

Approval Chart for Curriculum Changes

A = Approval

I = Information

	Change to a Degree Plan	Dept./School	College Academic	Deans	COUNCIL			Provost	Faculty	President	Board of Trustees
					UGEC	UUAC	GRAD				
1.	University Requirements — Require or change a specific course from a menu within a degree plan	A	A	I	I			I	--	I	--
2.	University Requirements — Substitute an existing course for a university requirement within a degree plan	A	A	A	A			A	--	A	--
3.	University Requirements — Add a course to or drop a course from the University Requirements	A	A	A	A			A	A	A	--
4.	University Requirements — Change in approved course content	A	A	A	A			A	--	A	--
5.	Major — Revision of major ♦	A	A	A	A			A	--	A	
6.	Major — Adopt or change admission requirements	A	A	A	A			A	--	A	--
7.	Major — Add or discontinue	A	A	A	A			A	A	A	I
8.	GPA — Revise major or cumulative requirement	A	A	A	A			A	A	A	--
9.	Minor — Revise course selection	A	A	A	I			I	--	I	--
	Minor — Add or discontinue	A	A	A	A			A	--	A	--
10.	Degree — Add or discontinue	A	A	A	A			A	A	A	A
11.	Any change to a graduate degree program*	A	A	A	A			A	--	A	--

♦ A minimum of 30 hours is required for a major. A maximum is specified for each degree (e.g., BA, BS). The university minimum for elective hours is 6, unless the requirements of external accrediting bodies make it impossible.

* All graduate degree plan changes must go through the Graduate Council.

Revised 2-16-11

Approval Chart for Academic Information Changes

	Change to the Catalog	Dept./School	College Academic	Deans	UGEC	UUAC	GRAD	Provost	Faculty	President	Board of Trustees
1.	General requirements for graduation including course requirements that are common to all majors for all degrees*	--	--	--	A			A	A	A	--
2.	Admission requirements	--	--	--	A			A	A	A	--
3.	Policies governing academic probation and suspension	--	--	--	A			A	A	A	--
4.	Requirements for graduating with honors	--	--	--	A			A	A	A	--
5.	Definitions of grades and grade points awarded by faculty**	--	--	--	A			A	A	A	--
6.	Other academic policy changes	--	--	--	A			A	--	A	--

* The UUAC approved the clarification that “general requirements for graduation” means the seventeen items in the “General Requirements for Bachelor’s Degrees” section of the catalog. This clarification applies to undergraduate degrees and includes associate’s degrees.

** This refers to the specific chart within the “Academic Information” section of the catalog which lists grades that can be awarded and the associated grade points for each grade.

Revised 4-13-11

Curriculum/Catalog Changes Approval Sheet

Department/School Chair(s)	
_____ <i>Signature</i>	_____ <i>Approval date</i>
_____ <i>Signature</i>	_____ <i>Approval date</i>

College Academic Council(s)	
_____ <i>Signature</i>	_____ <i>Approval date</i>
_____ <i>Signature</i>	_____ <i>Approval date</i>

Dean(s)	
_____ <i>Signature</i>	_____ <i>Approval date</i>
_____ <i>Signature</i>	_____ <i>Approval date</i>

General Education Council	
_____ <i>Chair's signature</i>	_____ <i>Approval date</i>

Undergraduate Academic Council	
_____ <i>Chair's signature</i>	_____ <i>Approval date</i>

Graduate Council	
_____ <i>Chair's signature</i>	_____ <i>Approval date</i>

Provost	
_____ <i>Signature</i>	_____ <i>Approval date</i>

Faculty	
_____ <i>Chair of faculty senate</i>	_____ <i>Approval date</i>

President	
_____ <i>Signature</i>	_____ <i>Approval date</i>

Board of Trustees	
_____ <i>Chair's signature</i>	_____ <i>Approval date</i>