

**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: Languages, Literatures, and Cultures

Contact person: Montserrat Mir

Date: April 21, 2013

Proposed new program: Graduate Certificate in Instructional Technology for Foreign Languages

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

BRIEF DESCRIPTION OF THE PROPOSED PROGRAM

Knowledge of instructional technology has become almost a necessity for secondary school teachers and university faculty members in foreign languages. The proposed certificate will offer on-hand training in the use of new technologies in education and in the teaching of foreign languages. This certificate will attract foreign language teachers in the community as well as ISU graduate students in Languages, Bilingual Education and/or Curriculum and Instruction. The certificate will consist of 9 credit hours composed of LAN 321.11 (Integrating Technology Into the Foreign Language Classroom) and two courses to choose from: C&I 401 Instructional Media and Technology; C&I 432 Instructional Technology Design, C&I 438 Distance Learning course

uploaded 9/24/13

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)		
Annual Full-time-Equivalent Majors/Minors (Fiscal Year)		
Annual Number of Degrees Awarded	1	5

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—**See attachment**

Budget Rationale –See attachment

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	\$0
Section 2: Personnel			
Faculty	FTE	#	#
Faculty	\$0	\$0	\$0
Other Personnel Costs – All Staff excluding Faculty	\$0	\$0	\$0
Section 3: Facilities			
Including but not limited to rental, maintenance, etc.	\$0	\$0	\$0
Section 4: Other Costs (Itemized)			
•	\$	\$	\$
•	\$	\$	\$
•	\$	\$	\$
•	\$	\$	\$
•	\$	\$	\$
Total	\$0	\$0	\$0

Routing and action summary – in sequential order:

- | | |
|---|--------------------|
| 1. <u>Benjamin Schmeiser</u> | <u>23 Apr 2013</u> |
| Department/School Curriculum Committee Chair | Date Approved |
| 2. <u>[Signature]</u> | <u>29/April/13</u> |
| Department Chairperson/School Director | Date Approved |
| 3. <u>[Signature]</u> | <u>5/1/13</u> |
| College Dean | Date Approved |
| 4. <u>[Signature]</u> | <u>5/7/13</u> |
| Provost | Date Approved |
| 5. <u>Sally Pary</u> | <u>5/13/13</u> |
| College Curriculum Committee Chairperson | Date Approved |
| 6. <u>Deborah Gandy</u> | <u>6/4/13</u> |
| Teacher Education Council Chair | Date Approved |
| 7. <u>Denise Wilson</u> | <u>6-29-13</u> |
| <i>Graduate</i> University Curriculum Committee Chairperson | Date Approved |

Once approved, include this form with the curricular proposal for the new program.

Enrollments

Enrollments will come from two cohorts. ISU graduate students from Languages, Literatures, and Cultures, Bilingual Education, Curriculum and Instruction, and foreign language teachers in the Bloomington-Normal community. The department of Language, Literatures and Cultures has an average of 30 graduate students completing an MA degree. Some are full time students and some are part time students. The MA degree in LAN allows students to take up to 9 credits outside the department. Therefore, we estimate some LAN graduate students will enroll in this graduate certificate since its completion will not interfere with their MA plan of study. Foreign Language teachers need professional development opportunities for re-certification so we expect foreign language teachers in the community to enroll in this certificate to advance in their profession and earn professional development credits.

Budget Rationale

1. 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?

The current operating budget in the LAN department is adequate to support the program. LAN 321.11 is taught by a TT faculty member yearly. This class has an average enrollment of 15 students, many of whom are in the Teacher Education Certification program. The C&I courses are already offered on a yearly basis.

2. Will current faculty be adequate to provide instruction for the new program? If "yes", please explain. Will additional faculty need to be hired? If additional hires will be made, please elaborate. Please indicate tenure-track, non-tenure-track, etc. 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. 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). Are library resources adequate to support the program when fully implemented?

No additional faculty members are needed. The courses in the proposed certificate are currently offered and fully staffed with TT faculty. No staff is needed to implement and maintain the program. The TT faculty teaching the courses are either fully tenured or in the process of earning tenure. LAN 321.11 is offered on campus and the LAN department has a fully equipped multi-media lab where the class meets. The C&I courses are taught online. The only requirements needed are a computer and access to the internet. Students can work from home or from any of the computers on campus. The ISU library has computers that students can use. No additional costs are expected.