

Resource Implications for Curricular Change

Departments may wish to consider the following items when assessing potential fiscal, physical, technical, and human resource implications of changes in curriculum. The list is not intended to be all-inclusive, nor is it intended as a required checklist. Not all items on the list will apply to all curricular changes. This document serves as a guide to resource considerations for those creating new courses and programs or modifying existing courses and programs.

Facilities Changes/Additions

- Will new space be needed to accommodate this new course?
- Will changes to existing facilities be required to accommodate this new course?
- What is the cost for facilities changes/additions (including infrastructure costs)?
- Are there ongoing costs (such as utilities for off-periods)?

Equipment/Software

- Will equipment or software need to be purchased for this new course?
- What is the cost of the equipment? (Start up, ongoing, maintenance, insurance, and replacement costs.)
- Are there training costs for staff or faculty?

Low Enrollment (when first offered)

- At what point will the course be fully-enrolled?
- What is the estimated cost of low enrollment while the course is building enrollments?

Administrative/Staff Support

- Will the new course require additional administrative or technical support?
- What are the costs for this support?

GA/TA Support

- Will the course be taught with Graduate Assistant or Teaching Associate support?
- What are the estimated costs for this support?

Faculty Costs

- Does the department have sufficient full-time faculty to provide leadership to this program?
- Will the new course require the hiring of part-time faculty to either backfill for other courses taught by full-time faculty or to teach the new course?
- What are the estimated costs for part-time faculty?

Reduction of Other Sections to Accommodate New Course

- How does this course fit into the department's course rotation?
- Will the addition of this course limit offerings of other sections in the department?
- If so, what courses have been identified for reduction?
- If so, what will be the impact on graduation rates? What will be the impact on enrollment in other departments?

Course Duplication in the Program

- Does the course cover material addressed in other classes?
- If so, how much overlap is in the course?

Publications

- Will the addition of the new course require issuance of revised department or major publications?
- What is the estimated cost of these publications?

University Library Collections and Services

- What are the estimated costs to build and then maintain a collection to support the program (include online resources also)?
- What support is needed from librarians for the reference and instructional needs of the program?

Advisement

- Will the curricular change require training of advisors or other advisement services costs?