|  |
| --- |
| ***New Academic Program Name:***  |
| ***Author and Department:***  |
| ***Date Submitted:***  |

Implementation planning is the detail for the recommended program delivery model from the Feasibility Study. It is to validate how Wittenberg will deliver the new program to students. It provides the expected return on investment. There could be multiple *scenarios* outlining different viable approaches.

***The Program***

1. ***What are the degree and major area requirements, including prerequisites? This information should be formatted in the same manner as in the Academic Catalog.***
2. ***What are the new course offerings? Will there be any revisions to existing courses? (Include a listing of the courses and their descriptions.) This information should be formatted in the same manner as in the Academic Catalog. You will also need to submit new course proposals for all new courses if the program is recommended to the faculty for approval.***

***Program Assessment***

1. ***What are the student learning outcomes for the program?***
2. ***What is your assessment plan for the program?***

***3. How you will assess any portion of the program delivered by an external third party?***

 ***Program Integrity***

1. ***How will the various elements of the program—its goals and objectives, curriculum and courses, and related experiences—exhibit intellectual and academic coherence?***
2. ***How will the program’s curriculum, courses, and co-curricular events provide students with the educational experiences deemed essential for the field of study?***

***Standards of the Field***

1. ***Are there unique admission requirements for the program? If so, explain. For proposed graduate programs: What are the proposed admissions standards for the program?***
2. ***How does the program meet or exceed the generally recognized standards for programs of its type (i.e., standards held by professional associations, by accrediting agencies, or other prevailing standards).***

***Program Overview***

1. ***Where will the program be housed? Explain the rationale for placement in the proposed department.***
2. ***What is the primary delivery format or mix of delivery formats (i.e., face-to-face, hybrid, online)?***
3. ***What resources would be needed to support this idea? Specifically, which departments and individuals will need to implement the program and what will their roles entail? Who will direct the program? Have all these departments and individuals agreed to support the proposal?***
4. ***Will the program use full time faculty and/or adjunct faculty? Note professional development or unique qualifications needed.***
5. ***How will the program connect to, contribute to, or affect other areas of the University? Conversely, what might we need to stop doing in order to implement this program?***
6. ***Please attach a three-year staffing plan for proposed academic programs, including the number of credits and the anticipated course capacity for each course.***

***Accreditation Considerations***

1. ***Accreditation – identify accrediting agency, if any, that governs the program and list process and requirements for accreditation unique to this program.***
2. ***If Wittenberg will partner or contract with a non-accredited entity to offer courses, identify the information or services provided by the entity and the percentage or portion of the educational program the third party is providing.***

***Financial Considerations***

1. ***Has anything changed in the proposed budget you submitted in the Feasibility Plan?***

***Review Section***

***Educational Policy Committee Review Date:***

* ***Revise Implementation Study and resubmit?***
* ***Move to forward to faculty for approval?***
* ***Do not proceed: Close Project?***