



**Undergraduate Curriculum Changes #340.315**

<b>INITIAL EFFECTIVE DATE:</b>	<b>LAST REVISION DATE:</b>	<b>RESPONSIBLE UNIVERSITY DIVISION/DEPARTMENT</b>
May 20, 1988	February 7, 2024	Academic Affairs

**POLICY STATEMENT**

The University may revise existing curriculum to promote and maintain high quality academic programs. Rationales for revisions may be based on specialized accreditation requirements, program review, or assessment analysis. The process whereby undergraduate curriculum changes are made must recognize the various roles of the faculty and the administration.

**SCOPE**

This policy applies to faculty and administration who implement undergraduate curriculum.

**REASON FOR POLICY**

To establish the framework by which the University may make changes to undergraduate curriculum.

**ROLES AND RESPONSIBILITIES**

Academic Unit (Faculty)

- Department faculty member submits undergraduate curriculum change proposals in university approved format appropriate to the type of request (e.g., degree, major, track, certificate).
- Department chair approves following department-specific curricular review procedures.

College/School Curriculum Committee (Faculty)

- Committee reviews and approves (or rejects) proposals. Approved proposals are submitted to the college or school Dean.

College/School Dean (Administration)

- Dean reviews and approves (or rejects) proposals. Approved proposals are submitted to the Faculty Senate.



Faculty Senate

- Approves (or rejects) all proposals through its curriculum review processes.

Provost or Designee (Administration)

- Reviews and acts upon all curriculum proposals approved by the Faculty Senate.

**RELATED RESOURCES**

Related Policy: 350.010 Authorization of New Academic Degree Programs and Other Curricular Offerings

This policy includes processes for establishing new degrees/majors/tracks and definitions for majors and tracks.

**CONTACTS**

**RESPONSIBLE ADMINISTRATIVE OVERSIGHT**

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**HISTORY**

**Initial Effective Date:** May 20, 1988

**Review Dates** (*review performed, no updates*): N/A

**Revision Dates** (*updates made to document*): November 17, 2020; February 7, 2024.