

## **MEMORANDUM**

**TO:** Dr. Tamara Machmut-Jhashi, Associate Provost

**FROM:** Dr. Gwendolyn Thompson McMillon, Chairperson  
Senate Budget Review Committee

**SUBJECT:** Master of Arts in Communication Proposal

**DATE:** February 10, 2010

The Senate Budget Review Committee has thoroughly reviewed the proposal for the Master of Arts in Communication program compared to the criteria described in the Committee's charge. The program faculty has responded in timely fashion to the concerns and questions raised during the review. It is the opinion of the SBRC that the revised proposal meets the criteria established by the Senate for new academic programs. The program's budget was found to be fiscally conservative in light of its ambitious nature and should reach long-term financial self-sustainability after two years of small net losses. All of the concerns and questions raised during the review have been satisfactorily addressed, with the exception that we have been informed that we will not receive a letter requested from the CAS dean detailing a plan of support for the program should it fall into financial difficulty. The members of the Senate Budget Review Committee are disappointed that we did not receive the requested written support from the dean. We do not believe that such a request placed any excessive burden on Dean Sudol, or fell outside of the charge of the committee to conduct appropriate due diligence for evaluating and documenting support for a new program. The conservative nature of the program's initial budget, however, was sufficient to convince the Committee that future financial difficulty is unlikely.