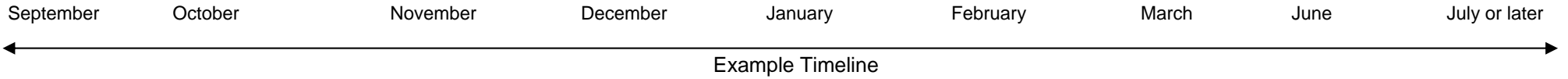
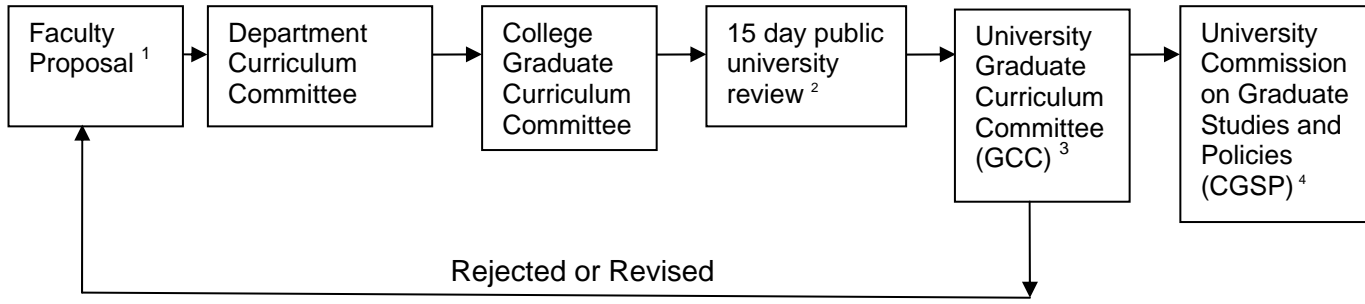


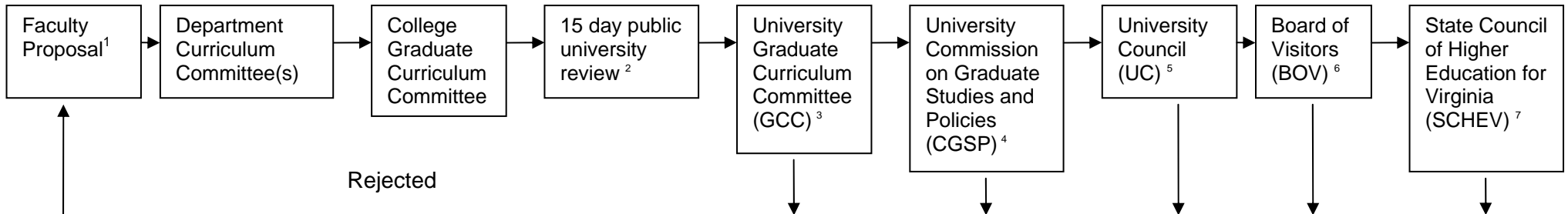
# Graduate Curriculum Approval Timeline\*

\*(CLAHS, 2004)

## A. Graduate Courses & Certificates



## B. M.S. and Ph.D. degrees



## Graduate Curriculum Approval Timeline\*

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1. The “bright idea” evolves into a proposal for a new or revised course, option, minor, major, degree or graduate certificate. Successful proposals are the results of much discussion, compromise and/or collaboration of all interested and affected parties. Resource issues should be addressed at this stage.
2. The Dean’s office in your respective college sends graduate proposals out for “15-day “review. Please make sure your distribution list includes the Associate Deans for Research in each college.
3. GCC is a faculty subcommittee of the Commission on Graduate Studies and Policies.
4. Courses and certificates are considered “approved” when the CGS&P approves the GCC minutes. However, M.S. and Ph.D. degrees require two (2) affirmative “readings” at the CGS&P before being approved and moved to the University Council.
5. University Council approves the minutes of the CGS&P. Typically new degree proposals or discontinuance of degrees are considered independently by UC following approval by the relevant commission(s). The UC also requires two (2) affirmative “ readings” before approved and moved to the BOV.
6. Proposals for new degrees or discontinuance of a degree are approved by BOV and SCHEV. BOV needs one month notice to be on their agenda.
7. SCHEV most recently informed all VA institutions that its review process will take **nine (9) months** from initial submission.

\* Revised from CLAHS material of 9/23/04 prepared by Associate Dean, Dr. Mary Anne Lewis