

**Notification of Intent to Develop a New Initiative
Foothill College**

Draft August 23, 2016 (Proposal to PaRC fall 2016)

As stated in the 2011 Governance Handbook (page 10):

“Divisions or program areas identify new programs, **significant program expansions, or other initiatives**, which would be viable, and meet emerging student needs. This identification could be based on program review, changing demographics or workforce needs, developing technologies, etc.”

"Program Creation is handled similarly to resource allocation of existing programs to ensure the proposed program meets a substantiated student need, is aligned with the college mission and that the college is able to commit to the resource needs of a program before the program is in development stages."

{Emphasis Added}

This form should be used by faculty and staff who intend to develop a new initiative that has the potential to have a college-wide impact on resources (regardless of funding source), and involves direct service to students. This includes initiatives that recruit students to be part of a distinct activity or service group/cohort.

Please complete the prompts below and forward it to the Office of the President for inclusion as an agenda item at the next available PaRC meeting.

Proposed Title:

Goals of Program:

Primary Program Contact:

Proposed Student Population:

Resources needed (faculty, staff, technology, space):

Proposed Area (Department/Division) of Program Review:

Proposed Collaborations:

Proposal Date:

Are there any other departments, divisions or programs that may be impacted from the addition of this initiative? Please identify those departments and the effect:

Comments & Other Relevant Information for Discussion:

Date presented at PaRC: