REVISIONS APPROVED BY SENATE CHAIRPERSON 8/20/04.

ILLINOIS STATE UNIVERSITY
UNDERGRADUATE PROGRAMS
REQUEST FOR NEW PROGRAM APPROVAL

Purpose: Proposed new undergraduate programs (degrees, sequences, certificates) must include information concerning how the program will be financially supported to proceed through the

curriculum proposal process. Signatures of the College Dean and Provost/Provost Representative are required prior to submission of the new program to the College Curriculum Committee.

Procedure: This completed form, with all necessary signatures, is to be attached to new program curricular proposals.

Definition: A "program" can be either a degree, a sequence as part of a degree or a certificate.

Complete the following information: Department: MARKETING______ Date:NOVEMBER 7, 2005___ Proposed New Program:Professional Sales Sequence Person Completing Form:Timothy A. Longfellow, Chairperson Contact #:438-7262

Complete Table I to show student enrollment projections for the program.

Table I

STUDENT ENROLLMENT PROJECTIONS FOR THE NEW PROGRAM

	1st Year	2 _{nd}	3rd	4th	5th
	(July - June)	Year	Year	Year	Year
Number of Program Majors (Fall	50	100	150	150	150
headcount)	20	100	100	100	100
Annual Full-Time-Equivalent	70	120	150	150	150
Majors	, 0	120	100	100	100
Annual Credit Hours in EXISTING	1150	1300	1375	1375	1375
Courses ₁	1130	1500	1373	1373	1373
Annual Credit Hours in NEW	180	360	504	504	504
Courses ₁	100	300	304	304	304
	10	35	55	55	55
Annual Number of degrees Awarded	10				

Include credit hours generated by both majors and non-majors in courses offered by the academic unit directly responsible for the proposed program.

Complete Table II (even if no new funding is requested). Show all required resources including amounts and sources of funds reallocated from other programs or units.

Table II

PROJECTED RESOURCE REQUIREMENTS FOR THE NEW PROGRAM

	1st Year (July - June)	2 n aYear	3 _{rd} Year	4 th Year	5th Year
FTE Staff ₁ (FTE)	4.5	4.5	4.5	4.5	4.5
Personnel Services (\$)	0	0	0	0	0
Equipment and Instructional Needs (\$)	0	0	0	\$2000	0
Library (\$)	0	0	0	0	0
Other Support Services ₂ (\$)	\$13, 500	\$13,900	\$14, 322	\$14,751	\$15,194

1Reflects the number of FTE staff to be supported with requested funds. Not a dollar entry. 2Other dollars directly assigned to the program. Do not include allocated support services.

Budget narrative listing projected sources of program funding (including sources of

reallocated funds). We do not anticipate need for another faculty member in the Professional Sales area. We have replaced/added faculty over the past five years to be able to meet the need generated by the new sequence. Equipment expenses are related to replacement of equipment in the Professional Sales Learning Center. No additional library needs are anticipated based upon the new sequence. The support services expenditures are graduate assistants assigned to the Professional Sales faculty. These figures reflect the current level of GA support. We have assumed a 3% increase in salary each year for the GA's. We do not anticipate the need for additional GA's for the Professional Sales program.

Routing and action summary:	
1. Department/School Curriculum Committee Chair	-
Department/School Curriculum Committee Chair	Date Approved
2	
Department Chairperson/School Director	Date Approved
3	
College Dean	Date Approved
4	
Provost/Provost Representative Date	Approved
5	
College Curriculum Committee Chairperson	Date Approved
6	
Teacher Education Council Chair	Date Approved
7	
7 University Curriculum Committee Chairperson	Date Approved
omiterate, cameatam committee enamperson	Bate Apploved

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