



February 5, 2024

Dr. Xiaoxia Newton
Faculty President
UNC Charlotte

Dear Xiaoxia,

In accordance with the procedures concerning changes of departmental names and the establishment of new departments, I am forwarding a request from the College of Health and Human Services. The request is to change the name of the Department of Public Health Sciences to the Department of Epidemiology and Community Health, and to establish a new department called the Department of Health and Management Policy.

The justifications for the name change and the establishment of a new department are attached. I ask that it be considered for faculty approval at the next Faculty Executive Committee meeting.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jennifer Troyer'.

Jennifer Troyer
Provost and Vice Chancellor for Academic Affairs



Jennifer Troyer, PhD
Provost and Vice Chancellor for Academic Affairs
Office of Academic Affairs
The University of North Carolina at Charlotte
9201 University City Blvd.
Charlotte, NC 28223

January 25, 2024

Dear Provost Troyer,

I am requesting to establish a new Academic Unit in the College of Health and Human Services beginning on July 1, 2024. The ***Department of Health Management and Policy*** will focus on the many challenges faced by the dynamic healthcare landscape that exists in the United States. This request is an essential organizational step to achieve our college's approved goal to seek accreditation from the Council on Education for Public Health as an accredited School of Public Health. Nine existing faculty from the Department of Public Health Sciences will form this unit. An additional two faculty are being hired.

Concurrently, we are requesting to rename the Department of Public Health Sciences to the ***Department of Epidemiology and Community Health***. This name reflects the academic offerings and research disciplines of the faculty members, who are not moving to the new unit.

PHS faculty voted in favor of the new unit and its proposed name, as well as the name change for Public Health Sciences. Details underlying these requests can be found in the attached proposals.

We appreciate your willingness to consider this request.

Sincerely,

A handwritten signature in black ink, appearing to read 'Catrine Tudor-Locke', with a long horizontal line extending to the right.

Catrine Tudor-Locke, PhD
Dean, College of Health and Human Services





Proposal to establish a new Department of Health Management and Policy (HMP) in CHHS

Context. In order to transition to an accredited School of Public Health, CHHS will need to demonstrate an organizational structure that has multiple academic units contributing to our CEPH-accredited degree programs in public health (BS in Public Health, Master of Public Health and PhDs in Public Health Sciences and Epidemiology). These degrees currently all reside in the Department of Public Health Sciences. Simply put, for the College to become a School of Public Health, we cannot have all the public health degrees residing in one academic unit, which is named Public Health. The simplest way to accomplish this criterion is to establish another academic unit within the college by dividing Public Health Sciences into two academic units. This organization would be consistent with other accredited Schools of Public Health and our proposed organizational structure has been approved by the Council on Education for Public Health at its meeting in September 2023.

The new proposed ***Department of Health Management and Policy (HMP)*** would be comprised of existing faculty from PHS who currently deliver courses in the Health Systems Management BS, and/or Master of Health Administration degree, and/or who conduct health services or health policy research. This faculty consists of nine current, permanent, full-time faculty: 3 Assistant Professors, 3 Associate Professors (1 is an endowed Distinguished Scholar), 1 Full Professor, 1 Lecturer and 1 Clinical Associate Professor. We are currently hiring two additional faculty members (1 Assistant and 1 Associate Professor). The unit also includes a dedicated, full-time undergraduate academic advisor (EHRA non-faculty). An interim Chair, Dr. Michael Thompson, will administer the unit in AY24-25 while an external search is conducted for a permanent Department Chair to be hired for the beginning of the AY25-26.

The [policy](#) for establishing a new Academic Department requires a disciplinary rationale. The University requires a robust and distinct academic unit dedicated to the field of health management and policy driven by:

- the dynamic landscape of the healthcare field and its shifting policies (e.g. Medicaid expansion),
- rapid advances in technology and treatment that drive healthcare costs,
- hyper growth in the healthcare industry in Charlotte,
- addition of the new medical school, and
- new challenges (e.g. pandemic and/or emergency preparedness) facing the population and the healthcare system.



Health administration/management and health policy are, collectively, one of the five traditional core disciplines within the field of public health. The proposed new unit will also foster on-campus collaborations with nursing, clinical sciences, data science and social policy. Strong off-campus, regional collaborations already exist with MedLink, Atrium Health, Novant and various safety net clinics in the region as well as local health departments. A priority would be to also establish strong linkages with the new medical school. The proposed academic unit would not have been possible even two years ago but with the hiring of three key faculty in AY22-23, who are trained in health policy and/or conduct applied policy research, we are now well-positioned to emphasize the importance of this field and our growing expertise to the broader community while still being embedded under the broad public health umbrella that will now be CHHS.

No additional budget or personnel resources are requested at this time.

HMP would serve our approximately 700 campus-based HSMT undergraduates, our incoming (Fall 2024) HSMT Distance Education undergraduate cohort, and 80 Master of Health Administration students. In addition, we have proposed a new MPH concentration in Health Policy (offered beginning in Fall 2024) that would be housed and administered in this unit. We anticipate an additional 20-25 new masters students will be enrolled in this MPH concentration within 3 years.

We are requesting no additional budget for this new unit. Operating funds will be allocated from what would be the usual PHS Department operating budget. Other funds to be allocated to HMP would consist of:

- MHA School-based Tuition Increment
- Relevant individual faculty members' PIFA
- Endowed funds related to the Metrolina Medical Foundation Distinguished Scholar
- A portion of PHS Department Overhead/F&A
- Startup funds allocated to relevant faculty moving to the unit
- A portion of undergraduate majors fees attributable to HSMT majors

Faculty and staff will continue to be physically housed within the College of Health and Human Services building. There are plans for minor renovations to create a specific administrative home for the new unit.

Faculty/staff involvement. PHS Faculty and staff have been informed and consulted throughout this process with as much transparency as possible. All PHS faculty and staff were informed of the need to split the Department into two units in Spring 2023. They were informed of their proposed department homes at a faculty retreat on September 15, 2023. Faculty and staff were assigned based on teaching and research interests with an effort to have a balanced distribution of rank, research and teaching faculty, promotion timelines, and budget. The new departments have been discussed at multiple department meetings since that time and we have not had any

faculty or staff request a change from their original proposed unit assignment. Department names were chosen by the respective faculty and staff who will reside in the two units. Collectively, all PHS faculty endorsed these names at a Department meeting on 1/24/24.

Dr. Lyndie Forthofer will move to the Department of Applied Physiology, Health and Clinical Sciences to build capacity for the MPH concentration in Physical Activity and Nutrition which will be administered by that academic unit.

Request to rename of the Department of Public Health Sciences

The remaining permanent Public Health Sciences faculty (18) and 2 staff are requesting to change their name to the ***Department of Epidemiology and Community Health***. This name reflects our degree program offerings and faculty teaching and research expertise. Both terms are recognizable to prospective public health students and future faculty members trained in public health. Faculty selected this name with a vote of 16 in favor, 2 absentees, and 2 abstainers.