Proposed FCAS Guidelines for Proposals for New and Online Degree Proposals

A) 1503 Form – including rationale and proposed catalog copy

B) Proposal

- General Overview – Describe the program including any faculty planning or discussion as appropriate.

- Relationship to Institutional Role, Mission, and Program Priorities - Rationale for the program related to how it fits the priorities and mission of the unit and the university. Include discussion of how program may affect other offerings from the unit.

- Demand for Program – Describe indications of student interest in program, including surveys and other measures. If applicable, describe how program graduates will meet a workforce need.

- Relationship to Other Campuses – Similar programs at any of the three campuses. Include similar off-campus programs if relevant.

- Curriculum
    - General Education Requirements (whether existing or new)
    - Admission Requirements and admission process (if applicable)
    - Program Requirements including core courses and program electives
    - Continuation Policy
    Note: FCAS has policies concerning requiring specific course grades and cumulative GPAs for admission requirements, program requirements, and continuation policies.

- Transfer – General policies towards community college transfer including transfer associate degrees and/or specific transfer agreements.

- Faculty Governance – Describe how faculty will oversee major

- Administration – Indicate the administrative home and discuss resources that will be leveraged or added for program such as libraries, advising, outreach

- Accreditation – Describe relevant accreditation body and process if applicable.

- Student Learning Outcomes and Assessment – Describe learning outcomes for students in the major and how they will be assessed.

- Program Assessment – Describe what procedures will be used for assessing the program overall.

*Note: the language below is from the Scholastic Regulations and is **very much** a working draft. The text of the regulations can be accessed here:*
http://www.washington.edu/admin/rules/policies/SGP/ScholRegCH114.html

Proposed Additional Criteria for Approval of Provisional Online Degree

In addition to form 1503, the criteria below apply to the extension of any undergraduate online, whether new or as a version of an existing program. For proposed new online undergraduate degrees, the criteria above apply as well. For the extension of an existing program, the proposal should document how the online version will be substantially the same as the classroom degree, and provide explanations for any differences in admission and program requirements. The proposal should also provide information about other differences in the criteria above, such as demand, governance, infrastructure needs such as advising or liberary resources, and student and program assessment.

- Rationale for offering program online based on audience, access, and/or unit academic mission
- Relationship of program to existing degrees
- Justification of content delivery method and proposed oversight mechanisms to assure that institutional standards are met.
- Proposed review process for program in its six year as required by Scholastic Regulations (Chapter 114.1.B.2)