ILLINOIS STATE UNIVERSITY

UNDERGRADUATE PROGRAMS

Program Proposal Financial Implications Form
For 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: ___School of Communication_____ Date:__2-19-08_____

Proposed New Program: New sequence in Media Management, Promotions, and Sales for the Mass Media Program___

Person Completing Form: Stephen Perry_____ Contact #:438-7550_____

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

Table I

STUDENT ENROLLMENT PROJECTIONS FOR THE NEW PROGRAM

	1st Year (July – June)	2nd Year	3rd Year	4th Year	5th Year
Number of Program Majors (Fall headcount)	10	20	30	35	40
Annual Full-Time-Equivalent Majors	8	16	24	28	32
Annual Credit Hours in EXISTING Courses[1]	216	432	648	756	864
Annual Credit Hours in NEW Courses[1]	24	48	72	84	96
Annual Number of degrees Awarded	0	0	8	12	14

[1]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)	2nd Year	3rd Year	4th Year	5th Year
FTE Staff[1] (FTE)	.25	.25	.50	.75	1.0
Personnel Services ($)	$14,094	$14,516	$29,904	$46,202	$63,450
Equipment and Instructional Needs ($)	$1132	$2377	$3744	$4586	$5503
Library ($)	0	0	0	0	0
Other Support Services[2] ($)	0	0	0	0	0

[1]Reflects the number of FTE staff to be supported with requested funds. Not a dollar entry.

[2]Other 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).
Reallocated funds will come from students adopting this sequence instead of the other three existing sequences in the Mass Media (formerly Mass Communication) major. We do not expect to add students, but have found that student needs required a fourth niche within which they could specialize. Thus, this sequence should only require reallocated funds. In addition, as explained in the program revision documentation, credit hours will be generated through activities which previously were co-curricular or extra-curricular. Some in the faculty were managing large numbers of independent studies in the TV and radio areas especially. Many of these will now be assigned as courses, but the faculty will continue to manage the group as they have before. Thus, more credit hours will be generated without additional resources.

Routing and action summary:

1. _____   _____
   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. _____   _____
   University Curriculum Committee Chairperson   Date Approved

Once approved, please include this form with the curricular proposal for the new program. Please also submit an electronic copy of this form.