

New Program Proposal

This form is to be used to present the Curriculum Committee with a proposed new program. If approved, this addition will be reflected in the 2025 - 2026 catalog.

* Indicates required question

1. Email *

2. Proposal submitted by (faculty member): *

3. Department *

Mark only one oval.

- ☐ Counseling, Therapy, and School Psychology
- ☐ Teaching, School Counseling, and Leadership Studies
- ☐ CCE

4. New program title *

5. New program degree(s)

6. Date submitted *

Example: January 7, 2019

7. Semester and year proposal to become effective *

Mark only one oval.

- ☐ Summer 2025 (earliest possible)
- ☐ Fall 2025
- ☐ Spring 2026
- ☐ Other: _____

Rationale, intended outcomes, conceptual framework, and diversity/technology elements of the proposed program:

8. What is the primary purpose or motivation for adding this program? *

9. What data have you used to support the development of this program? *

10. What is the intended outcome of adding this program? *

11. Describe the conceptual framework or scholarly literature that underlies the design of the proposed program. *

12. How will the proposed program contribute to the mission and vision of the graduate school? *

13. How will the proposed program incorporate issues of diversity? *

14. How will the proposed program incorporate appropriate technology? *

Program of Study

Please type/paste materials below as appropriate, or email to gradreg@lclark.edu for inclusion in the program packet to be reviewed by the curriculum committee. If emailing, please indicate as such in the response line.

15. Course sequence: *

16. Required courses (please include syllabi): *

17. Elective courses: *

18. Total semester hours required: *

19. Admissions requirements and prerequisites: *

20. Degree title: *

21. Catalog copy *

22. Describe methods of assessing student learning outcomes. Include a plan for incorporating this data in the current accreditation processes, as appropriate. *

23. Tentative schedule of course offerings: *

24. Describe any new courses being proposed as part of the new program. *

Demand, Enrollment, and Resource Requirements

25. Who are the intended students for this program? What evidence exists to determine sustainable demand for this program? *

26. What is the expected enrollment in the program during the first five years? *

27. What effect will this new program have on existing work plans and teaching loads in the department and/or graduate school? *

28. Does this change require any additional library support or special technology? If so, please describe. *

29. Are there any special facilities or additional equipment required for this change? If so, please describe. *

Approvals

For committee use only.

30. Approved by:

Check all that apply.

- ☐ Department chair
- ☐ Curriculum committee
- ☐ GSEC Faculty
- ☐ Dean

31. Final approval date:

Example: January 7, 2019

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