

White Paper Template for New Degree Programs at SHSU

Directions: White papers are required for all proposed bachelor's, master's, and doctoral degree programs. White papers for bachelor's and master's degree program must be submitted two years in advance of program implementation. White papers for doctoral and engineering degree programs must be submitted three years in advance of program implementation.

For more information: Contact Dawn Caplinger at 936.294.4156.

Administrative Information

Program Name

Show how the program would appear on the Coordinating Board's program inventory (e.g., Bachelor of Business Administration degree with a major in Accounting):

Proposed CIP Code:

Number of Required Semester Credit Hours (SCHs):

Brief Program Description

Describe the program and the educational objectives:

Administrative Unit

Identify the College and Department housing the new degree program:

Proposed Implementation Date (MM/DD/YY):

Contact Person

Provide contact information for the person who can answer specific questions about the program.

Name:

Title:

E-mail:

Phone:

Program Information

I. Need

- A. Job Market Need – Provide short- and long-term evidence of the need for graduates in the job market.
- B. Student Demand – Provide short- and long-term evidence of demand for the program.
- C. Enrollment Projections – Use this table to show the estimated cumulative headcount and full-time student equivalent (FTSE) enrollment for the first five years of the program. (*Include majors only and consider attrition and graduation.*)

YEAR	1	2	3	4	5
Headcount					
FTSE					

II. Impact to Other Programs

Describe the anticipated impact to existing SHSU degree programs (e.g., program phase-outs, course section demand, facilities demand, enrollment shifts, etc.). Address impacts to programs both internal and external to the college.

III. Costs and Funding

Complete the Program Funding Worksheet at <http://www.shsu.edu/dept/academic-affairs/curriculum/>

Approval Signatures

The proposed degree program outlined within this white paper carry the support and approval of the department and college.

Department Chair

Date

Academic Dean

Date

Proposed Program (Major & Degree):

Degree Level: Graduate

Enrollments	Year 1	Year 2	Year 3	Year 4	Year 5
Total Headcount	6	12	18	24	24

Student Load (Whole number only - no decimals)	
Average Student Load in SCHs - Fall	9
Average Student Load in SCHs - Spring	9
Average Student Load in SCHs - Summer	6

Note: Enter Student Load as whole numbers only.

Estimated SCH Generation	Fund Code	Year 1	Year 2	Year 3	Year 4	Year 5
Estimated UG Lower Level SCH (Annual)						
Estimated UG Upper Level SCH (Annual)						
Estimated Masters Level SCH (Annual)						
Estimated Doctoral Level SCH (Annual)	Science	144	288	432	576	576
Estimated Special Professional Level SCH (Annual)						

How to handle undergraduate programs with SCH at both lower and upper, as well as doctoral programs with SCH at master's and doctoral. Consider entering average student load for each level.

Estimated Expenses	Pre-Implementation	Year 1	Year 2	Year 3	Year 4	Year 5	5-Year Total
Faculty ¹							\$0.00
Staff							\$0.00
Aministrators							\$0.00
Assistantships							\$0.00
Scholarships							\$0.00
Facilities							\$0.00
Technology							\$0.00
Equipment							\$0.00
Library							\$0.00
Travel							\$0.00
Supplies							\$0.00
Impact External to College							
Total Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Estimated Revenues	Pre-Implementation	Year 1	Year 2	Year 3	Year 4	Year 5	5-Year Total
Formula Funding ²	NA	NA	NA	\$517,093.06	\$689,457.41	\$689,457.41	\$1,896,007.89
Statutory Tuition	NA	\$7,200.00	\$14,400.00	\$21,600.00	\$28,800.00	\$28,800.00	\$100,800.00
Designated Tuition	NA	\$22,176.00	\$44,352.00	\$66,528.00	\$88,704.00	\$88,704.00	\$310,464.00
Graduate Tuition	NA	\$7,200.00	\$14,400.00	\$21,600.00	\$28,800.00	\$28,800.00	\$100,800.00
Mandatory Fees ³	NA	\$15,612.00	\$31,224.00	\$46,836.00	\$62,448.00	\$62,448.00	\$218,568.00
Other Program-Related Fees (i.e., Board approved program fees, distance fees, lab fees, etc.)							\$0.00
Total Revenue	\$0.00	\$52,188.00	\$104,376.00	\$673,657.06	\$898,209.41	\$898,209.41	\$2,626,639.89

Anticipated Funding Source(s)	Pre-Implementation	Year 1	Year 2	Year 3	Year 4	Year 5	5-Year Total
Approved Budeget Request or Line Item							\$0.00
Pending Budget Request							\$0.00
Funding Campaign							\$0.00
Grants							\$0.00
Other*							\$0.00
Total Funding	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

*If Other, please specify:

¹ Report costs for new faculty hires, graduate assistants, and technical support personnel. For new faculty, prorate individual salaries as a percentage of the time assigned to the program. If existing faculty will contribute to program, include costs necessary to maintain existing programs (e.g., cost of adjunct to cover courses previously taught by faculty who would teach in new program).

² Formula funding is not considered for the first 2 years of a program

³ Mandatory fees include Student Service, Student Center, Medical, Technology, Library, Rec Sports, International Education, Records, OneCard Service, and Intercollegiat Athletic fees