

February 1, 2007

**Criteria for Reviewing Certificate Proposals  
(Graduate School, NMSU)**

The criteria listed below is designed to help the Graduate Council review proposals for graduate certificate proposals. These criteria for reviewing graduate certificate proposals was approved by the Graduate Council on February 1, 2007.

Criteria are listed in order of priority:

- 1) Can the proposing department(s) offer the proposed courses on a regular basis?
- 2) Based on the information on evidence of need, can the program attract and sustain student enrollment?
- 3) Does the proposal have a solid marketing strategy to attract students to the program?
- 4) Does the proposal have the support of faculty, department heads and the academic deans to offer the certificate on a continuous basis?
- 5) Does the proposal have a realistic evaluation strategy? Are the objectives measurable?
- 6) Does the proposal provide a name and contact information for the faculty program coordinator?