

12-037

May 20, 2011

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, with all necessary signatures, is to be attached to new program curricular proposals prior to submission 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: Sociology and Anthropology

Contact person: Fred H. Smith, Department Chair

Date:

Proposed new program: Master's Degree (M.A., M.S.) in Anthropology

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

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		
	Year One	5 th Year (or when fully implemented)
Number of Program Majors/Minors (Fall Headcount)	20	25
Annual Full-time-Equivalent Majors/Minors (Fiscal Year)	22	28

May 20, 2011 **Please Note:** These numbers include students already in the Master's in Archaeology Program already in place.

General Statement

We request an expansion of this program's current master's in archaeology to a master's in anthropology. The rationale for this expansion is to make full use of the faculty resources we currently have in anthropology at Illinois State. We have three cultural/linguistic anthropologists who have significant expertise but are currently excluded from the graduate program in archaeology. Among them, they have extensive expertise in Japan and general cultural anthropology. The expansion of our program will add these two concentrations to the existing three in archaeology. We will offer the master's degree with concentrations in historical archaeology, prehistoric archaeology, biological anthropology (the same concentration as biological archaeology), general cultural anthropology and Japanese studies. Again, this is an expansion of the current archaeology master's program that has become very successful. Rather than having to start from scratch with developing a graduate program, we will build on the current structure and success of the existing program and expand the opportunities for students to take advantage of the full range of faculty expertise in the anthropology program.

Budget Rationale

- a. **Is the Department's current operating budget adequate to support the program when fully implemented?** YES. We anticipate no additional funds needed. We are currently housing a master's degree in archaeology, so the expansion of this degree to include cultural anthropology will not require the adjustments that might be required if this were the first graduate initiative in anthropology. Please see b. below.
- b. **Will current faculty be adequate to provide instruction for the new program?** YES. We have looked at the required courses that must be offered and believe we can handle these with current faculty numbers. It is important to note that we have already requested a new line in cultural anthropology prior to this request. While it was not granted this year, the department will continue to list it as priority number one, barring unforeseen circumstances. We feel we can handle the program without this hire, but there is no question that this new hire would be a tremendous help for all aspects of our program.
- c. **Will current staff be adequate to implement and maintain the new program?** YES. Most of the duties concerned with maintenance of our existing master's degree in archaeology are carried out by the Anthropology Graduate Program Coordinator. It will not be a problem for that faculty member to handle the increases we anticipate from the expansion of this program. Support staff is adequate to handle the very small increase in work load related to this expansion.
- d. **Are the department's current facilities adequate to support the new program when fully implemented?** YES. The recent renovation to Schroeder Hall provided this department with a laboratory for cultural anthropology. Other than an office, which we have, there are no other facilities necessary for the expansion of this program to include cultural anthropology. Existing general classroom facilities, including instructional technology, will be sufficient. Some smaller classes can be taught in the cultural anthropology laboratory, which is already fully equipped for this purpose.
- e. **Are library resources adequate to support the new program when fully implemented?** Yes. The library is already supporting the master's in archaeology quite well, and there are excellent holdings on Japan, which will be a major focus of the master's in anthropology. Furthermore, electronic access to materials and the excellent interlibrary loan system will make it possible to get materials not readily available in the library.

- f. **Are there any additional costs not addressed in items a.-d.?** No. Please see item h. below.
- g. **Are any sources of the funds temporary? If so, how will the program be sustained once these funds are exhausted?** Currently, three quarter-time assistantships are funded by external agencies (see item h. for explanation), and one is funded by the President's Office. We do not anticipate this support changing in the immediate future. If it does, we will have to either reduce the number of students or seek additional support.
- h. **If this is a graduate program, discuss the intended use of graduate assistantships and where the funding for assistantships would come from.** The master's in archaeology program currently has 8 quarter-time assistantships provided by general revenue dollars. In the last three years, we have added four additional quarter-time positions by partnering with the Illinois State Museum at Dickson Mounds, the Illinois State Archeology Survey, and the Illinois Public Archaeology Service. We also receive a quarter-time assistantship from the President's Office for the Old Main Project. We are working to raise external funding for this last position, and we are certain that funding for the other external assistantships will continue for the immediate future. We continue to seek entrepreneurial opportunities such as these to fund our students. These entrepreneurial assistantships are dedicated to research, usually based on the collections house by the granting agencies. The general revenue funded assistantships are used as teaching assistants in advanced courses and/or research assistants, depending on the needs in a specific semester. In the future, it might be necessary to request additional graduate assistantship funding from the college (for one additional GA line), but we feel we can be successful by redistributing some of our current support to the new areas of the master's program in anthropology.

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	5 th 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	#1*
Faculty	\$	\$0	\$58,000*
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)			
•	\$	\$0	\$8055**
•	\$	\$	\$
•	\$	\$	\$
Total	\$	\$0	\$8055**

*This line was requested for this year, but not granted. The Department will continue to request this line.

**It may be necessary for the Program to seek one additional half-time GA in the future.