Procedures for Proposing New Degree Programs at Cornell NYC Tech

Over time Cornell NYC Tech is expected to develop additional degree programs beyond the five professional masters programs that have already received formal approval from New York State\(^1\) and the planned dual degree master of science with the Technion\(^2\). While additional degree programs are not currently envisioned until the completion of construction and occupation of the new Roosevelt Island facility in 2017, the initial consideration and planning of potential additional programs could be beneficial beforehand.

1. **Campus Mission.** The Cornell NYC Tech campus has a focused mission of education and research in support of the technology sector in New York City. Proposed new programs should thus have a technology focus, with an emphasis on technologies for which there is a sizable existing commercial base in New York City or considerable promise for future growth in the City. Additional key aspects of campus programs include full-time study and having a majority of program faculty based full-time in New York City.

2. **Program Whitepaper.** A group of faculty wishing to propose a program for Cornell NYC Tech should first confer with the Chair(s)/Director(s) of their Department(s)/School(s) to develop a whitepaper describing the proposed program, its fit to the campus mission, and the need for such a program in New York City. The white paper should also include information about the sponsoring graduate field envisioned for the program, and the endorsement of a substantial number of field members in that field.

   The white paper should then be endorsed by the Dean(s) of the School(s)/College(s) of the proposing faculty, and then submitted to the Provost’s office. The proposal will then be reviewed by the Executive Committee for Cornell NYC Tech who will make a recommendation to the Vice Provost/Dean of Cornell NYC Tech. The Vice Provost/Dean will then make a decision about whether or not to move forward with developing a full academic program proposal for the proposed program at Cornell NYC Tech.

3. **Degree Program Approval.** The Vice Provost/Dean will appoint a faculty committee charged with developing the academic program proposal and the required field, Graduate School, Trustee, NYSED and any other necessary approvals for degree programs to be offered at Cornell NYC Tech.

Dated: March 25, 2013

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\(^1\) The M.Eng. degrees in Computer Science, Electrical and Computer Engineering, and Operations Research and Information Engineering, the MPS degree in Information Science, and the Accelerated MBA.

\(^2\) The MS degree with concentrations in Connective Media, the Built Environment and Healthier Life.