Academic Program Change Proposal Process Flow

Faculty
Submit program proposal
→ Email sent to Department alerting them of the program proposal awaiting their approval.

Email sent to Faculty member alerting them of the declined program proposal.
→ Review program proposal
→ Accept
→ Email sent to College Curriculum Committee alerting them of a pending program proposal.
→ Decline

College Curriculum Committee
Email sent to Department alerting them of the declined program proposal.
→ Review program proposal
→ Accept
→ Email sent to Dean alerting them of a pending program proposal.
→ Decline

Dean
Email sent to College Curriculum Committee alerting them of the declined program proposal.
→ Review program proposal
→ Accept
→ Email sent to Registrar's office alerting them of a pending program proposal.
→ Decline

Provost
Email sent to Senate alerting them of the declined program proposal.
→ Review program proposal
→ Accept
→ Email sent to Senate alerting them of a pending program proposal.
→ Decline

Email sent to Provost's office alerting them that there is a pending program proposal.
→ Scale of Proposal
→ Major
→ Minor

Minor
Email sent to Senate alerting them of the declined program proposal.
→ Review program proposal
→ Accept
→ Email sent to Provost's office alerting them that there is a pending program proposal.
→ Decline

Major
Email sent to Senate alerting them of the declined program proposal.
→ Review program proposal
→ Accept
→ Email sent to Provost's office alerting them that there is a pending program proposal.
→ Decline

Program entered into Banner
Email sent to Provost, Dean, Associate Dean and Department Chair alerting them that the program has been entered into Banner.

Registrar's Office
Program entered into Banner
→ Email sent to Provost, Dean, Associate Dean and Department Chair alerting them that the program has been entered into Banner.