



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

Preparing people to lead extraordinary lives

Academic Matter Under Review		Administrative or Governance Body Role												
		Dean	Board of Undergraduate Studies	Graduate Studies Coordinating Board	University Senate	Provost	President	Committee(s) of the BOT	Board of Trustees*	HLC/MSHE/DOE**				
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			A							
	5	Change to course title, description, or learning outcomes	A											
	Programs	6	Change to existing minor, specialization, or certificate	A	R***			A						
		7	Change to existing major	A	R***			A						
		8	Elimination of existing program	A	R			A						
		9	Change to school or college-level requirements	A	R			A						
		10	Creation of new certificate	A	R			A						I/A
		11	Creation of new minor/specialization	A	R			A						
		12	Creation of new major within an existing bachelor's or associate's degree	A	R			A						I
		13	Changes to University Core Curriculum	R	R			A						
Graduate / Professional														
Courses	14	Change to course prerequisites	A											
	15	Creation of new non-credit courses	A											
	16	Creation of new credit courses	A											
	17	Elimination of existing courses or sequence of courses	A	R			A							
	18	Change to course title, description, or learning outcomes	A											
	Programs	19	Change to existing specialization or certificate	A	R***			A						
		20	Change to existing degree program	A	R***			A						
		21	Elimination of existing program	A	R			A						
		22	Change to school requirements	A	R			A						
		23	Creation of new graduate certificate	A	R			A						I/A
		24	Creation of new program within an existing master's degree	A	R			A						I
		25	Creation of a new program within an existing doctoral degree	A	R			A	A					I
Degrees														
	26	Changes in degree credit hour requirements	A	R	R	R	A	A	I				A	
	27	Creation of new degree	A	R	R	R	A	A	R	A			I	
	28	Elimination of existing degree	A	R	R		A	A	R	A			I	
Policy														
	29	Creation of new academic policy, standards and regulations	R	R	R	R	A							
	30	Changes to existing academic policy, standards and regulations	R	R	R	R	A							
	31	Recommendations from the University Senate					A	A						
Organization & Administration														
	32	Creation of new university academic credit-granting center	R	R	R		A	A	I					
	33	Creation of new department or change in department mission	A	R	R		A	A	R	A				
	34	Elimination of existing department and faculty	A	R	R		R	A	A	R	A			
	35	Creation of new school or college					R	A	A	R	A		I	
	36	Elimination of existing school or college					R	A	A	R	A			
	37	Change to name of existing department or school	A	R	R		A							
	38	Reorganization of academic units across schools	R				R	A	A					
	39	Reorganization/redirection of existing department(s)	A				R	A	A	R	A			
	40	Reorganization/redirection of existing college or school(s)					R	A	A	R	A			
	41	Extension of academic programming or degrees to new site	A					A					A	
	42	New University Curriculum (i.e. Core)	R	R			R	A	A	R	A			
	43	External Collaborations, Affiliations, Partnerships for Academic Programs	A				R	A	I	I	I		A	
<p>*In some cases, academic matters in addition to those noted, may require Board approval. **Higher Learning Commission, Illinois Board of Higher Education, Department of Education ***Only program changes that cross academic units (i.e. College/Schools/Institutes) require BUS or GSCB review.</p> <p>LEGEND: A - APPROVAL I - INFORMATIONAL R - REVIEW AND RECOMMEND</p>														