**New Bachelor’s and Master’s Degree**

**Cover Page/Signature Page**

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| Directions: An institution shall use this form to propose a new bachelor’s or master’s degree program. In completing the form, the institution should refer to the document *Standards for Bachelor’s and Master’s Programs,* which prescribesspecific requirements for new degree programs*.* Note: This form requires signatures of (1) the Chief Executive Officer, certifying adequacy of funding for the new program; (2) a member of the Board of Regents (or designee), certifying Board approval, and (3) if applicable, a member of the Board of Regents or (designee), certifying that criteria have been met for staff-level approval. NOTE: Preliminary authority is required for all engineering programs. An institution that does not have preliminary authority for a proposed engineering program shall submit a separate request for preliminary authority prior to submitting the degree program request form. That request shall address criteria set in Coordinating Board rules Section 5.24 (a).  Information: Contact the Division of Academic Affairs and Research at 512/427-6200 for more information. |

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| **Administrative Information**  1. Institution: |
| 2. 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*): |
| 3. Proposed CIP Code: |
| 4. Number of Required Semester Credit Hours (SCHs) (*If the number of SCHs exceeds*  *120 for a Bachelor’s program, the institution must request a waiver documenting the*  *compelling academic reason for requiring more SCHs*): |
| 5. Brief Program Description – Describe the program and the educational objectives:  6. Administrative Unit – Identify where the program would fit within the organizational structure of the university (*e.g., The Department of Electrical Engineering within the College of Engineering*): |
| 1. ProposedImplementation Date – Report the date that students would enter the program (MM/DD/YY): |
| 8. Contact Person – Provide contact information for the person who can answer specific questions about the program:  Name:  Title:    E-mail:  Phone: |

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| **Signature Page**  1.Adequacy of Funding – The chief executive officer shall sign the following statement:  *I certify that the institution has adequate funds to cover the costs of the new program. Furthermore, the new program will not reduce the effectiveness or quality of existing programs at the institution*.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Chief Executive Officer Date   1. Board of Regents or Designee Approval – A member of the Board of Regents or designee shall sign the following statement:   *On behalf of the Board of Regents, I approve the program.*  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Board of Regents (Designee) Date of Approval  3. Board of Regents Certification of Criteria for Commissioner of Assistant Commissioner Approval – For a program to be approved by the Commissioner or  the Assistant Commissioner for Academic Affairs and Research, the Board of Regents or designee must certify that the new program meets the eight criteria under TAC Section 5.50 (b): The criteria stipulate that the program shall:  (1) be within the institution’s current Table of Programs;  (2) have a curriculum, faculty, resources, support services, and other components of a degree program that are comparable to those of high quality programs in the same or similar disciplines at other institutions;  (3) have sufficient clinical or in-service sites, if applicable, to support the program;  (4) be consistent with the standards of the Commission of Colleges of the Southern Association of Colleges and Schools and, if applicable, with the standards or discipline-specific accrediting agencies and licensing agencies;  (5) attract students on a long-term basis and produce graduates who would have opportunities for employment; or the program is appropriate for the development of a well-rounded array of basic baccalaureate degree programs at the institution;  (6) not unnecessarily duplicate existing programs at other institutions;  (7) not be dependent on future Special Item funding  (8) have new five-year costs that would not exceed $2 million.  *On behalf of the Board of Regents, I certify that the new program meets the criteria specified under TAC Section 5.50 (b).*  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Board of Regents (Designee) Date |