Professional ¹		
Business	\$143.00/credit hour	\$350.00/credit hour
Dentistry	\$6,210.00/year	\$12,880.00/year
Law	\$115.50/credit hour	\$317.75/credit hour
Medicine	\$6,750.00/year	\$15,300.00/year
Other	\$99.85/credit hour	\$288.00/credit hour
Thesis enrollment (G901) ²	\$100.00	\$100.00
Auditing (no credit)	applicable credit hour rate	

¹ Includes credit courses in the School of Continuing Studies.

² To keep their candidacies active, doctoral students with 90 credit hours or more and Master of Fine Arts students with 60 credit hours or more may enroll in G901 for a flat fee of \$100. Also, they must have completed all graduate degree requirements except for the dissertation or final project/performance. Enrollment in G901 is limited to six times. Students who do not meet these criteria pay the applicable credit hour rate for thesis enrollment.

ADMINISTRATIVE FEES ³	Bloomington Campus	Indianapolis Campus
Application for admission		
United States	\$25.00	\$25.00
Foreign	\$35.00	\$50.00
Deferred billing charge ⁴	\$16.00	\$16.00
Enrollment deposit for entering freshmen	\$100.00	
Freshman Orientation	\$35.00	
Health service fee ⁵	\$54.50/semester prorated fee/summer sessions	optional
Late payment of fees	\$35.00/semester	\$10.00/month
Late program change ⁶	\$13.00/course added or dropped	\$13.65/course added or dropped
Late registration ⁷	\$35.00 to \$65.00/semester	\$20.00 to \$80.00/semester \$20.00 to \$40.00/summer session
Student activity fee ⁸	\$7.45 or \$14.90/semester prorated fees/summer sessions	\$12.50 or \$20.00/semester
Technology fee, fall or spring semesters ⁹		
Sophomores	\$15.00, \$30.00, \$58.00	\$9.65, \$19.25, \$28.90
Juniors	\$14.00, \$28.00, \$55.00	\$8.60, \$17.15, \$25.70
Seniors	\$13.00, \$26.00, \$51.00	\$7.50, \$15.00, \$22.50
All others	\$8.00, \$16.00, \$32.00	
Technology fee, summer sessions ¹⁰		
Sophomores	prorated fee	\$9.65, \$14.45
Juniors	prorated fee	\$8.60, \$12.85
Seniors	prorated fee	\$7.50, \$11.25
Transcripts	\$5.25	\$5.25

³ Applicable to both in-state and out-of-state students.

⁴ Fee is assessed if deferment option is selected on the schedule confirmation/account statement.

⁵ Students enrolled in more than 3 credit hours at Bloomington pay a mandatory health service fee. Those enrolled in 3 or fewer credit hours will be charged on a full-cost, fee-for-service basis for services of the IU Health Center.

⁶ After drop/add period (100 percent refund period), students will be assessed \$13.00 in Bloomington and \$13.65 in Indianapolis for each dropped or added course, section change, change of arranged hours, or credit/audit change.

⁷ A late registration processing fee will be assessed any student who does not register during the scheduled registration period. On the Bloomington campus, the fee is \$35.00 for students who register by the last Friday before classes begin and increases by \$10.00 on the Monday of each successive week to a maximum of \$65.00. On the Indianapolis campus, a \$20.00 late registration fee is in effect upon conclusion of registration through the end of the first week of classes, increasing by \$20.00 each successive week to a maximum of \$80.00. In Indianapolis summer sessions, a late registration fee of \$20.00 is assessed the first week, and \$40.00 the second week and thereafter.

⁸ On the Bloomington campus, students enrolled in more than 3 credit hours during the fall and spring semesters pay a mandatory student activity fee of \$14.90. Students enrolled in 3 or fewer credit hours pay \$7.45. Summer session students pay a prorated fee dependent on the number of hours they are enrolled: more than 3 credit hours or 3 or fewer credit hours. On the Indianapolis campus, students enrolled in 1 to 8 credit hours pay a mandatory student activity fee of \$12.50 per semester. Students enrolled in 9 or more credit hours pay \$20.00 per semester.

⁹ A technology fee, based on class standing, will be assessed according to the number of enrolled credit hours as follows: 3 credit hours or fewer; greater than 3 through 6 credit hours; greater than 6 credit hours.

¹⁰ The Indianapolis campus assesses a technology fee, based on class standing, according to the number of enrolled credit hours as follows: 3 or fewer credit hours; greater than 3 credit hours. See the bursar on the Bloomington campus for more information on the summer technology fee.

Fee Refund Schedule

Time of Withdrawal	Refund	Time of Withdrawal	Refund
9 through 16 weeks		1 week or less	
During 1st week of classes or through drop/add period	100%	During 1st day of classes	100%
During 2nd week of classes	75%	During 2nd day of classes	50%
During 3rd week of classes	50%	During 3rd day of classes and thereafter	None
During 4th week of classes	25%		
During 5th week of classes and thereafter	None	The refund policy applies to credit hour fees and all course-related fees.	
5 through 8 weeks		Procedure Students must apply to the Office of the Registrar when they withdraw from classes. See the <i>Schedule of Classes</i> for more information.	
During 1st week of classes or through drop/add period	100%		
During 2nd week of classes	50%		
During 3rd week of classes and thereafter	None	Student Financial Assistance Students can obtain information about financial assistance through the financial aid office, through the student employment office, or through their schools and departments. Contact the Human Resources Administration for information about faculty/staff fee courtesy.	
2 through 4 weeks			
During the 1st and 2nd day of classes or through drop/add period	100%		
During 3rd and 4th day of classes	50%		
During 5th day of classes and thereafter	None		

Veterans Benefits Eligible students will receive veterans benefits according to the following scale, which is based on the number of credit hours in which the student is enrolled.

Undergraduate Benefits	Fall & Spring Semesters	IUPUI			Bloomington Summer II
		Summer I	Summer II	Summer II	
full	12 or more	4	4	6	
three-quarters	9-11	3	3	4-5	
one-half	6-8	2	2	3	
tuition only	fewer than 6	1	1	1-2	
Graduate Benefits					
full	8 or more	4	4	4	
three-quarters	6-7	3	3	3	
one-half	4-5	2	2	2	
tuition only	fewer than 4	1	1	1	

It is the responsibility of the veteran or veterans 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 Office of Disabled Student Services and Veterans Affairs of any schedule change that may increase or decrease the number of benefits allowed.

Veterans with service-connected disabilities may qualify for the Veterans Administration Vocational Rehabilitation Program. They should contact their regional Veterans Administration office for eligibility information.

Veterans and veteran dependents must notify their veteran benefit representative on campus in person at the time of registration.

Indiana University Bulletins

You may want to explore other schools of Indiana University. The following is a complete list of our bulletins. Please write directly to the individual unit or campus for its bulletin.

Indiana University Bloomington

College of Arts and Sciences
School of Business¹
School of Continuing Studies²
School of Education³
School of Health, Physical Education, and Recreation
School of Journalism
School of Law—Bloomington⁴
School of Library and Information Science
School of Music
School of Optometry
School of Public and Environmental Affairs⁵
University Division
University Graduate School

Indiana University—Purdue University at Indianapolis

School of Allied Health Sciences
School of Business¹
School of Continuing Studies²
School of Dentistry
School of Education³
School of Engineering and Technology (Purdue University)
Herron School of Art
School of Law—Indianapolis⁴
School of Liberal Arts
School of Medicine
School of Nursing⁵
School of Optometry
School of Physical Education
School of Public and Environmental Affairs⁵
School of Science (Purdue University)
School of Social Work
IUPUI University Division
University Graduate School

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

¹ There are two separate bulletins for the Bloomington and Indianapolis undergraduate business programs; please specify which of the two bulletins you need. There is only one bulletin that describes the graduate business programs for both Bloomington and Indianapolis.

² Bulletins on the General Studies Degree Program, Independent Study Program, Division of Labor Studies, and Division of Professional Development are available from this school.

³ Two bulletins are issued: graduate and undergraduate.

⁴ There are two Indiana University schools of law. Be sure to specify whether you want a bulletin of the Bloomington or Indianapolis school.

⁵ There are two bulletins for the School of Nursing. One describes both undergraduate and graduate programs; the second describes the graduate program only.

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