

Chancellor’s Office, Educational Services and Support

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**Baccalaureate Degree Program (BDP)
Administrative and Funding Plan**

Pursuant to Education Code section 78042(f)(2), colleges are required to submit the administrative plan for the baccalaureate degree program, including, but not limited to, the district’s funding plan for the program. The purpose of this form is to collect information that demonstrates your district/college has the campus-wide expertise, resources, student interest, and a sound financial plan to offer a quality baccalaureate degree program.

## Form Instructions

Complete the questions below and upload this form as a pdf in response to BDP Application Question #12. Administrative and Funding Plan. **Please limit your response on this form to no more than 12 pages. Additional attachments are allowed.**

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| **Details** | **Response** |
| **Name of College/Applicant:** |  |
| **Title of Proposed Program:** |  |

## **Planning**

Describe the systemwide planning process that led to the proposed baccalaureate degree.

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| Response to Section A:  |
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## Staffing Plan

Please provide your staffing plan to support the proposed program:

* Faculty:
* Staff
* Administration

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| Response to Section B:  |
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## Faculty Qualifications

Please identify all faculty who will teach the courses in the proposed program and provide background and qualifications for those faculty who are qualified to teach upper-division courses and continuously improve the curriculum. All faculty teaching upper division courses must have a master’s degree at a minimum. (This is an ACCJC requirement.) (CV’s, Biosketch, certifications, etc. are not required but may be attached as a separate document in response to this question.)

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| Response to Section C:  |
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## Support Services

Please describe the student services (counseling/advising, etc.), learning support services (tutoring, etc.), library services, and other activities that will support baccalaureate students. Be sure to highlight how the services are tailored specifically to baccalaureate students.

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| Response to Section D:  |
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## Affordability

Please describe the affordability of your proposed program with estimated costs to students, including the availability of zero textbook costs and/or open educational resources to reduce the overall cost of education.

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| Response to Section E:  |
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## Impact

Please provide a description of the impact on the following resources:

* Physical Resources
* Technology
* Equipment
* Financial

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| Response to Section F:  |
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## Budget

Please provide a budget showing evidence your district/college has the capacity to start and maintain the proposed program.

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| Response to Section G:  |
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