



OFFICE OF THE PRESIDENT

May 29, 2012

Dean Howard Frumkin
School of Public Health
Box 357230

Dear Howie:

Based on the recommendation of its Subcommittee on Admissions and Programs, the Faculty Council on Academic Standards has recommended approval of the revised admission and program requirements for the Bachelor of Science degree in Health Informatics and Health Information Management. A copy of the changes is attached.

I am writing to inform you that the School of Public Health is authorized to specify these requirements beginning summer quarter 2012.

The new requirements should be incorporated in printed statements and in individual department websites as soon as possible. The *General Catalog* website will be updated accordingly by the Registrar's Office.

Sincerely yours,

A handwritten signature in black ink that reads "Michael K. Young".

Michael K. Young
President

Enclosure

cc: Ms. Gretchen Murphy (with enclosure)
Mr. Robert Corbett (with enclosure)
Dr. Deborah H. Wiegand (with enclosure)
Ms. Virjean Edwards (with enclosure HIHIM-20120322)



UNIVERSITY OF WASHINGTON
**CREATING AND CHANGING UNDERGRADUATE
 ACADEMIC PROGRAMS**

MAY 04 2012



After college/school/campus review, send a signed original and 1 copy to the Curriculum Office/FCAS, Box 355850.

For information about when and how to use this form: <http://depts.washington.edu/uwcr/1503instructions.pdf>

College/Campus Sch of Public Health / Seattle	Department/Unit HIHIM	Date 3/20/12
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New Programs

- Leading to a Bachelor of ____ in ____ degree.
- Leading to a Bachelor of ____ degree with a major in ____.
- Leading to a ____ Option within the existing major in ____.
- Leading to a minor in ____.

Changes to Existing Programs

- New Admission Requirements for the Major in ____ within the Bachelor of ____.
- Revised Admission Requirements for the Major in HIHIM within the Bachelor of Science.
- Revised Program Requirements for the Major in HIHIM within the Bachelor of Science.
- Revised Requirements for the Option in ____ within the major in ____.
- Revised Requirements for the Minor in ____.

Other Changes

- Change name of program from ____ to ____.
- New or Revised Continuation Policy for ____.
- Eliminate program in ____.

Proposed Effective Date: **Quarter:** Autumn Winter Spring Summer **Year: 2012**

Contact Person: Gretchen Murphy	Phone: 3-8818	Email: gcmurphy@uw.edu	Box: 359455
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EXPLANATION OF AND RATIONALE FOR PROPOSED CHANGE

For new program, please include any relevant supporting documentation such as student learning outcomes, projected enrollments, letters of support and departmental handouts. *(Use additional pages if necessary).*

With the movement of the Individualized Studies: Public Health major into the School of Public Health as of March 2012, we have a critical mass of undergraduate students in three undergraduate degrees in the School: BS in Environmental Health (ENV H), BS in Health Informatics & Health Information Management (HIHIME), and BA/BS in Public Health (PH). To address the need for a uniform set of general education and basic skills requirements for all undergraduate students, the SPH Undergraduate Task Force has created this proposal, which has been reviewed and approved by the faculty in all degree granting units.

The general education and basic skills requirements will ensure all students in specific majors within the School are exposed to a broad range of study in the humanities, social sciences, natural sciences and communication. These requirements are also intended to introduce students to the major social, historical, cultural, and scientific areas that shape the study of public health.

OTHER DEPARTMENTS AFFECTED

List all departments/units/ or co-accredited programs affected by your new program or changes to your existing program and acquire the signature of the chair/director of each department/unit listed. Attach additional page(s) if necessary. *See online instructions.

Department/Unit:	Chair/Program Director:	Date:
Department/Unit:	Chair/Program Director:	Date:

CATALOG COPY

Catalog Copy as currently written. Include only sections/paragraphs that would be changed if your request is approved. Please cross out or otherwise highlight any deletions.

See Attached.

PROPOSED CATALOG COPY

Reflecting requested changes (Include exact wording as you wish it to be shown in the printed catalog. Please underline or otherwise highlight any additions. If needed, attach a separate, expanded version of the changes that might appear in department publications). **Please note:** all copy will be edited to reflect uniform style in the General Catalog.

Department Admission Requirements

2. Minimum 90 transferable credits (HIHIM 2-year curriculum plan). Students who have completed a minimum 115 transferable credits including 75 of the 84 SPH general education required credits are eligible for the 1-year curriculum plan.

5. All applicants must demonstrate English language proficiency through a satisfactory score on a designated English proficiency examination specified on the program website.

General Requirements***Basic Skills***

English Composition (C):	5 credits
Additional Writing (W):	10 credits
Quantitative and Symbolic Reasoning (Q/SR) ¹ :	One course (minimum 4 credits)

Areas of Knowledge (AoK)

Visual, Literary, and Performing Arts (VLPA) ² :	10 credits
Individuals and Societies (I&S):	10 credits
Natural World (NW) ³ :	20 credits
Additional Areas of Knowledge:	25 credits

Total⁴	<u>84 credits</u>
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¹Depending on course taken, may be satisfied by the statistics prerequisite requirement.

²School of Public Health students, although not required to study a foreign language, are encouraged to do so by substituting first-year language courses for the VLPA requirement by completing the third-quarter course.

³BIOL 118 and BIOL 119 may count toward both the prerequisite and NW requirements.

⁴Additional elective credits may be needed to fulfill the 180 credits required by the UW for graduation.

Major Requirements

<i>Disease concepts</i>	4 credits
HIHIM 409	
<i>Information systems</i>	15 credits
HIHIM 410, 420, 421	
<i>Coding and vocabulary</i>	<u>11</u> credits
HIHIM 407, 412, <u>413</u>	
<i>Management</i>	<u>27</u> credits
HIHIM 408, 450, 454, 455, 456, 470, 480	
<i>Internships and projects</i>	8 credits
HIHIM 460, 462	

Total	65 credits
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APPROVALS

Chair/Program Director:

Mark Allen

[Signature]

Date:

4/6/12

College/School/Campus Curriculum Committee:

[Signature]

Date:

4/23/12

Dean/Vice Chancellor:

[Signature]

Date:

4/30/12

Faculty Council on Academic Standards/ General Faculty Organization/Faculty Assembly Chair:

[Signature]

Date:

MAY 25, 2012

POST TRI-CAM/PUS APPROVAL (when needed)

Faculty Council on Academic Standards/ General Faculty Organization/Faculty Assembly Chair:

[Signature]

Date:

Current Catalog Copy

Department Admission Requirements

1. Admission to UW Evening Degree Program for summer quarter of planned entry to Health Informatics and Health Information Management (HIHIM)
2. Minimum 90 transferable credits (HIHIM 2-year curriculum plan). Students who have completed a minimum ~~120~~ transferable credits including ~~70 of the 80~~ UW general education required credits are eligible for the 1-year curriculum plan.
3. Completion of the following prerequisites (With the exception of medical terminology, prerequisite courses may be taken at the UW or elsewhere):
 - a. Statistics (one of the following): STAT 220, STAT 311, QMETH 201, PSYCH 315, EDPSY 490, or equivalent. (4-5 credits)
 - b. Anatomy and physiology with laboratory: BIOL 118 and BIOL 119, or equivalent (6 credits)
 - c. Medical terminology: Not offered at UW. Available at various community colleges (3-5 credits). See program website.
4. Grades: Minimum cumulative GPA of 2.50. Minimum cumulative GPA of 2.50 in prerequisite coursework. Minimum 2.0 grade in each prerequisite course.
5. All applicants must demonstrate English language proficiency through ~~English courses or~~ a satisfactory score on a designated English proficiency examination specified on the program website.
6. Prerequisites must be completed prior to admission, with the following exception: A maximum of one (1) prerequisite course may be in progress during summer quarter. Applicant must include written petition with HIHIM application. Applicant may be considered for conditional admission. Offer of admission to HIHIM is withdrawn if prerequisite is not completed by the end of summer quarter or if prerequisite grade requirement is not met.
7. Admission is once a year, for summer quarter. Admission is competitive; completion of admission requirements guarantees consideration but not acceptance. Application deadline for each year is April 15. The academic summer schedule begins with an introductory course and an optional independent study course.

Please see new catalog for new formatting on the following:

Program Requirements

1. General Education Requirements (~~80~~ ⁸⁴⁻⁸⁵ credits)

- a. English Composition and Additional Writing (15 credits): English composition (5 credits); additional writing (W courses) (10 credits)
- b. Quantitative & Symbolic Reasoning (4-5 credits): Depending on course taken, may be satisfied by the statistics prerequisite requirement.
- c. Areas of Knowledge (~~65~~ credits): Minimum 20 credits each in Visual, Literary, & Performing Arts (VLPA), Individuals & Societies (I&S), and Natural World

(NW). (BIOL 118 and BIOL 119 may count toward both the prerequisite and NW requirements.)

2. Program Requirements (65 credits)

- a. Disease concepts (4 credits): HIHIM 409
- b. Information systems (15 credits): HIHIM 410, HIHIM 420, HIHIM 421
- c. Coding and vocabulary (8 credits): HIHIM 407, HIHIM 412
- d. Management (30 credits): HIHIM 408, ~~HIHIM 413~~, HIHIM 450, HIHIM 454, HIHIM 455, HIHIM 456, HIHIM 470, HIHIM 480
- e. Internships and projects (8 credits): HIHIM 460, HIHIM 462, HIHIM 499

3. Additional electives to complete minimum of 180 credits required for a degree.

4. Minimum cumulative 2.00 GPA in core courses and minimum 2.0 grade in individual courses.

University Curriculum Office

From: Ashlee Harty <hartya@u.washington.edu>
Sent: Friday, May 18, 2012 4:44 PM
To: University Curriculum Office
Subject: FW: REPLY BY 5/21: SPH Gened 1503

Hi Jennifer,

The School of Public Health would like to request that the 1503 proposal for adoption of new general education requirements and all associated 1503's be changed from an effective quarter of Autumn 2012 to Summer 2012. The SPH Dean's Office supports and approves of this request.

Please let me know if you need any additional details.

Thanks,
Ashlee

Ashlee Harty
Manager of Academic Affairs and Curriculum
School of Public Health, Office of the Dean
University of Washington
Campus Box 357230
Phone: 206-543-1040
hartya@u.washington.edu
www.sph.washington.edu

From: Frederick A. Connell
Sent: Friday, May 18, 2012 4:42 PM
To: Ashlee Harty
Subject: RE: REPLY BY 5/21: SPH Gened 1503

Approve/Agree.
Thx,

Frederick A. Connell, MD, MPH
Associate Dean, Academic Affairs
Professor, Health Services, Epidemiology (Adjunct), and Pediatrics (Adjunct)
University of Washington School of Public Health
F-350 Health Sciences, Box 357230
Seattle, WA 98195-7230
Tel: 206-543-1144 Fax: 206-543-3813
E-mail: fredc@uw.edu Web site: www.sph.washington.edu

From: Ashlee Harty
Sent: Friday, May 18, 2012 3:16 PM
To: Frederick A. Connell
Subject: REPLY BY 5/21: SPH Gened 1503

Hi Fred,

DARS would like to change the effective date for the adoption of the SPH General undergraduate program requirements effective Summer quarter 2012 instead of Autumn Quarter 2012. The three programs (SPH, EH, and HIHIM) have approved of the change in effective date. Please let me know if you also approve of this request to change the effective quarter to Summer 2012 and I'll follow up with the UW Curriculum Office.

Thanks,
Ashlee

Ashlee Harty
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From: University Curriculum Office [<mailto:uwcr@u.washington.edu>]
Sent: Friday, May 18, 2012 12:17 PM
To: 'DARS'
Cc: Ashlee Harty
Subject: RE: SPH Gened 1503

I am sure that is fine. I will edit the paperwork. I will let them know I need an email requesting the change and the change to all of the associated 1503's.

Jennifer

From: DARS [<mailto:dars@u.washington.edu>]
Sent: Friday, May 18, 2012 11:43 AM
To: uwcr@uw.edu
Subject: SPH Gened 1503

Jennifer,

I was wondering what kind of an issue it would be to have the SPH Gened approval made for Summer quarter rather than Autumn quarter? The department is in agreement that SUM rather than AUT would be most beneficial for their students is that possible?

Thanks,
Maggie