

TO: Tamara Machmut-Jhashi

FROM: Balaji Rajagopalan, Chair, Senate Budget Review Committee (SBRC)

DATE: 3/11/08

RE: New Program Proposal – Major in Japanese Proposal

Based on the review of the Major in Japanese proposal, SBRC recommends that the following items be addressed by the proposers:

- 1) In the pro-forma income statement on page 31, it is assumed that all the students are “new” additions to the program. However, statements on page 30 seem to suggest that many of them will be attracted to the program from existing programs. It is important to make a stronger case for the attractiveness of the program to new students. Largely drawing from existing students would suggest that the projected revenue is not incremental.
- 2) A clarification on the number of new faculty hires would be helpful. Budget suggests that there will be two new faculty lines added to support the program (one in year 4, another in year 5). It is not clear if the recent hire made by the department is included in this budget or if the positions are in addition to the recent hire.
- 3) A clarification on the need for about 8 sections to be taught by part time faculty would be helpful. Are all these sections for the new program? If so, taken together with the full time positions, a steady state of 48 students will require 1.5 FTE (covered by part time faculty) and 2 new FTE (tenure track).