**HENDERSON STATE UNIVERSITY NEW PROGRAM PROPOSAL**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Submitted to:** |  | **University Academic Council** |  | **University Graduate Council** |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Degree (e.g., BS, BBA, BGS)** |  | **Major** |  | **Minor** |  | **Certificate** |  | **Other:** |

**Proposal # \_\_\_\_\_\_\_\_\_\_\_\_\_**

(If submitting multiple proposals)

**Section I. General Information**

|  |  |
| --- | --- |
| **Program Name:** | (e.g. Bachelor of Science in Mathematics) |
| **Department or School**  **Submitting Proposal:** |  |
| **Proposed Implementation Date (MM/DD/YY):** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Contact Person | | | |
| Name: |  | Email: |  |
| Title: |  | Phone: |  |

### Endorsed By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_

**Department Chair/Administrator**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_**

**Dean or Director**

**Section II. Library Information**

**List peer programs in and out of the state that offer the same degree.**

**List library resources that support this proposed program.**

**In consultation with library director, list additional resources Huie Library should offer to support this program. (Library will provide resource cost)**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Librarian’s signature**

**Section III. Detailed Description of Proposed Program**

*(Statements from departments potentially affected by the proposal must be attached, along with any other supporting material.)*

1. **Program Title: Major =\_\_\_\_\_\_\_\_\_\_\_\_; Degree = \_\_\_\_\_\_\_\_\_**

*(Ex. Major = Chemistry; Degree = BA, BS, BBA, BGS, etc.)*

1. **Hours required: \_\_\_\_\_\_\_\_**
2. **Catalog description of proposed program:**
3. **Describe the costs and investments involved in implementing the program. What will be the proposed program’s impact on campus resources?**
4. **Describe the students you expect to recruit into program.**
5. **Clarify how the program meets the** [**institutional requirements**](http://www.hsu.edu/pages/academics/registrar/2018-2019-undergraduate-academic-catalog/2018-2019-catalog/institutional-degree-requirements/#bfa) **for a BA, BS, BM, BFA, BSN, BIS, BBA, or BSE. (ADHE Policy)**
6. **What are the educational objectives of this program and the student outcomes expected?**
7. **How will you assess the effectiveness of the proposed program and provide for continuing improvement? Please list at least two different assessment methods.**
8. **How does this program support the mission of the University?**
9. **What is the need for the program (supported by externally or internally derived data)?**
10. **Describe the region where you think graduates are most likely to work, e.g., in terms of a list of counties, a metropolitan statistical area, or a commuting radius.**
11. **Describe any existing anecdotes or data you have that would shed light on the job prospects of graduates from the proposed academic program.**

**Required attachments**

1. **Advising checklist (Do not include LAC requirements unless they are program specific requirements.)**
2. **8-semester degree plan(s)**
3. **Any related new course proposals**
4. **Impact statements and letters of support from relevant departments**

**Revised 2019**