

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 Education	Special Education

Department/School (if not listed above)

Primary Contact ULID	Primary Contact First Name	Primary Contact Last Name	Primary Contact Email Address
amkroes	Allison M	Kroesch	amkroes@ilstu.edu
Secondary Contact ULID	Secondary Contact First Name	Secondary Contact Last Name	Secondary Contact Email Address
ycuenca	Yojanna	Cuenca-Carlino	ycuenca@ilstu.edu

Proposed New Program

Master of Science in Education (MS Ed) – Learning and Behavior 1 Sequence

Brief Description of the Proposed Program

Our department has two master’s degrees: Master of Science in Education (MS Ed) and Master of Science (MS). The MS Ed is for educators seeking the coursework for an LBS1 endorsement through ISBE and a Masters degree, while the MS degree is specifically for those who are already licensed as Learning Behavior Specialists. We are creating this sequence to codify the existing MS Ed.

Is this a Teacher Education program?	Is this a graduate program?
Yes	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)	Fall Headcount of Program Majors/Minors (5th year or when fully implemented)
20	100
Annual FTE Program Majors/Minors (1st year)	Annual FTE Program Majors/Minors (5th year or when fully implemented)
0	0
Annual Degrees Awarded (1st year)	Annual Degrees Awarded (5th year or when fully implemented)
20	100
Relevant Notes for Enrollment	

This sequence is fully online. Additionally, it is a part-time program and students are in a cohort model.

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.

Classes will be fully online. No additional need for commodities or equipment is anticipated.

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)	Operating Expenses (5th year or when fully implemented)
\$0.00	

Personnel

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

There is not change to the program, as this is already existing. We are codifying the existing MS Ed as a sequence.

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.

Yes, current staff (i.e. graduate coordinator) is sufficient to enroll and process students within the program.

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

No

Will additional staff be hired?

No

Please elaborate.

N/A

Faculty FTE (1st year)

0

Faculty FTE (5th year or when fully implemented)

0

Faculty Salary Dollar(s) (1st year)

\$0.00

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

\$0.00

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?

The program will be fully online. Current facilities are adequate to run 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.

The program will be fully online. Current facilities are adequate to run the program.

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

Library resources are adequate for this program as there are no new courses being added to this structure.

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.

NA

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

No

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

This is an existing program already.

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

No graduate assistantships will be needed.

Itemized Costs

1. Description	1. Cost (1st year)	1. Cost (5th year or when fully implemented)
	\$0.00	\$0.00

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 Chairperson/School Director

DCSD Signature

Electronically Signed by Yojanna Cuenca-Carlino (ycuenca@ilstu.edu) - August 26, 2025 at 10:49 AM (America/Chicago)

College Dean

CD Signature

Electronically Signed by Bryan Zugelder (bszugel@ilstu.edu) - August 26, 2025 at 11:03 AM (America/Chicago)

Provost

Provost Signature

Electronically Signed by Ani Hensleigh (ayazedj@ilstu.edu) - August 29, 2025 at 5:41 AM (America/Chicago)

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 Chair ULID	First Name	Last Name	Email Address
ycuenca	Yojanna	Cuenca-Carlino	ycuenca@ilstu.edu
College/Dean ULID	First Name	Last Name	Email Address
bszugel	Bryan	Zugelder	bszugel@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)
amkroes	ycuenca
D/S Chair ULID (HCM Link)	D/S Chair Name (Kuali Link)
ycuenca	Yojanna Cuenca-Carlino
College/Dean ULID (HCM Link)	College/Dean Name (Kuali Link)
bszugel	Bryan Zugelder

Form Submission - Proposer

Submitted for Approval | Proposer

Allison Kroesch - August 26, 2025 at 9:50 AM (America/Chicago)

1.0 Submitted

Notification Sent

Allison Kroesch - August 26, 2025 at 9:50 AM (America/Chicago)

2.0 Provost (Update)

Approved

John Cutting - August 26, 2025 at 10:46 AM (America/Chicago)

4.0 D/S Chair

Approved

Yojanna Cuenca-Carlino - August 26, 2025 at 10:49 AM (America/Chicago)

5.0 College Dean

Approved

Bryan Zugelder - August 26, 2025 at 11:03 AM (America/Chicago)

5.5.N Registrar

Notification Sent

Curriculum - Registrar Office - August 26, 2025 at 11:03 AM (America/Chicago)

6.0 Provost (Approve)

Approved

Christie Wissmiller

Ani Hensleigh - August 29, 2025 at 5:41 AM (America/Chicago)

12.0.1 Submitter

Notification Sent

Allison Kroesch - August 29, 2025 at 5:41 AM (America/Chicago)

12.0.2 Primary Contact

Notification Sent

amkroes@ilstu.edu - August 29, 2025 at 5:41 AM (America/Chicago)

Approval Email

Notification Sent

ycuenca@ilstu.edu - August 29, 2025 at 5:41 AM (America/Chicago)

12.0.4 D/S Chair

Notification Sent

Yojanna Cuenca-Carlino - August 29, 2025 at 5:41 AM (America/Chicago)

12.0.5 College Dean

Generating PDF

Bryan Zugelder

12.0.6 Assoc Prov

Notification

Todd McLoda

12.0.7 VPAA

Notification

John Cutting

12.0.8 Registrar

Notification

Curriculum - Registrar Office

Subject: Re: Removal of EAF Courses from our MEd
Date: Monday, April 7, 2025 at 11:04:59 AM Central Daylight Time
From: Tsemunhu, Rudo
To: Kroesch, Allison M

Hello Allison,

Thank you for the update. I completely understand the need to update the program. Please continue with the necessary revisions to make the program benefit students. Students always come first.

Thank you,
Rudo

From: Kroesch, Allison M <amkroes@ilstu.edu>
Sent: Monday, April 7, 2025 10:56 AM
To: Tsemunhu, Rudo <retsemu@ilstu.edu>
Subject: Removal of EAF Courses from our MEd

Hi Rudo,

Our department is updating and creating a sequence for our current [Master of Science in Education program](#) per the registrar's request. This will allow us to have additional sequences under the degree.

If you recall, we updated our Master of Science (MS) program years ago. When we updated our MS program, we eliminated the EAF courses to allow for a more manageable program. Unfortunately, the MS Ed degree was never updated because we have no students in this program.

Currently, non-Learning Behavior Specialist (LBS1) students complete their LBS1 Graduate Certificate and then reapply for the MS program, creating not only a program with more semester hours but a financial strain on students as certificates do not allow them to receive financial aid. We are requesting to make the needed changes for our updated version of our MS Ed Program to create a 30-hour program for students without a special education background to obtain coursework for their LBS1 and specialized special education coursework to obtain an MS Ed.

Please let me know if you have questions and thank you,

Allison

Allison M. Kroesch, Ed.D.

Assistant Professor
Department of Special Education Graduate Coordinator

Illinois State University
Department of Special Education
DeGarmo Hall 522 | Phone: (309) 438-5993
Campus Box 5910 | Normal, IL 61790-5910

[Zoom Link](#)

[Schedule a meeting with me](#)