

CSU Degree Program Proposals and CPEC Review Criteria

As CSU campuses prepare program proposals and revisions, the following elements should be well developed and supported by appropriate specific data. This list provides CSU clarification of historically applied CPEC proposal-review criteria. The original CPEC guidelines are available at: <http://www.cpec.ca.gov/completereports/2006reports/06-12.pdf> CPEC has asked that campuses *clearly label* where in the proposal the following CPEC review criteria are presented:

- **Student demand**
This can be demonstrated with surveys of student intention to enroll in the program. Include current and projected enrollments of related existing programs at the proposing campus or feeder institutions.
- **Societal Needs**
The proposal should establish that there will be sufficient employment opportunities for graduates of the proposed program. Workforce demand projections can be helpful in establishing the balance between graduates and employment opportunities. Letters from regional employers are helpful, as well. Workforce data are available at: http://www.calstate.edu/app/workforce_data.shtml
- **Appropriateness to Institutional and Segmental Mission**
Describe how the proposed degree program fits with the campus, school/college, and departmental missions.
- **Number of Existing and Proposed Programs in the Field**
Demonstrate how the proposed program differs from or is similar to existing programs in the state.
- **Total Costs for the Program**
Are there sufficient funds available to support the resources that are required in order to initiate and maintain the program, including: the number of new faculty required; equipment; library resources; and classroom, office, and laboratory facilities. Identify the source of the funds required to support the program, both initially and in the long run.
- **Maintenance and Improvement of Quality**
Submit formal assessment plans that address program goals and student learning outcomes. Goals should be measurable; plans should be manageable, and data should be meaningful. Goals should be related to institutional and program mission,

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and to the curriculum. See the CSU assessment site for further information:
<http://www.calstate.edu/acadaff/sloa/index.shtml>

- **Advancement of Knowledge**

Describe how the program will contribute to the growth and development of intellectual and creative scholarship.