

Process for the Development and Review of New Program, Program Revisions, Program Termination, & Name Change Proposals

All proposals must undergo the appropriate unit-level review prior to submission. This includes review and approval by the:

- proposing department(s)/program(s)
- college/school curriculum committee(s) and college/school faculty
- college/school Dean(s)
- Graduate College Executive Council and Dean [graduate programs only]

Once unit-level review is complete, proposals (including all letters of support and an abstract if required) should be submitted to the Associate Provost for Academic Affairs. Upon successful review by the Office of the Provost, proposals will be sent to the Faculty Senate Curricular Affairs Committee (CAC) for review and approval. If approved by the CAC, proposals needing further approval by the Faculty Senate will be presented to the Faculty Senate Executive Council who will approve their inclusion on the next Faculty Senate meeting agenda. Following approval by the Faculty Senate, the Provost then reviews the final proposal and presents it to the President; they have 30 days to respond. If approved by the President, proposals that require Board of Trustees approval will be presented to the Board.

IMPORTANT NOTES

- ❖ All proposals must be circulated for public comment for a minimum of 30 days prior to being voted on by the CAC (see Critical Dates below).
- ❖ Proposers should allow a minimum of one week between submission to the Associate Provost for Academic Affairs and circulation.
- ❖ Catalogue edits are due prior to March 30 of each year. Proposals approved by the Faculty Senate and/or Board of Trustees after March 30 may be included in the Catalogue addendum that is posted on or about June 30th of each year. Proposers should contact the Assistant Provost and their unit's Catalogue Editor as soon as the program is approved by the Board of Trustees at the May meeting, to discuss its inclusion in the addendum.

Critical Dates – AY 2021-2022

NOTE: These dates represent a best-case scenario. Missing items (e.g. abstracts, support letters), concerns raised during the public comment period, etc. can delay things.

Circulated for Public Comment	CAC Meeting	Faculty Senate Meeting	Board of Trustees Meeting
April 6, 2021	May 6, 2021	May 20, 2021	October 30, 2021
August 3, 2021	September 2, 2021	September 20, 2021	
September 7, 2021	October 7, 2021	October 18, 2021	February 5, 2022
October 5, 2021	November 4, 2021	November 15, 2021	
November 2, 2021	December 2, 2021	December 20, 2021	
December 7, 2021	January 6, 2022	January 24, 2022	May 21, 2022
January 4, 2022	February 3, 2022	February 28, 2022	
February 1, 2022	March 3, 2022	March 28, 2022	
March 8, 2022	April 7, 2022	April 25, 2022	
April 5, 2022	May 5, 2022	May 19, 2022	October 29, 2022