May 23, 2006

MEMORANDUM

TO: Ann Wylie
Interim Dean, Graduate School

FROM: Phyllis Peres
Associate Provost for Academic Planning and Programs

SUBJECT: Proposal to Add a Graduate Certificate in Professional Studies in Transportation Policy and Planning (PCC Log No. 05062)

At its meeting on April 7, 2006, the Senate Committee on Programs, Curricula, and Courses approved the proposal to add a Graduate Certificate in Professional Studies in Transportation Policy and Planning. A copy of the approved proposal is enclosed. Please accept my apologies for the delay in formal notification.

The Graduate School should ensure that this program is appropriately reflected in all University documentation.

CWR/
Enclosure

cc: James Baeder, Chair, Senate PCC
Sarah Bauder, Office of Student Financial Aid
Mary Giles, University Senate
Barbara Hope, Data Administration
Anne Turkos, Archives
Linda Yokoi, Office of the Registrar
Gay Gullickson, Graduate School
Kristin Owens, Office of Professional Studies
Alex Chen, Urban Studies and Planning
Stephen Sachs, School of Architecture, Planning and Preservation
THE UNIVERSITY OF MARYLAND, COLLEGE PARK
PROGRAM/CURRICULUM PROPOSAL

DIRECTIONS:
- Provide one form with original approval signatures in lines 1 - 4 for each proposed action. Keep this form to one page in length.
- Early consultation with the Office of the Associate Provost for Academic Planning & Programs is strongly recommended if there are questions or concerns, particularly with new programs.
- Please submit the signed form to Claudia Rector, Office of the Associate Provost for Academic Planning and Programs, 1119 Main Administration Building, Campus.
- Please email the rest of the proposal as an MSWord attachment to pcc-submissions@umd.edu.

DATE SUBMITTED March 27, 2006
PCC LOG NO. 05062

COLLEGE/SCHOOL
Office of Professional Studies/Graduate School/School of Architecture, Planning and Preservation

DEPARTMENT/PROGRAM Urban Planning/Architecture

PROPOSED ACTION (A separate form for each) ADD X DELETE CHANGE

DESCRIPTION (Provide a succinct account of the proposed action. Details should be provided in an attachment. Provide old and new sample programs for curriculum changes.)

Attached is a program agreement for a Graduate Certificate of Professional Studies in Transportation Policy and Planning.

JUSTIFICATION/REASONS/RESOURCES (Briefly explain the reason for the proposed action. Identify the source of new resources that may be required. Details should be provided in an attachment.)

A new graduate program designed for a professional audience. After conducting market research, the need for increased proficiency in Transportation Policy and Planning studies is evident in the regional area. This program is self-support.

APPROVAL SIGNATURES

1. Department Committee Chair
   
   DATE 3-16-06

2. Department Chair N/A

3. College/School PCC Chair N/A

4. Dean
   DATE 3/16/06

5. Dean of the Graduate School (if required)

6. Chair, Senate PCC
   DATE 4-7-06

7. Chair of Senate

8. Vice President for Academic Affairs & Provost
   DATE 5/3/06

VPAAP 8-05
PROPOSAL FOR
NEW INSTRUCTIONAL PROGRAM

UNIVERSITY OF MARYLAND AT COLLEGE PARK, MARYLAND

Graduate Certificate in Professional Studies in Transportation Policy and Planning

PROPOSED INITIATION DATE: FALL 2006
I. OVERVIEW and RATIONALE

A. Briefly describe the nature of the proposed program and explain why the institution should offer it. [You may want to refer to student demand, market demand for graduates, institutional strengths, disciplinary trends, synergy with existing programs, and/or institutional strategic priorities.]

The University of Maryland is committed to providing educational programs that meet the needs of a variety of audiences. As part of our graduate offerings, the Masters of Professional Studies and the Graduate Certificate in Professional Studies are designed for adult students who wish to increase their subject-matter knowledge as well as prepare them for new challenges related to their professional areas. These programs are managed by the Office of Professional Studies, with academic oversight by Academic units, and housed in the Graduate School.

The Office of Professional Studies strategic plan includes:

- Provide high quality graduate programs that build on the academic strengths and resources of the university,
- Serve the academic needs of Maryland’s professional community,
- Increase the quantity of interdisciplinary programs offered by the Graduate School and the Office of Professional Studies, and
- Maintain high academic quality and standards via the Academic Oversight Committee, comprised of UMD faculty.

Market research indicates the need for an interdisciplinary course of study that provides today’s planning professionals with an appreciation of the broader social, political, and technological contexts as well as specific technical knowledge. A transportation system that moves people and goods safely, efficiently, and equitably is a critical element of a healthy, sustainable community. A transportation system that is well planned, designed, maintained, and continually improved significantly influences the well-being of every citizen, preserves natural resources, and enhances economic productivity. A Graduate Certificate in Professional Studies in Transportation Policy and Planning will enable practitioners to gain a more thorough understanding of their interdisciplinary field.

B. How big is the program expected to be? From what other programs serving current students, or from what new populations of potential students, onsite or offsite, are you expecting to draw?

The program will draw a professional audience consisting of practicing planning professionals with undergraduate or graduate degrees in planning or equivalent course of study who wish to expand their planning skills in transportation. Initial enrollment is anticipated at 7 – 10 students in Year 1. Expected growth is to reach 20 – 25 maximum students per class in Year 2.
II. CURRICULUM

A. Provide a full catalog description of the proposed program, including educational objectives and any areas of concentration.

The Graduate Certificate in Professional Studies in Transportation Policy and Planning is a 12-hour (4 courses) graduate for practicing planners (professionals with at least three years experience in the transportation field) who want to build both their skills and their technical and analytical knowledge in order to take a leadership role in the field of transportation planning. The Graduate Certificate comprises of courses from the Urban Studies and Planning Program, School of Architecture, Planning, and Preservation, and the Department of Civil and Environmental Engineering, A. James Clark School of Engineering, University of Maryland at College Park.

B. List the courses (number, title, semester credit hours) that would constitute the requirements and other components of the proposed program. Provide a catalog description for any courses that will be newly developed or substantially modified for the program.

This program is based on an existing research-based graduate program in Urban Studies. There are no pre-requisites, allowing students to start the program in any semester.

The program will consist of the following required (existing) courses:

**URSP 688T Transportation Policy and Decision-Making (3 credits)**
Course provides an introduction to the policymaking process, levels of decision making, transportation planning paradigms and milestones, public participation, the role of analyses, and current issues and trends.

**URSP 631 Transportation and Land Use (3 credits)**
Examines the impacts of land use patterns on travel destinations and impacts of transportation investments of development decisions; introduces performance measures and travel demand model enhancements to capture land use-travel interactions.

**ENCE 673 Urban Transportation Planning (3 credits)**
Study of the relationship of transportation to the total urban complex, the urban transportation planning process, the models used to achieve the various steps in the process, the models used to achieve the various steps in the process, and the relationship of private and public transportation and of the social-economic consequences of transportation.

**URSP 688x Transportation and Finance (3 credits)**
The course outlines the complex series of relationships that define federal, state, and local roles in financing transportation systems. It summarizes some of the most
pressing problem regions and the nation face in paying for the growth, management, and maintenance of the American transportation system.

Course Sequencing:

Course offerings will follow a traditional semester format. As participants interest grows, multiple courses may be offered in a single semester.

| Fall 2006  | URSP 688T |
| Spring 2007 | URSP 631 |
| Summer 2007 | ENCE 673 |
| Fall 2007  | URSP 688x |

C. Describe any selective admissions policy or special criteria for students selecting this field of study.

The admissions policy will reflect current university standards, including the prerequisite bachelor’s degree and a 3.0 GPA cumulative average. To be eligible for admissions, a 3-credit undergraduate course in statistics and 3 years’ experience in the policy, planning, or related field is required. Official undergraduate transcripts from all colleges attended must be provided. Professional experience may be substituted for an entrance exam and students must have completed all prerequisites for courses in the program.

III. STUDENT LEARNING OUTCOMES AND ASSESSMENT

The purpose of this plan is to set clear guidelines identify articulated outcomes and ensure avenues for continuous improvement for each graduate certificate and program managed by the Office of Professional Studies. It is our mission to provide programs that meet UMD’s institutional goals and objectives for educational activities.

<table>
<thead>
<tr>
<th>Student Learning Outcomes</th>
<th>Assessment Measures and Criteria</th>
<th>Assessment Schedule</th>
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| 1. Students will demonstrate understanding of fundamental concepts of transportation planning and development. | Measurement: successful completion of required integrated coursework  
Criterion: all program students are required to maintain a B (3.0) in each required course. 100% of a graduating cohort will attain a B (3.0) grade. | This data will be collected annually, beginning Fall 2006. |
2. Students will demonstrate the ability to integrate specific technical knowledge with broader social, political, and technological contexts.

Measurement: the successful completion of scholarly paper/project that integrates interdisciplinary courses

Criterion: 80% of students will receive a B (3.0) grade or better

All data will be collected annually, beginning Fall 2006.

3. Students will assess the relevance of program content as it applies to their professional needs.

Measurement: An exit interview will be conducted with a random sample of graduates (20%) to assess their overall satisfaction with the certificate program

Criterion: 80% of respondents will correlate academic program offerings to professionals needs

Responses will be collected and discussed with the Academic Oversight Committee for retention purposes

IV. FACULTY AND ORGANIZATION

A. Who will provide academic direction and oversight for the program? [This might be a department, a departmental subgroup, a list of faculty members, or some other defined group.]

The Academic Oversight Committee will provide direction and oversight for the program. Members include:

CORE Representative (committee chair):
Alex Chen
Associate Professor
Department of Urban Studies and Planning
School of Architecture, Planning and Preservation

Graduate School Representative:
Ann Wylie
Dean, Graduate School

Program Manager:
Lee Ellen Harper
Office of Professional Studies
B. If the program is not to be housed and administered within a single academic unit, provide details of its administrative structure.

This program will be housed in the Graduate School and administered by the Office of Professional Studies. The academic home is the Department of Urban Studies and Planning, School of Architecture, Planning and Preservation.

C. Faculty selection and appointments are made by the Department of Urban Studies and Planning. All faculty will be members of the Graduate Faculty and approved by the Dean to teach.

V. OFF-CAMPUS PROGRAMS (if necessary)

A. If at Shady Grove – indicate how students will access student services

   Not applicable

B. If on-line – describe the concerns in “Principles and Guidelines for Online Programs” are to be addressed.

   Not applicable

VI. OTHER ISSUES

A. Describe any cooperative arrangements with other institutions or organizations that will be important for the success of this program.

   Not applicable

B. Will the program require or seek accreditation? Is it intended to provide certification or licensure for its graduates? Are there academic or administrative constraints as a consequence?

   No

VII. COMMITMENT TO DIVERSITY

The University of Maryland is an equal opportunity institution with respect to both education and employment. The University does not discriminate on the basis of race, color, national origin, sex, age, or handicap in admission or access to, or treatment or employment in, its programs and activities as required by federal (Title VI, Title IX, Section 504) and state laws and regulations.

Through its actions and statements of policy the University of Maryland has demonstrated a commitment to diversity by creating programs of study which explore the experiences, perspectives, and contributions of a wide variety of cultures, groups,
and individuals; and has sought to create a campus environment which encourages tolerance and respect for individuals regardless of differences in age, race, ethnicity, sex, religion, disability, sexual orientation, class, political affiliation, and national origin.

VIII. REQUIRED PHYSICAL RESOURCES

A. Additional library and other information resources required to support the proposed program. You must include a formal evaluation by Library staff.

This program does not require additional resources. If additional funds are required for library resources, the program budget will support these initiatives.

B. Additional facilities, facility modifications, and equipment that will be required. This is to include faculty and staff office space, laboratories, special classrooms, computers, etc.

This program does not require additional resources.

C. Impact, if any, on the use of existing facilities and equipment. Examples are laboratories, computer labs, specially equipped classrooms, and access to computer servers.

This program does not require additional resources.

IX. RESOURCE NEEDS AND SOURCES

A. List new courses to be taught and needed additional sections of existing courses. Describe the anticipated advising and administrative loads. Indicate the personnel resources (faculty, staff, and teaching assistants) that will be needed to cover all these responsibilities.

There will be no impact on existing resources. This program is self-support. Courses may be cancelled due to low enrollment.

B. List new faculty, staff, and teaching assistants needed for the responsibilities in A, and indicate the source of the resources for hiring them.

Faculty will be compensated in overloads. Conditions and approval of all faculty overloads will be in accordance with University of Maryland policy and procedures.

C. Some of these teaching, advising, and administrative duties may be covered by existing faculty and staff. Describe your expectations for this, and indicate how the current duties of these individuals will be covered, and the source of any needed resources.
There will be no impact on existing resources.

D. Identify the source to pay for the required physical resources identified in Section VIII. above.

Tuition revenue

E. List any other required resources and the anticipated source for them

Not applicable

F. Complete the additional proposal and financial tables as required by MHEC.

Not applicable for MPST/GCPS programs.
Campus Approvals:

Judith K. Broida  Associate Provost, Dean of Professional Studies

Garth Rockcastle  CORE Dean, School of Architecture, Planning and Preservation

Nariman Farvardin  Elective Dean, A. James Clark School of Engineering

Lawrence Sita  PCC, Graduate Council

Ann Wylie  Dean, Graduate School

PCC, Campus Senate

Phyllis Peres  Associate Provost, Academic Affairs