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| **New Academic Degree Program Authorization** **Pre-Proposal Form** |



**New Academic Program Pre-Proposal Process**

New academic program pre-proposals are initiated and developed by the faculty. Approval of the pre-proposal must be obtained from department chair and college dean or equivalent administrators before submission for Academic Affairs level review and consideration for inclusion in the University’s Annual New Degree List due to BOG in June.

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| **Institution** |  |
| **Degree Program Title** **(e.g., M.A. in Biology)** |  |
| **CIP Code** |  |
| **Proposed Delivery Mode** **(% online, if applicable)** |  |
| **Enrollment Projections (Headcount): Year 1 and Year 5** |  |
| **Proposed Implementation Date (e.g., Fall 2025)** |  |
| **Other Programs in the SUS (Including Enrollment and Degrees):** |  |

1.Does the proposed program qualify as a Program of Strategic Emphasis, as described in the Florida Board of Governors 2025 System Strategic Plan?
[Programs of Strategic Emphasis List](https://www.flbog.edu/wp-content/uploads/2023/11/PSE-List-11-9-23.pdf)

[ ]  Yes, it does qualify as a Program of Strategic Emphasis.

[ ]  No, it does not qualify as a Program of Strategic Emphasis.

Programs of Strategic Emphasis Waiver *(for baccalaureate programs only)*

Does the program fall under one of the CIP codes listed below?

[ ]  Yes

[ ]  No
If yes, students in the program will be eligible for the Programs of Strategic Emphasis (PSE) waiver. For additional details, refer to [Board Regulation 7.008](https://www.flbog.edu/wp-content/uploads/2022/08/7.008-waivers-and-exemptions-of-tuition-and-fees_FINAL-8-26-22.pdf) and the [Programs of Strategic Emphasis Waiver Guidance](https://www.flbog.edu/wp-content/uploads/2023/03/PSE-Waiver-Guidance-March-2023-technical-update.pdf).

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| --- | --- | --- |
| CIP CODE | CIP TITLE | CATEGORY |
| 11.0101 | Computer and Information Sciences | STEM |
| 11.0103 | Information Technology | STEM |
| 13.1001 | Special Education | EDUCATION |
| 13.1202 | Elementary Teacher Education | EDUCATION |
| 14.0801 | Civil Engineering | STEM |
| 14.0901 | Computer Engineering | STEM |
| 14.1001 | Electrical and Electronics Engineering | STEM |
| 27.0101 | Mathematics | STEM |
| 40.0801 | Physics | STEM |
| 52.0301 | Accounting | GAP ANALYSIS |
| 52.0801 | Finance | GAP ANALYSIS |
| 52.1201 | Management Information Systems | STEM |

1. **Program Summary**:

Briefly summarize the rationale for the new academic program and consider the following in your narrative (maximum length 250 words):

* How this program supports the specific missions and strategic plans of the university and the System.
* Impact of this program at the local, state, national, and international levels.
* Any specific needs for research and service that the program would fulfill.
* How the proposed program is distinct from others already offered in the System (use the 4-digit CIP as a guide).
* The proposed curriculum including areas of emphasis.
* Collaborative opportunities with other SUS institutions as appropriate.

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**3.Student Demand***: (Describe the demand in the SUS for the proposed program)*

Briefly describe the student demand for the proposed program and consider the following in your narrative (maximum length 250 words):

* Student interest in this program.
* Numbers of graduates and students enrolled in similar programs currently offered online or face-to-face. For assistance, see the Board of Governors interactive data source, <https://www.flbog.edu/resources/academic/resources-new-program-proposals/>.
* If this would be a duplicative program in the System, explain why this program should be offered.
* As applicable, professional credentials requirements.

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**4. National and Florida Workforce Demand**

**If the proposed program is a baccalaureate or master's degree on the Programs of Strategic Emphasis list, skip 4.A.**

A. Describe the national and Florida workforce demand for the proposed program. The response should, at a minimum, include the following:

* + - Current state workforce data as provided by Florida's Department of Economic Opportunity
		- Current national workforce data as provided by the U.S. Department of Labor's Bureau of Labor Statistics
		- Additional documentation for workforce needs may include letters of program support by employers and job postings for program graduates, as well as a description of any specific needs for research and service that the program would fulfill.

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Complete the table below, providing the labor market demand in Florida and nationally. Include data for all linked occupations, including those in the table above. Use data from the Search by CIP or SOC Employment Projections Data Tool in the Academic Review Tracking System.

**Labor Market Demand, CIP Code XX.XXXX**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Occupations** | **Percent Change in Job Openings** | **Annual Average Job Openings** | **Total # of New Jobs** | **Education Level Needed for Entry** |
| **FL****XXX-XX** | **U.S.****XXX-XX** | **FL****XXX-XX** | **U.S.****XXX-XX** | **FL****XXX-XX** | **U.S.****XXX-XX** |
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Sources:

Date Retrieved: XX/XX/XXX
U.S. Bureau of Labor Statistics - <https://data.bls.gov/projections/occupationProj>
Florida Department of Economic Opportunity - <http://www.floridajobs.org/labor-market-information/data-center/statistical-programs/employment-projections>

B. If the occupations do not currently appear in the most recent version of the Search by CIP or SOC Employment Projections Data Tool provided by Board staff, provide occupational linkages or jobs graduates will be qualified to perform based on the training provided to students in the proposed program in the table below. Contact the institutional representative working with you on the degree proposal for more information about possible occupations.

**Occupational Linkages for the Proposed Program**

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| --- | --- | --- |
| **SOC Code (XX-XXXX)** | **Occupation Title** | **Source / Reason for Inclusion** |
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# **Required Signature**

Provost's Signature: Elizabeth M. Bejar Date

**Feasibility Study Form (for internal use only)**

Sponsoring College \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sponsoring Department \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Funding Strategy [ ] Self Supporting [ ] E& G

1. Please identify how this program assists the university in achieving its performance metrics related to increased degrees in areas of BOG Strategic Emphasis (NEW 2024 LIST).
2. Please identify how this program assists the university in achieving its performance metrics related to retention and graduation rates (bachelors). If this is a graduate degree, describe the retention and graduation of students for timely completion of program requirements.
3. Please identify any existing comparable programs.
4. Given that the university will receive no new funding to launch this degree, how will costs be covered?
	1. Provide information on the basic program costs and available resources and capacity for your program. Answers should include faculty availability (if this is self-supporting, are there faculty available for overloads – keep in mind tenure-earning faculty with reduced loads cannot be considered for overload)
	2. Discuss student support resources, including the library.
	3. How will department/college resources be shifted to support the program?
	4. Are there plans to close any programs to make funding available?
5. Discuss cross campus collaborations and/or interdisciplinary opportunities at FIU.
6. Discuss the impact of the program on FIU and existing programs. If applicable, discuss the impact of the program on the local or state community.

Florida International University

Criteria for Evaluating Proposed Academic Programs

Name of Proposed Program

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| --- | --- |
| **Criteria** | **How Met** (include as many bullet points as needed for each criterion) |
| Fit with BOG Strategic Plan |  |
| Fit with FIU Strategic Plan |  |
| Impact on specific BOG Performance Metrics |  |
| Need/Demand |  |
| Resources needed (physical and financial) |  |

**SWOC Analysis**

**Provide a summary of strengths, weaknesses, opportunities, and challenges.**

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| Strengths |  |
| Weaknesses |  |
| Opportunities |  |
| Challenges (including competition) |  |