

New Online Programs Proposal Screening Form 2006-2007

Title of Proposed Program:
College, Department, and Faculty Member(s):

(4=highest possible ranking, 1=lowest possible ranking)

A. Proposal includes a series of courses, delivered online, with a defined benchmark.

The proposed program of studies is explained, including discussion of sustainability, and the program outcome or benchmark is clearly established?
yes no

The significance and major content of each course is provided, along with identification of the responsible faculty member?
yes no

There is identification and discussion of the critical competencies (the knowledge, skills, and abilities that students are expected to be able to apply upon completion) that are addressed by the program?
yes no

There is identification and discussion of the new students and additional academic opportunities that the new online program may lead to?
yes no

Criterion A rating: 4 3 2 1
Comments:

B. Proposed program addresses the needs of a sizeable and defined audience.

The proposed program's potential students and target audience are clearly identified and described?
yes no

There is discussion of why the target audience needs the program and would be motivated to attend?
yes no

The proposed program's estimated size and potential for growth is discussed, at least partly based on business, industry, or workforce needs?
yes no

Criterion B rating: 4 3 2 1
Comments:

C. Proposed program is ready to be developed and/or delivered in terms of course development and delivery strategies.

As described in the proposal the program's courses, including any recently developed courses, are ready for on-line delivery by Spring 2007?

_____yes _____no

There is discussion of the experience, education, or training of faculty or department personnel in the area of producing and teaching courses in an online environment?

_____yes _____no

A learning assessment plan is included with the proposal?

_____yes _____no

Criterion C rating: 4 3 2 1
Comments:

D. Proposed program is ready for delivery in terms of faculty/department/college preparedness and commitment.

There is a description of the methods and instructional strategies that will be used to develop the course offerings?

_____yes _____no

The methods and instructional strategies include on-line delivery and other technologies such as multi-media supplements, CD-ROMS with video clips, gaming, animations, simulation etc.?

_____yes _____no

Criterion D rating: 4 3 2 1
Comments:

E. Proposed budget fits the type of assistance, incentives, equipment, and services described and available through the distance learning initiative.

There is a description of the type(s) of assistance, faculty incentives, equipment, or services (Library, ITS, Learning Centers, etc.) needed to accomplish placing or developing the proposed program for the online environment?

_____yes _____no

There is a detailed budget description for developing these courses and how the RFP award will be allocated to meet those needs?

_____yes _____no

Criterion E rating: 4 3 2 1

Comments:

The program proposal includes signatures of the Department Chair and the Dean of the respective College, acknowledging endorsement and support for the development of this on-line program of studies?

_____yes _____no

The developer(s) will develop a program web site and complete MnSCU forms.

_____yes _____no

Any additional comments:

Signature of reviewer: _____

Date of proposal review: _____