

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-SIC Crosswalk](#))

CIP Code & Desc. :

(Refer to [TOP-SIC Crosswalk](#))

Effective Start: (mm-yy)

Review Date:

The 1st review after local approval (CTE: 2 yrs; Others: 5 yrs)

PROGRAM DETAILS / UNITS AND HOURS

Distance Education:

Percentage of the entire program which will be able to be completed online.

Employment Potential:

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

Core Courses

Total Core Courses:

Total Core Hours:

-

Elective Courses

Total Elective Courses:

Total Elective Hours:

-

Units for Degree or COA

Minimum:

(ADT is 60 units)

Maximum:

(ADT is 60 units)

Units for Major/Area of Emphasis

Minimum:

(ADT is 18 units)

Maximum:

Program Completion:

Non-ADTs only: Weeks required to complete 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 (Estimate the FTEF that will be dedicated to teaching courses in this program each year.)

Additional Resources Necessary to Offer the Program

Faculty Positions:

Provide the number of identified new positions, both FT and PT - Consult with area Dean.

Classified Positions:

Provide the number of identified new positions, both FT and PT - Consult with area Dean.

Equipment: \$

Estimate cost of new equipment necessary for the program - Consult with area Dean et al.

Facilities: \$

Estimate cost of any necessary new / remodeled facilities – Consult with F, M & O Director.

Library: \$

Estimate cost of additional 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 substantive 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 annual 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?