

**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: Christopher C. De Santis

Date: October 10, 2020

Proposed new program: Inclusion of the Bachelor of Science option for students in the Technical Writing & Rhetorics sequence within the English B.A., B.S.

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

BRIEF DESCRIPTION OF THE PROPOSED PROGRAM

Illinois State's Strategic Plan, 2018-2023 identifies the "foster[ing] of innovation" as a key objective. Specifically, the University aims to "support academic program offerings to meet enrollment demand in current and emerging fields of study" by "facilitat[ing] the development and growth of interdisciplinary programs" (7). The B.S. degree in English in the Technical-Writing and Rhetorics (TWR) sequence aligns with this objective, as it affords students the opportunity to make innovative connections across the arts and sciences through a focused plan of study that brings English studies into conversation with an area of concentration related to technology, mathematics, the natural sciences, and/or the social sciences. It also helps prepare students for emerging careers that will require professional writers working within these areas to have expertise communicating specialized subject matter to diverse audiences; the ability to analyze and adapt to rapidly changing workplace environments and communication technologies; familiarity with a range of literacies, including alphabetic, multimodal, digital, and quantitative literacies; and an understanding of best practices associated with information architecture, cultural usability and accessibility, project development and management, web based collaboration, and international and intercultural technical communication. The inclusion of the B.S. degree in English for the TWR sequence will also help with recruitment efforts, as it will make more visible the diverse range of intellectual and career possibilities available to students who major in English studies at ISU.

Students earning the Bachelor of Science in the Department of English's Technical Writing and Rhetorics sequence develop advanced skills in and knowledge of technical and professional writing and rhetorics and apply this understanding to specialized subject matter outside the liberal arts. Specifically, students complete 58 hours of required course work consisting of: 40 hours of

requirements in the Technical Writing and Rhetorics sequence (exclusive of ENG 101); and a minimum of 18 hours in a plan of study—developed in close consultation with faculty and academic advisors—focused in mathematics, technology, natural sciences, or social sciences, which can be applied toward the completion of a minor. Students pursuing this option must also satisfy General Education coursework required for the Bachelor of Science degree: two semesters of language study (LAN 111 and 112 or equivalents); one course from the Quantitative Reasoning category of General Education; and two courses from the Science, Mathematics, and Technology category of General Education.

This proposal would reinstate the B.S. option for the major in English, but the B.S. option would only be available to those within the Technical Writing and Rhetorics sequence.

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)	10	64
Annual Full-time-Equivalent Majors/Minors (Fiscal Year)	10	64
Annual Number of Degrees Awarded	0	18

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

Enrollment numbers reflect the fact that the TWR-BA sequence increased its enrollment from 1 to 10 from last fall to this fall, setting the expectation that the enrollment for the first year will be ten in the fall. It is anticipated that approximately eight students will transfer over in the spring yielding an expected annual enrollment of 18 (which is why we predict 18 degrees awarded from each annual cohort). The FTE predictions are based on expected Fall enrollments.

The Oct 2020 FIF first-year "degrees awarded" is now "zero" because it is unlikely that any transfer students entering into the sequence will be able to satisfy its requirements and also graduate with the degree in the first year.

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 change will require no additional resources.

- 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 new program will have no impact on faculty assignments, and current faculty will be adequate to fully implement the new degree and sequence.

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 additional faculty will be necessary to fully implement the degree and sequence.

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. ***[Table 2 – Section 2]***

Current staff, both secretarial and advising, is adequate to fully implement the new sequence. No new staff will be hired to support the new degree and sequence.

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). ***[Table 2 – Section 3]***

The Department’s current facilities are adequate to fully support the implementation of the new degree and sequence. No renovation, construction, or acquisition of new spaces will be necessary to implement the degree and sequence.

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

Yes. Jean MacDonald, Literature and Languages Librarian at Milner Library, has confirmed that existing library resources are adequate to fully support this new degree and sequence.

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?

No.

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)			
•	\$	\$	\$
•	\$	\$	\$
•	\$	\$	\$
•	\$	\$	\$
•	\$	\$	\$
Total	\$	\$0	\$0

Routing and action summary – in sequential order:

- | | |
|--|-------------------|
| 1. <u>Christopher De Santis</u> on behalf of Council | <u>11-16-2020</u> |
| Department/School Curriculum Committee Chair | Date Approved |
| 2. <u>Christopher De Santis</u> | <u>11-16-2020</u> |
| Department Chairperson/School Director | Date Approved |
| 3. <u>Diane Zosky</u> | <u>11/16/2020</u> |
| College Dean | Date Approved |
| 4. <u>[Signature]</u> | <u>11/17/2020</u> |
| Provost | Date Approved |
| 5. <u>Judd M. Stewart</u> | <u>12/3/20</u> |
| 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.

Dargatz, Jean Ann

From: Yazedjian, Ani
Sent: Monday, November 16, 2020 2:32 PM
To: Dargatz, Jean Ann
Cc: Cutting, J Cooper
Subject: FW: financial implications form
Attachments: FinancialImplicatForm-ENG-TWR 11-2-20.pdf

Jean Ann –

Please have Aondover sign this FIF. We have discussed and I recommend approval.

Thanks,
Ani

Ani Yazedjian, Ph.D.
Associate Provost
Illinois State University
Campus Box 4000
Normal, IL 61790-4000
Phone: 309-438-7018