Request to Create New Program
(For Programs with 0-49% new content)

Use this form to request a new program. This request requires EPC approval and Board of Trustees approval, and may require notification to SACSCOC (for programs with 25% to 49% new content), so please allow at least one full semester to complete these processes when planning.

When complete, please submit one electronic copy of this request to stuepc@smu.edu

Date

Submitting Department

https://nces.ed.gov/ipeds/cipcode/default.aspx?y=56

_____

Proposed Catalog Implementation Term and Year

Type of Request

Background and Context

Describe the planned new program and the relationship between this new program and existing programs and strengths of SMU.

[ ]

Provide the projected number of students who will be served by this program, along with an explanation of how this number was reached.

[ ]

Please describe the methods used to determine the need for the program. Please attach a market analysis created using the market analysis template, or address the questions in the template in your response (market analysis is not necessary for proposals for a minor)

[ ]

Explain how the creation of this new program is consistent with the mission and strategic goals of

Percentage of New Content in Program : Fill out the chart below to calculate the percentage of the program that is new. Give the total number new courses in the program, the total number of unique credit hours offered in the program that are new, the total number of credit hours in the program, and then the percentage of the program that is new

Courses that are New.	Total Program Credit Hours that are New (number of courses X credit hours)	Total Number of Credit Hours in Program	Percentage of Program that is New (Hours offered / total program hours)

Please attach syllabi, or detailed course outlines for each new course in the program (Indicate you have attached these in the box below).

Provide a projected schedule of course offering for the program (by semester, for at least one full cycle of program).

Semester 1	Semester 2	Semester 3	Semester 4	Semester 5	Semester 6

3

Please explain your process for ensuring that all courses meet the required number of contact and outside hours to satisfy credit hour requirements.

```

```

Describe administrative oversight to ensure the quality of the program.

```

```

Will this program be offered in compressed time frames (i.e. other than the traditional semester framework)?

Yes

<u>Library Resources</u>

Describe the library resources needed to open this new program.

[ ]

Please attach evidence that you have consulted SMU libraries about these resources, and that they have affirmed they have the resources necessary to DC T* ( )Tj EMCtider ces

Departmental / Division Curriculum Committee

School / College Curriculum Committee

College or School Dean