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: Oct 18, 2021
Curriculum Pathway: 1. New, modified, or discontinued courses
2. Program changes (major, minors, certificates, concentrations, options, etc.) not submitted to SCHEV and not seeking any change in REAL alignment
Curriculum Pathway: New, modified, or discontinued courses not in a specific discipline, e.g. UNIV 100
Curriculum Pathway: 1. New, modified or discontinued program changes (majors, minors, certificates, concentrations, options, etc.) that must be submitted to SCHEV
2. New, modified, or discontinued majors, minors, certificates, concentrations, options and/or program changes (tracks, etc.) that seek a new or different REAL alignment
Curriculum pathways: addendum for proposals requiring external review or approval per SCHEV and/or SACSCOC requirements.
Academic policies and procedures pathway

Academic policy or procedure proposal

Academic Policies and Procedures Committee

Faculty Senate

Provost

Student Governance Association Senate

Registrar
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 realignment

- Proposed
- Affects existing department(s)
- New department
- Department(s)
- Department Chair(s)
- College(s)
- Dean(s)
- Faculty Senate
- Provost
- President
- SCHEV
**Academic college:** create, merge, split, college realignment

1. **Proposal**
   - Existing college(s)
2. **College(s) faculty(ies)**
3. **Dean(s)**
4. **Faculty Senate**
5. **Provost**
6. **President**
7. **Board of Visitors**
8. **State Council for Higher Education for Virginia**

Provost submits proposals to SCHEV.