

Blinn College New Program Prospectus

Submitted By:
Email:

Department/Division:

Program Overview

Title of Proposed Program:	
Intended Location(s):	
CIP Code(s):	
Proposed Start Date/Term:	NOTE: (submission to SACSCOC required by January 1 for July-December start and by July 1 for a January-June start)
Substantive Change?	Yes or No (select one) (As per IRE guidance)
Type of Program?	AA or AS or AAS or Certificate
Intended Modality:	Face to Face Distance Learning Hybrid Dual Credit (select all that apply)

Program Needs Assessment:

<p style="text-align: center;">Documented market demand for this credential <i>(i.e., labor market information analysis, student demand, etc.):</i></p> <p>Estimated # projected jobs per year: _____ <i>(based on LMI)</i></p> <p>On regional/state demand list? Y or N (select one)</p>	<p>Describe documented market demand for this program here:</p> <p>Describe how preliminary needs assessment was conducted:</p>
<p>Other training providers <i>Please list training providers within region, 100-mile radius, state</i></p>	<p>Enter other training providers here:</p>

Program Resource Analysis:

<p>Primary Faculty</p>	<p>List the primary faculty member(s) who will service to develop and/or teach discipline courses in the new program.</p> <p>If a faculty member has not yet been hired to fill this role, please provide a job description for this faculty role.</p>
<p>Faculty/staff positions</p>	<p>List all the required positions of faculty and staff that will be needed to successfully run this program.</p>

<p>Describe faculty/staff needs and projected costs <i>(when fully staffed):</i></p>	<p>Enter annual projected faculty needs here: _____ faculty members X \$ _____/position = \$ _____</p> <p>Enter annual projected staff needs here: _____ staff members X \$ _____/position = \$ _____</p>
<p>Describe facility needs:</p>	<p>Enter projected office space needs here: _____ offices for faculty/staff</p> <p>Enter projected classroom needs here: _____ classrooms or lab</p>
<p>Cost of equipment and consumables <i>Please do not include classroom desks/chair</i></p>	<p>Describe projected equipment and costs here:</p> <p>Projected cost of equipment & consumables: \$ _____</p>
<p>1-, 3-, & 5-year costs:</p>	<p>Projected Year One (startup) costs: \$ _____</p> <p>Projected Three Year costs: \$ _____</p> <p>Projected Five Year costs: \$ _____</p>

Curriculum & Outcomes	
<p>Proposed Curriculum <i>Please list all new courses for the program.</i></p> <p>Does the program have a degree plan? Y or N</p>	
<p>Proposed Student Learning Outcomes</p>	<p>List the proposed program-level student learning outcomes here:</p> <p>How were these outcomes developed? Please describe any faculty involvement.</p>

Enrollment Management Plan:	
<p>Identify feeder institutions/programs:</p>	<p>Identify potential feeder institutions & programs here:</p>
<p>Describe enrollment projection & management strategy <i>(including recruitment & marketing):</i></p>	<p>Describe recruitment & enrollment strategy here:</p>

Projected 1-, 3-, & 5-year enrollment:	Projected Year One Enrollment: _____	graduates _____
	Projected Year Three Enrollment: _____	graduates _____
	Projected Year Five Enrollment: _____	graduates _____

Evaluation Checklist:			
Reviewers should use the criteria below to evaluate the viability of the program:	Y	N	N/A
1. Submitter has researched and documented current job market need for the program and/or that the program would lead to opportunities for further education.	Y	N	N/A
2. There is recent evidence of both short-term and long-term student demand for the program.	Y	N	N/A
3. Enrollment projections reflect student demand estimates to ensure the financial self-sufficiency of the program.	Y	N	N/A
4. The submitter has an enrollment management plan for the program.	Y	N	N/A
5. The submitter has or will initiate a process to establish articulation agreements for the program with secondary and/or senior level institutions (where applicable).	Y	N	N/A
6. The program is designed to be consistent with the standards of the Southern Association of Colleges and Schools Commission on Colleges and Schools, and with the standards of other applicable accrediting agencies, and is in compliance with appropriate licensing authority requirements (attach degree plan or other documentation).	Y	N	N/A
7. The program would not unnecessarily duplicate existing programs at other institutions.	Y	N	N/A
8. Representatives from private sector business and industry have been involved in the creation of the program through participation in an advisory committee, where applicable.	Y	N	N/A
9. Adequate funding is available to cover all new costs to the institution over the first five years after the implementation of the program.	Y	N	N/A
10. New costs during the first 5 years of the program would not exceed \$2 million (GIPWE).	Y	N	N/A
11. The program complies with all applicable provisions contained in Subchapter J of the Academic Course Guide Manual and adheres to the Standards for Academic Associate Degree Programs approved by the Board (ACGM).	Y	N	N/A
12. Approval has been received by the Curriculum Committee (please submit approval with this form).	Y	N	N/A
13. Approval has been received by the Texas Higher Education Coordinating Board (please submit approval with this form).	Y	N	N/A

Routing and Review:	
Dean:	Forward to VCI/VC Admin and SS? Y or N Date:
VCI/VC Admin and SS:	Forward to Executive Council? Y or N Date: