

# Format for Preliminary Authority Requests

## Program Description

Briefly describe the requested future degree program (or programs if requesting broad authority).

## Criteria

For each program, address the following criteria that the Coordinating Board considers when granting preliminary authority requests.

*(a) Required for all requests (bachelor, master's, and doctoral programs):*

- (1) A demonstrated need for a future program in terms of present and future vocational needs of the state and the nation. (Provide short- and long-term evidence of the need for graduates in the job market.)
- (2) Whether the proposed addition would complement and strengthen existing programs at the institution.
- (3) Whether a future program would unnecessarily duplicate other programs within the region, state, or nation. (Identify similar programs and explain how the future program would not unnecessarily duplicate them.)
- (4) Whether a critical mass of students and faculty is likely to be available to allow the program to be offered at a high level of quality and to become self-sufficient on the basis of state funding. (Provide evidence of student demand for the program. In addition, provide evidence that an adequate number of high-quality faculty would be available.)

*(b) Additional information required for requests for doctoral programs:*

- (1) A demonstrated regional, state, or national unmet need for doctoral graduates in the field, or an unmet need for a doctoral program with a unique approach to the field.
- (2) Evidence that existing doctoral programs in the state cannot accommodate additional students (or that accessibility to these programs is restricted), or that expanding existing programs is not feasible or would not best serve the state.
- (3) If appropriate to the discipline, the institution has self-sustaining baccalaureate- and master's-level programs in the field and/or programs in related and supporting areas.
- (4) The program has the potential to obtain state or national prominence and the institution has the demonstrated capacity, or is uniquely suited, to offer the program and achieve that targeted prominence.

- (5) Demonstrated current excellence of the institution's existing undergraduate and graduate degree programs and how this excellence shall be maintained with the development and addition of a high-quality doctoral program. (Measures of excellence include the number of graduates and graduation rates that match or exceed those at peer institutions.)
- (6) Satisfactory placement rates for graduates of the institution's current doctoral programs, with comparison to peer group placement rates when available.
- (7) How the program will address *Closing the Gaps by 2015*.
- (8) Institutional resources to develop and sustain a high-quality program.
- (9) Where appropriate, a demonstration of plans for external accreditation, licensing, or other applicable professional recognition of the program.

### **Contact Person**

Include the name, title, telephone number, and email address of the institution's contact person for this request.