

PROCEDURES FOR THE REVIEW AND APPROVAL OF NEW DEGREE PROGRAMS DERIVED FROM SUB-DISCIPLINES

A new graduate degree program derived from an existing sub-discipline requires RACGS approval. The new degree program need include research capability only in the sub-discipline (e.g., electrical engineering, but must include instructional capabilities across the full range of the discipline (e.g., engineering). Proposal for such a new degree program is initiated by the submission of a Program Development Plan (PDP).

The PDP should address, in a summary narrative of no more than five pages (exclusive of appendices, which should be kept as brief as possible), the following concerns:

1. Designation of the new program (i.e., degree name and title), rationale for that designation, definition of the focus of the program and a brief description of its disciplinary purpose and significance.
2. Description of the proposed curriculum.
3. Administrative arrangements for the proposed program: department and school or college involved.
4. Evidence of need for the new program, including the opportunities for employment of graduates. This section should also address other similar programs in the state and potential duplication of programs in the state and region.
5. Prospective enrollment.
6. Special efforts to enroll and retain underrepresented groups.
7. Availability and adequacy of the faculty and facilities available for the new program.
8. Need for additional facilities and staff and the plans to meet this need.
9. Projected additional costs associated with the program and evidence of institutional commitment and capacity to meet these costs.

The PDP is submitted to the Educational Policies Committee (EPC) Graduate Council. If approved, the Dean of Graduate Studies sends the PDP to RACGS members for a 6-week review period. RACGS members will determine whether or not the proposed degree program is a more appropriate designation than the existing sub-disciplinary option, and whether additional information and/or approvals are required.