



References

Refer to the California Community Colleges Chancellor's Office [Program and Course Approval Handbook, 7th Edition, pp. 93-95](#) for a discussion on Labor Market Information analysis and considerations

Useful links for Labor Market information and UC and CSU Majors:

[Labor Market Information](#)

[Centers of Excellence Website](#)

[SAC Career Ed Dashboard](#)

[UC & CSU Data](#)

[ACCJC Standards Pertaining to BDP](#)

[SAC 2+2 Degree Program](#)

2+2 program – Students earn an associate degree in 2 years and then go on to earn a bachelor's degree in an additional 2 years (therefore the student will earn both degrees in 4 years)

4-year program – Students are required to complete 4 years of college prior to receiving their bachelor's degree. There isn't an option to earn the 2-year degree at the mid-point.

*For emerging occupations only*The Initiative website (<http://www.coeccc.org>) includes comprehensive reports on emerging occupations, called "Environmental Scans," as well as information about requesting customized reports if no scan has been published.

Department: _____ Degree Program: _____

Name: _____ Application Due Date: ☐ August 15, 2022

☐ January 15, 2023

☐ 2-year + 2-Year Program

☐ 4-year Program

I. Evidence Unmet Workforce Needs	Yes	No	Comments and/or Evidence
1. Would you be able to provide evidence that the proposed baccalaureate degree will help address unmet workforce needs?			
2. Please provide projections from LMI that suggest adequate job openings in the college service area to provide employment for all program completers.			
2a. If not, please explain what other factors may justify the program and make the LMI figures misleading.			
3. Would you be able to provide evidence that you consulted with your advisory members and/or regional employers?			
4. Would you be able to provide any of the following evidence (please select applicable items)? <input type="checkbox"/> Employers are having difficulty filling positions that require a baccalaureate degree. <input type="checkbox"/> Employers are willing to pay baccalaureate degree holders more than those with a related associate degree or no postsecondary degree. <input type="checkbox"/> Employers prefer candidates with the proposed baccalaureate degree.			

II. California State University/ University of California	Yes	No	Comments and/or Evidence
1. Does the degree program (or program curricula) for which you are interested duplicate any existing program in the California State University or the University of California?			
2. Would you be able to submit documentation of consultation with the California State University and the University of California regarding collaborative approaches to meeting regional workforce needs? <i>(Any form of communication could be utilized, such as email, phone call or in-person/zoom meetings)</i>			

III. Resources Needed Based on ACCJC Program Standards	Yes	No	Comments and/or Evidence
1. Does the overall facilities availability meet your needs when adding courses for a bachelor's program?			
Please describe the anticipated known resources (For example: storage, equipment, software/hardware)			
Projected Total Cost (if possible):			

IV. Faculty	Yes	No	Comments and/or Evidence
1. Do you currently have one full time faculty that could be dedicated to the bachelor's program?			
2. Do you need to hire a full-time faculty? <i>BDP will require faculty to develop upper division curriculum including upper division general education course work appropriate for the proposed degree.</i>			
3. Does your faculty meet the minimum requirements? <i>Per ACCJC (Standard III), the full-time faculty is required to have a *Master's Degree (or academic credentials at least one level higher than a baccalaureate degree) or doctoral degree, in an appropriate discipline.</i>			
Projected Number of Students:			

*From ACCJC: In disciplines where the master's degree is not generally expected or available, and where a related bachelor's or associate degree is not generally expected or available, possession of:

- Any bachelor's degree or equivalent foreign degree and six years of professional experience directly related to the faculty member's teaching assignment and any appropriate licensure.



Vetting Program Proposal

I. Interest Form Completed	Yes	No	Date
Interest Form Completed?			

Acknowledgments (Initials):

Department Chair: _____

Division Dean: _____

II. Curriculum and Instruction Council	Yes	No	Date
Submission to CIC?			
Approved by CIC?			

- CIC reviews proposals
- CIC reports to Academic Senate
- Academic Senate provides recommendations for College Council Approval

[Curriculum and Instruction Council Meeting Dates](#)

Last date to submit to CIC: **October 3, 2022**

III. College Council	Yes	No	Date
College Council reviewed and approved?			

[College Council Meeting Dates](#)

Last date to submit to College Council: **October 26, 2022**

Agreement/Institutional Commitment	Yes	No
SAC has included the baccalaureate degree in its decision-making and planning processes, and in setting its goals for student learning and achievement.		
The financial resources allocated to the baccalaureate program are sufficient to support and sustain program student learning and effectiveness.		

College Council

Date