

**TIME LINE FOR NEW PROGRAM REVIEW**

<b>Step 1: Idea Stage</b>	<b>Step 2: Early Discussion</b>	<b>Step 3: Full Application</b>	<b>Step 4: New Program Review</b>
Faculty/Chair/Associate Deans/Dean (FCADD) committee develops the idea and decides to move it forward, completes the 1-page proposal	Consultation with Sr. Assoc. Provost for undergraduate or Associate Provost for graduate, determination made if program is a major change, if no, proceed to <b>Step 5</b>	FCADD committee completes application and sends to New Program Review Committee (NPR), then faculty proceed to <b>Step 5</b>	NPR committee reviews application and sends recommendation to Council of Deans (CoD)
TIMELINE----->	Scheduled meeting within 1 month of receiving 1-page proposal	Full application expected within 3 months of completion of Step 2, or return to Step 2 for update	Recommendation sent within 2 months of receiving application during academic year

<b>Step 5: College Approval</b>	<b>Step 6: Faculty Senate Approval</b>	<b>Step 7: University Approval</b>	<b>Step 8: State approval</b>
Faculty submit curriculum changes (Curriculum Change Forms and the Program Review Sheet), needs to be approved in the following order:  1) College Curriculum Committee 2) College Faculty Vote 3) College Dean Vote	Dean submits curriculum changes to Faculty Senate Curriculum Committee	CoD reviews curriculum changes and NPR committee recommendation (for programs needing state approval), and provides recommendation to Provost, who makes recommendation to Regent's University Education Committee for a vote	Currently only required for Teacher Education programs
Can be completed concurrently with <b>Step 4</b>	Approval process completed within 2 months during academic year	Regent meetings are in September, November, February, and May	45 days (currently)

### Examples

<ul style="list-style-type: none"> <li>• February: Submit 1-page proposal</li> <li>• March: Early consultation meeting</li> <li>• September: Submit full application</li> <li>• November: Submit curriculum changes to college</li> <li>• December: Faculty senate review</li> <li>• <b>February: Regent University Education Committee vote</b></li> <li>• April: State approval</li> </ul>	<ul style="list-style-type: none"> <li>• September: Submit 1-page proposal</li> <li>• Oct : Early consultation meeting</li> <li>• Jan : Submit full application</li> <li>• February: Submit curriculum changes to college</li> <li>• March: Faculty senate review</li> <li>• <b>May : Regent University Education Committee vote</b></li> <li>• July: State approval</li> </ul>	<ul style="list-style-type: none"> <li>• October: Submit 1-page proposal</li> <li>• November: Early consultation meeting</li> <li>• February: Submit full application</li> <li>• March: Submit curriculum changes to college</li> <li>• April: Faculty senate review</li> <li>• <b>September: Regent University Education Committee vote</b></li> <li>• November: State approval</li> </ul>	<ul style="list-style-type: none"> <li>• January: Submit 1-page proposal</li> <li>• February: Early consultation meeting</li> <li>• April: Submit full application</li> <li>• May: Submit curriculum changes to college</li> <li>• September: Faculty senate review</li> <li>• <b>November: Regent University Education Committee vote</b></li> <li>• January: State approval</li> </ul>
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