Dean’s Impact Statement Checklist

The checklist below serves as a guideline for deans/associate deans to build the narrative for the impact statement and identify the overall programmatic needs proposed and currently in the curriculum review process.

☐ University Mission
   1. Explain how the program aligns with the university’s mission.

☐ College Goals and Objectives
   1. Explain how the program aligns with college’s goals and objectives.

☐ Staffing
   1. Program’s current year faculty workload and support positions (i.e., clerical, technical, etc.) are sufficient to staff and support the program? Yes ☐ No ☐
      a. If yes, include a detailed description of existing resources (staffing, faculty workload, technical experts, etc.) available to support the proposed new program.
      b. If no, include a description of workload or support needed and how it will be acquired (source).

☐ Expertise
   1. Required expertise available among existing faculty? Yes ☐ No ☐
      a. Please explain fully and attach.
   2. Faculty would have to be recruited? Yes ☐ No ☐
      a. If yes, include position description(s) needed to recruit faculty to teach in the program.

☐ Facilities
   1. Are special/additional facilities required for the program? Yes ☐ No ☐
      a. If yes, are they currently available? Please provide detailed description of available facilities including location and number of students that the area will accommodate.
      b. If no, describe (a) required facilities, (b) plans for acquisition, and (c) estimated cost.

☐ Equipment (Include computers, server allocation, laboratory equipment, etc.)
   1. Program’s current equipment is sufficient to support program? Yes ☐ No ☐
      a. If yes, please describe equipment available to support the program.
      b. If no, describe additional equipment needed, how it will be funded and maintained, and where it will be housed.

☐ Library Resources
   1. Current library materials are sufficient to support program? Yes ☐ No ☐
      a. If yes, please describe materials currently available and evidence of consultation the University Library.
      b. If no, include evidence of consultation with the University Library Resources needed to implement the program and the first two years after initiation.

☐ Information Technology (IT) Resources
   1. Are special/additional IT services required for the program? Yes ☐ No ☐

☐ Impact on Other Programs
   1. Does the program impact another program in the college? Yes ☐ No ☐
   2. Does the program impact another program in the university? Yes ☐ No ☐

☐ Other resources
   1. If additional resources are needed, list, explain fully, and attach.