**2024-25 Program Addition Part 2: Request Form**

INSTITUTION AND PROGRAM INFORMATION

Institution:

Official Degree Designation and Program Title: (e.g., Associate in Science in Cybersecurity, Bachelor of Arts in History, Master of Science in Accounting)

Official Degree Program Options: (List all requested options on a separate line)

Location(s) where program will be offered: (Separate each location with a comma)

Governing Board Approval Date:

Requested Instructional Program Code:

CIP Code:

Proposed Implementation Date: (e.g., Fall 2025)

CONTACT INFORMATION

Name of Chief Academic Officer:

Email of Chief Academic Officer:

PROGRAM INFORMATION

Program Purpose: (In one to two sentences describe the purpose of the proposed program)

Program Rationale and Background: (Describe in further detail the purpose and need for the proposed program)

Total Number of Credit Hours Required for the Program:

Productivity Criteria and Final Review: (Productivity data must come from the same academic year. Example: enroll a minimum of 10 students in fall 2025 and graduate a minimum of 5 students in 2025-2026)

This program will enroll a minimum of \_\_\_ students in fall \_\_\_\_(year), and graduate

a minimum of \_\_\_ students in \_\_\_\_ (academic year).

Final Approval Date: (e.g., Fall 2028)

Employment Demand for Proposed Program

Duplication and Unmet Need: (Explain any program duplications within the state and how the proposed program will address any unmet needs.)

Accreditation Information: (Please list any special accreditations or reviews the proposed program will go through separate for the State Regent’s review process. e.g., NASM, CAEP, AACSB, etc.)

MODALITY INFORMATION

Method of Delivery

\_\_\_ Traditional Only

\_\_\_ Online Only

\_\_\_ Both Traditional and Online

Method of Delivery Details: (If the program will be offered online, please describe the delivery method that will be utilized to deliver program content (e.g., Blackboard, Desire2Learn, etc.) including the major features that will facilitate learning.)

IPEDS INFORMATION

IPEDS has expanded the required reporting information regarding distance education in regard to degree programs and now requires information on three aspects of degree programs based on CIP code and degree level groupings. For more information regarding IPEDS reporting, go to the following website: https://nces.ed.gov/ipeds/use-the-data/distance-education-in-ipeds.

Distance Education Availability: (For the program, including general education courses, please select the appropriate response to each of the following statements. For the purposes of these questions, a mandatory onsite component refers to a course requirement or activity in which a student MUST be physically on campus, such as orientation, laboratory requirements, meeting with faculty and is a part of the student’s overall class performance and grade. Onsite refers to the physical campus and NOT off-campus locations for internships, practica, clinicals, etc.)

\_\_\_ ALL of the courses in the program can be completed entirely online.

\_\_\_ SOME of the courses in the program can be completed entirely online.

\_\_\_ NONE of the courses in the program can be completed entirely online.

This program has a mandatory onsite component.

\_\_\_ Yes

\_\_\_ No

This program has a non-mandatory onsite component.

\_\_\_ Yes

\_\_\_ No

Cost/Funding Summary:

Program Resource Requirements

|  | Year of Program | | | | |
| --- | --- | --- | --- | --- | --- |
| A. Funding Sources | 1st Year | 2nd Year | 3rd Year | 4th Year | 5th Year |
| Total Resources Available from Federal Sources | 0 | 0 | 0 | 0 | 0 |
| *Explanation:* Click here to enter text. | | | | | |
| Total Resources Available from Other Non-State Sources | 0 | 0 | 0 | 0 | 0 |
| *Explanation:* Click here to enter text. | | | | | |
| Existing State Resources | 0 | 0 | 0 | 0 | 0 |
| *Explanation:* Click here to enter text. | | | | | |
| State Resources Available through Internal Allocation and Reallocation | 0  *Use existing dept. allocations* | 0  *Use existing dept. allocations* | 0  *Use existing dept. allocations* | 0  *Use existing dept. allocations* | 0  *Use existing dept. allocations* |
| *Explanation:* Click here to enter text. | | | | | |
| Tuition & Fees | $0 | $0 | $0 | $0 | $0 |
| *Explanation and Calculations* | | | | | |
| TOTAL | $0 | $0 | $0 | $0 | $0 |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| B. Expenses/Requirements | 1st Year | 2nd Year | 3rd Year | 4th Year | 5th Year |
| Administrative/Other Professional Staff | 0 | 0 | 0 | 0 | 0 |
| *Explanation:* Click here to enter text. | | | | | |
| Faculty | 0 | 0 | 0 | 0 | 0 |
| *Explanation:* Click here to enter text. | | | | | |
| Benefits + Fixed Costs | 0 | 0 | 0 | 0 | 0 |
| *Explanation:* Click here to enter text. | | | | | |
| Student Employees | 0 | 0 | 0 | 0 | 0 |
| *Explanation:* Click here to enter text. | | | | | |
| Equipment and Instructional Materials | 0 | 0 | 0 | 0 | 0 |
| *Explanation:* Click here to enter text. | | | | | |
| Library | 0 | 0 | 0 | 0 | 0 |
| *Explanation:* Click here to enter text. | | | | | |
| Contractual Services | 0 | 0 | 0 | 0 | 0 |
| *Explanation:* Click here to enter text. | | | | | |
| Other Support Services | 0 | 0 | 0 | 0 | 0 |
| *Explanation:* | | | | | |
| Office Supplies | 0 | 0 | 0 | 0 | 0 |
| *Explanation:* Click here to enter text. | | | | | |
| Printing | 0 | 0 | 0 | 0 | 0 |
| *Explanation:* Click here to enter text. | | | | | |
| Telecommunications | 0 | 0 | 0 | 0 | 0 |
| *Explanation:* Click here to enter text. | | | | | |
| Travel | 0 | 0 | 0 | 0 | 0 |
| *Explanation:* Click here to enter text. | | | | | |
| Awards and Grants | 0 | 0 | 0 | 0 | 0 |
| *Explanation:* Click here to enter text. | | | | | |
| **TOTAL** | **$0** | **$0** | **$0** | **$0** | **$0** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Year 1** | **Year 2** | **Year 3** | **Year 4** | **Year 5** |
| Net Revenue | $0 | $0 | $0 | $0 | $0 |
| Enrollment | 0 | 0 | 0 | 0 | 0 |

Provide proposed degree program requirements and asterisk courses new to the inventory.

Provide an assessment plan for the proposed degree program including program mission, student learning outcomes, and expected abilities upon graduation.