Program Management

New Program Proposal

Proposer Name: 
Email: 
Phone extension: 
Proposer Department: Select...
Proposer college: Select...

Program Information

Effective Catalog: Select...
Term and Academic Year of Planned Implementation: Select...

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

Department: Select...
College: Select College...
Full & Exact Degree Designation & Title:

Academic Level: Select...
Program Type: Select...
Degree: Select Degree...
Support: Select...
Delivery Mode: Select...
CIP Code: Find...

Program Code: 
Program Specifics

Program Overview
for Catalog

Required Courses
**Program Learning Outcomes and Assessment**

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

<table>
<thead>
<tr>
<th>Learning Outcome</th>
<th>Proficiency</th>
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**Roadmaps**
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

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.
# Planning, Accreditation and Articulation

## Planned Year 1 Fall Course Offerings

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</table>

## Planned Year 1 Spring Course Offerings

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<th>Code</th>
<th>Title</th>
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## Planned Year 2 Fall Course Offerings

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<th>Title</th>
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## Planned Year 2 Spring Course Offerings

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<th>Title</th>
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## Planned Year 3 Fall Course Offerings

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<th>Title</th>
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## Planned Year 3 Spring Course Offerings

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</table>

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

Descriptive Overview

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

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**

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

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.

<table>
<thead>
<tr>
<th>Name</th>
<th>Appointment Status</th>
<th>Rank</th>
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</table>

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

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.

<table>
<thead>
<tr>
<th>Affected Department(s)</th>
<th>Department</th>
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<td>Select...</td>
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</table>
Curriculum Register Synopsis

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

Consultation Information

Impact Statements

Department Chair Impact Statements

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
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

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