Old P-Form		New P-Form		
1 Definition of the Proposed Degree Major Program		1 Program Type		
2 Need for the Proposed Degree Major Program		2 Program Identification		
3 Existing Support Resources for the Proposed Degree Major Program		3 Program Overview and Rationale		
4 Additional Support Resources Required		4 Curriculum		
5 Abstract of the Proposal and Proposed Catalog Description		5 Need for the Proposed Degree Major Program		
6 Additional CSUSM New Program Requirements		6 Student Demand		
		7 Existing Support Resources for the Proposed Degree Major Program		
		8 Additional Support Resources Required		

			Corresponding		New?
FN	**1 Definition of the Proposed Degree Major Program**				
1.a	Name of the campus submitting the request, the full and exact designation (degree terminology) for the proposed degree major program, and academic year of intended implementation.	2.a	Campus	2.c	Date the Board of Trustees approved adding this program projection to the campus Academic Plan.
		2.b	Full and exact degree designation and title (e.g. Master of Science in Genetic Counseling, Bachelor of Arts with a Major in History).		
		2.d	Term and academic year of intended implementation (e.g. Fall 2007).		
1.b	Name of the department, departments, division or other unit of the campus which would offer the proposed degree major program. Identify the unit which will have primary responsibility.	2.e	Name of the department(s), division, or other unit of the campus that would offer the proposed degree major program. Please identify the unit that will have primary responsibility.		
1.c	Name, title, and rank of the individual(s) primarily responsible for drafting the proposed degree major program.	2.f	Name, title, and rank of the individual(s) primarily responsible for drafting the proposed degree major program.	2.g	Statement from the appropriate campus administrative authority that the addition of this program supports the campus mission and will not impede the successful operation and growth of existing academic programs.
				2.h	Any other campus approval documents that may apply (e.g. curriculum committee approvals).
				2.i	Please specify whether this proposed program is subject to WASC Substantive Change review.
				2.j	Optional: Proposed Classification of Instructional Programs (CIP) Code and CSU Degree Program Code
1.d FN	Objectives of the proposed degree major program	3.a	Rationale, including a brief description of the program, its purpose and strengths, fit with institutional mission, and a justification for offering the program at this time. The rationale may explain the relationship among the program philosophy, design, target population, and any distinctive pedagogical methods. **(CPEC "Appropriateness to Institutional and Segmental Mission")**		

		4.a	Goals for the (1) program and (2) student learning outcomes. Program goals are very broad statements about what the program is intended to achieve, including what kinds of graduates will be produced. Student learning outcomes are more specific statements that are related to the program goals but that more narrowly identify what students will know and be able to do upon successful completion of the program.		
1.e	Total number of units required for the major. List of all courses, by catalog number, title and units of credit, to be specifically required for a major under the proposed degree program. Identify those new courses which are 1) needed to initiate the program and 2) needed during the first two years after implementation. Include proposed catalog description of all new courses.	4.c	Total number of units required for the major		
		4.f	A list of all courses *required* for the major, specifying catalog number, *title*, units of credit, and prerequisites or co-requisites (ensuring that there are no "hidden" prerequisites that would drive the total units required to graduate beyond the total reported in 4c above).		
1.f	List elective courses, by catalog number, title, and units of credit, which can be used to satisfy requirements for the major. Identify those new courses which are 1) needed to initiate the program and 2) needed during the first two years after implementation. Include proposed catalog description of all new courses.	4.g	List of *elective* courses that can be used to satisfy requirements for the major, specifying catalog number, title, units of credit, and prerequisites or co-requisites. Include proposed catalog descriptions of all new courses. For graduate program proposals, identify whether each course is a graduate or undergraduate offering.		
		4.h	List of any new courses that are: (1) needed to initiate the program and (2) needed during the first two years after implementation. Only include proposed catalog descriptions for new courses. For graduate program proposals, identify whether each course is a graduate-level or undergraduate-level offering.		
				4.d	Include a justification for any baccalaureate program that requires more than 120-semester units or 180-quarter units.

1.g	If any formal options, concentration, or special emphases are planned under the proposed major, explain fully.	4.e	If any formal options, concentrations, or special emphases are planned under the proposed major, identify and explain fully. Optional: You may propose a CSU degree program code and CIP code for each concentration that you would like to report separately from the major program, if the option is approximately equivalent to a degree currently listed on the CSU application-booklet degree program table. If you do not find an appropriate CSU degree program code at: http://www.calstate.edu/app/documents/HEGIS-CIP2000_102406.xls , you can search CIP 2000 at http://nces.ed.gov/pubs2002/cip2000/ to help identify the code that best matches the proposed curriculum.		
1.h	Course prerequisites and other criteria for admissions of students to the proposed degree major program, and for their continuation in it.	4.k	Admission criteria, including prerequisite coursework.		
1.i FN	Explanation of special characteristics of the proposed degree major program, e.g., in terminology, units of credit required, types of course work, etc				
1.j FN	For undergraduate programs, provisions for articulation of the proposed major with community college programs	4.m	For undergraduate programs, planned provisions for articulation of the proposed major with community college programs.		
		4.n	If there is a Lower-Division Transfer Pattern (LDTP) for this major, indicate the relationship between the LDTP and the requirements presented in this proposal. Information on LDTP is available at: http://www.calstate.edu/AcadAff/ldtp.shtml		
1.k	Provision for meeting accreditation requirements, where applicable, and anticipated date of accreditation request.	4.p	Provision for meeting accreditation requirements, if applicable, and anticipated date of accreditation request (including the WASC Substantive Change process).	4.j	For master's degree proposals, include evidence that program requirements conform to the minimum requirements for the culminating experience, as specified in Section 40510 of Title 5 of the California Code of Regulations.

	2 Need for the Proposed Degree Major Program				
2.a	List of other California State University campuses currently offering or projecting the proposed degree major program; list of neighboring institutions, public or private, currently offering the proposed degree major program.	5.a	List of other California State University campuses currently offering or projecting the proposed degree major program; list of neighboring institutions, public and private, currently offering the proposed degree major program.		
2.b	Differences between the proposed program and programs listed in a. above.	5.b	Differences between the proposed program and programs listed in Section 5a above.		
2.c FN	List of other curricula currently offered by the campus which are closely related to the proposed program. Enrollment figures during the past three years in specified courses or programs closely related to the proposed degree major program. If a formal minor, option or concentration is offered in the proposed subject area, indicate the number of students enrolled.	5.c	List of other curricula currently offered by the campus that are closely related to the proposed program.		
		6.a	Compelling evidence of student interest in enrolling in the proposed program. Types of evidence vary and may include national, statewide, and professional employment forecasts and surveys; petitions; lists of related associate degree programs at feeder community colleges; reports from community college transfer centers; and enrollments from feeder baccalaureate programs, for example.		
2.d FN	Results of a formal survey in the geographical area to be served indicating demand for individuals who have earned the proposed degree and evidence of serious student interest in majoring in the proposed program. Justify any discrepancies between national/statewide/professional manpower surveys and local findings				
2.e FN	For graduate programs, the number of declared undergraduate majors and the degree production over the preceding three years for the corresponding baccalaureate program	6.c	For master's degree proposals, the number of declared undergraduate majors and the degree production over the preceding three years for the corresponding baccalaureate program, if there is one.		
2.f	Professional uses of the proposed degree major program	5.e	Applicable workforce demand projections and other relevant data.		

		6.d	Professional uses of the proposed degree program		
		5.f	If the program was proposed to meet society's need for the advancement of knowledge, please specify the need and explain how the program meets that need.		
2.g FN	The expected number of majors in the year of initiation and three years and five years thereafter. The expected number of graduates in the year of initiation and three years and five years thereafter	6.e	The expected number of majors in the year of initiation and three years and five years thereafter. The expected number of graduates in the year of initiation, and three years and five years thereafter.		
	3 Existing Support Resources for the Proposed Degree Major Program				
3.a	Faculty members, with rank, appointment status, highest degree earned, date and field of highest degree, and professional experience (including publications if the proposal is for a graduate degree), who would teach in the proposed program.	7.a	Faculty who would teach in the program, indicating rank, appointment status, highest degree earned, date and field of highest degree, professional experience, and affiliations with other campus programs. For master's degrees, include faculty publications or curriculum vitae.		
3.b	Space and facilities that would be used in support of the proposed program. Show how this space is currently used and what alternate arrangements, if any, will be made for the current occupants.	7.b	Space and facilities that would be used in support of the proposed program.		
3.c FN	Library resources to support the program, specified by subject areas, volume count, periodical holdings, etc	7.c	A report provided by the campus Library, detailing resources available to support the program (discussion of subject areas, volume counts, periodical holdings, etc. are appropriate).		
3.d FN	Equipment and other specialized materials currently available	7.d	Existing academic technology, equipment, and other specialized materials currently available.		

	4 Additional Support Resources Required				
4.a FN	Complete Table I, enrollment and faculty positions should be shown for all discipline categories which will increase because of the new program and for all discipline categories which will decrease because of the new program. If faculty positions are to be transferred into the new program from other areas, the reductions in faculty positions should be shown in the appropriate discipline category				
4.b FN	Any special characteristics of the additional faculty or staff support positions needed to implement the proposed program	8.a	Any special characteristics of the additional faculty or staff support positions needed to implement the proposed program.		
4.c FN	The amount of additional lecture and/or laboratory space required to initiate and sustain the program over the next five years. Indicate any additional special facilities that will be required. If the space is under construction, what is the projected occupancy date? If the space is planned, indicate campuswide priority of the facility, capital outlay program priority, and projected date of occupancy	8.b	The amount of additional lecture and/or laboratory space required to initiate and to sustain the program over the next five years. Indicate any additional special facilities that will be required. If the space is under construction, what is the projected occupancy date? If the space is planned, indicate campus-wide priority of the facility, capital outlay program priority, and projected date of occupancy.		
4.d FN	Additional library resources needed. Indicate the commitment of the campus to purchase or borrow through inter-library loan these additional resources	8.c	A report written in consultation with the campus librarian, indicating any additional library resources needed. Indicate the commitment of the campus either to purchase or borrow through interlibrary loan these additional resources.		
4.e FN	Additional equipment or specialized materials that will be 1) needed to implement the program and 2) needed during the first two years after initiation. Indicate source of funds and priority to secure these resource needs	8.d	Additional academic technology, equipment, or specialized materials that will be (1) needed to implement the program and (2) needed during the first two years after initiation. Indicate the source of funds and priority to secure these resource needs.		

FN	5 Abstract of the Proposal and Proposed Catalog Description				
		3.b	Proposed catalog description, including program description, degree requirements, and admission requirements. For master's degrees, please also include catalog copy describing the culminating experience requirement(s).		
	6 Additional CSUSM New Program Requirements				
6.a FN	Complete Table II, indicating the courses in which the student learning outcomes are addressed	4.b	Plans for assessing program goals and student learning outcomes. Some planners find it helpful to develop matrices in which student learning outcomes and required courses are mapped, indicating where content related to the learning outcomes is introduced, reinforced, and practiced at an advanced level in required courses. (CPEC "Maintenance and Improvement of Quality")		
6.b FN	Provide an initial assessment plan for the program. The data collected via this assessment plan will be the basis of the first program review (generally scheduled five years after program implementation)				
6.c FN	(For undergraduate degrees) Attach a sample schedule showing how a student beginning as a first-time freshman at CSUSM could fulfill all graduation requirements in four years.	4.o	Advising "roadmaps" that have been developed for the major.		
6.d	Attach a proposed course offering plan for the first three years of program implementation. Where possible, indicate likely faculty teaching assignments.	4.i	Attach a proposed course-offering plan for the first three years of program implementation, indicating, where possible, likely faculty teaching assignments.		
6.e FN	Summarize the responses in items 4b-4e by completing the Table III below.				