

Curriculum Requirements Approval Matrix

Key:     Approve Notify Vote Process	Document Requirements in Addition to CourseLeaf Proposal Form	Chair/Dean	Budget Officer	Sr. VP Budget & Planning	Office of Assessment	Sr. VP Academic Affairs	Deans Council	Grad or Undergrad Council	Provost	FEAC	Board of Trustees	Registrar	Graduate Education
Program Maintenance Changes													
Includes changes to courses, non-course requirements, addition or elimination of tracks, specializations													
Notice-Only Actions													
New concentration	Informational Memo												
New continuing education certificate, micro-credential, or academic badge	Informational Memo												
Closure of a concentration or a credential from a continuing education program	Informational Memo												
Creation of or renaming of a department	Informational Memo												
Creation of a secondary major	Informational Memo												
Vote-Required Actions													
Closure of a degree	Cover Sheet												
Closure of a dual degree, major, minor, or academic certificate	Cover Sheet												
Changes including credit hours, delivery modality, required coursework from other departments, and resource-related changes	Cover Sheet												
New Programs (Vote Required)													
New degree	Concept Proposal/ Cover Sheet												
New major	Concept Proposal/ Cover Sheet												
New minor	Concept Proposal/ Cover Sheet												
New certificate (academic - excluding specialized certificates)	Concept Proposal/ Cover Sheet												
New specialized certificate	Concept Proposal/ Cover Sheet												
New dual degree (existing degrees)	Concept Proposal/ Cover Sheet												