**Preliminary Analysis for New Program Proposals**

A new program proposal for review by the Curriculum Committee of the New York Tech Academic Senate must contain a document with answers to the questions below (maximum length 3 pages). You should contact Michael Lane [mlane@nyit.edu](mailto:mlane@nyit.edu) in the office of Research, Assessment and Decision Support (RADS) for assistance with market research and competitive analysis.

Initial proposals and full proposals have different requirements; a process has been prepared and approved by the Curriculum Committee. The description of the process is [here](https://nyit.edu/files/academic_affairs/CurriculumCommitteeUpdateMarket92820.docx).

The final document should be presented by the dean at the dean’s council meeting.

1. **Alignment with Mission**: How will this program advance the [mission of New](http://www.nyit.edu/about_nyit/nyit_at_a_glance/) York Tech? How does the proposal fit in the larger context of the institution, and particularly your school / college?
   1. If appropriate, address the relationship between this program and other programs offered at New York Tech. What is the expected impact on enrollment, with respect to the proposed program, ***and*** to overall New York Tech enrollments, especially in related programs?
   2. How will faculty, staff, and facilities in your school / college support a new program of high quality without compromising existing programs?
2. **Financial Viability**: Will new dedicated space be required for specialized purposes?
   1. What expenses are needed to create this program? Distinguish between capital expenditures (space, large equipment) and operating expenses (staff, supplies).
   2. What enrollments are necessary to offset the operating expenses? [[Five-year budget plan spreadsheet](https://www.nyit.edu/files/academic_affairs/AA_CurriculumCommittee_FiveYearFinancialProjectionTemplate.xlsx)]
3. **Program Learning Outcomes, Post-Graduation Opportunities, and Interdisciplinarity**:
4. What are the Program Learning Outcomes (PLOs)? If any of the curricular areas intersect with another school or college, please identify them here and assign to another dean for review and to lead the discussion.
5. What are the post-graduation opportunities for students who graduate from this program (minimally, name those that are identified in the market analysis)? Please connect the knowledge and skills gained through the program with those that are required for post-graduation opportunities.