

Financial Implication Form

Illinois State University Request for New Program Approval

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.

Division	College/Unit	Department/School
Vice President & Provost	Dean of Applied Science and Technology	Family and Consumer Sciences

Department/School (if not listed above)

Primary Contact ULID	Primary Contact First Name	Primary Contact Last Name	Primary Contact Email Address
mjreese	Marla	Reese-Weber	mjreese@ilstu.edu
Secondary Contact ULID	Secondary Contact First Name	Secondary Contact Last Name	Secondary Contact Email Address
sarnett	Sally	Arnett-Hartwick	sarnett@ilstu.edu

Proposed New Program

FCS Teacher Education Sequence (this will be under the Master's of Science in Family and Consumer Sciences)

Brief Description of the Proposed Program

The FCS Teacher Education sequence will include 30 graduate-level credits and be offered completely online. This sequence will likely be paired with the proposed 18-credit FCS Teacher Education (TE) Endorsement certificate. The Department of Family and Consumer Sciences receives numerous phone calls and emails every semester from middle and high school teachers wanting to receive a FCS endorsement. Because this interested population is adult learners with full-time careers, we need to offer the courses online. The state requires 18 credits of FCS content prior to taking the endorsement exam. The proposed certificate will provide the necessary coursework. Once the certificate is complete, the students will only be 12 credits from receiving a Master's degree. Offering the FCS Teacher Education Sequence online will allow those individuals to take a few more courses and complete the Master's sequence.

Two new graduate-level courses (6 credits) in the FCS Teacher Education area will be proposed to support this certificate. We already offer two Nutrition courses online that can be taken for this certificate (6 credits) and one Interior Design course that is offered online (3 credits). We also plan to offer one additional Interior Design course online (3 credits), two existing Human Development and Family Science courses online (6 credits) and two Fashion Design courses (6 credits). This totals 24 credits. The remaining 6 credits will be elective courses most likely from the College of Education. All FCS courses will be offered as Full Cost Recovery courses.

Is this a Teacher Education program?

Yes

Is this a graduate program?

Yes

Enrollments

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.

Student Enrollment and Degree Projections for the Proposed Program

Fall Headcount of Program Majors/Minors (1st year)

10

Fall Headcount of Program Majors/Minors (5th year or when fully implemented)

15

Annual FTE Program Majors/Minors (1st year)

10

Annual FTE Program Majors/Minors (5th year or when fully implemented)

15

Annual Degrees Awarded (1st year)

5

Annual Degrees Awarded (5th year or when fully implemented)

10

Relevant Notes for Enrollment

We do not expect to see large numbers of students enrolled in the online Master's sequence but do believe there will be a consistent number of students enrolled over the years. Currently, we would need 8 students to cover the instructional costs (\$6,000) of each course.

Budget Rationale

Estimated Costs of the Proposed Program - **For all sections below, only NEW resources not currently available to the program.**

Operating Expenses

Including but not limited to: Contractual, Commodities, Equipment, etc.

Is the unit's (College, Department, School) current operating budget (contractual, commodities, equipment, etc.) adequate to support the program when fully implemented?

Yes

Please explain.

The only additional funds may be laptop computers for non-tenure track faculty who are hired to teach the courses. The department has a Foundation account for equipment that can cover this cost.

If new resources are to be provided to the unit to support the program, what will be the source(s) of these funds?

Foundation funds

Operating Expenses (1st year)

\$600.00

Operating Expenses (5th year or when fully implemented)

\$600.00

Personnel

What impact will the new program have on faculty assignments in the department?

We may need to hire one part-time, non-tenure track faculty to teach the courses. Because this will be a Full-Cost Recovery program, the salary for this new hire will be covered with FCR funds.

Our current FCS TE program coordinator will advise students on the Master's sequence just as program coordinators for all other FCS areas advise graduate students.

Will current faculty be adequate to provide instruction for the new program?

No

Will additional faculty need to be hired, either for the proposed program or for courses faculty of the new program would otherwise have taught?

Yes

Please indicate whether new faculty members will be full-time or part-time faculty, tenure track or non-tenure track faculty.

We may need to hire one part-time, non-tenure track faculty to teach the courses. Because this will be a Full-Cost Recovery program, the salary for this new hire will be covered with FCR funds.

Will current staff be adequate to implement and maintain the new program?

Yes

Please explain.

Current staff will be adequate to implement the new program. Our current FCS TE program coordinator will advise students on the Master's sequence just as program coordinators for all other FCS areas advise graduate students.

Will current advising staff be adequate to provide student support and advisement, including job placement and or admission to advanced studies?

Yes

Will additional staff be hired?

No

Please elaborate.

Current staff will be adequate to implement the new program. Our current FCS TE program coordinator will advise students on the Master's sequence just as program coordinators for all other FCS areas advise graduate students.

Faculty FTE (1st year)

0.25

Faculty FTE (5th year or when fully implemented)

0.5

Faculty Salary Dollar(s) (1st year)

\$12,000.00

Faculty Salary Dollar(s) (5th year or when fully implemented)

\$24,000.00

Other Personnel Costs (1st year)

\$0.00

Other Personnel Costs (5th year or when fully implemented)

\$0.00

Facilities

Including but not limited to rental, maintenance, etc.

Are the unit's current facilities adequate to support the program when fully implemented?

Yes

Will there need to be facility renovation or new construction to house the program?

No

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.

Because all courses will be offered online, no facilities will be needed.

Are library resources adequate to support the program when fully implemented? Please elaborate.

Because all courses will be offered online and enrollment will be 10 - 15 students, no new library resources will be needed.

Facilities Costs (1st year)

\$0.00

Facilities Costs (5th year or when fully implemented)

\$0.00

Other Costs

Are there any additional costs not addressed above?

No

Please explain.

Because all courses will be offered online and enrollment will be 10 - 15 part-time students, no additional costs are expected.

Are any sources of funding temporary (e.g., grant funding)?

Yes

How will the program be sustained once these funds are exhausted?

All funds will be from the FCR salaries and residuals (temporary funds).

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

There will be no graduate assistantships offered to these students and no graduate assistants will be needed to implement this certificate.

Itemized Costs

1. Description	1. Cost (1st year)	1. Cost (5th year or when fully implemented)
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Total Costs

Please subtotal the Operating, Personnel, Facilities, and Other Costs.

Total Cost (1st Year)

\$12,600.00

Total Cost (5th year or when fully implemented)

\$24,600.00

Notes

Currently, we would need 8 students to cover the instructional cost (\$6,000) of each course. The residuals of \$345 per course will cover the cost of purchasing an additional laptop computer for our new, part-time faculty member.

Other Attachment/Documentation

No Response

Approval Signatures

Department/School Curriculum Committee Chair

DSCCC Signature

Electronically Signed by Altenburger, Elke (ealtenb@ilstu.edu) - March 9, 2024 at 7:12 AM (America/Chicago)

Department Chairperson/School Director

DCSD Signature

Electronically Signed by Reese-Weber, Marla (mjreese@ilstu.edu) - March 9, 2024 at 12:04 PM (America/Chicago)

College Dean

CD Signature

Electronically Signed by McEvoy, Chad (cdmcevo@ilstu.edu) - March 11, 2024 at 1:48 PM (America/Chicago)

Provost

Provost Signature

Electronically Signed by Ani Yazedjian (ayazedj@ilstu.edu) - March 14, 2024 at 7:00 AM (America/Chicago)

College Curriculum Committee Chairperson

CCCC Signature

Electronically Signed by Sattler, Liz (easattl@ilstu.edu) - March 18, 2024 at 4:27 PM (America/Chicago)

Teacher Education Council Chair

TECC Signature

Electronically Signed by Bazan, Christy (cnstath@ilstu.edu) - March 19, 2024 at 7:25 AM
(America/Chicago)

Graduate Curriculum Committee Chair

GCCC Chair

Electronically Signed by Selkow, Noelle (nseikow@ilstu.edu) - March 19, 2024 at 9:06 AM
(America/Chicago)

University Curriculum Committee Chairperson

UCCC Signature

No Response

Chairs and Deans - Routing Steps

To be completed by the Provost's Office.

The ULID is the part of your Illinois State University email address before the @ symbol.

Dept/School Curriculum Committee Chair ULID	First Name	Last Name	Email Address
ealtenb	Elke	Altenburger	ealtenb@ilstu.edu
Dept/School Chair ULID	First Name	Last Name	Email Address
mjreese	Marla	Reese-Weber	mjreese@ilstu.edu
College/Dean ULID	First Name	Last Name	Email Address
cdmcevo	Chad	McEvoy	cdmcevo@ilstu.edu
College Curriculum Committee Chair ULID	First Name	Last Name	Email Address
easattl	Liz	Sattler	easattl@ilstu.edu
Teacher Education Council Chair ULID	First Name	Last Name	Email Address
cnstath	Christy	Bazan	cnstath@ilstu.edu

Graduate Curriculum Committee Chair ULID	First Name	Last Name	Email Address
nsekow	Noelle	Sekow	nsekow@ilstu.edu

For Workflow Purposes Only

The following data will be used to route the submitted form to the proper individuals in the workflow. If you see issues with the names in the route steps displaying below, contact the Technology Support Center [438-HELP (4357) or supportcenter@ilstu.edu] for assistance.

Primary Contact ULID (HCM Link)		Secondary Contact ULID (HCM Link)	
mjreese		sarnett	
D/S Curr-Comm Chair ULID (HCM Link)	D/S Curr-Comm Chair Name (Kuali Link)	D/S Chair ULID (HCM Link)	D/S Chair Name (Kuali Link)
ealtenb	Elke Altenburger	mjreese	Marla Reese-Weber
College/Dean ULID (HCM Link)	College/Dean Name (Kuali Link)	College Curr-Comm Chair ULID (HCM Link)	College Curr-Comm Chair Name (Kuali Link)
cdmcevo	Chad McEvoy	easattl	Liz Sattler
Teacher Ed Council Chair ULID (HCM Link)	Teacher Ed Council Chair Name (Kuali Link)	Graduate Curr-Comm Chair ULID (HCM Link)	Graduate Curr-Comm Name (Kuali Link)
cnstath	Christy Bazan	nsekow	Noelle Sekow

Form Submission - Proposer

Submitted for Approval | Proposer

Marla Reese-Weber - October 2, 2023 at 1:01 PM (America/Chicago)

Submission Notification

Notification Sent

Marla Reese-Weber - October 2, 2023 at 1:01 PM (America/Chicago)

Provost (Update)

Approved

J Cooper Cutting - March 5, 2024 at 7:37 AM (America/Chicago)

Ani Yazedjian

D/S Curr-Comm Chair

Approved

Elke Altenburger - March 9, 2024 at 7:12 AM (America/Chicago)

D/S Chair

Approved

Marla Reese-Weber - March 9, 2024 at 12:04 PM (America/Chicago)

College Dean

Approved

Chad McEvoy - March 11, 2024 at 1:48 PM (America/Chicago)

Status Update Email

Notification Sent

Curriculum Forms - Registrar Office - March 11, 2024 at 1:48 PM (America/Chicago)

Provost (Approve)

Approved

Christie Wissmiller

Ani Yazedjian - March 14, 2024 at 7:00 AM (America/Chicago)

Approval Email

Notification Sent

Marla Reese-Weber - March 14, 2024 at 7:00 AM (America/Chicago)

Approval Email

Notification Sent

Elke Altenburger - March 14, 2024 at 7:00 AM (America/Chicago)

Approval Email

Notification Sent

Marla Reese-Weber - March 14, 2024 at 7:00 AM (America/Chicago)

Approval Email

Notification Sent

Chad McEvoy - March 14, 2024 at 7:00 AM (America/Chicago)

Approval Email

Notification Sent

J Cooper Cutting - March 14, 2024 at 7:00 AM (America/Chicago)

Ani Yazedjian - March 14, 2024 at 7:00 AM (America/Chicago)

Coll Curr-Comm Chair

Approved

Liz Sattler - March 18, 2024 at 4:27 PM (America/Chicago)

Teacher Ed Council Chair

Approved

Christy Bazan - March 19, 2024 at 7:25 AM (America/Chicago)

Graduate Curriculum Committee Chair

Approved

Noelle Selkow - March 19, 2024 at 9:07 AM (America/Chicago)

1. Title of the certificate should have endorsement removed. Since students have to take the content test, this certificate is only giving them the classes they need. They still need to pass the content test to receive the endorsement. A student can receive the certificate, but never get the endorsement.
2. Under the finances for faculty support, year 5 has the same cost of \$12,000 for a .25 FTE (year 1) and .5 FTE (year 5)

Approval Email

Notification Sent

Marla Reese-Weber - March 19, 2024 at 9:07 AM (America/Chicago)

Approval Email

Notification Sent

mjreese@ilstu.edu - March 19, 2024 at 9:07 AM (America/Chicago)

Approval Email

Notification Sent

sarnett@ilstu.edu - March 19, 2024 at 9:07 AM (America/Chicago)

Approval Email

Notification Sent

J Cooper Cutting - March 19, 2024 at 9:07 AM (America/Chicago)

Ani Yazedjian - March 19, 2024 at 9:07 AM (America/Chicago)

Approval Email

Generating PDF

Curriculum Forms - Registrar Office
