**Appendix D (refer to Appendix C for pertinent details): Notice of Intention (NOI)**

**i) List of questions for the Notice of Intent for new undergraduate/graduate program proposals**

|  |  |
| --- | --- |
| 1. **Proposal Lead(s):**
 |  |
| 1. **Program Name:**
 |  |
| 1. **Program Rationale and Evidence of Demand:**
 |  |
| 1. **Perceived Need (Regional/National):**
 |  |
| 1. **Program Uniqueness:**
 |  |
| 1. **Academic Plan and Strategic Priorities:**
 |  |
| 1. **Relationship and Interdisciplinary Engagement:**
 |  |
| 1. **Resource Implications:**
 | **Please note: if the proponents of a new program think that additional resources are needed, a business plan at this stage is required in consultation with the EMG (refer to Appendix E Table 5.3 Budget).** |
| 1. **Enrolment Projections:**
 |  |
| 1. **Faculty Resources:**
 |  |

***It may be useful for proponents to also see the MPHEC’s “Guidelines for the Preparation of Proposals for New Programmes”, available at:*** [***http://www.mphec.ca/resources/Academic\_Program\_Assessment\_Prior\_to\_Implementation.pdf***](http://www.mphec.ca/resources/Academic_Program_Assessment_Prior_to_Implementation.pdf)

|  |  |
| --- | --- |
| **Vetting Checklist:** | **Date Passed:** |
| Department Consultation**(with copy to the department chair(s), coordinator(s), director(s))** |  |
| Faculty Curriculum Council |  |
| Faculty Executive |  |
| Faculty Council |  |
| APC |  |
| Senate |  |
| MPHEC |  |

**ii) If the proposal will be joint or in collaboration with another University or Universities, also answer the following questions.**

|  |  |
| --- | --- |
| 1. **Joint Administration:**
 |  |
| 1. **Student Distribution:**
 |  |
| 1. **Teaching Distribution:**
 |  |
| 1. **Budgetary Distribution:**
 |  |

***It may be useful for proponents to also see the MPHEC’s “Guidelines for the Preparation of Proposals for New Programmes”, available at:*** [***http://www.mphec.ca/resources/Academic\_Program\_Assessment\_Prior\_to\_Implementation.pdf***](http://www.mphec.ca/resources/Academic_Program_Assessment_Prior_to_Implementation.pdf)

|  |  |
| --- | --- |
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