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: English

Contact person: Susan Kalter, Undergraduate Studies Committee Chair

Date: October 11, 2021

Proposed new program: Sequence in Literary and Cultural Studies within the Major in English

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

BRIEF DESCRIPTION OF THE PROPOSED PROGRAM

This sequence is designed for students who wish to plan their studies around their interests in Literary and Cultural Studies. Students get a breadth of experiences in literary and cultural studies from the British Isles, from the United States, from other areas of the globe where English-language literary and cultural production is prevalent, from U.S. ethnic, women's & gender and/or queer & transgender perspectives, and in the area of children's literature. The sequence retains English Studies breadth requirements embedded in the Major in English, expanding the choices within those requirements to allow for greatest flexibility for the students to pursue their unique interests.

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)	15	45
Annual Full-time-Equivalent Majors/Minors (Fiscal Year)	15	45
Annual Number of Degrees Awarded	5	15

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]*

> Yes. The proposal will not add courses to the curriculum. Instead, for students opting into this sequence (one of six in the English major), students will be required to choose from existing courses. Several of these courses have room for additional enrollments in the currently available seats, so we do not anticipate an immediate need for more faculty. The current operating budget, while it leaves much for all sequences to desire, will nevertheless be at least minimally adequate to support the program

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?

Yes, current faculty will be adequate to provide instruction for the new program. Please see (a) above. We currently staff each of the required course sets a minimum of once per semester along with providing enough elective courses per semester to satisfy student needs. We do not anticipate immediate changes in faculty assignments, though some assignments may change if growth occurs after year 5. We have discovered that all 11 of the other Illinois publics either offer such a sequence or emphasize literature (usually literature rather than literary and cultural studies) as the core of their major, so we do hope that in the long run this sequence will increase enrollments by attracting more students with these abiding interests to ISU.

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.
[Table 2 – Section 2]

No.

c. Will current <u>staff</u> 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. Our current number of advisors and departmental support staff along with staff in our publishing unit and English education programs will be able to provide the student support and advisement needed. The program includes the suggestion of a faculty mentor for each student and there are currently at least 17 core faculty who would be able to play such a role. All faculty already provide students with letters of recommendation for jobs and admissions on a routine basis, as expected in our field. (Only English Education as a sequence and Publishing Studies as a sequence have additional expectations for direct job placement services and/or internship experiences.)

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]*

The unit's current facilities are adequate and there will be no need for facility renovation or new construction. Students will be able to meet with one another in our English Studies Commons as well.

e. Are <u>library resources</u> adequate to support the program when fully implemented? Please elaborate.

Yes. There are bountiful library resources available to support the program, as demonstrated in part by the exercise many years ago of culling the IRMA

collections. There are plentiful databases and digital humanities resources as well as current initiatives to improve those.

f. Are there any additional costs not addressed in items a. – d.? If "yes" please explain.
    [Table 2 – Section 4]

No.

g. Are any sources of funding temporary (e.g., grant funding)? If so, how will the program be sustained once these funds are exhausted?

There are no sources of temporary funding.

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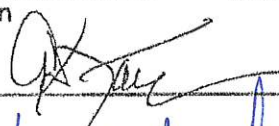

N/A

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	#0	#0
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)			
°	$	$	$
°	$	$	$
°	$	$	S
°	$	$	$
°	$	$	$
Total	$	$0	$0

Routing and action summary – in sequential order:

1. _____ 4/28/22
Department/School Curriculum Committee Chair   Date Approved

2. _Christopher De Santis_ 4/28/22
Department Chairperson/School Director   Date Approved

3. _Diane Zosky_ 4/27/2022
College Dean   Date Approved

4. _____ 7/15/22
Provost   Date Approved

5. _____ 16 Feb 2023
College Curriculum Committee Chairperson   Date Approved

6. _____
Teacher Education Council Chair   Date Approved

7. _____ 2/1/23
University Curriculum Committee Chairperson   Date Approved

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