**New Program Proposal**

***NOTE: This form should be used for new certificates, new minors, or new concentrations to existing degrees. For new majors/degrees, complete the HECC new program proposal form as well as this form.***

**New Program name:**

**CIP Code:** (Classification of Instructional Program): Click or tap here to enter text.

**Impact statement:**

1. What is the expected effect of this program on existing courses (both within your department/program or elsewhere in the SOU curriculum)?

Click or tap here to enter text.

1. Will any prerequisites or other course requirements affect other departments/programs? If so, the relevant chairs or program directors should be notified to determine if those departments/programs have sufficient capacity to meet these requirements. Please document your research into this possible impact. Click or tap here to enter text.
2. Program Resource evaluation:
   1. Faculty: Cite faculty availability or needs and impact on other teaching obligations. If additional faculty teaching hours are needed, how will that need be met?

Click or tap here to enter text.

* 1. Facilities: Cite any additional need for classrooms, equipment or laboratory space and how that need will be met.

Click or tap here to enter text.

* 1. Library: Are Hannon Library resources sufficient to meet the needs of this program? (Check with the library staff and ***attach a copy of their report***.)

Click or tap here to enter text.

* 1. Other: Are any other resources needed to support this program? If so, please document them and explain how they will be obtained.

Click or tap here to enter text.

1. Catalog copy for the new program, including requirements and electives.

Click or tap here to enter text.

1. Please provide written verification of contact with the Chair of any other departments or programs affected by the new program.

Click or tap here to enter text.

*10/10/23*