



Division of Academic Affairs Chart of Reviews and Approvals for Academic Matters

Preparing people to lead extraordinary lives

		Administrative or Governance Body Role												
Academic Matter Under Review		Dean	Board of Undergraduate Studies	Graduate Studies Coordinating Board	University Policy Committee(s)*	Provost	President	Committee(s) of the BOT	Board of Trustees	IBHE / HLC				
Category	No.	Type												
Undergraduate														
Courses	1	Change to course prerequisites										A		
	2	Creation of new non-credit courses										A		
	3	Creation of new credit courses										A		
	4	Elimination of existing courses or sequence of courses										A	R	
	5	Change to course title, description, or learning outcomes										A		
	6	Creation of or modification to On-line courses										A		
	Programs	7	Change to existing minor, specialization, or certificate										A	
		8	Change to existing major										A	
		9	Change to school or college-level requirements										A	R
		10	Creation of new certificate										A	R
		11	Creation of new minor/specialization										A	R
		12	Creation of new major within an existing bachelor's degree										A	R
		13	Changes to University Core Curriculum										R	R
Graduate / Professional														
Courses	21	Change to course prerequisites										A		
	22	Creation of new non-credit courses										A		
	23	Creation of new credit courses										A		
	24	Elimination of existing courses or sequence of courses										A	R	
	25	Change to course title, description, or learning outcomes										A		
	26	Creation of or modification to On-line courses										A		
	Programs	27	Change to existing specialization or certificate										A	
		28	Change to existing program requirements										A	
		29	Change to school requirements										A	R
		30	Creation of new graduate certificate										A	R
		31	Creation of new program within an existing master's degree										A	R
		32	Creation of a new program within an existing doctoral degree										A	R
		33	Creation of a new professional program										A	R
Degrees														
Courses	40	Changes in degree credit hour requirements										A	R	
	41	Creation of new degree										A	R	
	42	Elimination of existing degree										A	R	
	43	Creation or elimination of on-line degrees										A	R	
Policy														
Courses	50	Changes in academic standards and regulations										R	R	
	51	Recommendations from Academic Affairs UPC												
	52	Recommendations from Faculty Affairs UPC												
Organization & Administration														
Courses	60	Creation of new university academic credit-granting center										R	R	
	61	Creation of new department or change in department mission										A	R	
	62	Elimination of existing department and faculty										A	R	
	63	Creation of new school or college												
	64	Elimination of existing school or college										R	R	
	65	Reorganization of academic units across schools										R	R	
	66	Reorganization/redirection of existing department(s)										A	R	
	67	Reorganization/redirection of existing college or school(s)										R	R	
	68	Extension of academic programming or degrees to new site										A		
	69	New University Curriculum (i.e. Core)										R	R	
70	External Collaborations, Affiliations, Partnerships for Academic Programs										A			
		* Generally, this will be the Academic Affairs UPC; some matters will also require review by the Faculty Affairs UPC.												
		LEGEND: A - APPROVAL I - INFORMATIONAL R - REVIEW AND RECOMMEND												