**New Program Initial IDEA Proposal Template**

**for Review by the Provost’s Cabinet**

(Updated 09-15-14)

1. **Purpose**
	1. What is the mission of this program? How does it fit with Messiah College’s mission and current strategic planning?
	2. Why would this be a strategic addition to the College? (This should be linked to enrollment or an explicit and new way of advancing the College).
	3. Why is there reason to believe that this strategic purpose will be successful?
2. **Programming**
	1. What is the basic curriculum design of the program?
	2. How many credit hours (or range of credit hours) are anticipated?
	3. What degree would be offered?
	4. How would the program be delivered? Online, hybrid, etc.
3. **Process**
	1. What impact would there be on other academic offices and college service units?
	2. Capital Needs
		1. Equipment
		2. Facilities
	3. Budget model (ballpark estimate of potential revenue and expenses)
4. **Personnel**
	1. New FTE required (admin and faculty)
5. **Planning**
	1. What sort of feasibility study would be best suited to test out this program?

**President and Provost Cabinet Decision**: Request for New Concept Proposal: Yes/No