PRELIMNARY PROPOSAL FOR THE INITIATION OF A

NEW ACADEMIC PROGRAM

Submitted by

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 Name of College Name of Department / Academic Unit

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 Proposal Submission Date

INTENT TO INITIATE A NEW ACADEMIC PROGRAM LEADING TO THE DEGREE OF:

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Title of Degree

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title of Major

With Concentrations In (if applicable):

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Proposed Program Initiation Date

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***<< This Preliminary Proposal should be a concise document***

***not exceeding 10 pages (excluding appendices). >>***

1. **Program Overview**

<< *Please* *provide a brief overview of the new proposed program by focusing on, but without being limited to, the following:*

* *A brief introduction to the field of study*
* *A brief introduction to the local, regional and international educational and socio-economic environment as it relates to the proposed program and identify the main stakeholders, competitors, and eventual partners*
* *A brief introduction to the main features of the new proposed program*
* *A brief introduction to the distinctive features of the new proposed program*.

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1. **Rationale, Justification, Impact and Overall Essentiality**

<< *Please* p*rovide a brief rationale and justification for offering the proposed program by focusing on, but without being limited to, the following:*

* *The main rationale for offering the new program.*
* *How central and critical the proposed program will be for QU*
* *Why it deserves to be offered by QU and how it will benefit QU*
* *How it will contribute to helping QU fulfil its mission*
* *The expected impact of the proposed program on QU ranking*
* *The expected impact on the society and on individuals*
* *How it maps and relates to the university strategic plan*
* *How it will help QU distinguish itself from other local and regional institutions.*
* *The potential for the program to become among the best if not the best program in the region in this field of study.*

*In addition to the above, please Identify and reflect on peer programs offered in Qatar, the region, and internationally.*

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1. **Needs and Demand**

<< *Please provide information and evidence on the needs and expected demand for the proposed program. Briefly reflect on the long term viability and sustainability of the proposed program by looking beyond the current and immediate interests and circumstantial needs and demand.*

*Briefly discuss the need to offer the program at the proposed academic level (PhD, Master, Bachelor, Concentration area, Minor, …) and how the proposed level best fits the market and country needs and demand.*

*Information to be included in this section must be supported by data retrieved/collected from government, employers, professional associations, and through contacts with the community in the form of statistical reports, survey data, labor market projections, market research studies and the like*

*The needs and demand should be described as detailed below:*

* ***Country needs:*** *How graduates from the program will contribute to the social and/or economic development of the country.*
* ***Market needs:*** *Evidence of employers need for graduates from the new program usually in form of surveys.*
* ***Employer Demand:***

*Provide evidence of sufficient employer demand for graduates from the new program in the form of anticipated openings. Evidence should include:*

* *Results of employer surveys,*
* *Current labor market analysis (local, regional, and international), and*
* *Future workforce projections.*
* ***University needs:*** *How the new program is needed to academically complement and support other existing programs or to advance the field of study at the university.*
* ***Student Demand:***

*Provide evidence of student demand, normally in the form of surveys of potential students and enrollment in related programs at the university or at other educational institutions in the country and/or the region.*

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1. **Program Outcomes**

<< *Briefly describe and discuss the expected outcomes of the proposed program by focusing on, but without being limited to, the following:*

* *The competencies, abilities, and skills expected from the program graduates*
* *Discuss how these competencies and skills align with the level of program offering (PhD, Master, Bachelor, …)*
* *Discuss how these competencies and skills align with QU and the country needs*
* *Discuss the intellectual contribution of the program and its impact on the discipline and the field of study*
* *Discuss and assess the expected contribution of the proposed program to the National Capacity Building program.*
* *Discuss the program alignment and contribution to QU priority areas, to the national research priorities, and to the development and societal needs of the country.*
* *Discuss the program expected contribution to enhancing the quality of the university’s academic offering.*

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1. **Internal Fit - Relation With Existing Programs**

<< *Identify other programs offered at the university that are similar or are related to the proposed program and existing courses currently offered at QU that are related to the proposed program.* *Briefly describe how the proposed program relates to/differs from the other identified programs and evaluate the impact of the program on these programs. Please discuss the program relation with other programs by addressing, without being limited to, the following:*

* *The expected contribution and support in education and research the proposed program may provide to existing programs*
* *Discuss the extent to which the program builds on existing courses and programs*
* *Discuss the breadth and flexibility of the program and the extent to which it may allow for multiple specializations to be created or eliminated as needed*
* *Discuss the program support for inter/multi-disciplinary education & research.*
* *Discuss the expected program contribution to enhancing teaching and research synergies within the university.*

*>>*

1. **Size and Scope of the Proposed Program**

<< *Describe the expected size, scope, and productivity of the proposed program by considering, without being limited to, the following:*

* *The number of students expected to be admitted in the program*
* *The number of students who may complete a minor or enroll in service courses offered by the proposed program, if any.*
* *The number of faculty expected to be affiliated with the program*
* *The expected productivity of the program in terms of number of credit hours to be generated/offered,*
* *The number and impact of research projects and publications that may be produced.*
* *Discuss how focused is the program in terms of the offered depth and breadth and its adequacy/alignment with the country and university needs.*

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1. **Program Inputs and Processes**

<< *Discuss the availability, quality, and adequacy of existing resources needed by the proposed program by considering, without being limited to, the following:*

* *The availability and qualifications of existing faculty who may contribute to the program*
* *The availability, quality, and adequacy of buildings and facilities needed by the proposed program*
* *The availability, quality, and adequacy of resources such as materials, equipment, and instructional/educational resources needed by the proposed program.*
* *The ability to attract Qatari Male and Female students.*

 >>

1. **Opportunity Analysis**

<< *Discuss the opportunities that may be seized by QU if the proposed program is offered by considering, without being limited to, the following:*

* *Opportunities that are internal to QU such as opportunities for collaboration/merging with other programs*
* *Opportunities for collaboration with other local, regional and/or international Higher Education Institutions*
* *Opportunities for collaboration with local, regional and/or international public and private organizations.*
* *Opportunities for embracing emerging trends in higher education such as distance education or experiential/active learning or competency based education in alignment with the university strategic plan.*
* *Potential for growth of the proposed program (number of students and faculty, facilities, space, demand, and overall impact on QU and the country.*

*>>*

1. **Program Administration and Organization**

<< *Indicate the location of the proposed program in the university organizational structure by specifying the name of the department and college expected to house the program. Indicate if a new organizational unit will be created for this program.* >>

1. **Financial**

<< *Provide an estimation of expected costs and revenues and discuss the economic viability and sustainability of the proposed program.*

*Details about the expected cost should include an estimation for each of the following:*

* *Start-up costs*
* *Personnel related costs (Faculty and staff)*
* *Maintenance of facilities and equipment costs*
* *Annual operational costs such as cost of materials, subscriptions, cost related to instructional activities, and other costs related to other events and activities*
* *Others (please specify)*

*Details about the expected revenues to be generated by the proposed program should include an estimation of the following:*

* *Tuition Fees*
* *Research Grants*
* *Others (please specify).*

*>>*

1. **Other Useful Information**

<< *Please provide additional information as appropriate to support and strengthen the program proposal.* >>