Ventura College
Office of Student Learning

CREDIT DEGREE OR COA - INFORMATION FORM

PROPOSAL ATTRIBUTES

Department: **Division:**

Proposal Type:

Updates Only: Indicate area/s of the program that are being proposed for change/s.

Program Title:

Program Goal:

Program Award:

PROGRAM SUMMARY

TOP Code & Desc.:   (Refer to TOP Manual)

CIP Code & Desc. :   (Refer to TOP-CIP Crosswalk)

Effective Start: (mm-yy)   **Review Date:**   The 1st review after local approval (CTE: 2 yrs; Others: 5 yrs)

PROGRAM DETAILS / UNITS

Distance Education: Percentage of the <u>entire</u> program that it is possible to complete online.

Employment Potential: For CTE programs; choose source used to estimate potential employment.

Number of Required Core Courses: **Required Core Min / Max Units**:   -

Number of Elective Courses: **Elective Min / Max Units**:   -

Units for Degree or COA   **Minimum**:   (ADT is 60 units)   **Maximum**:   (ADT is 60 units)

Units for Major/Area of Emphasis Minimum: (ADT >= 18 units)   **Maximum**:

Program Completion: Non-ADTs only: Weeks required to <u>complete</u> the program; a semester is 17.5 weeks.

Registrar/Admissions: Any special application requirements or scheduling that need the Registrar's review?

PROGRAM RESOURCE REQUIREMENTS

Where will the program be offered?

Faculty Workload: **FTEF** (<u>Estimate</u> the FTEF that will be dedicated to teaching courses in this program <u>each</u> year.)

Additional Resources Necessary to Offer the Program

Faculty Positions: Provide the number of identified <u>new</u> positions, both FT and PT - Consult with area Dean.

Classified Positions: Provide the number of identified <u>new</u> positions, both FT and PT - Consult with area Dean.

Equipment: $ Estimate cost of <u>new</u> equipment necessary for the program - Consult with area Dean et al.

Facilities: $ Estimate cost of any necessary <u>new</u> / <u>remodeled</u> facilities – Consult with F, M & O Director.

Library: $ Estimate cost of <u>additional</u> library acquisitions – Consult with the college Librarian.

Software/IT: $ Estimate cost of any software licensing and/or IT expenses – Consult with IT Supervisor.

Miscellany: $ Estimate any <u>substantive</u> costs, not reflected in the items above; explain below.

Total Cost: $ Sum of above cost estimates is performed automatically.

Grant/Contribution: Is a grant or an in-kind contribution expected to cover some or all of the above costs?

Annual Completers: Estimated <u>annual</u> number of students getting degree/COA after program fully established.

Gainful Employment: COA only: Will program prepare students for gainful employ in a recognized occupation?