Financial Implication Form

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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 Arts & Sciences	Sociology and Anthropology

Department/School (if not listed above)

Primary Contact ULID	Primary Contact First Name	Primary Contact Last Name	Primary Contact Email Address
jmbrehm	Joan	Brehm	jmbrehm@ilstu.edu

Secondary Contact ULID	Secondary Contact First Name	Secondary Contact Last Name	Secondary Contact Email Address
naschaa	Natalie	Schaad	naschaa@ilstu.edu

Proposed New Program

Graduate Certificate in Museum Studies in Anthropology, MA

Brief Description of the Proposed Program

Rationale:
In an effort to offer programing that makes Anthropology at ISU stand out as a competitive and desirable option for graduate student recruitment targets, we are proposing a graduate-level certificate in Museum Studies. This certificate offers specialization in an area where many aspiring Anthropologists pursue careers. Graduate students in Anthropology, History, the Arts, and related fields who wish to become museum practitioners in curation, archival management, etc. will benefit from holding a credential that reflects a carefully curated selection of classes that provide an essential foundation for this work. The core classes, ANT 474 - Museum Studies and 488 - Advanced Archaeological Ethics and Law cover material required for successful careers in this area, and the electives for the program will allow students to hone their specialization in a way that best matches their overall career objectives. Peer institutions that offer a certificate or graduate specializations in Museum Studies include, but are not limited to the following: Northwestern School of Professional

Studies; University of Illinois, Chicago; Georgetown University; Harvard University; Northern Illinois University; Western Illinois University; Arizona State University.

Evidence of Demand:
ISU alumni from the graduate program in Anthropology express a strong interest in pursuing specialized career tracks in applied museum work. We have a number of students who have gone on to make long-lasting contributions – for example as a long-time Digital Curator of the McLean County Museum of History, and another working for the Field Museum in Chicago. In the first case, this student needed to pursue additional certification beyond their original degree to be able to have upward mobility in their institution. We would like to preempt this need by making sure that graduate students of ISU who wish to work in the museum field leave here with the full toolkit and credentialing they need for optimal success.

Evidence of Valuable Outcomes:
Other graduate certificate programs in Museum Studies boast that this certification prepares students for advanced graduate work in the field and for highly desirable work in museums when hiring bodies are seeking qualified personnel and not generalists. Harvard notes that 60% of its recipients are working full-time in the field; and that 95% would recommend completing the certificate. A graduate certificate in Museum Studies from Harvard costs students over $13k for four courses – our ISU graduate students can take these courses as a specialization during their graduate coursework without added costs to their tuition – this is a huge gain for students we wish to recruit and something we can offer to target excellent students who might consider other programs as alternatives.

Required classes (6 units):

ANT 474 (Museum Studies)
ANT 488 (Arch ethics & law)

Then 6hrs from any of the following:

ANT 401 (Anthropology Materials Laboratory)
ANT 496 (Media and Visual Anthropology)
HIS 495 (approved for grad credit) (Archives & Manuscripts)
HIS 432 (Topics in Local & Public History)
ANT/HIS 498 (Professional Practice in Anthropology)
ART 415a03: Seminar in Renaissance & Baroque Art and Architecture: History of Printed Images

Is this a Teacher Education program?	Is this a graduate program?
No	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)

5

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

8

Annual FTE Program Majors/Minors (1st year)

5

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

8

Annual Degrees Awarded (1st year)

5

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

8

Relevant Notes for Enrollment

The students who will enroll in this program will primarily be students already in one of ISU's Master's programs, though there is a potential for interest to grow over time and for the program to attract new students to ISU's programs - this is why we account for some growth over time.

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.

There are no changes to the overall credit hours required for the curriculum and the current faculty have the capacity to teach all required courses in certificate program.

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

N/A

Operating Expenses (1st year)

$0.00

Operating Expenses (5th year or when fully implemented)

$0.00

Personnel

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

No

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

Yes

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

No

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

Yes

Please explain.

No new staff will be required for oversight of the program. Our current Graduate Coordinator will oversee the graduate students in the program and our Director of Student Services will provide advising, as needed.

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.

N/A

Faculty FTE (1st year)	Faculty FTE (5th year or when fully implemented)
0	0

Faculty Salary Dollar(s) (1st year)	Faculty Salary Dollar(s) (5th year or when fully implemented)
$0.00	$0.00

Other Personnel Costs (1st year)	Other Personnel Costs (5th year or when fully implemented)
$0.00	

$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.

N/A

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

Yes

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.

N/A

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

No

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

N/A

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

N/A

Itemized Costs

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

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

Total Cost (1st Year)	Total Cost (5th year or when fully implemented)
$0.00	$0.00

Notes

Other Attachment/Documentation

No Response

Approval Signatures

Department/School Curriculum Committee Chair

DSCCC Signature

Electronically Signed by Stone, Livia (lkstone@ilstu.edu) - January 23, 2025 at 12:52 PM (America/Chicago)

Department Chairperson/School Director

DCSD Signature

Electronically Signed by Brehm, Joan (jmbrehm@ilstu.edu) - January 23, 2025 at 12:54 PM (America/Chicago)

College Dean

CD Signature

Electronically Signed by Heather Dillaway (hedilla@ilstu.edu) - January 23, 2025 at 2:30 PM (America/Chicago)

Provost

Provost Signature

Electronically Signed by Ani Yazedjian (ayazedj@ilstu.edu) - January 26, 2025 at 7:46 AM (America/Chicago)

College Curriculum Committee Chairperson

CCCC Signature

No Response

Graduate Curriculum Committee Chair

GCCC Chair

No Response

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
lkstone	Livia	Stone	lkstone@ilstu.edu

Dept/School Chair ULID	First Name	Last Name	Email Address
jmbrehm	Joan	Brehm	jmbrehm@ilstu.edu

College/Dean ULID	First Name	Last Name	Email Address
hedilla	Heather	Dillaway	hedilla@ilstu.edu

College Curriculum Committee Chair ULID	First Name	Last Name	Email Address
	Todd	Stewart	tstewar@ilstu.edu

tstewar

Graduate Curriculum Committee Chair ULID	First Name	Last Name	Email Address
emthom4	Lily	Thompson	emthom4@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)	
jmbrehm		naschaa	
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)**
lkstone	Livia Stone	jmbrehm	Joan Brehm
College/Dean ULID (HCM Link)	**College/Dean Name (Kuali Link)**	**College Curr-Comm Chair ULID (HCM Link)**	**College Curr-Comm Chair Name (Kuali Link)**
hedilla	Heather Dillaway	tstewar	Todd Stewart
Graduate Curr-Comm Chair ULID (HCM Link)		**Graduate Curr-Comm Name (Kuali Link)**	
emthom4		Lily Thompson	

Form Submission - Proposer

Submitted for Approval | Proposer

Schaad, Natalie - December 17, 2024 at 8:48 AM (America/Chicago)

Submission Notification

Notification Sent

Schaad, Natalie - December 17, 2024 at 8:48 AM (America/Chicago)

Provost (Update)

Approved

Cutting, J Cooper - January 22, 2025 at 8:51 AM (America/Chicago)

Ani Yazedjian

D/S Curr-Comm Chair

Approved

Livia Stone - January 23, 2025 at 12:52 PM (America/Chicago)

D/S Chair

Approved

Brehm, Joan - January 23, 2025 at 12:54 PM (America/Chicago)

I approve

College Dean

Approved

Heather Dillaway - January 23, 2025 at 2:31 PM (America/Chicago)

Status Update Email

Notification Sent

Curriculum - Registrar Office - January 23, 2025 at 2:31 PM (America/Chicago)

Provost (Approve)

Approved

Christie Wissmiller

Ani Yazedjian - January 26, 2025 at 7:46 AM (America/Chicago)

Approval Email

Generating PDF

Natalie Schaad

Approval Email

Notification

Livia Stone

Approval Email

Notification

Joan Brehm

Approval Email

Notification

Heather Dillaway

Approval Email

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J Cooper Cutting

Ani Yazedjian

Coll Curr-Comm Chair

Approval

Todd Stewart

Graduate Curriculum Committee Chair

Approval

Lily Thompson

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Natalie Schaad

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J Cooper Cutting

Ani Yazedjian

Approval Email

Notification

Curriculum - Registrar Office