

January 25, 2024

Melur K. Ramasubarmanian Ph.D.
Executive Vice Chancellor for Academic Affairs & Provost
State University of New York
System Administration
State University Plaza
Albany, NY 12246

Dear Dr. Ramasubarmanian:

On behalf of the faculty at the University at Albany, I am pleased to transmit the attached proposal for updated registration of our existing MS program in Emergency Management and Homeland Security. This proposal has been fully approved through campus governance.

We will be thankful for efforts by your staff in the Office of Program Review for timely review of this updated proposal and transmittal to the NYS Department of Education. Should there be any technical questions or the need for additional materials, please have inquiries directed to Colleen Davis, Assistant Dean of the Graduate School (cdavis@albany.edu). We thank you for your on-going support.

Sincerely,

Carol H. Kim

Provost and Senior Vice President for Academic Affairs

Enclosure

Interim Dean Christine Wagner, Vice Provost & Dean of the Graduate School
 Dean Robert Griffin, Dean of the College of Emergency Preparedness, Homeland Security and Cybersecurity

Samantha Penta, Associate Professor and Graduate Program Director



Program Revision Proposal: Changes to an Existing Program Form 3A

Version 2016-10-13

SUNY approval and SED registration are required for many changes to registered programs. To request a change to a registered program leading to an undergraduate degree, a graduate degree, or a certificate that does not involve the creation of a new program, ¹ a Chief Executive or Chief Academic Officer must submit a signed cover letter and this completed form to the SUNY Provost at *program.review@suny.edu*.

Section 1. General	Information						
a)	Institution's 6-digit <u>SED Code:</u>	210500					
Institutional Information	Institution's Name:	University at Albany					
Inioi mation	Address:	1400 Washington Avenue, Albany, NY 12222					
b) Program	List each campus where the entir campus 6-digit SED Code):	e program will be offered (with each institutional or branch					
Locations	List the name and address of off- courses will offered, or check he	campus locations (i.e., extension sites or extension centers) where ere [X] if not applicable:					
c)	Program Title:	Emergency Management and Homeland Security					
Registered Program to be	SED Program Code	42327					
Changed	<u>Award(s) (e.g., A.A., B.S.):</u>	M.S.					
	Number of Required Credits:	Minimum [36] If tracks or options, largest minimum [36]					
	HEGIS Code:	2102.00					
	<u>CIP 2010 Code</u> :	43.0302					
	Effective Date of Change:	August 15, 2024					
	Effective Date of Completion ²						
d) Campus Contact	Name and title: Colleen Davis, Assistant Dean of Academic Affairs Telephone and email: 518-437-5063 cdavis@albany.edu						
e) Chief Executive or Chief Academic Officer Approval	Signature affirms that the proposal has met all applicable campus administrative and shared governance procedures for consultation, and the institution's commitment to support the proposed program. <i>E-signatures are acceptable</i> . Name and title: Carol H. Kim, Provost and Senior Vice President for Academic Affairs Signature and date:						
If the program will be registered jointly ³ with one or more other institutions, provide following information for <u>each</u> institution:							
	Partner institution's name and 6-	digit SED Code:					
	Name, title, and signature of partner institution's CEO (or append a signed letter indicating approval of this proposal):						

Section 2. Program Information

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¹ To propose changes that would create a new program, Form 3B, <u>Creating a New Program from Existing Program(s)</u>, is required.

² If the current program(s) must remain registered until enrolled students have graduated, the anticipated effective date by which continuing students will have completed the current version of the program(s).

³ If the partner institution is non-degree-granting, see SED's <u>CEO Memo 94-04</u>.

Section 2.1. Changes in Program Content

[] No changes in program content. *Proceed to Section 2.2.*

	d why it is proposed.	posed change and wh	Describe each	Check all that apply.	a)
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[]	[] Cumulative change from SED's last approval of the registered program of one-third or more	re of the minimum	credits
	required for the award (e.g., 20 credits for associate degree programs, 40 credits for bachele	or's degree program	ns)

[] Changes in a program's focus or design

[X] Adding or eliminating one or more options, concentrations or tracks

This proposal requests adding a Self-Designed Concentration to the Emergency Management and Homeland Security Master of Science (EMHS MS) degree. The Department currently has four concentrations (Risk Communication, Intelligence Analysis, Planning and Coordination, and Security Risk Analysis). However, the fields of emergency management and homeland security are constantly evolving. In order to help our students meet the professional needs of the dynamic fields of emergency management and homeland security, we are proposing a fifth concentration for the program that is designed and proposed by the student, in consultation with the graduate advisor, and approved by the Graduate Director of the EMHS MS Program.

In order to complete the self-designed concentration, students will still be required to take three courses totalling at least 9 credits (consistent with the other four concentrations currently available within the MS). Students will work with their advisor to determine an appropriate set of three courses thematically related towards a concentration topic of interest to the student. The student will then submit a form to the Graduate Director for Emergency Management and Homeland Security Department requesting approval for the self-designed concentration.

This approach (1) allows the program to be responsive to students' diverse academic interests and professional needs, (2) allows for assurance in quality control regarding the content of the self-designed concentrations, and (3) allows the program to be agile to evolving topics in the field This will allow the MS program to be flexible while also maintaining the structure required to meet all of the learning outcomes of the program. Students will choose from existing courses after consultation with their advisor.

[]	Eliminating a requirement for program completion (such as an internship, clinical placement, cooperative education,
	or other work or field-based experience). Adding such requirements must remain in compliance with SUNY credit
	can limits

[] Altering the liberal arts and science content in a way that changes the degree classification of an undergraduate program, as defined in Section 3.47(c)(1-4) of Regents Rules

b) **Provide** a side-by-side comparison of all the courses in the existing and proposed revised program that clearly indicates all new or significantly revised courses, and other changes.

OLD DEGREE REQUIREMENTS (COURSES)	NEW DEGREE REQUIREMENTS (COURSES)	CHANGES
Program Requirements: 36 credits	Program Requirements: 36 credits	
Emergency Management Track	Emergency Management Track	
Core Courses—15 credits	Core Courses—15 credits	
• EMH 500 Preparedness and	• EMH 500 Preparedness and	
Response (3)	Response (3)	
 EMH 501 Mitigation and 	EMH 501 Mitigation and	
Recovery (3)	Recovery (3)	

• EHC/EMH 600	• EHC/EMH 600	
Fundamentals of Emergency	Fundamentals of	
Management (3)	Emergency Management (3)	
• EHC/EMH 610	• EHC/EMH 610	
Fundamentals of Homeland	Fundamentals of Homeland	
Security (3)	Security (3)	
• EMH 640 Research Design	• EMH 640 Research Design	
for Emergency Management	for Emergency Management	
and Homeland Security	and Homeland Security	
Methods course – choose one of the	Methods course – choose one of the	
following courses (3 credits)	following courses (3 credits)	
• EMH 650 Quantitative	• EMH 650 Quantitative	
Methods (3)	Methods (3)	
 EMH 655 Qualitative 	• EMH 655 Qualitative	
Methods (3)	Methods (3)	
• EMH 659 Professional	• EMH 659 Professional	
Analytical Skills (3)	Analytical Skills (3)	
Concentration courses – 9 Credits:	Concentration courses – 9 Credits:	
Security Risk Analysis – select the	Security Risk Analysis – select the	
following	following	
• EMH 542 Advanced Threat	• EMH 542 Advanced Threat	
and Hazard Assessment (3)	and Hazard Assessment (3)	
• EHC 556 (PAD 556)	• EHC 556 (PAD 556)	
Homeland Security	Homeland Security	
Intelligence (3)	Intelligence (3)	
• EHC/EMH 609 Risk Theory	• EHC/EMH 609 Risk	
and Management (3)	Theory and Management	
	(3)	
Intelligence Analysis – select the	Intelligence Analysis – select the	
following	following	
• EMH 556 (PAD 556)	• EMH 556 (PAD 556)	
Homeland Security	Homeland Security	
Intelligence (3)	Intelligence (3)	
• IST 532 Information	• IST 532 Information	
Analysis Techniques and	Analysis Techniques and	
Technologies (3)	Technologies (3)	
• IST 667 Intelligence	• IST 667 Intelligence	
Preparation and Production	Preparation and Production	
(3)	(3)	
Risk Communication -Select the	Risk Communication -Select the	
following	following	
• EMH 507 Risk	• EMH 507 Risk	
Communication for Safety,	Communication for Safety,	
Security, and Emergency	Security, and Emergency	
Management (3)	Management (3)	
• EMH 505 Crisis and	• EMH 505 Crisis and	
Vulnerable Populations (3)	Vulnerable Populations (3)	

ATM 543 Weather, Climate	ATM 543 Weather, Climate	
Change, and Societal	Change, and Societal	
Impacts (3)	Impacts (3)	
Planning and Coordination – Select	Planning and Coordination – Select	
the following:	the following:	
• EMH 502 Risk, Planning,	• EMH 502 Risk, Planning,	
and Continuity (3)	and Continuity (3)	
• EMH 503 Governance and	• EMH 503 Governance and	
Stakeholders in Emergency	Stakeholders in Emergency	
management and Homeland	management and Homeland	
Security (3)	Security (3)	
• EMH 505 Crisis and	• EMH 505 Crisis and	
Vulnerable Populations (3)	Vulnerable Populations (3)	
	Self-designed Concentration	New Concentration
	 Course Determined in 	
	Consultation with Advisor	
	Course Determined in	
	Consultation with Advisor	
	Course Determined in	
	Consultation with Advisor	
Culminating Experience – 3 Credits	Culminating Experience – 3 Credits	
• EMH 698 Practicum (3)	• EMH 698 Practicum (3)	
E) (II (00) (T3 (77 (00) () T1 (
(3) Electives – 6 credits in relevant	(3) Electives – 6 credits in relevant	
courses in EHC/EMH or as advised	courses in EHC/EMH or as advised	
Homeland Security Track	Homeland Security Track	
Core Courses—15 credits	Core Courses—15 credits	
• EMH 560 Terrorism and	• EMH 560 Terrorism and	
Counterterroism (3) and	Counterterroism (3) and	
• EMH 561 Homeland	• EMH 561 Homeland	
Security and Risk (3)	Security and Risk (3)	
OR	OR	
 EHC 554 (INT 543/PAD 	• EHC 554 (INT 543/PAD	
554/POS 554) Political	554/POS 554) Political	
Violence, Insurgency, and	Violence, Insurgency, and	
Terrorism (3) and	Terrorism (3) and	
• EHC 546 (PAD 546)	• EHC 546 (PAD 546)	
Homeland Security Risk		
_	Homeland Security Risk	
Analysis and Risk	Homeland Security Risk Analysis and Risk	
	Analysis and Risk	
Management	Analysis and Risk Management	
Management • EHC/EMH 600	Analysis and Risk Management • EHC/EMH 600	
Management • EHC/EMH 600 Fundamentals of Emergency	Analysis and Risk Management EHC/EMH 600 Fundamentals of	
Management • EHC/EMH 600 Fundamentals of Emergency Management (3)	Analysis and Risk Management • EHC/EMH 600 Fundamentals of Emergency Management (3)	
Management • EHC/EMH 600 Fundamentals of Emergency Management (3) • EHC/EMH 610	Analysis and Risk Management EHC/EMH 600 Fundamentals of Emergency Management (3) EHC/EMH 610	
Management • EHC/EMH 600 Fundamentals of Emergency Management (3)	Analysis and Risk Management • EHC/EMH 600 Fundamentals of Emergency Management (3)	

 EMH 640 Research Design 	• EMH 640 Research Design	
for Emergency Management	for Emergency Management	
and Homeland Security	and Homeland Security	
Methods course – choose one of the	Methods course – choose one of the	
following courses (3 credits)	following courses (3 credits)	
EMH 650 Quantitative	EMH 650 Quantitative	
Methods (3)	Methods (3)	
EMH 655 Qualitative	EMH 655 Qualitative	
Methods (3)	Methods (3)	
EMH 659 Professional	EMH 659 Professional	
Analytical Skills (3)	Analytical Skills (3)	
Concentration courses – 9 Credits:	Concentration courses – 9 Credits:	
Security Risk Analysis – select the	Security Risk Analysis – select the	
following	following	
EMH 542 Advanced Threat	EMH 542 Advanced Threat	
and Hazard Assessment (3)	and Hazard Assessment (3)	
• EHC 556 (PAD 556)	EHC 556 (PAD 556)	
Homeland Security	Homeland Security	
Intelligence (3)	Intelligence (3)	
	EHC/EMH 609 Risk	
and Management (3)	Theory and Management	
Intalligance Analysis salest the	(3)	
Intelligence Analysis – select the following	Intelligence Analysis – select the following	
• EMH 556 (PAD 556)	• EMH 556 (PAD 556)	
Homeland Security	Homeland Security	
Intelligence (3) • IST 532 Information	Intelligence (3) • IST 532 Information	
Analysis Techniques and	Analysis Techniques and	
Technologies (3)	Technologies (3)	
• IST 667 Intelligence	• IST 667 Intelligence	
Preparation and Production	Preparation and Production	
(3)	(3)	
Risk Communication -Select the	Risk Communication -Select the	
following	following	
• EMH 507 Risk	• EMH 507 Risk	
Communication for Safety,	Communication for Safety,	
Security, and Emergency	Security, and Emergency	
Management (3)	Management (3)	
• EMH 505 Crisis and	• EMH 505 Crisis and	
Vulnerable Populations (3)	Vulnerable Populations (3)	
• ATM 543 Weather, Climate	• ATM 543 Weather, Climate	
Change, and Societal	Change, and Societal	
Impacts (3)	Impacts (3)	
Planning and Coordination – Select	Planning and Coordination – Select	
the following:	the following:	
• EMH 502 Risk, Planning,	• EMH 502 Risk, Planning,	
and Continuity (3)	and Continuity (3)	

• EMH 503 Governance and Stakeholders in Emergency management and Homeland Security (3)	• EMH 503 Governance and Stakeholders in Emergency management and Homeland Security (3)	
EMH 505 Crisis and Vulnerable Populations (3)	EMH 505 Crisis and Vulnerable Populations (3)	
	Self-designed Concentration	New Concentration
	Course Determined in Consultation with Advisor	
	Course Determined in Consultation with Advisor	
	Course Determined in Consultation with Advisor	
Culminating Experience – 3 Credits	Culminating Experience – 3 Credits	
EMH 698 Practicum (3)	EMH 698 Practicum (3)	
• EMH 699 Master's Thesis	• EMH 699 Master's Thesis	
(3)	(3)	
Electives – 6 credits in relevant courses in EHC/EMH or as advised	Electives – 6 credits in relevant courses in EHC/EMH or as advised	

- c) For each new or significantly revised course, **provide** a syllabus at the end of this form, and, on the **SUNY Faculty Table** provide the name, qualifications, and relevant experience of the faculty teaching each new or significantly revised course. NOTE: Syllabi for all courses should be available upon request. Each syllabus should show that all work for credit is college level and of the appropriate rigor. Syllabi generally include a course description, prerequisites and corequisites, the number of lecture and/or other contact hours per week, credits allocated (consistent with <u>SUNY policy on credit/contact hours</u>), general course requirements, and expected student learning outcomes.
- d) What are the additional costs of the change, if any? If there are no anticipated costs, explain why.

There are no additional costs for these changes. The all of the courses involved in the change are existing courses at the University. No additional instructional resources are required to fulfill these changes.

Section 2.2. Other Changes

Check all that apply. Describe each proposed change and why it is proposed.

[]	Program title
[]	Program award
[]	Mode of delivery
	NOTES: (1) If the change in delivery enables students to complete 50% of more of the program via distance
	education, submit a <u>Distance Education Format Proposal</u> as part of this proposal. (2) If the change involves
	adding an accelerated version of the program that impacts financial aid eligibility or licensure qualification, SEL
	may register the version as a separate program.
[]	Format change(s) (e.g., from full-time to part-time), based on SED definitions, for the entire program
	1) State proposed format(s) and consider the consequences for financial aid
	2) Describe availability of courses and any change in faculty, resources, or support services.
[]	A change in the total number of credits in a certificate or advanced certificate program
ĪĪ	Any change to a registered licensure-qualifying program, or the addition of licensure qualification to an existing
	program. Exception: Small changes in the required number of credits in a licensure-qualifying program that do not
	involve a course or courses that satisfy one of the required content areas in the profession.

Section 3. Program Schedule and Curriculum

a) For <u>undergraduate programs</u>, complete the *SUNY Undergraduate Program Schedule* to show the sequencing and scheduling of courses in the program. If the program has separate tracks or concentrations, complete a *Program Schedule* for each one.

NOTES: The **Undergraduate Schedule** must show **all curricular requirements** and demonstrate that the program conforms to SUNY's and SED's policies.

- It must show how a student can complete all program requirements within <u>SUNY credit limits</u>, unless a longer period is selected as a format in Item 2.1(c): two years of full-time study (or the equivalent) and 64 credits for an associate degree, or four years of full-time study (or the equivalent) and 126 credits for a bachelor's degree. Bachelor's degree programs should have at least 45 credits of <u>upper division study</u>, with 24 in the major.
- It must show how students in A.A., A.S. and bachelor's programs can complete, within the first two years of full-time study (or 60 credits), no fewer than 30 credits in approved SUNY GER courses in the categories of Basic Communication and Mathematics, and in at least 5 of the following 8 categories: Natural Science, Social Science, American History, Western Civilization, Other World Civilizations, Humanities, the Arts and Foreign Languages
- It must show how students can complete <u>Liberal Arts and Sciences (LAS) credits</u> appropriate for the degree.
- When a SUNY Transfer Path applies to the program, it must show how students can complete the number of SUNY Transfer Path courses shown in the <u>Transfer Path Requirement Summary</u> within the first two years of full-time study (or 60 credits), consistent with SUNY's <u>Student Seamless Transfer policy</u> and <u>MTP 2013-03</u>.
- Requests for a program-level waiver of SUNY credit limits, SUNY GER and/or a SUNY Transfer Path require the campus to submit a <u>Waiver Request</u>—with compelling justification(s).

EXAMPLE FOR ONE TERM: Undergraduate Program Schedule

Term 2: Fall 20xx		Credits per classification					
Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Prerequisite(s)
ACC 101 Principles of Accounting				4	4		
MAT 111 College Mathematics		М	3	3			MAT 110
CMP 101 Introduction to Computers							
HUM 110 Speech	3	BC	3			Х	
ENG 113 English 102	3	BC	3				
Term credit total:	16	6	9	7	4		

b) For <u>graduate programs</u>, complete the **SUNY Graduate Program Schedule**. If the program has separate tracks or concentrations, complete a **Program Schedule** for each one.

NOTE: The **Graduate Schedule** must include all curriculum requirements and demonstrate that expectations from Part 52.2(c)(8) through (10) of the Regulations of the Commissioner of Education are met.

<u> </u>			•	n of this schedule AFTER this line, and a		•	1 0 /
	d: <u>MS</u>	Emer	gency Management and	Homeland Security – Homeland	Security	<u>y Tra</u>	ck with Self Directed
Concentration							
) Indicate academic calendar type	e: [X] Sem	nester	[] Quarter [] Trimester []	Other (describe):			
) Label each term in sequence, co	onsistent w	ith the	institution's academic calendar	(e.g., Fall 1, Spring 1, Fall 2)			
				n; copy/expand the table as needed. Com			
, <u>1</u>	w progran	ı totals	and comprehensive, culminating	g elements. Complete all columns that a	apply to a	cours	e.
Term 1: Fall 1							
Course Number & Title	Credits	New	Co/Prerequisites		Credits	New	Co/Prerequisites
EHC 600: Fundamentals of				EHC 560: Terrorism and			
Emergency Management	3			Counterterrorism OR	3		
				EHC 554 (INT 543, PAD 554, POS			
EHC 610: Fundamentals of				554): Political Violence,			
Homeland Security	3			Insurgency, and Terrorism			
EMH 640: Research Design for				EHC 650: Quantitative Methods			
Emergency Management and				OR			
Homeland Security	3						EMH 640
Elective	3			EHC 655: Qualitative Methods OR			EMH 640
				EHC 659: Professional Analytical			EMH 640
				Skills	3		
				XXX Concentration Course	3		
				Elective	3		
Term credit total:	12			Term credit total:	12		
Term 3: Fall 2	•			Term 4: Spring 2			
Course Number & Title	Credits	New	Co/Prerequisites	Course Number & Title	Credits	New	Co/Prerequisites
EHC 561: Homeland Security Risk							
OR	3						
EHC 546: Homeland Security Risk			PAD 554 or permission of				
Analysis and Risk Management			instructor				
XXX Concentration Course	3						
XXX Concentration Course	3						
			EMH 640 and one of the				
			following: EHC 650 OR				
EHC 698: Practicum	3		EHC 655 OR EHC 659				
Term credit total:	12			Term credit total:			
	otal		Identify the required comprehe	nsive, culminating element(s), such as a thes	sis or exam	ination	, including course number(s), if
Program Total: C	redits: 36		applicable: EMH 698 Practicum	n or EMH 699 Master's Thesis			

New: X if new course **Prerequisite(s)**: list prerequisite(s) for the listed courses

SUNY Graduate Program Sched Program/Track Title and Award							_			
Directed Concentration					<u>. </u>	.,				
a) Indicate academic calendar typeb) Label each term in sequence, co	nsistent w	vith the	institution's academic calendar	(e	.g., Fall 1, Spring 1, Fall 2)					
c) Use the table to show how a typic						L. 4				
d) Complete the last row to show program totals and comprehensive, culminating elements 1: Fall 1					Term 2: Spring 1					
Course Number & Title	Credits	New	Co/Prerequisites		Course Number & Title	Credits	New	Co/Prerequisites		
EHC 600: Fundamentals of Emergency Management	3				EHC 500: Preparedness and Response	3				
EHC 610: Fundamentals of Homeland Security	3				EHC 650: Quantitative Methods OR			EMH 640		
EMH 640: Research Design for Emergency Management and					EHC 655: Qualitative Methods OR			EMH 640		
Homeland Security	3									
Elective	3				EHC 659: Professional Analytical Skills	3		EMH 640		
					XXX Concentration Course	3				
					Elective	3				
Term credit total:	12				Term credit total:	12				
Term credit total:				Term 4: Spring 2						
	Credits	New	Co/Prerequisites		Course Number & Title	Credits	New	Co/Prerequisites		
EHC 501: Mitigation and Recovery	3									
XXX Concentration Course	3	X								
XXX Concentration Course	3	X								
EHC 698: Practicum	3		EMH 640 and one of the following: EHC 650 OR EHC 655 OR EHC 659	-						

	Total	dentify the required comprehensive, culminating element(s), such as a thesis or examination, including course number(s), if			
Program Total:	Credits: 36	applicable: EMH 698 Practicum or EMH 699 Master's Thesis			

Term credit total:

Term credit total:

New: X if new course Prerequisite(s): list prerequisite(s) for the listed courses

Section 4. SUNY Faculty Table

- a) If applicable, provide information on faculty members who will be teaching new or significantly revised courses in the program. Expand the table as needed.
- b) Append at the end of this document position descriptions or announcements for each to-be-hired faculty member

(a)	(b)	(c)	(d)	(e)	(f)
Faculty Member Name and Title and/or Rank at the Institution (Include and identify Program Director.)	% of Time Dedicated to This Program	Program Courses Which May Be Taught (Number and Title)	Highest and Other Applicable Earned Degrees (include College or University)	Discipline(s) of Highest and Other Applicable Earned Degrees	Additional Qualifications: List related certifications and licenses and professional experience in field.
PART 1. Full-Time Faculty				_	
Samantha Penta, Assistant Professor, Graduate Director	50%	EHC 600: Fundamentals of Emergency Management EHC 506: Crises & Public Health EHC 589: Emergency Preparedness: The Public Health Perspective EHC 655: Qualitative Methods	PhD, University of Delaware	Sociology	Disaster Quick Response Field Researcher
Part 2. Part-Time Faculty					
Tare 2. Tare-Time Pacuity					

(a)	(b)	(c)	(d)	(e)	(f)
Faculty Member Name and Title and/or	% of Time	Program Courses	Highest and Other		Additional Qualifications: List
Rank at the Institution	Dedicated	Which May Be	Applicable Earned	Discipline(s) of Highest	related certifications and
(Include and identify Program	to This	Taught	Degrees (include College	and Other Applicable	licenses and professional
Director.)	Program	(Number and Title)	or University)	Earned Degrees	experience in field.
			_		
Part 3. To-Be-Hired Faculty (List as					
TBH1, TBH2, etc., and provide					
expected hiring date instead of name.)					