**ILLINOIS STATE UNIVERSITY REQUEST
FOR NEW PROGRAM APPROVAL**
*Financial Implication Form*

**Purpose:** Proposed new undergraduate and graduate programs (degrees, sequences, minors, and certificates) must include information concerning how the program will be financially supported to proceed through the curricular process.

**Procedure:** This completed form is to be approved by the Department/School Curriculum Committee chair, department chair/school director, college dean, and Provost prior to submission of the proposal to the College Curriculum Committee.

**Definition:** A "program" can be a degree, a sequence within a degree, a minor, or a certificate. This form is to be used for both undergraduate and graduate programs.

**Complete the following information:**

Department:     Criminal Justice Sciences

Contact person:  Brent Teasdale

Date:           January 14, 2019

Proposed new program:  Criminal Justice Sciences -Criminal Justice Accelerated Sequence

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(Note: if the proposed program is a sequence, please indicate the full degree it is housed within)

**BRIEF DESCRIPTION OF THE PROPOSED PROGRAM**

*The Accelerated Criminal Justice Sciences Sequence is a pathway into the Master's Program in Criminal Justice Sciences. Accelerated degree programs offer high-achieving students the opportunity to complete their bachelor's degree and master's degree with one additional year of study. Students accepted into the sequence will be allowed to take courses during their senior year that will count towards both the undergraduate and graduate programs in criminal justice sciences. Qualifying students must apply to the program in the Spring semester of their junior year. Their applications will be considered jointly with graduate student applications. If accepted, the Accelerated Criminal Justice Sciences student will take up to 12 hours of graduate-level credits during their senior year. Students must then apply formally to the Graduate School in the spring of their senior year. Accelerated Criminal Justice Sciences students taking graduate courses must follow all policies and guidelines set forth in the Graduate Catalog pertaining to their performance and progress toward the degree.*

## ENROLLMENTS

In the table below, summarize enrollment and degrees conferred projections for the program for the first- and fifth-years of operation. If possible, indicate the number of full-time and part-time students to be enrolled each fall term in the notes section. If it is not possible to provide fall enrollments or fall enrollments are not applicable to this program, please indicate so and give a short explanation.

### TABLE 1

| STUDENT ENROLLMENT AND DEGREE PROJECTIONS FOR THE PROPOSED PROGRAM | | |
|---|---|---|
| Category | Year One | 5$^{the}$ Year (or when fully implemented) |
| Number of Program Majors/Minors (Fall Headcount) | 5 | 5 |
| Annual Full-time-Equivalent Majors/Minors (Fiscal Year) | 5 | 5 |
| Annual Number of Degrees Awarded | 5 | 5 |

Add any relevant notes for the enrollment table 1 (Students are to be enrolled in a cohort; all students will be enrolled part-time; etc.) as an attachment.

*Students complete an internal transfer application in the spring of their junior year and transfer into the accelerated sequence in the fall of their senior year. They complete the accelerated sequence in one year and then apply/enroll into the comprehensive CJS graduate program.*

**Budget Rationale (as an attachment; include corresponding data in Table 2)**

Provide financial data that document the department or school's capacity to implement and sustain the proposed program and describe the program's sources of funding.

a. Is the unit's (College, Department, School) current operating budget (contractual, commodities, equipment, etc.) adequate to support the program when fully implemented? If "yes", please explain. If new resources are to be provided to the unit to support the program, what will be the source(s) of these funds? *[Table 2 – Section 1]*

> *In the first five years of the program, we do not anticipate the need for additional resources as the students who enroll in the accelerated sequence are simply transitioning over from the regular sequence.*

b. What impact will the new program have on faculty assignments in the department? Will current faculty be adequate to provide instruction for the new program?

Will additional faculty need to be hired, either for the proposed program or for courses faculty of the new program would otherwise have taught? If yes, please indicate whether new faculty members will be full-time or part-time faculty, tenure track or non-tenure track faculty.
*[Table 2 – Section 2]*

*As students are already enrolled in our undergraduate program and we have capacity for growth in our graduate program, we do not anticipate the need to hire additional faculty within the first five years.*

c.   Will current <u>staff</u> be adequate to implement and maintain the new program? If "yes", please explain. Will additional staff be hired? Will current advising staff be adequate to provide student support and advisement, including job placement and or admission to advanced studies? If additional hires will be made, please elaborate. *[Table 2 – Section 2]*

*Similar to above, students are already enrolled in the department and working with the academic advisor. Although the nature of those advising conversations will change, we will not have more students in the undergraduate program.*

d.   Are the unit's current <u>facilities</u> adequate to support the program when fully implemented? Will there need to be facility renovation or new construction to house the program? (For a new degree program describe in detail the facilities and equipment available to maintain high quality in this program including buildings, classrooms, office space, laboratories, equipment and other instructional technologies for the program). *[Table 2 – Section 3]*

*We do not anticipate any changes to our current facilities because of these changes.*

e.   Are <u>library resources</u> adequate to support the program when fully implemented? Please elaborate.

*Yes, library resources are adequate. We already devote resources to our undergraduate and graduate programs. Since we are not creating new courses, we do not need new resources beyond what the library already provides.*

f.   Are there any additional costs not addressed in items a. – d.? If "yes" please explain.
*[Table 2 – Section 4]*

*We do not anticipate additional costs within the first five years of the program.*

g.   Are any sources of funding temporary (e.g., grant funding)? If so, how will the program be sustained once these funds are exhausted?

*No temporary funds are being used.*

h.   If this is a graduate program, discuss the intended use of graduate assistantships and where the funding for assistantships would come from.

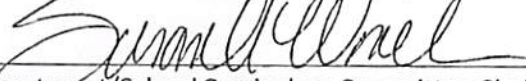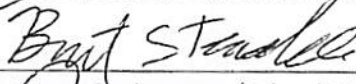*This is not a graduate program.*
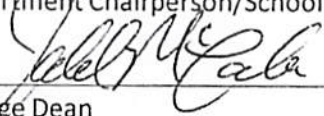
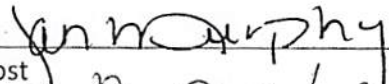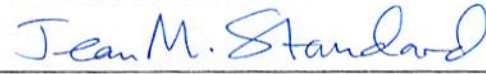**Table 2: RESOURCES REQUIREMENTS**

**TABLE 2**

***NOTE: The Department of Criminal Justice Sciences does not anticipate needing any new resources within the first five years of the program, especially as it relates to hiring or facilities requests. The students who transfer into the accelerated sequence would be existing students in the department. Any increases to enrollment would happen in the graduate program, not within the undergraduate program.

| Category | Unit of Measurement | Year One | $5^{the}$ Year (or when fully implemented) |
|---|---|---|---|
| **ESTIMATED COSTS OF THE PROPOSED PROGRAM- Only new resources not currently available to the program** | | | |
| **Section 1: Operating Expenses** | | | |
| Including but not limited to: Contractual, Commodities, Equipment, etc. | $ | $ | $ |
| **Section 2: Personnel** | | | |
| Faculty | FTE | # | # |
| Faculty | $ | $ | $ |
| Other Personnel Costs – All Staff excluding Faculty | $ | $ | $ |
| **Section 3: Facilities** | | | |
| Including but not limited to rental, maintenance, etc. | $ | $ | $ |
| **Section 4: Other Costs (itemized)** | | | |
| • | $ | $ | $ |
| • | $ | $ | $ |
| • | $ | $ | S |

| | | | |
|---|---|---|---|
| • | $ | $ | $ |
| • | $ | $ | $ |
| **Total** | $ | $ | $ |

**Routing and action summary – in sequential order:**

1. _Samuel A. O'Neil_     12/20/18
Department/School Curriculum Committee Chair    Date Approved

2. _Brit Stendall_     12/20/18
Department Chairperson/School Director    Date Approved

3. _Helen McCabe_     1/2/19
College Dean    Date Approved

4. _Ann Murphy_     1·16·19
Provost    Date Approved

5. _O'Ghli_     2/20/19
College Curriculum Committee Chairperson    Date Approved

6. _____     _____
Teacher Education Council Chair    Date Approved

7. _Jean M. Standard_     4/17/2019
University Curriculum Committee Chairperson    Date Approved

*Once approved, include this form with the curricular proposal for the new program.*