TCU　　NEW PROGRAM SUBMISSION FORM

Originating Unit:

Type of action:　　　Undergraduate program　　　Graduate program

　　　　　Online program (hybrid, synchronous, or asynchronous)

　　　　　Certificate program (if yes, will certificate appear on transcript)　　Yes　　No

　　　　　Licensure

　　　　　External Accreditation Required (outside of SACS)?　　Yes　　No

Semester and year course/program will take effect:

New program title:

This is a TCU STEM Program　　Yes　　No

Proposed four-letter plan abbreviation (ex. GRAD):

Proposed 6-digit CIP Code?
for reference, please visit: https://nces.ed.gov/ipeds/cipcode/resources.aspx?y=56

Description of program:

Strategic Plan

Job Market Need:

Student Demand:

Enrollment Projections (provide brief description here and attach a table as Appendix material):

　　　　　attached files can be seen and managed in Acrobat Pro by clicking on View > Show/Hide > Navigations Panes > Attachments

Five-Year Costs and Funding Sources Summary (please submit *New Program Budget Form*)

> **Faculty:**
>
> **Program Staff & Administration:**
>
> **Graduate Student Support:**
>
> **Space & Facility Needs:**
>
> **Equipment Needs:**
>
> **Library Resources:**
>
> **Signature Dean, TCU Library**   **Date**
>
> **Comments**
>
> **IT Resources:**
>
> **Koehler Center for Instruction, Innovation, and Engagement Resources:**
>
> **Tuition:**
>
> **Tuition Discount Request:**
>
> **Student Fees:**
>
> **Other Funding:**

Change in Teaching Load: Yes   No

Courses taught via Teaching Overload: Yes   No

Will this program affect any other units within the university?   Yes   No
  If yes, submit supporting statement signed by chair of affected unit.

Curriculum:

Diversity Equity and Inclusion (DEI) Essential Competency Components:

Candidacy and Dissertation/Thesis (if applicable):

Delivery Modes, Use of Distance Technologies, and Delivery of Instruction:

Program Evaluation:

Administrative Oversight:

Faculty:

Program Faculty Productivity: (Doctoral programs only; Appendix material requested):

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Collaborative Arrangements (if applicable):

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Program Contact Person (person to contact with questions regarding program or individual completing the form):

Name:

Extension:

Email

REQUIRED SIGNATURES:

Chair of Originating Unit:

Unit:

Endorse Program: **Yes**   **No**

Name:

Signature:

Date:

College/School Curriculum Committee Review:

Curriculum Committee Review Date:

Endorse Program: Yes   No

Curriculum Committee Chair Name:

Signature:

Date:

Dean of Originating Unit:

College/School:

Endorse Program: Yes   No

Name:

Signature:

Date:

Required Appendices (if applicable):

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A. **Completed and Signed Permission to Plan Form**

B. **Assessment Plan and Curriculum Map (after approval by the Undergraduate or Graduate Council, the University Assessment Committee will review and approve these documents prior to approval from University Council)**

C. **Course Descriptions and Prescribed Sequence of Courses**

D. **New Program Budget Form**

E. **College or Departmental Policy on Faculty Teaching Load**
If teaching load policy is set at the departmental level, include that information.

F. **Table of Program Full-time and Support Faculty (table template found at https://gradcouncil.tcu.edu/submission-forms/ or http:/www.ugradcouncil.tcu.edu/)**

G. **Program Faculty Productivity Tables (table template found at https://gradcouncil.tcu.edu/submission-forms/**

H. **Curricula Vitae for Program Full-time Faculty**

I. **Curricula Vitae for Program Support Faculty**

J. **Articulation Agreements with Partner Institutions**
Include copies of any agreements or Memoranda of Understanding related to the proposed program. These include formal and sustained arrangements with other universities, private businesses, or governmental agencies that contribute directly to the proposed program and student research/residency opportunities.

K. **List of Specific Clinical or In-Service Sites to Support the Proposed Program, if applicable**

L. **Letters of Support**
Letters from regional and national companies who have made commitments to hire graduates from the proposed new program are particularly helpful. Also, include statements of support or commitments to shared research projects from any similar or partner institutions.