

Feather River College Planning Proposal / New Initiative*

Proposal: _____
Date Submitted: _____

Contact Person: _____ Phone: _____
Email, if not FRC: _____

Responsible Administrator: _____

Overall Purpose of the Proposal:

Does this proposal fit within the Mission of Feather River College? Yes
 No

How?

Relationship to FRC Strategic Plan, Institutional Master Plan, Other Plans:

Plan for Implementation:

No.	Action Step	Target Date
1.		
2.		

Likely Impacts on Other FRC Programs, Services:

(I.e., need for coordination, curricular linkages, or new workload for support services such as A&R, DSPS, library, custodial, etc.)

Comparable Programs in the Region:

(Similar programs in neighboring counties, closest comparable program; is the program intended to draw students from a larger region?—provide a list of competing or comparable programs.)

Start-up Costs—Resources Required:

Staffing	Position(s) (include % of load or FTE & planned period of employment)	Estimated Cost (total, sal. & benefits)	Source of Funding

*Please consult Instructions sheet (file name “Part A”) for answers to questions on purpose & process; also consult BP/AP 4020 and BP/AP 3250.

Supplies	Description	Estimated Cost (total)	Source of Funding
Services	Description	Estimated Cost (total)	Source of Funding
Capital Construction	Description	Estimated Cost (total)	Source of Funding

Ongoing Costs--Resources Required:

Staffing	Position(s) (include temp/perm status, % of load or FTE)	Estimated Cost (per year) (salary & benefits)	Source of Funding
Supplies	Description	Estimated Cost (per year)	Source of Funding
Services	Description	Estimated Cost (per year)	Source of Funding

Additional Facilities or Space Needed:

(describe type & relative size—e.g., “1 faculty office”—and provide square footage estimate if possible)

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Liability Implications:

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Projected Revenue:

(include FTES estimate per year, and other revenue if applicable; estimate increased retention, etc.)

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Other Benefits to the College:

(e.g., new community partnership, improved service to students, efficiency gains, etc.)

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Required For Proposals Involving New Instructional Offerings (consult Instructions sheet and AP 4020):

Have the instructional components of this proposal been discussed with your division? (Y/N, and target date for discussion if N):

With the Curriculum Committee, or Office of Instruction? (Y/N, and target date for discussion if N):

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Has your supervisor reviewed this proposal? Yes
 No

To be completed by Supervisor (OPTIONAL):

Comments

To be completed by Strategic Planning Committee (REQUIRED):

Preliminary Approval / Request for Revision, Routing:

Strategic Planning Committee Discussion, Action (Date): _____

To be completed by Budget Committee (AS NEEDED):

Recommendation:

Budget Committee Discussion, Action (Date): _____

Endorsed by Superintendent/President and Forwarded to Board of Trustees:

As part of regular budget, curriculum, etc. As special action item.

As part of revised Strategic Plan, etc.

Supt/President Endorsement (Date) _____ BOT Action (Date): _____