

Appendix C

Approvals Needed for Changes in Curriculum/Catalog at UNI

Action Item	Consultations required*	Department or Interdepartmental Program**	College Senate**	GCCC/Graduate Council	UCC	Faculty Senate	Dean(s)	Provost/ President	Board of Regents
Majors									
New Major***	Yes	Yes	Yes	Yes, if offered at graduate level	Yes	Yes	Yes	Yes	Yes@
Name change of major	Yes	Yes	Yes	Yes, if offered at graduate level	Yes	Yes	Yes	Yes	Yes@
Restatement of major	Yes	Yes	Yes	Yes, if offered at graduate level	Yes	Yes	Yes	Yes	No
Programmatic/Department Changes									
Name change for department	Yes	Yes	Yes	No	No	Yes	Yes	Yes	Yes@
Termination of program	Yes	Yes	Yes	Yes, if graduate program	Yes	Yes	Yes	Yes	Yes@
Suspension or reduction of admission	When impacts other programs	Yes	No	No	No	No	Yes	Yes	Yes@
Reinstatement of suspended program	When impacts other programs	Yes	No	No	No	No	Yes	Yes	Yes@
Course changes									
Add a new course***	Yes, if other depts. involved	Yes	Yes	Yes if graduate or grad/undergrad	Yes	Yes	Yes	Yes	No
Edit an existing course	Yes, if other depts. involved	Yes	Yes	Yes if graduate or grad/undergrad	Yes	Yes	Yes	Yes	No
Drop a course	Yes, if other depts. involved	Yes	Yes	Yes if graduate or grad/undergrad	Yes	Yes	Yes	Yes	No
	@ Contact Cheryl Nedrow (cheryl.nedrow@uni.edu , 273-2518) in Provost's Office for BOR forms. All UNI curriculum forms are found HERE.								

Action Item	Consultations required*	Department or Interdepartmental Program**	College Senate**	GCCC/Graduate Council	UCC	Faculty Senate	Dean(s)	Provost/ President	Board of Regents
Minors/Emphases/Certificates									
Add new minor, emphasis or certificate	Yes	Yes	Yes	Yes, if offered at graduate level	Yes	Yes	Yes	Yes	No
Drop minor, emphasis or certificate	Yes	Yes	Yes	Yes, if offered at graduate level	Yes	Yes	Yes	Yes	No
Restatement or name change of minor, emphasis, certificate	Yes	Yes	Yes	Yes, if offered at graduate level	Yes	Yes	Yes	Yes	No
Other Changes									
Alternate location of existing program	Yes	Yes, And Dean Continuing Education	No	No	No	No	Yes	Yes	Yes
Program-specific curriculum associated change in Catalog	Yes	Yes	Yes	Yes, if graduate program	Yes	Yes	Yes	Yes	No
Program-specific Catalog changes, not curriculum	Yes	Yes	No	Yes, if graduate program	Yes	Yes	Yes	Yes	No

* The consultation forms are available to send to associated departments and/or the LACC. When curriculum involves teacher education courses, consultation should also happen with the appropriate teacher education bodies (Form Consult-Ed Prep). The Library is automatically notified of a proposal once it is submitted into Leepfrog. Departments do not need to send a consultation form to the Library.

**Approvals are required from all affiliated departments, programs, and colleges for jointly administered programs.

***All new courses that are developed for the new major have to be approved as part of the new major; can't be approved without major being approved.