

## **Western Illinois University**

### **Proposal to Offer an Existing Program of Study at a Second WIU Campus**

Proposals for extending the offering of any existing approved program of study\* to a second campus (Macomb or Quad Cities) may be submitted to the Provost and Academic Vice President at any time during the academic year.

Information to be included in the Proposal:

- Specific evidence of student interest at the second campus location, including projected enrollments in years 1-5
- Results/impact for the department structure, including budgetary needs (equipment needs, special space requirements, and library resources needed)
- Results/impact for faculty workload assignments (including needs for new faculty)
- Results/impact on the existing program at the first campus
- Department Chair and Dean recommendations

The Provost will review the proposal, consult with appropriate constituencies, and take one of the following actions:

1. Recommend the proposal for inclusion in the department's Consolidated Annual Report, Planning Document and Budget Request (normally required if funds are requested).
2. Approve for immediate implementation.

\*Proposals should be completed for extending offering of any approved undergraduate or graduate program, including degrees, majors, minors, certificates, concentrations, etc.