

**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: Sociology and Anthropology

Contact person: James Skibo

Date: 10/3/16 *Graduate*

Proposed new program: Anthropology Geographic Information Systems (GIS) Certificate *bs 10-5-16*
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(Note: if the proposed program is a sequence, please indicate the full degree it is housed within)

BRIEF DESCRIPTION OF THE PROPOSED PROGRAM

The Anthropology Geographic Information Systems (GIS) *Graduate* Certificate provides the specialized education and training that students need to understand GIS methodology and technology as applied archaeological field work and data management. This certificate is intended to prepare graduates to meet the growing demand for GIS skills in archaeology, both in academic research and other employment.

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.

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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)	2-3	2-3
Annual Full-time-Equivalent Majors/Minors (Fiscal Year)	3-5	3-5
Annual Number of Degrees Awarded	2-3	2-3

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? Yes. No additional funds are required for this certificate

[Table 2 – Section 1]

- 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?

The only impact is on the GIS Geology Courses. I anticipate that 2-3 students will be enrolled in GEO 303, 304, and 305 each time they are taught. The Department of Geography-Geology has been consulted and they have informed me that they can handle the additional students. In fact our students have been enrolled in these courses at about 2 to 3 students per class many times without the certificate.

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.

No

[Table 2 – Section 2]

- c. Will current staff 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.
Yes. No additional staff is necessary. **[Table 2 – Section]**
- d. Are the unit’s current facilities 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). Yes. No additional facilities are needed **[Table 2 – Section 3]**
- e. Are library resources adequate to support the program when fully implemented? Yes. Please elaborate.
- f. Are there any additional costs not addressed in Items a. – d.? If “yes” please explain. No
[Table 2 – Section 4]
- g. Are any sources of funding temporary (e.g., grant funding)? N A If so, how will the program be sustained once these funds are exhausted?
- h. If this is a graduate program, discuss the intended use of graduate assistantships and where the funding for assistantships would come from.
This is a graduate certificate but does not involve GA funding.

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.	\$	\$	\$
Section 2: Personnel			
Faculty	FTE	#	#
Faculty	\$	\$	\$
Other Personnel Costs – All Staff excluding Faculty	\$	\$	\$
Section 3: Facilities			
Including but not limited to rental, maintenance, etc.	\$	\$	\$
Section 4: Other Costs (itemized)			
•	\$	\$	\$
•	\$	\$	\$
•	\$	\$	\$
•	\$	\$	\$
•	\$	\$	\$
Total	\$	\$	\$

Routing and action summary - in sequential order:

1. [Signature] Department/School 10-9-2016
Curriculum Committee Chair Date Approved
2. [Signature] Department 10/3/16
Chairperson/School Director Date Approved
3. [Signature] 10/4/16
College Dean Date Approved
4. [Signature] 10/6/16
Provost Date Approved
5. [Signature] 11/16/16
College Curriculum Committee Chairperson Date Approved
6. _____ Teacher
Education Council Chair Date Approved
7. _____
University Curriculum Committee Chairperson Date Approved

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