



# Applied Baccalaureate Degree Program Proposal

**COVER SHEET**  
**NEW APPLIED BACCALAUREATE DEGREE PROGRAM PROPOSAL**

**Program Information**

Institution Name: \_\_\_\_\_

Degree: \_\_\_\_\_ CIP Code: \_\_\_\_\_

Name(s) of the existing technical associate degree(s) that will serve as the foundation for this program:

Degree: \_\_\_\_\_ CIP Code: \_\_\_\_\_ Year Began: \_\_\_\_\_

Degree: \_\_\_\_\_ CIP Code: \_\_\_\_\_ Year Began: \_\_\_\_\_

Planned Implementation Date ( i.e. Fall 2021): \_\_\_\_\_

**Proposal Criteria:** *Please respond to all eight (8) areas listed in proposal criteria.*

*Page Limit: 30 pages*

**Contact Information**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

\_\_\_\_\_  
Chief Academic Officer

\_\_\_\_\_  
Date

## NEW APPLIED BACCALAUREATE DEGREE PROGRAM PROPOSAL

CRITERIA	STANDARD
1. Curriculum demonstrates baccalaureate level rigor.	Describe curriculum including (1) program learning outcomes (2) program evaluation criteria and process (3) course preparation needed by students transferring with technical associate degree (4) general education component (5) course work needed at junior and senior levels in the BAS.
2. Qualified faculty.	<p>Provide a profile, including education credentials, of anticipated faculty (full-time, part-time, regular, continuing) that will support the program for each year (junior and senior). Include faculty needed to cover the technical course work, general education courses and electives. In addition, provide the total faculty FTE allocated to the program.</p> <p>Faculty and administrators responsible for technical courses must meet certification requirements for professional and technical administrators and instructors in the Washington Administrative Code.</p>
3. Selective admissions process, if used for the program, consistent with an open door institution.	Describe the selection and admission process. Explain effort that will be used to assure the program serves as diverse a population as possible. Include specific detail for selecting students for admittance when there are more applicants than available seats in the program.
4. Appropriate student services plan.	Describe services that will be needed by the students admitted to the degree program and college plan for providing those services for baccalaureate level students. Include a description of financial aid services and academic advising for students admitted into the program.
5. Commitment to build and sustain a high quality program.	<p>Provide a financial plan for the first five years of program operation. This plan should include (1) types of funds to be used to support the program; (2) projected program expenses; (3) appropriate facilities, equipment, technology, and instructional resources needed for the program; and (4) anticipated revenue. Please complete and attach the Applied Baccalaureate degree budget template.</p> <p>Document the college's ability to sustain the program over time.</p>
6. Program specific accreditation.	Indicate whether the institution will seek specialized program accreditation. If so, describe plans for accreditation and identify appropriate accreditation body. Include a statement of college's plan to seek accreditation through NWCCU and/or current status of college's standing to offer applied baccalaureate degrees.
7. Pathway options beyond baccalaureate degree.	Describe opportunities and articulation agreements for the place bound BAS graduate to continue their education onto a graduate (Master's) degree program. Detail specific discussions with public and private baccalaureate institutions (when applicable) regarding post-baccalaureate pathways for graduates.

8. External expert evaluation of program	<p>The institution will select two external experts to review the program. External experts should come from a university level institution, i.e. departmental professor, academic dean or department head. The expert should be a practitioner/instructor from within the content area of the proposal. Maximum compensation to each reviewer is \$1,000.</p> <p>In a separate document, provide copies of external evaluators' report or letters. External reviewers must use the Applied Baccalaureate External Review rubric. Summarize the institution's responses and subsequent modification to the proposal based on evaluator's recommendations. Attach a short bio of the evaluators.</p>
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