



Stage 1: New Program Preliminary Proposal

The New Program Preliminary Proposal is submitted via the Office of Academic Quality (the Associate Provost) to the New **Program Review Committee** (NPRC). The NPRC consists of the following members: a representative from faculty Senate, Deans, the Provost, the AA Budget Director, the Associate Provost for Student Success and Academic Quality (SSAQ), and the Executive Director of Undergraduate Admission. Before submitting the proposal to the New Program Review Committee, proposals must be reviewed by the appropriate Dean and Department Chair*. The Stage 1 review typically requires 4-6 weeks. See NPR website for more details on the process. If assistance is needed in developing this proposal see the Associate Provost for SSAQ.

- I. **Suggested Name of Program:**

- II. **Suggested Program Administrative Home** (Department and/or College):

- III. **Proposed starting date for the program:**

- IV. **Program Type** (check all that apply)
 - a. Undergraduate major
 - b. Undergraduate stand-alone minor
 - c. Graduate Master's degree
 - d. Graduate certificate
 - e. Graduate/Research Doctoral degree (PhD)

- V. **Mode of Delivery** (check all that apply)
 - a. On-campus only
 - b. Distance Education (50% of the class is other than face-to-face)
 - i. Hybrid (some on-campus; 50% or more through distance education)
 - ii. Fully distance education (typically on-line)
 1. Synchronous
 2. Asynchronous
 - c. Program includes a summer component

- VI. **Intended Audience** (check all that apply)
 - a. Students seeking a baccalaureate degree
 - b. Students seeking a master's degree
 - c. Students currently enrolled in an approved graduate program at Gallaudet
 - d. Students who are seeking PST credit
 - e. Students not enrolled in a graduate program and not intending to enroll in graduate degree program
 - f. Other, please describe _____

- VII. **Degree/Product** (check all that apply)
 - a. Student receives an undergraduate degree
 - i. Major
 - ii. Minor
 - b. Student receives graduate degree

- c. Student receives a certificate or other credential

VIII. Rationale for Program:

The Rationale should provide clear and convincing reasons why this program is important to Gallaudet's mission, nationally, and/or internationally. The Rationale should also explain how this program responds to GU's current and potential strengths and needs.

Wherever external research or literature is cited, references should be provided.

IX. Goals of the Program:

The description of the Goals of the program should show consistency with Gallaudet's Mission.

The statement of Goals should also provide broad statements of the kinds of learning that students who complete the program will achieve. The Goals should also provide statements of long range intended outcomes of the program and its curriculum.

For more information on writing Program Goals see the links below:

<http://www.bpcc.edu/grantsexternalfunding/goalsobjectives.html>

<http://www2.tulane.edu/publichealth/mchltip/upload/Tips-for-writing-goals-and-objectives.pdf>

Signatures:

Chair of the Department*

Dean

* If the program is an interdisciplinary program that reports to a School Dean, only the Dean's signature is required.