<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1. Overview</strong></td>
<td></td>
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<tr>
<td>Are all elements included?</td>
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<tr>
<td>Is the Executive Summary adequate?</td>
<td></td>
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<tr>
<td>Is it obvious what the purpose for this action is?</td>
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<tr>
<td><strong>2. Budget</strong></td>
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<tr>
<td>Do the money numbers and functions in the text match what's on the budget pages?</td>
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<tr>
<td>Does the budget make sense in light of what is being proposed?</td>
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<tr>
<td>Is admin support needed and properly budgeted for?</td>
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<tr>
<td>Is a Director's part-time FTE budgeted for?</td>
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<tr>
<td>If budget is required, where is the money coming from? (Need a letter -- not just &quot;Sabah told me…&quot;)</td>
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<tr>
<td>Have all facility upgrade costs been accounted for?</td>
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<tr>
<td>Have all library upgrade costs been accounted for?</td>
<td></td>
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<tr>
<td>Have all transition costs been accounted for?</td>
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<tr>
<td><strong>3. Classes</strong></td>
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<tr>
<td>Are the listed course numbers correct? Do they all currently exist?</td>
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<tr>
<td>Are there Cat II plans if they don't currently exist?</td>
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<tr>
<td>Do credits in the proposal match the credits in the listed courses?</td>
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<tr>
<td>If there are new classes, do they make sense as part of the overall program?</td>
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<tr>
<td>Are there new staff budgeted to teach them?</td>
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<tr>
<td>If there are new classes and no new staff budgeted to teach them, what existing activities will no longer be done?</td>
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<tr>
<td>Are any classes being cancelled? What happens to students already in the pipeline?</td>
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<tr>
<td>If classes are being cancelled, has adequate liaison been done with departments whose students will be affected?</td>
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<tr>
<td>Is there an e-campus component?</td>
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<td><strong>4. Organization</strong></td>
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<tr>
<td>If this is a re-org, does the proposal show the new organization?</td>
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<tr>
<td>Who is the new director/chair?</td>
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<td>Who do they report to? Who reports to them?</td>
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<tr>
<td>If a new degree is being created, is it obvious which department will be giving the degree?</td>
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<tr>
<td><strong>5. Internal Liaison</strong></td>
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<td>Were the right people asked?</td>
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<tr>
<td>Did they reply?</td>
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<td>If concerns were raised, were they then addressed in the proposal?</td>
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<tr>
<td>Is there evidence of student demand for this program?</td>
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<tr>
<td><strong>6. External Letters</strong></td>
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<tr>
<td>Do other universities in Oregon with similar programs support this one?</td>
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<tr>
<td>Is there evidence of support from potential employers?</td>
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<tr>
<td><strong>7. Miscellaneous</strong></td>
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<tr>
<td>Is there an Entrance requirement? Is it reasonable?</td>
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<tr>
<td>Is the Anticipated Enrollment reasonable?</td>
<td></td>
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<tr>
<td>Is the Anticipated Graduation Rate reasonable?</td>
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