

Your proposal should **include the following information**, please be concise in your response while being sure to address all elements.

PROGRAM DESCRIPTION

- Level: Bachelor, or Master – PhD programs **can not** use the expedited review process.
- Include catalog copy draft language for the degree program

ASSESSMENT OF NEED AND DEMAND

- What is the rationale for changing this specialization to a degree program?
- Describe the evidence of interest and need for the degree program to be offered independent of the existing degree program.
- Are there professional or academic standards that support the need for this specialization to be an independent degree program?
- Number of years offered as a specialization.
- Number of students graduating in the specialization per year over the past 3 years.
- Number of current majors in the specialization, identified by ethnicity.
- Identify the faculty dedicated to the specialization (i.e. 10% or more assignment to the area), please attach a list. Note – current mean ratio of student to faculty is 21:1 across all levels.
- History of students completing the specialization's success with either employment, graduate or professional studies.
- Will there be a need to reallocate resources in order to offer this specialization, as it's own degree program?

If applicable, does the program have an independent (from the current degree) accrediting body?

- If yes, what is the accrediting body?
- Will the program seek this accreditation?

CURRICULUM (There must be a sufficient number of courses to warrant a stand alone degree program)

For all degree programs, provide

- A sequenced course of study including the total number of credit hours for the degree.
- Any proposed new courses necessary to initiate the program including the UCC 1 form. (A draft syllabus is required by the Graduate Council and should be included in the appendices.)
- The catalog or other brief description of currently offered required or elective courses should be included in the appendices.
- For the **graduate** program include a copy of the original approval for the specialization (if necessary contact the graduate school for this information.)

For bachelor's programs only

- Provide the number of credit hours for:
 - Major coursework
 - Required prerequisites for the major (if applicable),
 - The number of hours available for electives.
- Does the total number of credit hours exceed 120?
 - If yes, provide a justification for an exception to the 120 maximum.
- Are identified prerequisites the same as for other such degree programs within the SUS?
 - If they are not, provide a rationale for a request for exception to the policy of standardized prerequisites.
- Will the program require Limited Access status?
 - If yes, provide a rationale that includes an analysis of diversity issues with respect to such a designation.