

UWL New Program Development Plan (developed 2019)

The following proposal was developed to help encourage innovative program ideas in conjunction with traditional UWL review processes and provide proposers with early feedback about new program ideas.

THINKING ABOUT DEVELOPING A NEW PROGRAM? (Major, Minor, Emphasis, Concentration, Certificate)

Complete the *new program development plan proposal form* and submit to provost@uwlax.edu by October 1, February 1, or May 20 (to aid summer program development projects).

- Each faculty member should discuss and provide a copy of the proposal to their chair and dean.
- The purpose of the proposal is to allow the university to provide higher level feedback to proposers prior to the development of a formal proposal in order to benefit the university at-large and the time and effort of those making the proposal.

STEP TWO: Review by the Academic Affairs' New Program Committee

- **The proposal will be reviewed by the Academic Affairs' New Program Committee (AANPC).** The committee is composed of the following:
 - Provost; Associate Vice Chancellor; Deans; Director of Murphy Library; Director of Graduate Studies; Director of Admissions; Director of Extended Learning; Chair – Faculty Senate's Academic Planning Committee (*or member if chair not available*)
 - Strategic Planning and/or IR Director and/or International Education & Engagement Director (as needed as determined by the Provost or AVC based on the proposal)
- Proposer(s) will be invited to the meeting for discussion of the proposal
- Feedback regarding the proposal will be provided in terms of the following criteria:
 - The value to the university in terms of student recruitment, student retention, mission, and/or strategic plan priorities
 - The innovation of the program in terms of potential growth areas.
- AANPC will not be deciding on proposals; however, they may provide feedback and requests for information that will affect the ultimate feasibility of the program as determined by each level of review.
- The AANPC should also use the meeting to:
 - Discuss recent, current, and known proposals in the works with an eye to an overall academic plan for UWL
 - Discuss any ideas regarding potential new programs to determine if a Dean/Director should approach a department to discuss opportunities. These ideas can come from student interest (as indicated by Admissions, College Academic Services, etc.), community and industry organizations and/or other sources.

Develop a formal proposal for on/off campus processes and reviews - see <https://www.uwlax.edu/academic-affairs/resources/new-program/>