

**TABLE 1: HOW A PROMISING IDEA BECOMES AN APPROVED DEGREE PROGRAM**

Bright Idea	New Program Development Committee	New Program Development Committee	New Program Development Committee
<b>Step</b>	1 <sup>st</sup> Discussion → If yes	2 <sup>nd</sup> Discussion → if yes	3 <sup>rd</sup> Final Discussion
<b>Report Section</b>	<b>Part A: Preliminary Program Review</b>	<b>Part B: Environmental Scan</b>	<b>Part C: Feasibly Study (Optional)</b>
<b>Purpose</b>	Begin the Data Collection Process	Additional Information Needed to Make Decision	Confirm Viability and Cost
<b>Areas</b>	OIE	OIE and IR, Business Development, Academic Department, Department Chair/Program Director	Internal and External Surveys, Data Requests
<b>Components</b>	<p>Program Description</p> <p>Relation to GC Mission and Department Mission</p> <p>Competition</p> <p>State Graduate Statistics</p> <p>Potential Accreditation/Licensing Info</p> <ul style="list-style-type: none"> <li>Lag time of site visit</li> <li>Basic requirements</li> </ul> <p>Job Outlook/Careers/Growth Rate/Trends</p> <ul style="list-style-type: none"> <li>Job Openings</li> <li>Salary (range, average)</li> </ul> <p>Curriculum Needs</p> <ul style="list-style-type: none"> <li>Sample degrees from other competitors in the state</li> <li>New course versus existing course development</li> </ul> <p>Additional Questions to Answer Emerging from the Preliminary Review</p>	<p>Faculty and Administrative Resources</p> <ul style="list-style-type: none"> <li>On staff or external hiring needs, include minimum hiring needs</li> </ul> <p>Enrollment review: Is there a demand for the program?</p> <ul style="list-style-type: none"> <li>Potential sources of students</li> </ul> <p>Do we have committed Community Partnership?</p> <ul style="list-style-type: none"> <li>Employer Survey</li> <li>List of Clinical Sites</li> <li>Extern/Internships</li> <li>CT DOL Research</li> <li>CBIA Data</li> </ul> <p>Preliminary Financials</p> <ul style="list-style-type: none"> <li>Faculty</li> <li>Clinical Needs</li> <li>Facilities</li> <li>Physical Equipment and other Resources</li> <li>Grant Funding Available</li> </ul> <p>Potential Recruiting Strategies</p> <p>Potential TimeLine (Options)</p>	<p>Population Study</p> <ul style="list-style-type: none"> <li>Confirm potential students</li> <li>Future demand</li> </ul> <p>Market Survey</p> <ul style="list-style-type: none"> <li>Survey potential students</li> <li>Survey of potential clinical sites</li> </ul> <p>Competition Analysis</p> <ul style="list-style-type: none"> <li>Market</li> <li>Comparable degree programs and job placement success</li> </ul> <p>Confirm Costs</p> <ul style="list-style-type: none"> <li>Estimated Development Cost                             <ul style="list-style-type: none"> <li>Budgetary needs</li> <li>Faculty</li> </ul> </li> <li>Estimated potential revenue</li> <li>ROI</li> <li>Consider Tuition Costs</li> <li>Financial Aid Data</li> </ul>
<b>Executive Summary Presented to Cabinet (one page form)</b>	<p>Proposal Executive Summary</p> <p>Degree Program Data</p> <p>Job Growth (years)</p> <p>Degree Growth (%)</p> <p># Degrees Granted (years)</p> <p># Institutions Granting Degrees</p> <p>Largest Degree Granting Institution</p> <p>Other Institutions Granting Degrees</p> <p>Average Starting Salary</p> <p>Largest Hiring Company</p> <p>Skills Required</p> <p>Jobs Mapping to the Degree</p>	<p>What influences the committee's decisions? If a new program:</p> <ul style="list-style-type: none"> <li>Advances or is it consistent with the college's mission and core values?</li> <li>Supports the college's strategic plan?</li> <li>Represents a growth area or economic opportunity?</li> <li>Integrates effectively other curricular areas and is conducive to interdisciplinary approaches to program and curriculum development?</li> <li>Reflects and builds on the diversity of our faculty?</li> <li>Serves students' needs for increasingly diverse and relevant programmatic options.</li> </ul>	