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: School of Music

Contact person: Dr. Steve Parsons

Date:

Proposed new program: Composition/Theory Emphasis Sequence

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

BRIEF DESCRIPTION OF THE PROPOSED PROGRAM

If a student is interested in pursuing music theory, they currently have to take courses to complete the B.M. Composition sequence degree. This new degree sequence will replace some of the requirements for the B.M. composition degree with courses appropriate to this area of study. School of Music students will have the opportunity to study upper division music theory and complete a research project in music theory. This degree sequence will more adequately prepare a student who is interested in pursuing an advanced degree in music theory.

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	5th Year (or when fully implemented)
Number of Program Majors/Minors (Fall Headcount)	1-2 majors	3-4 majors
Annual Full-time-Equivalent Majors/Minors (Fiscal Year)	1-2 majors	3-4 majors
Annual Number of Degrees Awarded	0	3-4

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

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]* **The operational budget for the School of Music will adequately support this sequence. No additional funding (guest artists, music, equipment, travel) will be necessary.**

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? Students currently taking private instruction in composition will instead take MUS 342 (Research Project in Music Theory). **There will be no impact on faculty assignments.**

    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. **No**
    [Table 2 – Section 2]

c. Will current staff 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]* **Yes. This sequence requires no new staff to implement. Advising capacity is currently sufficient to advise this sequence.**
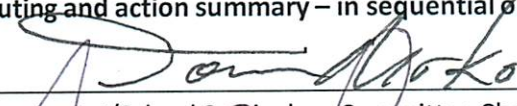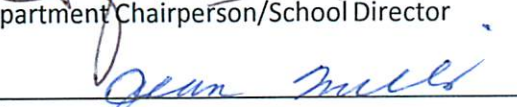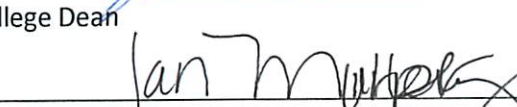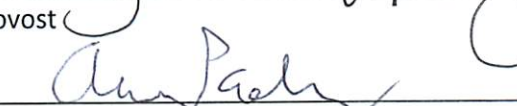
d. Are the unit's current <u>facilities</u> adequate to support the program when fully implemented? Will there need to be facility renovation or new construction to house the program? (For a new degree program describe in detail the facilities and equipment available to maintain high quality in this program including buildings, classrooms, office space, laboratories, equipment and other instructional technologies for the program). *[Table 2 – Section 3]* **Yes. No renovation or new construction is required.**

e. Are <u>library resources</u> adequate to support the program when fully implemented? Please elaborate. **Yes. All necessary resources are available through Milner or Interlibrary Loan.**

f. Are there any additional costs not addressed in items a. – d.? If "yes" please explain. **No** *[Table 2 – Section 4]*

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 sources of funding are temporary.**

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

Table 2:   RESOURCES REQUIREMENTS

TABLE 2

ESTIMATED COSTS OF THE PROPOSED PROGRAM- Only new resources not currently available to the program			
Category	Unit of Measurement	Year One	5th Year (or when fully implemented)
Section 1: Operating Expenses			
Including but not limited to: Contractual, Commodities, Equipment, etc.	$	$0	$0
Section 2: Personnel			
Faculty	FTE	#	#
Faculty	$	$0	$0
Other Personnel Costs – All Staff excluding Faculty	$	$0	$0
Section 3: Facilities			
Including but not limited to rental, maintenance, etc.	$	$0	$0
Section 4: Other Costs (itemized)			
•	$	$0	$0
•	$	$0	$0
•	$	$0	S0
•	$	$0	$0
•	$	$0	$0
Total	$	$0	$0

Routing and action summary – in sequential order:

1. _____   8/23/'18
Department/School Curriculum Committee Chair   Date Approved

2. _____   8/23/18
Department Chairperson/School Director   Date Approved

3. _____   8/23/18
College Dean   Date Approved

4. _____   9.7-18
Provost   Date Approved

5. _____   9-11-18
College Curriculum Committee Chairperson   Date Approved

6. _____   Date Approved
Teacher Education Council Chair

7. _____   10/17/18
University Curriculum Committee Chairperson   Date Approved

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