**Feasibility Review Template**

UCC document 10/30/2018

The first step in program revision is feasibility review, a process through which the UCC assists proposing faculty members in evaluating the strategic implications of their proposals.

Please use the questions on this template to guide discussions within your department or program and develop your reasons, goals, and justifications for the proposed changes.

Type the requested information directly into this document, leaving all prompts and questions. Please try to keep the entire document to no more than 5 pages; you may find it useful to include links to materials available online.

Attach the resulting document and a *pro forma* budget to an email directed to the Chair of the UCC.

For ideas in their early stages, ask the UCC to include your plans in a charrette to brainstorm possibilities more informally.

What is being proposed?

New program\_\_ Change to existing program\_\_ (Place ‘X’ after one)

Degree\_\_ Certificate\_\_ Minor\_\_ (Place ‘X’ after one)   
  
Title of program:   
If program currently exists, what is its 4-letter Banner code:

Proposing Faculty Member (PFM):   
Custodial Department:   
Custodial College:

1. List the reasons this creation and/or change of the program is being proposed.
2. List the program’s goals and student learning objectives that identify the competencies at graduation. Competencies can include interpersonal and technical skills.
3. Describe likely impact of the program on the graduates’ career opportunities five to ten years following graduation.

Include any eligibility for certification or other credentialing likely to be available to graduates.

1. Provide the evidence that supports your responses to item 3. This can come from advisory boards, professional organizations, accreditation agencies, licensing boards, or employers. This also may include internal UNH assessment data.
2. What is the anticipated market for the program? Append any preliminary market research documentation, *e.g.*, data from [Department of Labor Bureau of Labor Statistics](https://www.bls.gov/oes/), its [*Occupational Outlook Handbook*](https://www.bls.gov/ooh/), the Robert Half [*Salary Guide*](https://www.roberthalf.com/salary-guide), and relevant professional publications that present trends for supply and demand.
3. List the ways this program directly delivers on our University’s [mission, vision and values](http://catalog.newhaven.edu/content.php?catoid=4&navoid=631) and those of the custodial college.

1. Propose a curriculum, listing likely “Major Requirement” courses, identifying those that need to be created, and those that already exist.
2. Identify the [NSSE High Impact Practices](http://nsse.indiana.edu/html/high_impact_practices.cfm) incorporated in the program, with reference to how they will be identifiable to students (*e.g.*, course titles, program names)
3. List potential contributors among UNH faculty and departments. Identify the anticipated roles that those contributors would need to play and to what degree they have agreed to play that role.
4. Identify likely needs for new faculty and support personnel, referencing data from your *pro forma* budget.
5. Identify likely needs for new or modified facilities, technical resources, accreditation costs, and library resources.
6. In its evaluation of new programs and program changes, the UCC must be mindful of all programs presently offered by the university. How does this program relate to other programs?
7. Identify any supportive connections to industry, community, arts organizations, government, or further education institutions.
8. Identify potential areas for grant-writing, industry support, or other new funding.
9. Summarize any input that has been provided by advisory boards (e.g., for a department or college).
10. What is the anticipated market for the program? Append any preliminary market research documentation, *e.g.*, data from [Department of Labor Bureau of Labor Statistics](https://www.bls.gov/oes/), its *[Occupational Outlook Handbook](https://www.bls.gov/ooh/)*, the Robert Half *[Salary Guide](https://www.roberthalf.com/salary-guide)*, and relevant professional publications that present trends for supply and demand.
11. Which other universities and colleges offer programs that compete (or would compete) with the envisioned new or changed program, and in what way are they competitive?
12. Provide details of the University’s ability to recruit to and retain students in this program made by the University Office of Enrollment Management.