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

<table>
<thead>
<tr>
<th>Bright Idea</th>
<th>New Program Development Committee</th>
<th>New Program Development Committee</th>
<th>New Program Development Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step</td>
<td>1st Discussion ➔ If yes</td>
<td>2nd Discussion ➔ if yes</td>
<td>3rd Final Discussion</td>
</tr>
<tr>
<td>Report Section</td>
<td>Part A: Preliminary Program Review</td>
<td>Part B: Environmental Scan</td>
<td>Part C: Feasibly Study (Optional)</td>
</tr>
<tr>
<td>Purpose</td>
<td>Begin the Data Collection Process</td>
<td>Additional Information Needed to Make Decision</td>
<td>Confirm Viability and Cost</td>
</tr>
<tr>
<td>Areas</td>
<td>OIE</td>
<td>OIE and IR, Business Development, Academic Department, Department Chair/Program Director</td>
<td>Internal and External Surveys, Data Requests</td>
</tr>
</tbody>
</table>

## Components
- Program Description
- Relation to GC Mission and Department Mission
- Competition
- State Graduate Statistics
- Potential Accreditation/Licensing Info
  - Lag time of site visit
  - Basic requirements
- Job Outlook/Careers/Growth Rate/Trends
  - Job Openings
  - Salary (range, average)
- Curriculum Needs
  - Sample degrees from other competitors in the state
  - New course versus existing course development
- Additional Questions to Answer Emerging from the Preliminary Review

## Faculty and Administrative Resources
- On staff or external hiring needs, include minimum hiring needs

## Enrollment Review
- Is there a demand for the program?
- Potential sources of students

## Do we have committed Community Partnership?
- Employer Survey
- List of Clinical Sites
- Extern/Internships
- CT DOL Research
- CBIA Data

## Preliminary Financials
- Faculty
- Clinical Needs
- Facilities
- Physical Equipment and other Resources
- Grant Funding Available

## Potential Recruiting Strategies

## Potential Timeline (Options)

## What influences the committee’s decisions? If a new program:
- Advances or is it consistent with the college’s mission and core values?
- Supports the college’s strategic plan?
- Represents a growth area or economic opportunity?
- Integrates effectively other curricular areas and is conducive to interdisciplinary approaches to program and curriculum development?
- Reflects and builds on the diversity of our faculty?
- Services students’ needs for increasingly diverse and relevant programmatic options.

---

**Executive Summary Presented to Cabinet**

- Proposal Executive Summary
- Degree Program Data
- Job Growth (years)
- Degree Growth (%)
- # Degrees Granted (years)
- # Institutions Granting Degrees
- Largest Degree Granting Institution
- Other Institutions Granting Degrees
- Average Starting Salary
- Largest Hiring Company
- Skills Required
- Jobs Mapping to the Degree

---

Rev. 1/2/2015 OIE, Pranger