Academic Approval Process

July 28, 2021

Undergraduate Courses

- Change to course Prerequisite
  - Department: A
  - College/School: AD
  - Dean: AD
  - Academic Policy Committee: AD
  - Provost: AD
  - Cabinet: I
  - Registrar’s Office: I

- Creation of new non-credit course
  - Department: A
  - College/School: A
  - Dean: A
  - Academic Policy Committee: A
  - Provost: I
  - Cabinet: I
  - Registrar’s Office: I

- Creation of new credit course (includes cross-listing)
  - Department: A
  - College/School: A
  - Dean: A
  - Academic Policy Committee: A
  - Provost: I
  - Cabinet: I
  - Registrar’s Office: I

- New Pilot Course (Offered up to 3 times)*
  - Department: A
  - College/School: I
  - Dean: I
  - Academic Policy Committee: I
  - Provost: I
  - Cabinet: I
  - Registrar’s Office: I

- Elimination of existing elective courses
  - Department: A
  - College/School: A
  - Dean: A
  - Academic Policy Committee: A
  - Provost: I
  - Cabinet: I
  - Registrar’s Office: I

- Change to course title, description or learning outcomes
  - Department: A
  - College/School: (A)**
  - Dean: A
  - Academic Policy Committee: A
  - Provost: I
  - Cabinet: I
  - Registrar’s Office: I

- Creation or Convert course format to online or hybrid
  - Department: A
  - College/School: A
  - Dean: A
  - Academic Policy Committee: AD
  - Provost: AD
  - Cabinet: I
  - Registrar’s Office: I

- Change to existing minor, specialization, or certificate
  - Department: A
  - College/School: A
  - Dean: A
  - Academic Policy Committee: AD
  - Provost: AD
  - Cabinet: I
  - Registrar’s Office: I

- Change to existing major
  - Department: A
  - College/School: A
  - Dean: A
  - Academic Policy Committee: AD
  - Provost: AD
  - Cabinet: I
  - Registrar’s Office: I

- Elimination or temporary suspension of existing program
  - Department: A
  - College/School: A
  - Dean: A
  - Academic Policy Committee: A
  - Provost: I
  - Cabinet: I
  - Registrar’s Office: I

- Change to school or college-level requirements
  - Department: A
  - College/School: A
  - Dean: A
  - Academic Policy Committee: AD
  - Provost: AD
  - Cabinet: I
  - Registrar’s Office: I

- Creation of new certificate
  - Department: A
  - College/School: A
  - Dean: A
  - Academic Policy Committee: A
  - Provost: I
  - Cabinet: I
  - Registrar’s Office: I

- Creation of new minor/specialization/tracks
  - Department: A
  - College/School: A
  - Dean: A
  - Academic Policy Committee: AD
  - Provost: AD
  - Cabinet: I
  - Registrar’s Office: I

- Creation of new major within an existing bachelor’s degree
  - Department: A
  - College/School: R
  - Dean: A
  - Academic Policy Committee: A
  - Provost: I
  - Cabinet: I
  - Registrar’s Office: I

- Changes to University Core Curriculum***
  - Department: A
  - College/School: I
  - Dean: A
  - Academic Policy Committee: A
  - Provost: I
  - Cabinet: I
  - Registrar’s Office: I

Graduate Courses

- Change to course Prerequisite
  - Department: A
  - College/School: A
  - Dean: A
  - Academic Policy Committee: A
  - Provost: I
  - Cabinet: I
  - Registrar’s Office: I

- Creation of new non-credit course
  - Department: A
  - College/School: A
  - Dean: A
  - Academic Policy Committee: A
  - Provost: I
  - Cabinet: I
  - Registrar’s Office: I

- Creation of new credit course
  - Department: A
  - College/School: A
  - Dean: A
  - Academic Policy Committee: A
  - Provost: I
  - Cabinet: I
  - Registrar’s Office: I

- Elimination of existing courses
  - Department: A
  - College/School: A
  - Dean: A
  - Academic Policy Committee: A
  - Provost: I
  - Cabinet: I
  - Registrar’s Office: I

- Change to course title, description or learning outcomes
  - Department: A
  - College/School: (A)**
  - Dean: A
  - Academic Policy Committee: A
  - Provost: I
  - Cabinet: I
  - Registrar’s Office: I

- Convert course format to online or hybrid
  - Department: A
  - College/School: A
  - Dean: A
  - Academic Policy Committee: AD
  - Provost: AD
  - Cabinet: I
  - Registrar’s Office: I

- Change to existing specialization, or certificate
  - Department: A
  - College/School: A
  - Dean: A
  - Academic Policy Committee: AD
  - Provost: AD
  - Cabinet: I
  - Registrar’s Office: I

- Change to existing programs
  - Department: A
  - College/School: A
  - Dean: A
  - Academic Policy Committee: AD
  - Provost: AD
  - Cabinet: I
  - Registrar’s Office: I

- Elimination of existing program
  - Department: A
  - College/School: A
  - Dean: A
  - Academic Policy Committee: A
  - Provost: I
  - Cabinet: I
  - Registrar’s Office: I

- Change to school/college requirements
  - Department: A
  - College/School: A
  - Dean: A
  - Academic Policy Committee: AD
  - Provost: AD
  - Cabinet: I
  - Registrar’s Office: I

- Creation of new Graduate certificate
  - Department: A
  - College/School: A
  - Dean: A
  - Academic Policy Committee: A
  - Provost: I
  - Cabinet: I
  - Registrar’s Office: I

- Creation of new program within an existing master’s degree
  - Department: A
  - College/School: R
  - Dean: A
  - Academic Policy Committee: A
  - Provost: I
  - Cabinet: I
  - Registrar’s Office: I

- Creation of new program within an existing doctoral degree
  - Department: A
  - College/School: R
  - Dean: A
  - Academic Policy Committee: A
  - Provost: I
  - Cabinet: I
  - Registrar’s Office: I

Legends

- A: Approval
- AD: Approval at Discretion
- I: Informational
- R: Review and Recommend

* As with any course, the Dean has discretion over whether to offer a pilot course in a given semester

** In some schools/colleges EPC needs to approve these changes

*** For major revisions to the CORE curriculum revisions must go through SCCC->A&S EPC-> Senate UCCC

**** Some colleges/schools there are different approval work flows

Note: New & changes to joint degrees in different colleges/schools have to be approved by both