

# Program Management

## New Program Proposal

Proposer Name:

Email:

Phone extension

Proposer

Department

Proposer college

## Program Information

Effective Catalog

Term and Academic Year of Planned Implementation

*The selection is subject to change based on the final approval date.*

Department

College

Full & Exact Degree Designation & Title

Academic Level

Program Type

Degree

Support

Delivery Mode

CIP Code    
[Find...](#)

Program Code 

Proposed CSU

Select...



Degree Code: [?](#)

Is this a program elevation?

Yes

No

## Program Specifics

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Program Overview

for Catalog [?](#)

A rich text editor toolbar with various icons for text formatting (bold, italic, underline, strikethrough), alignment (left, center, right, justified), list creation (bulleted, numbered), indentation, and other functions. Below the toolbar is a large, empty text area outlined in red.

Required Courses [?](#)

A rich text editor toolbar with various icons for text formatting (bold, italic, underline, strikethrough), alignment (left, center, right, justified), list creation (bulleted, numbered), indentation, and other functions. Below the toolbar is a large, empty text area.

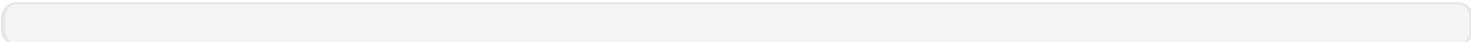


## Program Learning Outcomes and Assessment

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*Click on '+' to enter each program learning outcome.*

Learning Outcome	Proficiency 

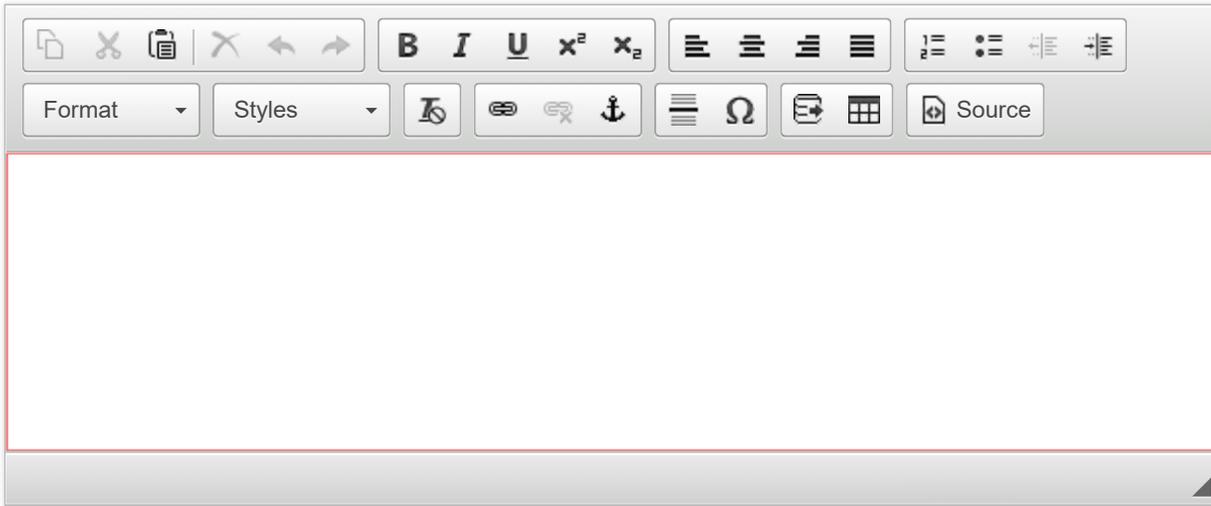


## Roadmaps

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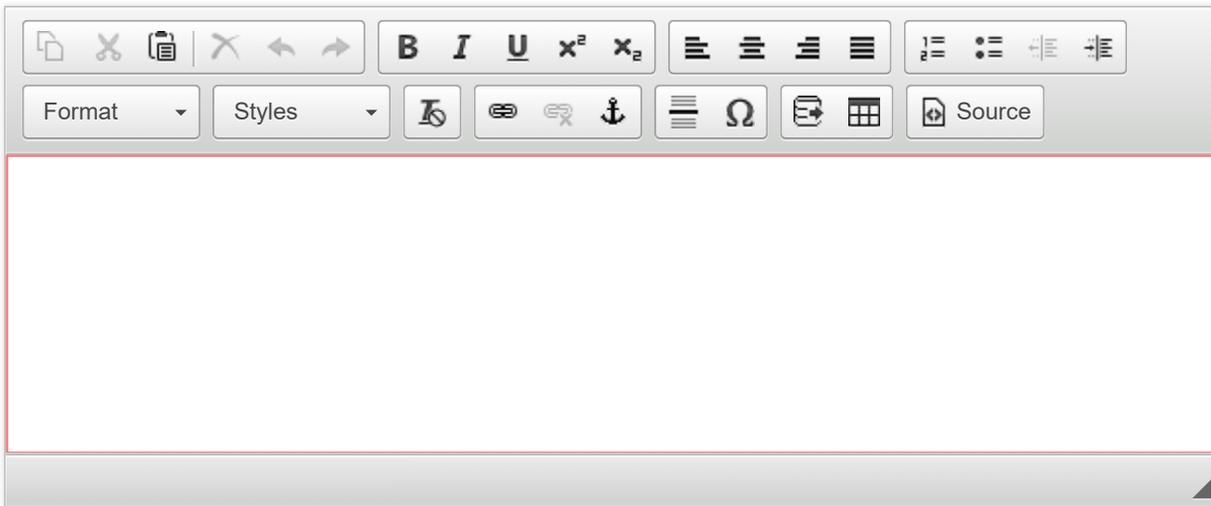
FOR UNDERGRADUATE PROGRAMS: Using the table function in the dialog box, select 'Plan of Study' to build the 2-year and 4-year roadmap. Be sure to include G.E. courses, a GWAR-certifying course, and the American Institutions course requirements (HIS 101 and POL 101). See the sample G.E. templates for guidance.

#### 4-Year Roadmap



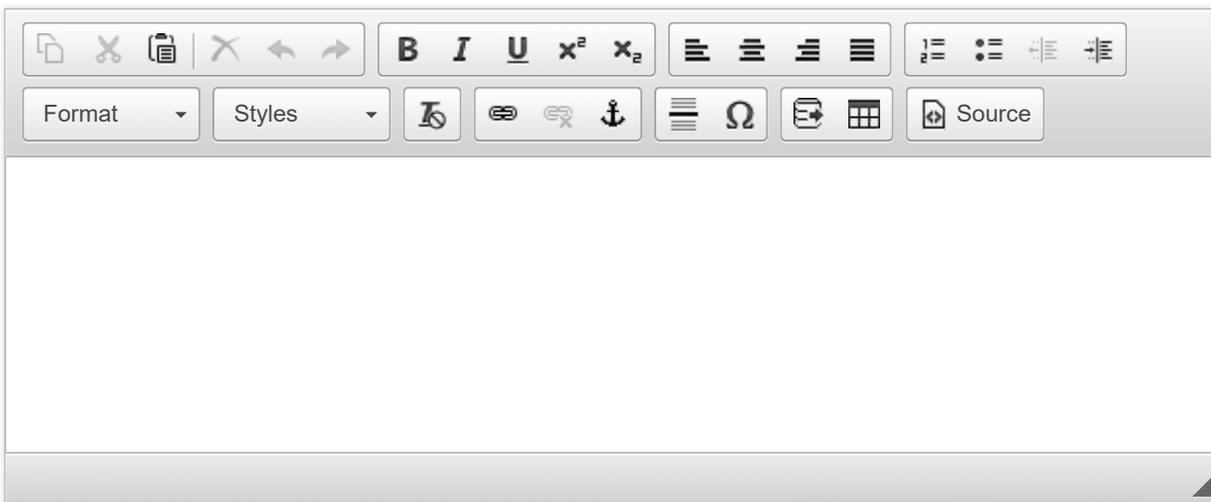
A rich text editor toolbar with a grey background. The top row contains icons for copy, paste, undo, redo, bold (B), italic (I), underline (U), subscript (x<sub>2</sub>), and superscript (x<sup>2</sup>). The second row contains icons for bulleted list, numbered list, decrease indent, increase indent, bulleted list with numbers, bulleted list with letters, bulleted list with Roman numerals, and bulleted list with lowercase letters. Below the icons are two dropdown menus labeled 'Format' and 'Styles'. Further right are icons for link, unlink, anchor, table, and a 'Source' button with a document icon.

#### 2-Year Roadmap



A rich text editor toolbar identical to the one above, featuring icons for copy, paste, undo, redo, bold, italic, underline, subscript, superscript, bulleted list, numbered list, indent, list styles, and a 'Source' button.

FOR GRADUATE/POSTBACCALAUREATE PROGRAMS: Using the table function in the dialog box, select 'Plan of Study' to build the plan of study, identifying first year, second year, third year, etc.



A rich text editor toolbar identical to the ones above, featuring icons for copy, paste, undo, redo, bold, italic, underline, subscript, superscript, bulleted list, numbered list, indent, list styles, and a 'Source' button.

## Planning, Accreditation and Articulation

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Planned Year 1 Fall Course Offerings

Code	Title	
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Planned Year 1 Spring Course Offerings

Code	Title	
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Planned Year 2 Fall Course Offerings

Code	Title	
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Planned Year 2 Spring Course Offerings

Code	Title	
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Planned Year 3 Fall Course Offerings

Code	Title	
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Planned Year 3 Spring Course Offerings

Code	Title	
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Describe how accreditation requirements will be met, if applicable, and the anticipated date of accreditation request (including the WASC Substantive Change process).

For undergraduate programs, specify planned provisions for articulation of the proposed major with community college

## Rationale

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### Descriptive Overview

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Brief Descriptive Overview

Purpose and strengths

Fit with institutional mission

Compelling reasons for offering program

### Societal and Public need for the proposed degree major program

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List other California State University campuses currently offering or projecting the proposed degree major program; list neighboring institutions, public and private, currently offering the proposed degree major program

Describe the differences between the proposed program and programs listed above.

List other curricula currently offered by the campus that are closely related to the proposed program.

Describe the community participation, if any, in the planning process. This may include prospective employers of graduates.

Provide applicable workforce demand projections and other relevant data

Provide data evidence of the information requested.

### **Student Demand**

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Provide compelling evidence of student interest in enrolling in the proposed program.

Identify how equity and access to the university were considered when planning this program. Describe what steps the program will take to insure ALL prospective candidates have equitable access to the program.

*This description may include recruitment strategies and any other techniques to insure a diverse and qualified candidate pool.*

For master's degree proposals, cite the number of declared undergraduate majors and the number of degrees awarded over the preceding three years for the corresponding baccalaureate.

Describe professional uses of the proposed degree program.

Specify the expected number of majors in the initial year, and three years, and five years thereafter.

Provide relevant documentation of student demand

Uploaded Files:

Files To Be Uploaded:

For concentration/option elevation requests, provide enrollment numbers in the current option, emphasis or concentration for the past three to five years to provide evidence of sustained and possible future interest in the program.

Yes     No

## Resources

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List faculty who will teach in the program, indicating rank, appointment status, highest degree earned, date and field of highest degree, professional experience, and affiliations with other campus programs.

Name	Appointment Status	Rank

Describe facilities used in support of the proposed program.

Provide evidence that the institution provides adequate access to both electronic and physical library and learning resources.

Describe available academic technology, equipment, and other specialized materials.

### Additional Support Resources Required

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Describe additional faculty or staff support positions needed to implement the proposed program.

Describe the amount of additional lecture and/or laboratory space required to initiate and to sustain the program over the next five years.

Indicate additional library resources that will be (1) needed to implement the program, and (2) needed during the first two years after initiation.

Indicate additional academic technology, equipment, or specialized materials that will be (1) needed to implement the program, and (2) needed during the first two years after initiation.

*If your program uses a course that is not OFFERED by your department*

Identify departments that offer courses included in your program or that may be impacted in some way by the implementation of this proposed program.

Affected  
Department(s)

Department	
Select...	
	

## Curriculum Register Synopsis

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Include summary of proposal and a summary of the rationale to be published in the Curriculum Register for campus-wide sharing.

## Consultation Information

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### Impact Statements

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#### Department Chair Impact Statements

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Is the required expertise available among existing faculty to teach in the program?

Yes  No

Are additional facilities required for the program?

Yes  No

Is additional equipment (computers, server allocation, laboratory equipment, etc.) needed to support the program?

Yes  No

Please list and fully explain any additional resources needed for the program

Department Chair and/or Program Coordinator Comments

#### College Dean Impact Statements

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Explain the program's alignment with the University's mission.

Explain the program's alignment with the College's goals and objectives.

Are the College's current year faculty workload and support positions (i.e., clerical, technical, etc.) sufficient to staff and support the program?

- Yes     No

Is the required expertise available among existing faculty?

- Yes     No

Are additional facilities required for the program?

- Yes     No

Is additional equipment (computers, server allocation, laboratory equipment, etc.) needed to support the program?

- Yes     No

Please list and fully explain the College's support for any additional resources needed.

College Dean Comments

### Graduate Council Chair Impact Statements

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Does the program align with the standards for graduate curricula?

- Yes     No

Do the program admission policies align with current admission standards?

- Yes     No

Does the program's culminating experience meet the criteria as defined in Title V?

Yes     No

Additional Comments

CCPE Dean Comments

USLOAC Comments

College Librarian Comments

Information Technology Comments