

**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: Technology Date: Feb. 1, 2011

Proposed New Program: Engineering Technology

Person Completing Form: Dr. Ken Stier Contact #: 309-438-2384

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)	60	64	68	72	75
Annual Full-Time-Equivalent Majors	60	64	68	72	75
Annual Credit Hours in EXISTING Courses ¹	1875	2000	2134	2278	2430
Annual Credit Hours in NEW Courses ¹	0	0	0	0	0
Annual Number of degrees Awarded	15	16	17	18	18

¹Include 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)	2.5	2.5	2.5	2.5	2.5
Personnel Services (\$)	187,500	187,500	187,500	187,500	187,500
Equipment and Instructional Needs (\$)	20,000	20,000	20,000	20,000	20,000
Library (\$)	0	0	0	0	0
Other Support Services ² (\$)	0	0	0	0	0

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).

This is a well established, existing program with funding in place to support it. There will not be any need to reallocate funds. *Currently a sequence being changed to a degree.*

Routing and action summary:

1. *Klaus Schmitt* 2/1/11
Department/School Curriculum Committee Chair Date Approved
2. *W. Bo* 2/4/11
Department Chairperson/School Director Date Approved
3. *[Signature]* 4/1/11
College Dean Date Approved
4. *[Signature]* 4/18/11
Provost/Provost Representative Date Approved
5. *Cara Rabotey* 4/29/11
College Curriculum Committee Chairperson Date Approved
6. _____
Teacher Education Council Chair Date Approved
7. *Jean Sill* 9/21/11
University Curriculum Committee Chairperson Date Approved

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