

**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: Family and Consumer Sciences

Contact person: Dr. Ani Yazedjian

Date: September 1, 2016

Proposed new program: Food and Nutrition Management sequence in the Food, Nutrition and Dietetics program.

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

BRIEF DESCRIPTION OF THE PROPOSED PROGRAM

Beginning Fall 2016, the Department is offering Food, Nutrition and Dietetics as a major (rather than a sequence). When we went through the process of elevating the old FND sequence to a new program, we neglected to also transition our options (1. Dietetics and 2. Food and Nutrition Management) to sequences. We are making no changes to the curriculum other than requesting to elevate our options to sequences.

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)	23	50
Annual Full-time-Equivalent Majors/Minors (Fiscal Year)	21	47
Annual Number of Degrees Awarded	6	12

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 current resources are adequate as no changes are being made to the budget, the number of courses offered, or the number of faculty needed.

- 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?

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 changes will be made to faculty assignments as this request is only to elevate the current “option” to a 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]**

No changes will be made to staff as this request is only to elevate the current “option” to a 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 current facilities are adequate to support the sequence as this request is only to elevate the current “option” to a sequence.

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

The current library resources are adequate to support the sequence as this request is only to elevate the current “option” to a sequence.

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

There are no additional costs associated with this change.

- 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 temporary funding is used to support this program.

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

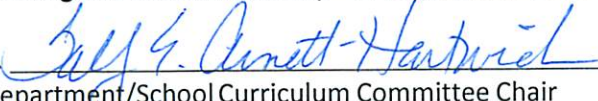


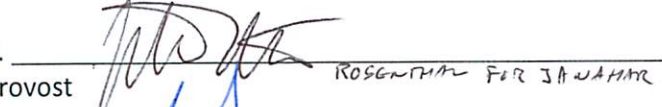

N/A

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.	\$	\$NA	\$NA
Section 4: Other Costs (itemized)			
•	\$	\$	\$
•	\$	\$	\$
•	\$	\$	\$
•	\$	\$	\$
•	\$	\$	\$
Total	\$	\$0	\$0

Routing and action summary – in sequential order:

- | | |
|---|---------------|
| 1. <u></u> | <u>9-1-16</u> |
| Department/School Curriculum Committee Chair | Date Approved |
| 2. <u></u> | <u>9-1-16</u> |
| Department Chairperson/School Director | Date Approved |
| 3. <u></u> | <u>9/1/16</u> |
| College Dean | Date Approved |
| 4. <u></u> | <u>9/1/16</u> |
| Provost | Date Approved |
| 5. <u></u> | <u>9/8/16</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.