

|  |
| --- |
| NOTICE OF INTENTForm No. BAAC-01 |
| Section (s.) 1007.33(5)(d), Florida Statutes (F.S.), and Rule 6A-14.095, Florida Administrative Code (F.A.C.), outline the requirements for Florida College System baccalaureate program proposals. The completed Notice of Intent form, incorporated in Rule 6A-14.095, F.A.C., Site Determined Baccalaureate Access, shall be submitted by the college president to the chancellor of the Florida College System at ChancellorFCS@fldoe.org. |

|  |
| --- |
| **CHECKLIST** |
| The notice of intent requires completion of the following components:[ ] Program summary[ ] Program description[ ] Workforce demand, supply, and unmet need[ ] Planning process |

|  |
| --- |
| **FLORIDA COLLEGE SYSTEM INSTITUTION INFORMATION** |
| Institution Name: | Click or tap here to enter text. |
| Institution President: | Click or tap here to enter text. |

|  |  |  |
| --- | --- | --- |
|  | **PROGRAM SUMMARY** |  |

|  |  |  |
| --- | --- | --- |
| 1.1 | Program name. | Click or tap here to enter text. |
| 1.2 | Degree type. | [ ] Bachelor of Science[ ] Bachelor of Applied Science |
| 1.3 | How will the proposed degree program be delivered? (check all that apply). | [ ] Face-to-face (F2F)(Entire degree program delivered via F2F courses only)[ ] Completely online(Entire degree program delivered via online courses only)[ ] Combination of face-to-face/online(Entire degree program delivered via a combination of F2F and online courses) |
| 1.4 | Degree Classification of Instructional Program (CIP) code (6-Digit). CIP code refers to the taxonomic scheme developed by the U.S. Department of Education’s [National Center for Education Statistics](https://nces.ed.gov/ipeds/cipcode/Default.aspx?y=55). | Click or tap here to enter text.  |
| 1.5 | Anticipated program implementation date. | Click or tap here to enter text. |
| 1.6 | What are the primary pathways for admission to the program? Check all that apply. | [ ] Associate in Arts (AA)[ ] Associate in Science (AS)[ ] Associate in Applied Science (AAS)If you selected AS/AAS, please specify the program:Click or tap here to enter text. |
| 1.7 | Is the degree program a STEM (science, technology, engineering or mathematics) focus area? | [ ] Yes[ ] No |
| 1.8 | List program concentration(s) or track(s) (if applicable). | Click or tap here to enter text. |

|  |
| --- |
| **PROGRAM DESCRIPTION** |
| 2.1 This section is the **executive summary** of this notice of intent. We recommend providing an abbreviated program description including but not limited to: the program demand, current supply, and unmet need in the college’s service district; primary pathways to program admission; overview of program curriculum; career path and potential employment opportunities; and average starting salary. We encourage approximately 300 words for a sufficient description. |
| Click or tap here to enter text. |

|  |
| --- |
| **WORKFORCE DEMAND, SUPPLY, AND UNMET NEED** |
| 3.1 Describe the workforce demand, supply, and unmet need for graduates of the program that incorporates, at a minimum, the shaded information from Sections 3.1.1 to 3.1.4. The Standard Occupational Classification (SOC) system is used to classify workers into occupational categories for the purpose of collecting, calculating, or disseminating data. For proposed programs without a listed SOC linkage, provide a rationale for the identified SOC code(s). If using a SOC that is not on the CIP to SOC crosswalk, please justify why the SOC aligns with the baccalaureate program. |
| Click or tap here to enter text. |

|  |  |  |
| --- | --- | --- |
|  | **DEMAND: FLORIDA DEPARTMENT OF COMMERCE (FloridaCommerce) EMPLOYMENT PROJECTIONS** |  |

|  |
| --- |
| 3.1.1 The Excel spreadsheet below is set up with predefined formulas. To activate the spreadsheet, right click within the spreadsheet, go to “Worksheet Object”, and then “Open”. To exit, save any changes and exit out of the spreadsheet. Alternatively, double click anywhere on the table. To exit the spreadsheet, single click anywhere outside of the table.  |
| [**INSTRUCTIONS FOR COMPLETING THE DEMAND SECTION**](https://origin.fldoe.org/core/fileparse.php/5592/urlt/InstrucDemandTable.pdf) |



|  |
| --- |
| \*Please replace the “Base Year” and “Projected Year” headers with the years reflected in the projections portal (e.g., Base Year is 2024, Projected Year is 2032). |
| \*\*Please note that the “Level Change” column in Table 3.1.1 corresponds to the “Percent Growth” employment projections data produced by FloridaCommerce. |
| \*\*\*Please note that the “Total Job Openings” columns is preset to be divided by 8. |

|  |  |  |
| --- | --- | --- |
|  | **DEMAND: OTHER ENTITY INDEPENDENT OF THE COLLEGE – (LIST NAME OF OTHER ENTITY HERE)** |  |

|  |
| --- |
| 3.1.2 The Excel spreadsheet below is set up with predefined formulas. To activate the spreadsheet, right click within the spreadsheet, go to “Worksheet Object”, and then “Open”. To exit, save any changes and exit out of the spreadsheet. Alternatively, double click anywhere on the table. To exit the spreadsheet, single click anywhere outside of the table. |



|  |
| --- |
| \*Please replace the “Base Year” and “Projected Year” headers with the corresponding years reported. |

|  |
| --- |
| **SUPPLY: NATIONAL CENTER FOR EDUCATION STATISTICS, IPEDS** |
| 3.1.3 The Excel spreadsheet below is set up with predefined formulas. To activate the spreadsheet, right click within the spreadsheet, go to “Worksheet Object”, and then “Open”. To exit, save any changes and exit out of the spreadsheet. Alternatively, double click anywhere on the table. To exit the spreadsheet, single click anywhere outside of the table. |
| [**INSTRUCTIONS FOR COMPLETING THE SUPPLY SECTION**](https://origin.fldoe.org/file/20858/InstructSupplyTable.pdf)**:** If institutions do not have data available for completers in the service district, please report statewide data. You may note these are statewide figures. |



|  |
| --- |
| \*Please replace the “Most Recent Year” through “Prior Year 4” headers with the corresponding years reported. |

|  |
| --- |
| **ESTIMATES OF UNMET NEED** |

|  |
| --- |
| 3.1.4 The Excel spreadsheet below is set up with predefined formulas. To activate the spreadsheet, right click within the spreadsheet, go to “Worksheet Object”, and then “Open”. To exit, save any changes and exit out of the spreadsheet. Alternatively, double click anywhere on the table. To exit the spreadsheet, single click anywhere outside of the table. |
| [**INSTRUCTIONS FOR COMPLETING THE ESTIMATES OF UNMET NEED SECTION**](https://origin.fldoe.org/core/fileparse.php/5592/urlt/InstructEstimatesUnmetNeedTable.pdf)**:** If institutions do not have data available for completers in the service district, please report statewide data. You may note these are statewide figures. |



|  |
| --- |
| 3.2 Describe any other evidence of workforce demand and unmet need for graduates as selected by the institution, which may include qualitative or quantitative data and information not reflected in the data presented in Sections 3.1.1 to 3.1.4, such as local economic development initiatives, emerging industries in the area, or evidence of rapid growth. |
| Click or tap here to enter text. |

|  |
| --- |
| 3.3 If the education level for the occupation identified by FloridaCommerce or the Bureau of Labor Statistics (BLS) presented in Sections 3.1.1 to 3.1.2 is below or above the level of a baccalaureate degree, provide justification for the inclusion of that occupation in the analysis. |
| Click or tap here to enter text. |

|  |
| --- |
| 3.4 Describe the career path and potential employment opportunities for graduates of the program. |
| Click or tap here to enter text. |

|  |
| --- |
| **PLANNING PROCESS** |
| 4.1 Summarize the internal planning process. In timeline format, please describe the steps your institution took in completing the internal review and approval of the baccalaureate program. For example, summarize actions taken by the academic department proposing the degree, any non-academic departments, the college-wide curriculum committee, the college president, the Board of Trustees and any other areas. |
| Click or tap here to enter text. |

|  |
| --- |
| 4.2 Summarize the external planning process with the business and industry community. In timeline format, please describe your institution’s interactions and engagements with external stakeholders, including but not limited to industry advisory boards meetings, discussions with advisory committees, briefings from local businesses, consultations with employers, and conducting paper and online surveys. |
| Click or tap here to enter text. |

|  |
| --- |
| 4.3 List external engagement activities with public and nonpublic postsecondary institutions. This list shall include meetings and other forms of communication among external postsecondary institutions regarding evidence of need, demand, and economic impact. |
| 4.3.1 Public Universities in College’s Service District |
| Date(s): Click or tap here to enter text.Institution(s): Click or tap here to enter text.Activity Descriptions and Outcomes:Click or tap here to enter text. |
| 4.3.2 Institutions in College’s Service District that are accredited by an agency recognized by the U.S. Department of Education. |
| Date(s): Click or tap here to enter text.Institution(s): Click or tap here to enter text.Activity Descriptions and Outcomes:Click or tap here to enter text. |
| 4.3.3 Institutions outside of College’s Service District (If applicable) |
| Date(s): Click or tap here to enter text.Institution(s): Click or tap here to enter text.Activity Descriptions and Outcomes:Click or tap here to enter text. |