

S80-9 RESOURCE ANALYSIS REQUIRED FOR CURRICULAR PROPOSALS

Legislative History:

Document dated June 12, 1980.

At its meeting of April 14, 1980, the Academic Senate passed the following policy recommendation as presented by Dr. Joseph Boudreau, Chair, Financial Affairs Committee.

ACTION BY UNIVERSITY PRESIDENT

"Approved and accepted as University Policy." Signed: Gail Fullerton, June 12, 1980.

RESOURCES AND CURRICULAR PROPOSALS

S 80-9

WHEREAS, The Executive Committee of the Academic Senate has asked the Financial Affairs Committee "to develop guidelines for the kinds of information that should be included when submitting course or program proposals (because) there is a real need to present not only cost figures but also to pinpoint sources of personnel and funding (and any necessary diversions or relocations of resources)." (ref, Executive Committee Report, Oct, 8, 1979); and

WHEREAS, The existing forms for permanent course proposals deal with these questions in ways that are too general, and to our knowledge no new program proposals are currently or imminently being considered; therefore be it

RESOLVED: That the portion of the Curriculum Guide dealing with proposed new courses be amended so that the following specific questions are included there and on course proposal forms:

Faculty Resources

Will the proposed change generate new FTE/S?

Will it produce a redistribution or loss of FTE/S?

What changes will occur in faculty needs?

Will additional staffing be required?

Break down as follows: faculty, graduate assistants, student assistants.

Will additional clerical and/or technical support be required?

Facilities, Materials, and Equipment

What additional equipment will be needed?

Are there additional costs associated with this class that may include vehicles, telephone, telecommunications, travel, postage, computer or other facilities?

What additional materials and supplies will be needed and what will be the rate of replacement of any of the above?

Is there a need for specialized space?

Describe type needed and whether any may already be available including any special safety requirements.

What additional demands may be made upon Library or Instructional Resources Center?

Any other expenses not itemized above?