

**ILLINOIS STATE UNIVERSITY
UNDERGRADUATE PROGRAMS
REQUEST FOR NEW PROGRAM APPROVAL
(Reporting of Financial Implications)**

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: Finance, Insurance and Law

Date: March 14, 2008

Proposed New Program: Minor in Financial Planning

Person Completing Form: Gary Koppenhaver

Contact #: 8-8777

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

**Table I
STUDENT ENROLLMENT PROJECTIONS FOR THE NEW PROGRAM**

	1 st Year (July - June)	2 nd Year	3 rd Year	4 th Year	5 th Year
Number of Program Majors (Fall headcount)	6	6	8	10	12
Annual Full-Time-Equivalent Majors	6	6	8	10	12
Annual Credit Hours in EXISTING Courses ¹	2091	2091	2109	2127	2145
Annual Credit Hours in NEW Courses ^{1,2}	180	180	198	216	234
Annual Number of degrees Awarded	0	5	7	8	10

¹ Include credit hours generated by both majors and non-majors in courses offered by all academic units directly responsible for the proposed program (FIL, ACCT, MKT).

² Because the new courses may be used as electives for the Business Administration, Finance and Insurance majors, the data assumes new courses average an enrollment of 20 including students taking the minor in the first year and nine credits of new courses per year. New course enrollment rises to 26 per course by the 5th year.

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**

	1 st Year (July - June)	2 nd Year	3 rd Year	4 th Year	5 th Year
FTE Staff ¹ (FTE)	0.5	1.0	1.0	1.0	1.0
Personnel Services (\$)	\$65,000	\$130,000	\$130,000	\$130,000	\$130,000
Equipment and Instructional Needs (\$)	\$1,000	\$1,000	0	0	0
Library (\$)	0	0	0	0	0
Other Support Services ² (\$)	\$450	\$900	\$900	\$900	\$900

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)

By offering large (more than 100 students) sections of FIL core and introductory classes, some resources can be internally reallocated to help cover the curriculum in financial planning. New faculty resources must come, however, from internal reallocation with the College of Business or from additional funds from the Provost's Office. To recruit students to the minor, the external advisory boards will be asked to support student financial awards.

Routing and action summary:

1. _____ Date Approved
Department/School Curriculum Committee Chair
2. _____ Date Approved
Department Chairperson/School Director
3. _____ Date Approved
College Dean
4. _____ Date Approved
Provost/Provost Representative
5. _____ Date Approved
College Curriculum Committee Chairperson
6. _____ Date Approved
Teacher Education Council Chair
7. _____ Date Approved
University Curriculum Committee Chairperson

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