

MEMORANDUM

TO: James Mower, Senate Chair
FROM: Havidán Rodríguez, President
DATE: May 20, 2019
SUBJECT: Senate Bill Approval

I am pleased to approve the following Senate Bill, which was recommended following approval by the University Senate at its meeting of May 6, 2019:

Senate Bill 1819-20: PROPOSAL TO ESTABLISH A MINOR IN LEGAL STUDIES THROUGH THE DEPARTMENT OF POLITICAL SCIENCE

Approved: _____

Havidán Rodríguez, President

UNIVERSITY SENATE

**UNIVERSITY AT ALBANY
STATE UNIVERSITY OF NEW YORK**

Introduced by: Undergraduate Academic Council
University Policy and Planning Council

Date: May 6, 2019

Proposal to Establish a Minor in Legal Studies through the Department of Political Science

IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED:

1. That the University Senate approves the attached program proposal as submitted by the Department of Political Science, Rockefeller College and approved by UAC and UPPC
2. That this takes effect for the Fall 2019 semester
3. That this proposal be forwarded to President Havidán Rodríguez for approval

Proposal:
Undergraduate Minor in “Legal Studies”¹
Housed within Department of Political Science

Matthew Ingram
Associate Professor
Department of Political Science
mingram@albany.edu
Version: 2019-04-18

Proposal

Students can minor in Legal Studies, which is housed within the Department of Political Science. This minor is open to all students, including majors in Political Science whose concentration is not Public Law.

The minor consists of a minimum of 18 credits, at least 15 of which must have law-related content, at least 9 of which must be in coursework at or above the 300 level and/or in courses requiring at least one prerequisite course, and at least 12 of which must come from courses with an RPOS prefix. For majors other than Political Science, students must take a 100-level RPOS course (101, 102, or 103), plus 15 law-related credits, including RPOS 326. For Political Science majors with concentrations other than Public Law, students must take an elective at any level with an RPOS prefix, plus 15-law related credits, including RPOS 326. Law-related courses in Political Science include RPOS 272, 295, 317, 327, 328, 330, 333, 335, 336, 344, 346, 363, 380, 399, 410, 425, 426, 427, 437, and 486. Students may count toward the minor up to two courses with law-related content taken outside Political Science from among APhi 220, 320, 325, and 355, ASOC 283, 380, 382, and 385, BLAW 200, 220, 421, and 422, and CRJ 201, 202, 203, 302, 308, 310, 320, 351, 353,² as well as additional courses by petition to the faculty coordinator for Public Law. Students may major in Political Science and minor in Legal Studies but no courses may double-count between them, even when students declare additional majors and/or minors. Students interested in this minor must first contact the program by emailing legalstudies@albany.edu. In the email, students must request permission to add minor from the Department of Political Science via the faculty member acting as field coordinator for Public Law; this faculty member will respond in writing and students can provide the email documenting written permission to Registrar or Advising Services in order to add minor.³

Motivation for the minor:

- Meet demand for law-related minor absent university support for a campus-wide legal studies minor (proposal for campus-wide minor was not supported by administration in 2017; administration encouraged individual departments to pursue minor).

¹ “Legal Studies” is the name generally used to describe the proposed program, and “Legal Studies” programs are housed in the Department of Political Science at comparable institutions, e.g., UMass Amherst (see here: <https://polsci.umass.edu/student-resources/undergraduate-students/academics/legal-studies>).

² Permission regarding these courses was obtained from the Dean of the School of Criminal Justice and each of the chairs of the Department of Philosophy, the Department of Sociology, and the Department of Accounting and Law.

³ The Public Law faculty in the Department of Political Science consists of Professors Julie Novkov, Stephan Stohler, and Matthew Ingram. One of these professors will be in charge of Legal Studies in any given year. In 2017-2019, this is Matthew Ingram (mingram@albany.edu).

- Contribute interdisciplinarity while still being housed within a single department (RPOS), i.e., avoiding being a minor without a home department.

Leverage existing resources:

In thinking about (and marketing) this minor, it is worth noting the long list of law-related courses currently and consistently available in RPOS; the availability of multiple courses is due in part to the three tenure-stream faculty members in the Public Law field and the large number of RPOS majors who declare a concentration in Public Law (historically about 100 students annually, or about 20% of POS majors). The large number of courses makes this minor more attractive to students, and also makes it feasible to complete the minor since there are always several law-related courses offered each term.

Currently, more than 20 law-related classes that are routinely offered in Department:

RPOS 317: Comparative Criminal Procedure	RPOS 380: Basics of International Law
RPOS 326: Introduction to Public Law	RPOS 399: Climate Change Law and Policy
RPOS 327: Comparative Judicial Politics	RPOS 410Z: Minorities & Political/Legal System
RPOS 328: Law and Policy	RPOS 425Z: Justice Reform in Latin America
RPOS 330: Law, Courts, and Politics	RPOS 426Z: American Constitutional Law I
RPOS 333: Women and the Law	RPOS 427Z: American Constitutional Law II
RPOS 335: American Supreme Court	RPOS 437Z: Law and Society
RPOS 336: Civil Liberties	RPOS 449Z: Topics in Public Law (e.g., Election Law; Law, Democracy, and Justice)
RPOS 344: Predicting Supreme Court Decisions	RPOS 486: International Health and Human Rights
RPOS 346: Law, Sexual Orientation, and Gender Identity	Any 200-level RPOS course that is focused on law-related topic (e.g., RPOS 272, Health and Human Rights; RPOS 295, The Supreme Court and American Constitutional History).
RPOS 363: American Criminal Courts	

What this proposal builds on:

This proposal builds on almost two years of discussions within a university-level committee on legal studies. After multiple meetings, much discussion, and several proposals, around August 2017 this group settled on the idea of individual departments or academic units proposing their own legal studies minors.

This proposal also builds on the current structure of RPOS minor:

“A minimum of 18 graduation credits (9 or more of which must be in coursework at or above the 300 level and/or in courses requiring at least one prerequisite course) from coursework with an RPOS prefix, including RPOS 101.”

Source: http://www.albany.edu/undergraduate_bulletin/minors.html (20171022)

RE: proposal for legal studies minor in POS; permission for students to take CRJ courses

Pridemore, William A

Sun 2/18/2018 1:35 PM

To: Ingram, Matthew <mingram@albany.edu>;

Cc: Acker, James <jacker@albany.edu>;

Hi Matt,

I have been traveling for work the last several days so just getting to this. Everything looks good to me, and I am happy to sign off to include courses in the School of Criminal Justice as part of the Legal Studies Minor.

Thanks,
Bill

=====
William Alex Pridemore, PhD
Dean and Distinguished Professor
School of Criminal Justice
University at Albany – State University of New York
[135 Western Avenue](#)
[Albany, NY 12222](#)
518-442-5214
pridemore@albany.edu
=====

From: Ingram, Matthew
Sent: Thursday, February 15, 2018 2:09 PM
To: Pridemore, William A
Cc: Acker, James
Subject: proposal for legal studies minor in POS; permission for students to take CRJ courses

Dear Dean Pridemore,

My name is Matt Ingram and I am an associate professor in Political Science. Our department is proposing a new legal studies minor, and our proposal allows students in the minor to take up to two (2) courses with law-related content from other departments. I would like to be able to include CRJ courses as potential options for these students (see attached proposal).

With this in mind, I would like your permission to include CRJ courses in our proposal as potential non-POS courses these students could take.

I am copying Prof. Acker because he and I have been part of a university-level committee that has been discussing legal studies programming for about two years.

Please let me know if you need any more information.

Best,

Matt

Matthew C. Ingram, JD, PhD
Associate Professor
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University at Albany, SUNY
Milne Hall 314-A
[135 Western Avenue](#)

[Albany, NY 12222](#)

Author of:

[Crafting Courts in New Democracies: The Politics of Subnational Judicial Reform in Brazil and Mexico](#)

(Cambridge University Press, 2016; paperback July 2017)

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Re: proposal for legal studies minor; permission for students to take courses in PHI

p.d.magnus@gmail.com on behalf of P.D. Magnus <pmagnus@fecundity.com>

Wed 2/21/2018 1:02 AM

To: Ingram, Matthew <mingram@albany.edu>;

I'd be fine with all four PHI courses being listed as possible electives for the legal studies minor.

For our proposal, I notice that I corresponded with someone in your department but that I hadn't gotten a clear answer. We were considering listing RPOS 326 (Introduction to Public Law) and RPOS 328 (Law and Policy) as possible courses. What do you think?

On Mon, Feb 19, 2018 at 10:41 PM, Ingram, Matthew <mingram@albany.edu> wrote:

Hi P.D.,

Yes, you are correct that this is primarily a law-focused minor within RPOS. We wanted to provide some degree of flexibility to students and provide at least a flavor of interdisciplinarity, which is why we are allowing a maximum of 2 courses to come from outside the department.

Would it be ok to list the four courses you mentioned as options among possible non-RPOS courses?

Best,

Matt

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From: p.d.magnus@gmail.com <p.d.magnus@gmail.com> on behalf of P.D. Magnus <pmagnus@fecundity.com>

Sent: Monday, February 19, 2018 2:13:37 AM

To: Ingram, Matthew

Subject: Re: proposal for legal studies minor; permission for students to take courses in PHI

Matt,

It looks as if the proposal is primarily a law-focused minor within Political Science, rather than an interdisciplinary minor. Have I got that right?

My department has been working on a proposal for a Law and Philosophy minor which would be primarily political philosophy but allow some courses from other departments. I don't see the two proposals as necessarily in conflict.

To directly address your question: PHI 325 would obviously be the most obviously relevant course to your minor. Other possibilities would include:

PHI 220 History of Social and Political Philosophy

PHI 320 Political and Social Philosophy

PHI 355 Global Justice

best,
P.D.

On Thu, Feb 15, 2018 at 2:01 PM, Ingram, Matthew <mingram@albany.edu> wrote:

Dear Prof. Magnus,

My name is Matt Ingram and I am an associate professor in Political Science.

Our department is proposing a new legal studies minor, and our proposal allows students in the minor to take up to two (2) courses with law-related content from other departments. I would like to be able to include PHI courses with law-related content (e.g., PHI 325) as potential options for these students (see attached proposal).

With this in mind, I would like your permission to include PHI 325 in our proposal as potential non-POS courses these students could take. If there are other relevant course that you would also be willing to let us recommend to potential students, please let me know.

Please let me know if you need any more information.

Best,

Matt

Matthew C. Ingram, JD, PhD
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RE: proposal for new legal studies minor in POS; permission for students to take SOC courses

Deane, Glenn D

Fri 2/16/2018 12:02 PM

To: Ingram, Matthew <mingram@albany.edu>;

Hi Matt,

We now have the blessing of my undergrad program director. In fact, Aaron made a suggestion about courses that might be a better fit to your proposed minor as SOC 389 may not be the best choice here, historically, the courses that we've offered under that number are more directed to culture and sexualities. Aaron suggests (in addition to SOC 283), SOC 380 Sociology of Deviant Behavior, SOC 382 Criminal Victimology (though this is rarely offered), or SOC 385 Sociology of Law.

I hope this helps. Glenn

Glenn Deane
Professor and Chair
Department of Sociology
Arts & Sciences 339
University at Albany
State University of New York 12222
Office phone: 518-442-4672 ext. 24672

From: Ingram, Matthew
Sent: Thursday, February 15, 2018 2:14 PM
To: Deane, Glenn D <gdeane@albany.edu>
Subject: proposal for new legal studies minor in POS; permission for students to take SOC courses

Dear Glenn,

I write you in your capacity as chair of Sociology. Our department (POS) is proposing a new legal studies minor, and our proposal allows students in the minor to take up to two (2) courses with law-related content from other departments. I would like to be able to include appropriate SOC courses (e.g., ASOC 283, ASOC 389) as potential options for these students (see attached proposal).

With this in mind, I would like your permission to include these SOC courses in our proposal as potential non-POS courses these students could take.

Please let me know if you need any more information.

Best,

Matt

Matthew C. Ingram, JD, PhD
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Re: proposal for new legal studies minor in POS; permission for students to enroll in BLAW courses

Ingram, Matthew

Wed 3/7/2018 2:12 PM

To: Caplan, Dennis <dcaplan@albany.edu>

Cc: mhs664@aol.com <mhs664@aol.com>

Hi Dennis,

Thank you very much for this.

I'll list those four courses (BLAW 200, 220, 421, and 422) in our proposal.

Best,

Matt

Matthew C. Ingram, JD, PhD

Associate Professor

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From: Caplan, Dennis**Sent:** Monday, February 26, 2018 8:52:44 AM**To:** Ingram, Matthew**Cc:** mhs664@aol.com**Subject:** Re: proposal for new legal studies minor in POS; permission for students to enroll in BLAW courses

Matt,

Susan Maloney in Student Services confirmed that insofar as the courses we are talking about (the 200-level courses, BLAW 421 and BLAW 422) are open to non-Business-School-majors, you can include these courses as recommended courses for your potential minors. Susan said "Political Science students can just add these courses where there are seats for non-majors each semester."

Best regards,

Dennis

From: Ingram, Matthew**Sent:** Saturday, February 24, 2018 4:07:57 PM**To:** Caplan, Dennis**Cc:** mhs664@aol.com**Subject:** Re: proposal for new legal studies minor in POS; permission for students to enroll in BLAW courses

Hi Dennis,

Thank you for your message.

I'll wait to hear from you and will follow up if several weeks go by.

Just so you know, we have received permission from Sociology, Philosophy, and the School of Criminal Justice to list their law-related courses as recommended courses outside of RPOS for our potential minors.

I also approached the History department, and am still waiting to hear from them. If they say yes, it will likely be only for one of their courses.

Best,

Matt

Matthew C. Ingram, JD, PhD
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From: Caplan, Dennis
Sent: Saturday, February 24, 2018 12:25:48 PM
To: Ingram, Matthew
Cc: mhs664@aol.com
Subject: Re: proposal for new legal studies minor in POS; permission for students to enroll in BLAW courses

Matt,

I am still waiting to hear back from Business School Advising. This past week and next week are their busiest weeks of the semester, as they prepare for Fall registration. Also, the Associate Dean has informed me that I may also have to obtain approval from the School of Business Undergraduate Affairs Committee. If you don't hear from me in a week or two, please feel free to follow up.

Best regards,
Dennis

From: Ingram, Matthew
Sent: Saturday, February 17, 2018 2:27:55 PM
To: Caplan, Dennis
Cc: mhs664@aol.com
Subject: Re: proposal for new legal studies minor in POS; permission for students to enroll in BLAW courses

Dear Dennis,

Thank you for following up.
No worries; I'll wait to hear.

Best,

Matt

Matthew C. Ingram, JD, PhD
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From: Caplan, Dennis
Sent: Saturday, February 17, 2018 11:27:28 AM
To: Ingram, Matthew
Cc: mhs664@aol.com
Subject: Re: proposal for new legal studies minor in POS; permission for students to enroll in BLAW courses

Matthew

Please wait a few days to allow me time to run this by our Associate Dean and Student Services.

Thank you.

Dennis

Dennis Caplan
Associate Professor of Accounting
Chair, Department of Accounting and Law
University at Albany

From: Ingram, Matthew
Sent: Friday, February 16, 2018 4:43 PM
To: mhs664@aol.com
Cc: Caplan, Dennis
Subject: Re: proposal for new legal studies minor in POS; permission for students to enroll in BLAW courses

Dear Joe,

Thank you very much for your message.

I advise some students who are Business minors, so after reading your email I feel better equipped to guide them in course selection.

Summing up what you said, is it fair to say that it would be ok to include BLAW 200, 220, 421, and 422 (but not 321) as some of the possible non-POS courses in our proposed minor?

If yes, then I would just need permission (a "green light") from Prof. Caplan to include these courses in the proposal.

Given our communications, am I correct that I have that permission?

Again, thank you for your message.

Best,

Matt

Matthew C. Ingram, JD, PhD
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From: mhs664@aol.com <mhs664@aol.com>
Sent: Friday, February 16, 2018 4:21:56 PM
To: Ingram, Matthew
Cc: Caplan, Dennis
Subject: Re: proposal for new legal studies minor in POS; permission for students to enroll in BLAW courses

Dear Matt:

My name is Joe Sheehan. I am the Law Area Coordinator in the Department of Accounting and Law in the School of Business. Prof. Dennis Caplan is my Dept. Chair. He has asked me to respond to your Feb. 15th email to him about a proposed Legal Studies Minor in the Political Science Dept.

I will be glad to outline my understanding of the various BLAW courses for you, and I will gladly share my views with you about which of the BLAW courses might be helpful to your intended Legal Studies minors and which ones would likely be problematic and why.

The BLAW 220 course might be the most beneficial to your intended Legal Studies minors because it is one of the most popular first semester Freshman year courses. Because many of those who would consider a Legal Studies minor would have taken that course in their Freshman year, it could give them a head start toward completing the required number of credits for your minor. Even when the Direct Admit class of the School of Business is set aside, there are 800+ student who take BLAW 220 each Fall semester (4 classes of 200+ students). An additional 600+ students usually take that course each Spring semester (3 classes of 200+ students). In each of those 208 seat Lecture Center classes, a very limited numbers of seats are made available to transfer students and/or upper classmen, maybe 30 or so. That limitation would be problematic for any of your intended minors if they did not take that course as a Freshman.

The BLAW 200 Legal Environment of Business course is taught only by me and only in the Spring semester each year. It is taught in a 66 seat classroom in the new Business Building. It is an outright elective and has no pre-requisites. I teach about the legal issues behind the headlines of current events. I get students ranging from second semester Freshman to Seniors who are about to graduate. Most of them are repeat customers who have taken my BLAW 220 or BLAW 321 classes, or sometimes both. That subject matter might fit nicely with your Legal Studies theme.

The BLAW 421 Law of Property course is taught by Prof. Farley and only in the Fall semester. It is restricted to Juniors and Seniors only, and even though I do not believe it has any pre-requisites I believe a vast majority of its 80-100 undergraduates would have taken the BLAW 220 course in their Freshmen year. (Another 30-40 grad students also sit in that same class under a graduate course listing of BLAW 521, the Lecture Center holding 138 seats.) Because I do not believe it is a requirement for either the Accounting majors or Business majors, that would also be a course in which your intended Legal Studies minors might be able to find seats if they are Juniors or Seniors.

The BLAW 422 Trusts and Estates Law course is taught by Prof. Morgan, Jr. and only in the Spring semester. Like BLAW 421, it is restricted to Juniors and Seniors only and again even though I do not believe it has any pre-requisites I believe a vast majority of its 120-150 undergraduates would have taken BLAW 220 (and likely come back for Morgan, Jr. once again). It likewise has a component of graduate students of maybe 30-50 students under the BLAW 522 listing. Because it is in a 208 seat Lecture Center, seats for Juniors or Seniors in your program might be available.

The BLAW 321 Law of Business Organizations course restricted to Juniors and Seniors only is the one problematic course for your intended minor because it is a required course for our Accounting majors and it is regularly taken by almost all the other Business majors also, and because it is perhaps the most popular other class sought by Business minors also. The School of Business Students Services Office has great difficulty attempting to satisfy course scheduling requirements for its significant number of Business minors. I would venture a betting man's guess that BLAW 321 is the most sought after course on the list of authorized courses for the Business minors. All that being said, the chance of your intended Legal Studies minors finding seats in BLAW 321 is not good. I would not recommend including BLAW 321 in your list of authorized courses for your intended Legal Studies minor, and I am convinced that the School of Business would not authorize including BLAW 321 in your Legal Studies minor.

All of that is likely more than you would like to know about our BLAW offerings, but welcome to my world anyway. I thoroughly enjoy it. I hope you will find some constructive info in my ramblings. Please keep me posted down the road as your plans develop.

Joe Sheehan

Prof. Joseph W. Sheehan
Cell Phone: (518) 470-2749
Department of Accounting and Law
School of Business, BB355
University at Albany
1400 Washington Avenue
Albany, NY 12222

Email: jsheehan@albany.edu

From: Ingram, Matthew
Sent: Thursday, February 15, 2018 2:18 PM
To: Caplan, Dennis <dcaplan@albany.edu>
Subject: proposal for new legal studies minor in POS; permission for students to enroll in BLAW courses

Dear Prof. Caplan,

My name is Matt Ingram and I am an associate professor in Political Science at UAlbany. Our department (POS) is proposing a new legal studies minor, and our proposal allows students in the minor to take up to two (2) courses with law-related content from other departments. I would like to be able to include courses with a BLAW prefix as potential options for these students (see attached proposal).

With this in mind, I would like your permission to include BLAW courses in our proposal as potential non-POS courses these students could take.

Please let me know if you need any more information.

Best,

Matt

Matthew C. Ingram, JD, PhD
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When submitting a program proposal please submit this form to indicate the resource implications of the proposal.

Proposal Title:	<u>Undergraduate Minor in "Legal Studies"</u>		
College or School	<u>Rockefeller College</u>	Department	<u>Political Science</u>
Program Director or Sponsor	<u>Matthew Ingram</u>	Email	<u>mingram@albany.edu</u>
Action Category	<input checked="" type="checkbox"/> Program Proposal <input type="checkbox"/> Other (describe)	Does this proposal include any space resource implications? Approx. sq. ft. needed: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
Action Type	<input checked="" type="checkbox"/> New <input type="checkbox"/> Revision <input type="checkbox"/> Deactivation <input type="checkbox"/> Other (describe)	Does the Office of Financial Aid identify this as a Gainful Employment Program (GEP)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Brief Description of Proposal: *(attach additional pages if necessary)*

Students can minor in Legal Studies, which is housed within the Department of Political Science. This minor is open to all students, including majors in Political Science whose concentration is not Public Law.

The minor consists of a minimum of 18 credits, at least 15 of which must have law-related content, at least 9 of which must be in coursework at or above the 300 level and/or in courses requiring at least one prerequisite course, and at least 12 of which must come from courses with an RPOS prefix. For majors other than Political Science, students must take a 100-level RPOS course (101, 102, or 103), plus 15 law-related credits, including RPOS 326. For Political Science majors with concentrations other than Public Law, students must take an elective at any level with an RPOS prefix, plus 15-law related credits, including RPOS 326. Law-related courses in Political Science include RPOS 272, 295, 317, 327, 328, 330, 333, 335, 336, 344, 346, 363, 380, 399, 410, 425, 426, 427, 437, and 486. Students may count toward the minor up to two courses with law-related content taken outside Rockefeller College from among APHI 220, 320, 325, and 355, ASOC 283, 380, 382, and 385, BLAW 200, 220, 421, and 422, and CRJ 201, 202, 203, 302, 308, 310, 320, 351, 353, as well as additional courses by petition to the faculty coordinator for Public Law. Students may major in Political Science and minor in Legal Studies but no courses may double-count between them, even when students declare additional majors and/or minors. Students interested in this minor must have a minimum cumulative GPA of 3.0 and must first contact the Department of Political Science via the faculty member acting as field coordinator for Public Law in order to obtain permission to enter the minor.



Is there an impact on other service units? Please attach documentation that you have consulted with each unit listed below:

Yes	No	ITS
<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	University Library
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Scientific Core Facilities
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Other services (i.e., parking, facilities, security), please list:

Is there an impact on other academic programs? Please list all academic departments consulted regarding impact and attach documentation.

There is an impact on other programs to the extent that students in the proposed minor choose to enroll in recommended courses outside Rockefeller College. Students in this program will be required to take courses primarily with a POS prefix, but in the spirit of making this program more interdisciplinary students are also allowed to take two (2) non-POS courses. Specifically, students will be directed at courses in the School of Criminal Justice and the Departments of Philosophy, Sociology, and Accounting and Law. Permission was obtained from the Dean of CRJ and the chairs of other departments.

Faculty and Staff (attach additional pages if necessary)

(a) Describe new faculty hiring needed during the next 3 years

(b) Explain how program will be administered for the purposes of admissions, advising, course offerings, etc. Discuss the available support staff.

(a) There is no new faculty hiring in this proposal.

(b) The program will be administered with existing resources. Regarding courses offerings, multiple law-related courses are already routinely offered in the Department of Political Science (POS). Indeed, POS has three (3) full-time, tenure-stream faculty members with dual degrees (J.D./Ph.D.), and already offers an undergraduate concentration in Public Law for its majors. The proposal builds on these existing resources to offer a focused curriculum of law-related courses, in the form of the proposed Legal Studies minor, to non-majors who otherwise do not have access to the Public Law concentration. Further, the minor has a more interdisciplinary breadth by allowing students to take up to two courses outside POS, and three academic units on campus (Philosophy, Sociology, and the School of Criminal Justice), have already agreed to allow students in this minor into several of their courses (see above). Again, no new resources are involved; these non-POS courses are existing courses being taught by existing faculty.

Regarding advising, the faculty coordinator for the public law field in POS will be the primary contact and advisor for this program, and will also be in charge of the interview required of students prior to declaring the minor. This is an informal interview, but a key component of the minor in order to ensure proper alignment between the student's goals and the program, and also to gather information to maximize the program's success. The program will be monitored closely for the first three years, and the design of the program will be revisited at that time, including need for additional staff, e.g., advising.



Program Expenses

List all resources that will be engaged specifically as a result of the proposed program (e.g., a new faculty position or additional library resources). If they represent a continuing cost, new resources for a given year should be included in the subsequent year(s), with adjustments for inflation or negotiated compensation.

Program Expense Categories	Expenses (in dollars)					
	Prior to Implementation	Academic	Academic	Academic	Academic	Academic
		Year 1:	Year 2:	Year 3:	Year 4:	Year 5:
(a) <i>Personnel (including faculty and all others)</i>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00		
(b) <i>Library</i>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00		
(c) <i>Equipment</i>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00		
(d) <i>Laboratories</i>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00		
(e) <i>Supplies</i>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00		
(f) <i>Capital Expenses</i>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00		
(g) <i>Student stipends or scholarships</i>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00		
(h) <i>Other (specify):</i>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00		
Sum of Rows Above	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

Explanatory Notes (add additional pages as needed):

No new resources are needed.

See also previous section on faculty and staff.

The program will be monitored closely for the first three years, and the design of the program will be revisited at that time, including need for additional staff, e.g., advising.



APPROVALS

Department Chair

[Signature] (vice chair)
Department Chair

4/11/19
Date

Dean

[Signature]
Dean

4/11/2019
Date

UPPC Chair

UPPC Chair

Date

- It is the sponsoring department's responsibility to request and attach all required documentation and to obtain all required signatures (with the exception of the chair of UPPC's) **before** presenting the documentation.
- Completed forms should be sent to the **Office of Undergraduate Education**, the **Office of Graduate Education**, or **both** as appropriate.
- When the Chair of UPPC has received the proposal from the appropriate office(s), s/he will notify you that it has been placed on the UPPC agenda and invite you to attend the meeting.