

Request for a Reasonable and Moderate Extension

5.7.15

Use this form when you are seeking approval from the IBHE to elevate an existing option to a stand-alone degree program, to change a program's degree designation, to create a new post-baccalaureate certificate program, to offer an existing program at a new off-campus location out of EIU's region, or to develop a new (but temporary) research or service center. NOTE: If your request is for a research or service center, please adapt the questions as is appropriate.

1. **What is the name of the program/center you' re requesting approval for?**
2. **What should its CIP code be?** (See <http://nces.ed.gov/pubs2002/cip2000/>. If in doubt, leave this item blank.)
3. **Why do we need this program?**

- a. How will it help students enhance their knowledge, improve their skills, and secure employment/graduate school placement?
- b. What other Illinois institutions offer this program or one similar to it? How many students currently are enrolled in these other programs? How will EIU distinguish its program from the competitors'?
- c. What profession(s) will the new program prepare students for?
- d. What evidence is there of sufficient demand by employers for graduates of this program?

Cite information in recent professional journals, employment projections from the Bureau of Labor Statistics (<http://stats.bls.gov/>), the Illinois Workforce Information Center (<http://www.ilworkinfo.com>), and so on.

- e. What evidence demonstrates that there is sufficient demand from *new* students for this program?

4. **How will the program support EIU's mission and statewide goals?**

EIU Mission:

Eastern Illinois University is a public comprehensive university that offers superior, accessible undergraduate and graduate education. Students learn the methods and results of free and rigorous inquiry in the arts, humanities, sciences, and professions, guided by a faculty known for its excellence in teaching, research, creative activity, and service. The University community is committed to diversity and inclusion and fosters opportunities for student/faculty scholarship and applied learning experiences within a student-centered campus culture. Throughout their education, students refine their abilities to reason and to communicate clearly so as to become responsible citizens and leaders.

Illinois Public Agenda Goals:

1. Increase educational attainment to match best-performing states and world countries.
2. Ensure college affordability for students, families, and tax payers.
3. Increase the number of quality post-secondary credential s to meet the demands of the economy and an increasingly global society.
4. Better integrate Illinois' educational, research, and innovation assets to meet economic needs of the state and its regions.

5. **What are the program's admission and graduation requirements?**
Summarize them but also include the complete catalog description.
6. **What are the qualifications of those who will teach the required courses?**
Summarize them and include faculty vita.
7. **What are the program's learning objectives? How will you assess them?**

8. What are the enrollment and degree projections for the new program?

Please complete the table below:

STUDENT ENROLLMENT AND DEGREE PROJECTIONS FOR THE PROPOSED PROGRAM		
	Year One	5 th Year (or when fully implemented)
Number of Program Majors (Fall Headcount)		
Annual Full-time-Equivalent Majors (Fiscal Year)		
Annual Number of Degrees Awarded		

9. What will the program cost?

Please complete the table below. Include costs for faculty, staff, facilities, library resources, etc. (Adjust the labels in the table as needed to accurately depict expenditures and resources.) Explain how resources will be provided. (Note: No new program costs nothing.)

Estimated Costs and Sources of Funds for Proposed Unit						
Eastern Illinois University						
		Year of Operation				
		1st Year	2nd Year	3rd Year	4th Year	
Expenditure						
Personnel						
Faculty Count	by # of FTE					
	Personal Services in \$					
Other Personnel Costs in \$						
Supplies, Services, Equipment, Library						
Facilities in \$						
	Total	0	0	0	0	0
Resources						
Current Unit						
Internal Reallocations						
Federal Funds						
Fees, Sales, Other Income						
	Total	0	0	0	0	0

10. When and by whom has the program been approved?

11. When would you like it to be effective?