

University Resources and Planning Committee Additional Questions form for New Programs

Please review and respond to the following questions for the University Resources and Planning Committee. Once this document is completed, please upload it to your proposal in Curriculog as an attachment.

What is the basis for this curriculum proposal? Is the proposal based on student interest? Will another offering be “sunsetting” in order to reallocate resources for the proposal?

Is this proposal something offered at another CSU? Would it be more resource conscious to direct any student interest to those universities?

In addition, any evaluation of curriculum proposals from the perspective of their implications on University resources requires that authors address many very specific details directly relating to various types of resources:

1. How will the proposed curriculum changes impact instructors?
 - 1.1. Will additional instructors need to be hired?
 - 1.2. Will the teaching assignments or workloads of existing instructors be altered? If so, how will the current course offerings be handled? Will additional lecturers need to be hired?
 - 1.3. What is the ratio of tenured and probationary faculty to lecturers who will teach in the proposed program and what is the ratio in related, existing programs?
 - 1.4. Does the need and plan to hire instructors coincide with voting by the Tenure Track Planning Committee and the Provost’s decisions?
2. How will the proposed changes affect existing courses?
 - 2.1. Will enrollment in any existing courses increase or decrease as a result of the proposed program?
 - 2.2. Will the number of sections in any existing courses be increased or decreased? If increased, how will instructional demand be met?

2.3. Will any existing courses be offered more or less frequently than at present?

3. How will the proposed changes impact the advising of students?

3.1. Will new academic advisors need to be hired?

3.2. Will the workloads of existing advisors increase or decrease?

4. How will the proposed changes impact existing office-support staff or instructional-support staff (including lab/tech support staff)?

4.1. Will additional office-support staff or instructional-support staff (including lab/tech support staff) need to be hired?

4.2. Will the workloads of existing office-support staff or instructional-support staff (including lab/tech support staff) increase or decrease?

5. How will the proposed changes impact instructional and research spaces?

5.1. Will new instructional or research space be needed?

5.2. Will existing instructional or research space require renovation?

5.3. Does the proposed program require any unique or specialized types of instructional space?

6. How will the proposed changes affect operating expenses and equipment?

- 6.1. Does the proposed program require the purchase of any new equipment or supplies?
- 6.2. Does the proposed program require the use of any existing equipment such that the equipment might become less available for existing programs?
7. How will the proposed changes affect information technology?
 - 7.1. Does the proposed program require the purchase of any new software or other Information Technology (IT) resources?
 - 7.2. Does the proposed program require the use of any existing software or other IT resources?
8. How will the proposed changes affect Library resources?
 - 8.1. Does the proposed program require the purchase of any new subscriptions or materials by the Library?
 - 8.2. How will the proposed changes impact the use of existing Library resources?
9. Has anything regarding resources changed since the Program Intent Form was written?
10. What is the plan to obtain any new resources mentioned above? Have any new resources already been allocated for the proposed program? If not, what is the plan to obtain the necessary resources? Is there a contingency plan if changes are needed due to unanticipated resource limitations?

Please contact Curriculum Services at curriculum@sdsu.edu for any questions in regards to this form.