Academic Affairs approval flowcharts

Approval flowcharts for:

New, modified or discontinued courses
New, modified or discontinued majors, minors, certificates, concentrations, options, tracks
Changes requiring external review: new, significantly modified or discontinued programs, certificates
Changes in academic policies and procedures
Program proposals from the Academic Program Review Committee
Changes in the mission, framework, goals or learning outcomes of the General Education program and SCHEV mandated additional learning outcomes
Academic department: Create, rename, merge, split or realign among colleges
College: merge, split or realign departments within

Key for flowchart elements

Decision making authority

Review & recommend

Informed

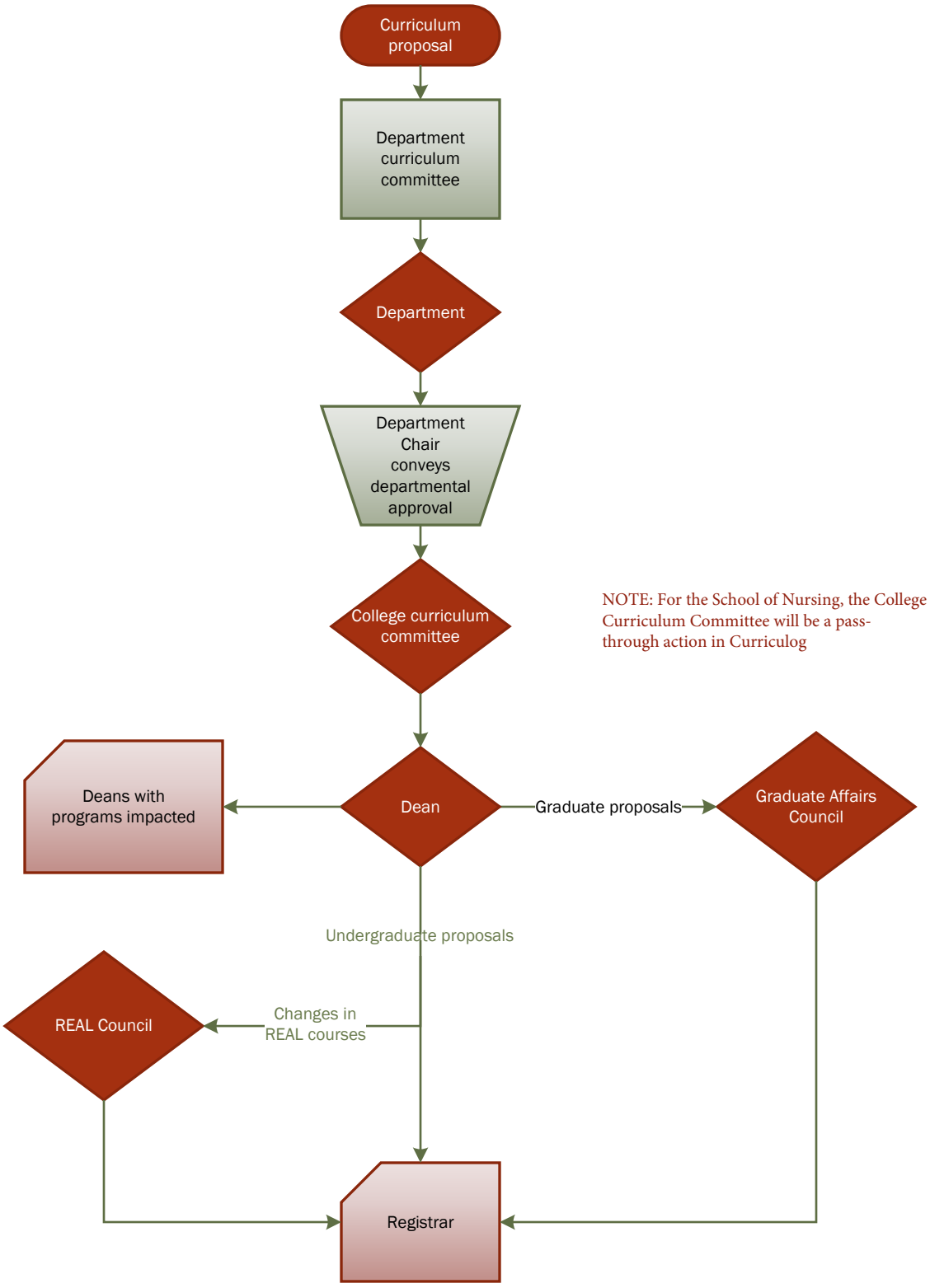
Move through

Formal action

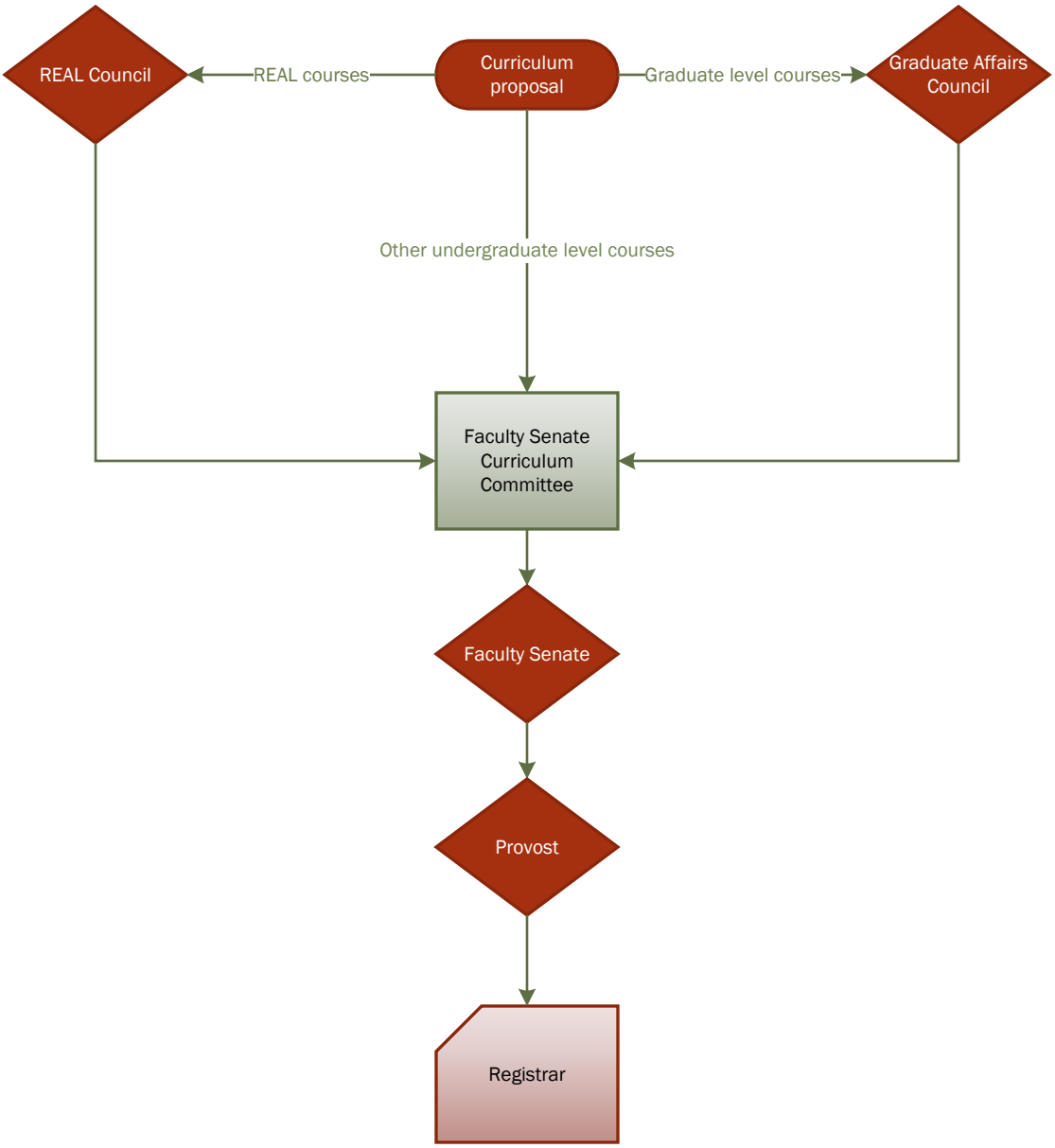
Informal action

Last revised: Mar 28, 2018

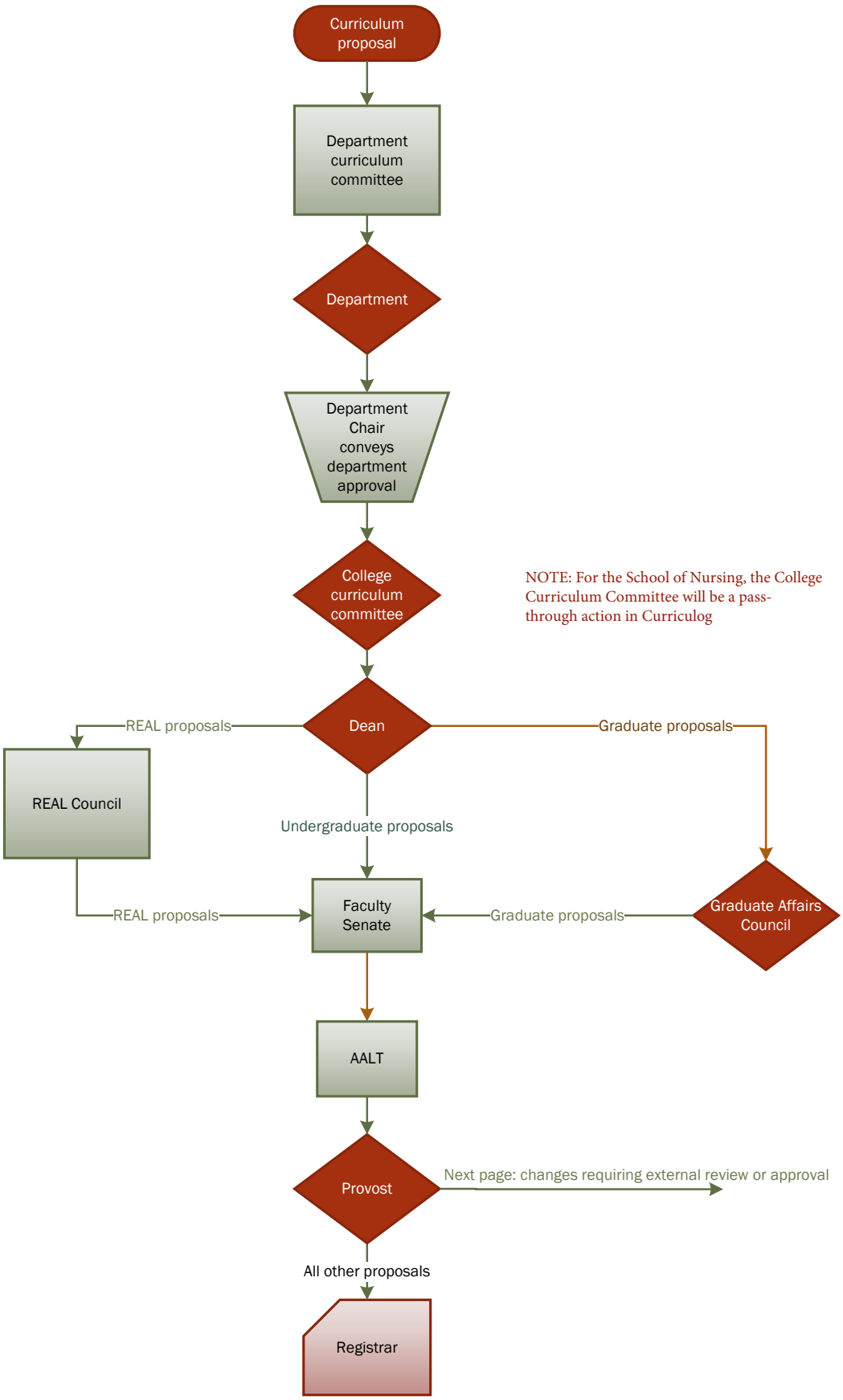
Curriculum Pathway: 1. New, modified, or discontinued courses
2. Program changes (major, minors, and certificates) not submitted to SCHEV



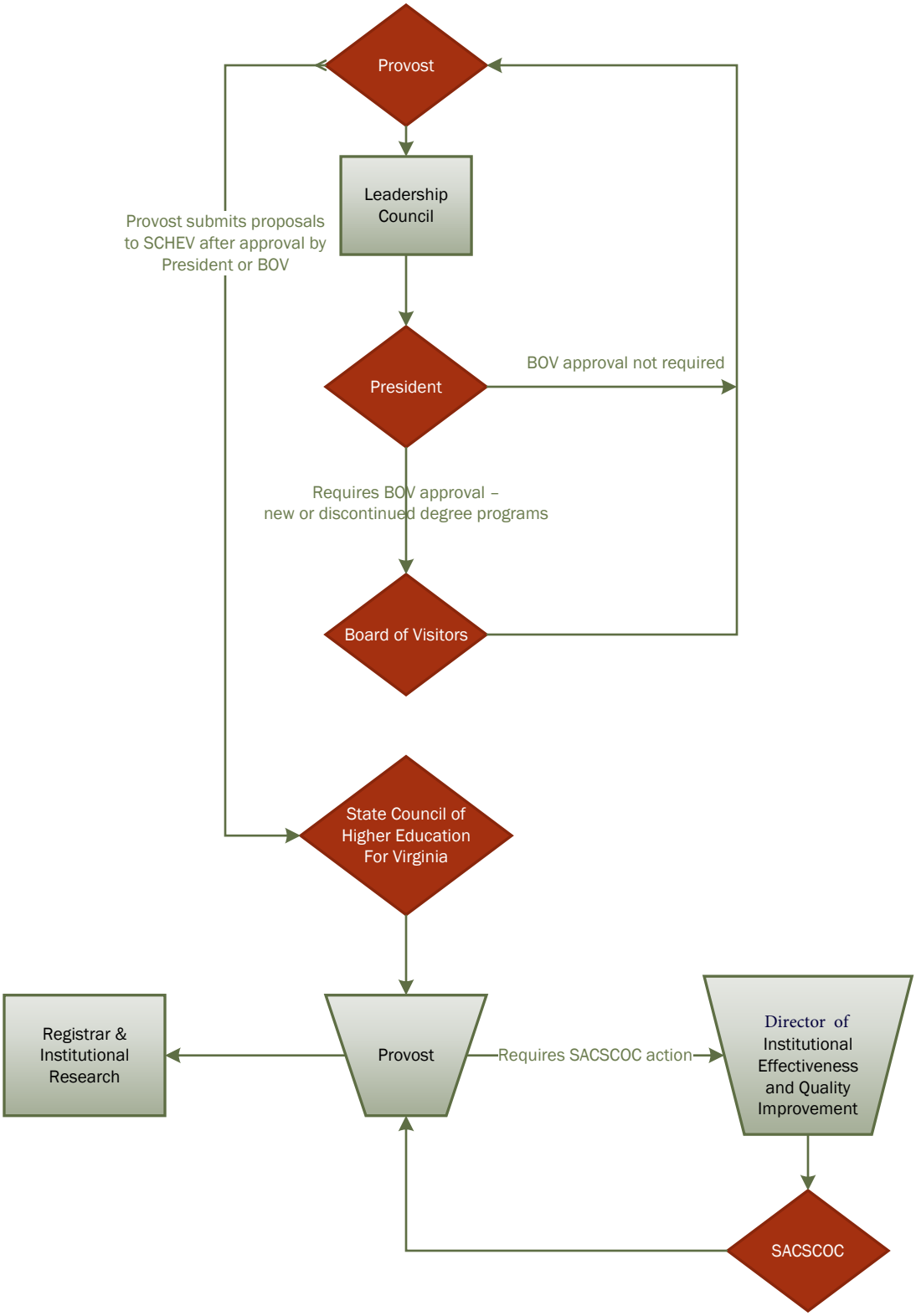
Curriculum Pathway: New, modified, or discontinued courses not in a specific discipline, e.g. UNIV 100



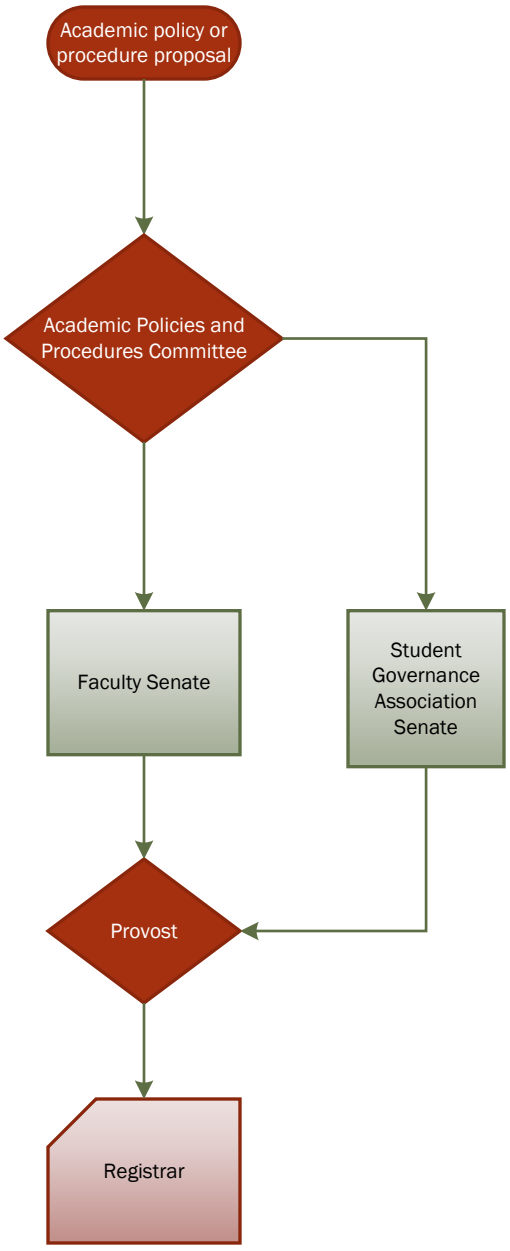
Curriculum Pathway: New, modified or discontinued majors, minors, certificates, concentrations, options and/or program changes that must be submitted to REAL and/or SCHEV



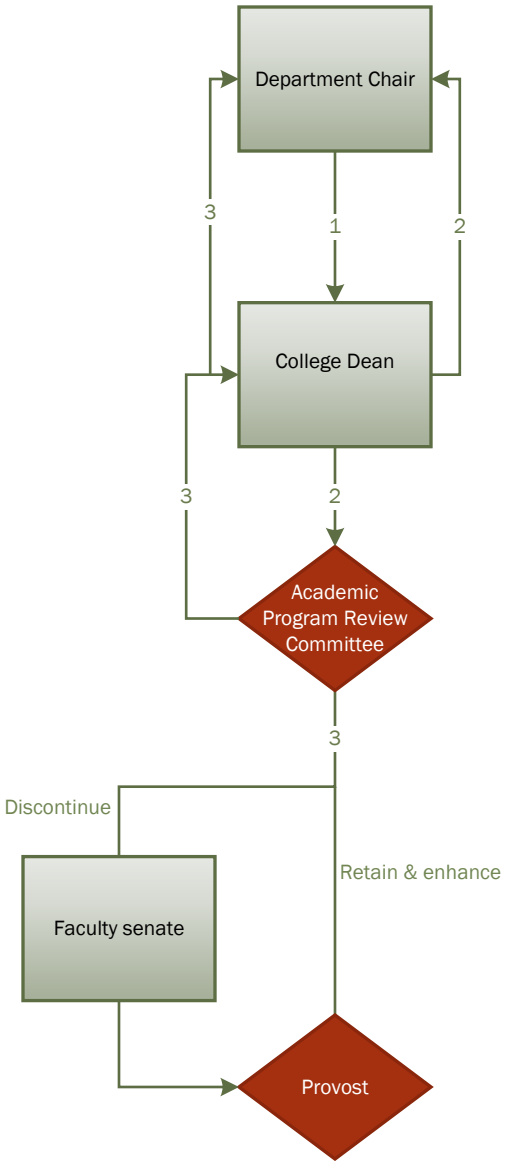
Curriculum pathways: addendum for proposals requiring external review or approval per SCHEV and/or SACSCOC requirements



Academic policies and procedures pathway



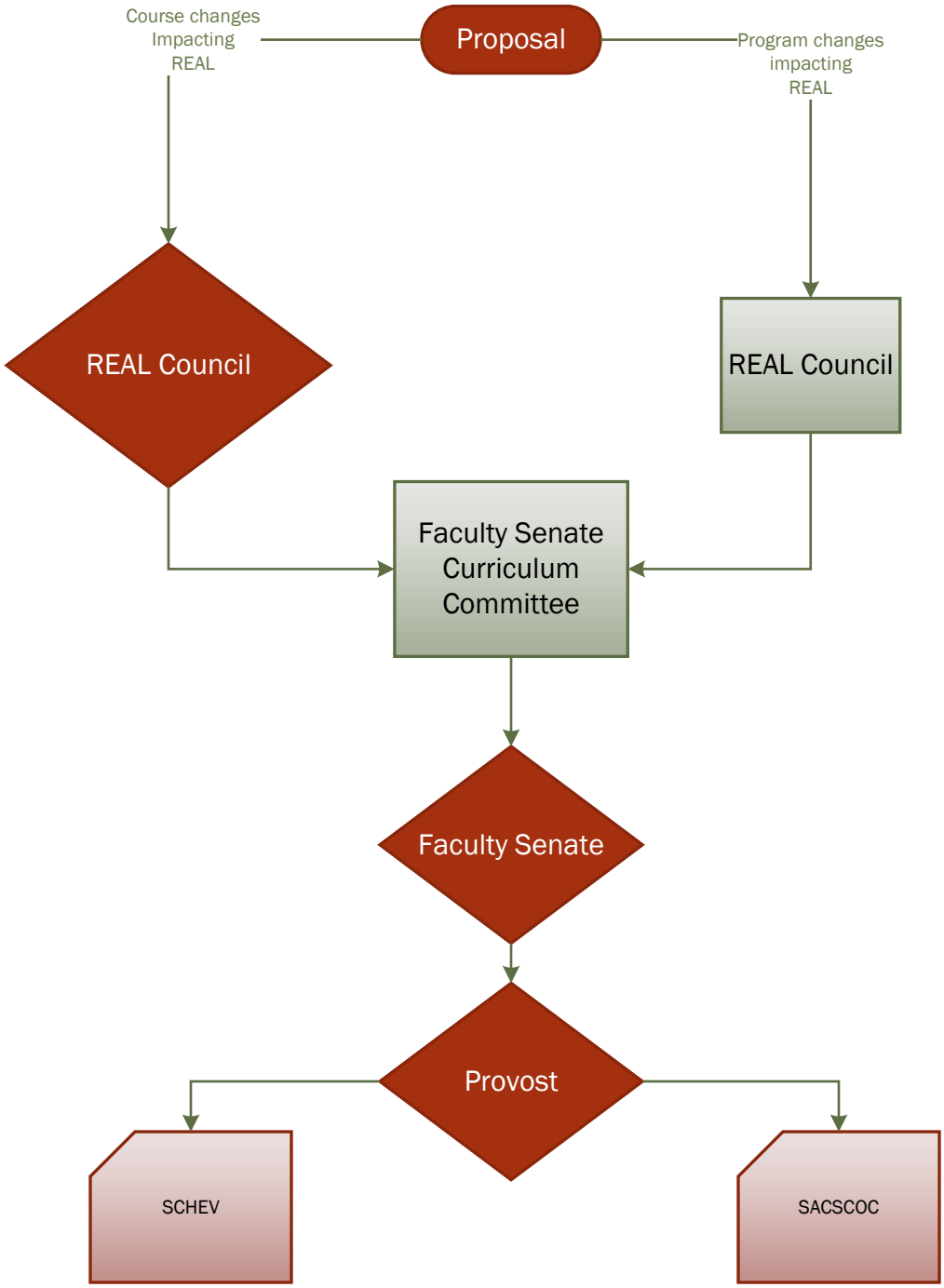
Academic Program Review: For proposals initiated via academic program review



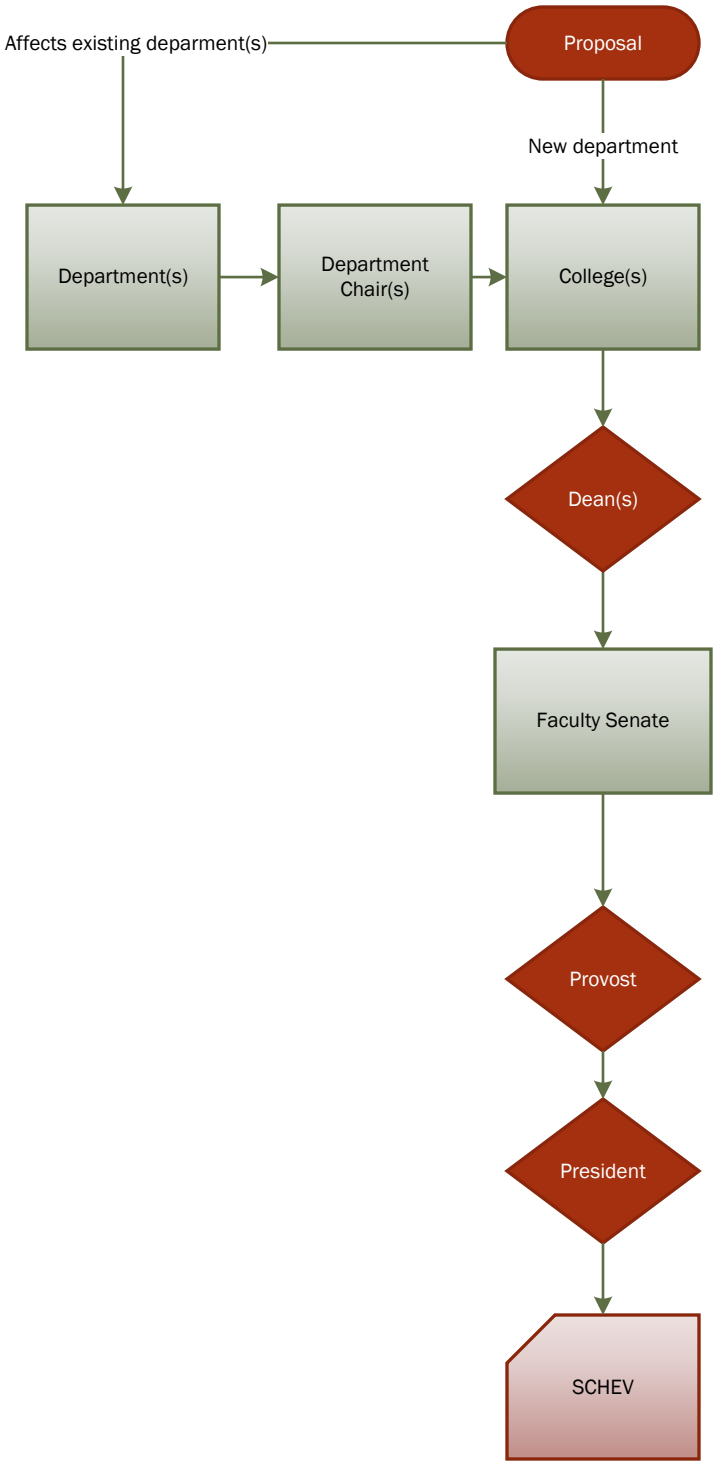
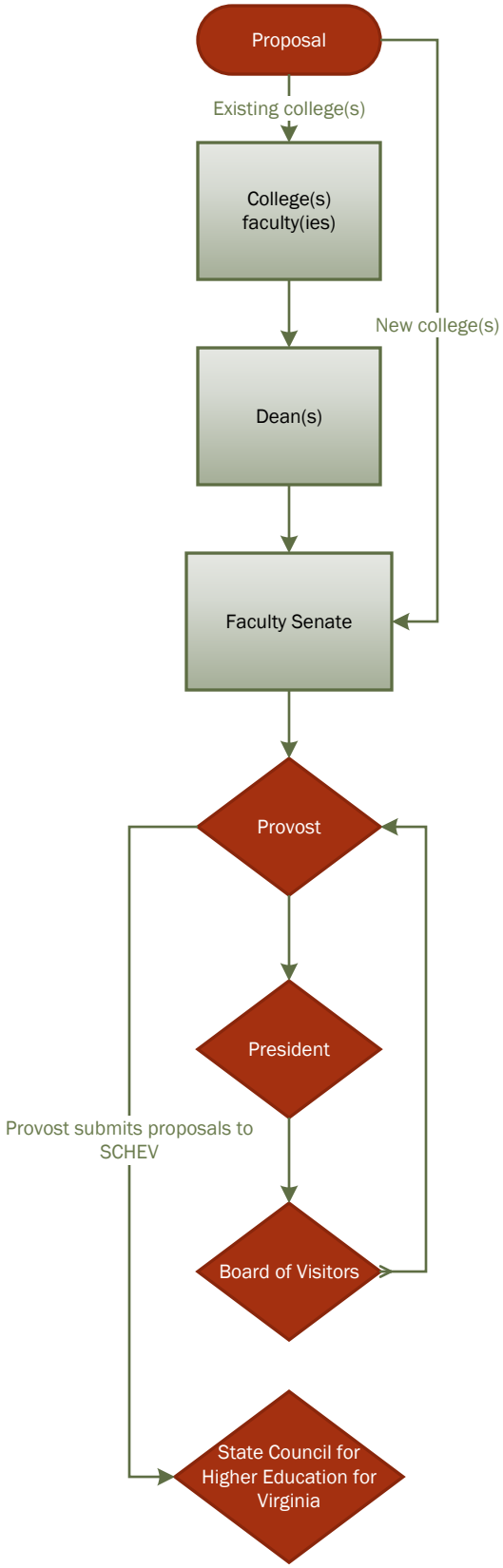
1. Department submits reports to the Dean by November 30.
2. Dean reviews reports and submits to APRC by January 31; copy to Department Chair/Director
3. APRC's report sent to Department faculty & Chair, and college dean by March 15. Simultaneously, recommendations to retain/enhance go to the Provost; to discontinue go to the Faculty Senate, for review and comment.

Notes:
A) The dean and department chair may submit a written response to the recommendation by April 1st to Faculty Senate (for recommendations of discontinuance) or to the Provost.
B) Actions by Provost that require BOV/SCHEV/SACSCOC approval or notification follow paths for those proposals.

REAL Curriculum Changes: proposals for changes in mission, framework, goals or learning outcomes, including SCHEV mandated additional learning outcomes



Academic department: Create, rename, merge, split, department reallignment



Academic college: create, merge, split, college realignment