**Proposal Summary to Establish or Revise an
Academic Administrative Structure**

**[insert title of proposal]**

**The following is from 3343-2-03 *University Policy Regarding the Establishment or Revision of Academic Administrative Structures*.**

1. **The quality of the faculty, students and programs.**
2. **Centrality and coherence to the mission and strategic directions of the university and other academic units.**
3. **Comparative advantage versus other structures.**
4. **What makes the unit particularly appropriate for Kent State University.**
5. **Demand for the unit and for the graduates of the unit.**
6. **Duplication and interrelatedness of the unit’s program(s) within the university, state, and region**
7. **Efficiency and effectiveness of the unit in leveraging existing resources and expanding new resources.**
8. **Administrative reporting structure.**
9. **Space and capital budget needs.**
10. **A proposed operating budget with any one-time resource needs.**
11. **Evaluation procedures including academic assessment procedures.**
12. **A timetable for proposal implementation.**