
Procedures for Submitting Proposals for Implementation of New Degree Major Programs (Bachelor's and Master's Levels)

Revised March 1985, February 2007, June 2009, June 2014

This document presents the format, criteria, and submission procedures for CSU bachelor's and master's degree program proposals. Please see the Academic Program Planning website for doctoral degree proposal formats.

(<http://www.calstate.edu/APP/>)

Criteria

Proposals are subjected to system-level internal and external evaluation, through which reviewers seek evidence indicating that current campus budgetary support levels provide sufficient resources to establish and maintain the program. Review criteria include: curriculum, financial support, number and qualifications of faculty, physical facilities, library holdings, responsiveness to societal need and regional and workforce needs, academic assessment plans, and compliance with all applicable CSU policies, state laws, and accreditation standards.

Procedures

Before a proposal is submitted to the Chancellor's Office, the campus adds the projected degree program to the campus academic plan. See "Procedures for Submitting Requests for New Degree Major Programs for Inclusion in the San Diego State Academic Master Plan." Subsequent to the CSU Board of Trustees approval of the projection, a detailed, campus-approved program implementation proposal is submitted to Chancellor's Office for review and approval. Proposals are to be submitted in the academic year preceding projected implementation. Only programs whose implementation proposals have been approved by the CSU Chancellor may enroll students. Campus Academic Plans appear in the Educational Policy Committee Agenda Item of the annual March meeting of the Board of Trustees.