

## UCUI – OU Governance Flow for Undergraduate Academic Program Actions

Academic Program Action	Academic Dept Approval	School or College Approval	UCUI Approval	OU Senate Approval	Senate Planning Committee	Senate Budget Committee	OU Board of Trustees	President's Council Notification	HLC Information or Approval	US Dept Education Approval	OU Financial Aid
<b><u>New Academic Programs</u></b>											
New Degree	YES	YES	YES <sup>1</sup>	YES <sup>1</sup>	YES	YES	YES	YES	YES	YES	YES
New Degree Program	YES	YES	YES <sup>1</sup>	YES <sup>1</sup>	YES	YES	YES <sup>2</sup>	YES	YES	YES	YES
New Undergraduate Certificate Program	YES	YES	YES <sup>1</sup>	Information					YES <sup>3</sup>	YES <sup>4</sup>	YES <sup>5</sup>
<b><u>Modifications to Existing Degree Programs</u></b>											
Change Degree Program Title	YES	YES	YES	Information							
Change Degree (BA to BS)	YES	YES	YES	Information			YES		YES	YES	YES
Change Degree Program Curriculum	YES	YES	YES	Information					YES	YES	YES
Change Program Delivery to Online	YES	YES	Information	Information					YES	YES	YES
Change Program Curriculum (major) Code	YES	YES	Information	Information					YES	YES	YES
Merge Existing Degree Programs	YES	YES	YES	Information			YES		YES	YES	YES
Split Existing Degree Program	YES	YES	YES	Information				YES	YES	YES	YES
Suspend or Discontinue Existing Program	YES	YES	YES	Information					YES	YES	YES
<b><u>Notification - Off Campus Location</u></b>											
Offer Program at Existing Off Campus Location	YES	YES	Information						YES <sup>3</sup>	YES <sup>4</sup>	YES <sup>5</sup>
Offer Program at New Off Campus Location	YES	YES	Information						YES <sup>3</sup>	YES <sup>4</sup>	YES <sup>5</sup>
Discontinue Program at Off Campus Location	YES	YES	Information						YES <sup>3</sup>	YES <sup>4</sup>	YES <sup>5</sup>
Relocate or Close Off Campus Location	YES	YES	Information						YES <sup>3</sup>	YES <sup>4</sup>	YES <sup>5</sup>
<b><u>Undergraduate Courses</u></b>											
New Undergraduate Course	YES	YES <sup>6</sup>	NO								
New Cross Level Course (400/500)	YES	YES <sup>6</sup>	NO								
Change Existing Undergraduate Course	YES	YES <sup>6</sup>	NO								
Delete Existing Undergraduate Course	YES	YES <sup>6</sup>	NO								

1. Require two readings; the motions are debatable and amendable during both readings.
2. Following approval from Board of Trustees, academic dept can begin marketing and advertising; no admit to program until after submission to President's Council AND final notification from Provost
3. New approved Undergraduate Certificates and Off-Campus Locations are included in the Annual Institution Report submitted to HLC in early April
4. Following submission to the HLC, new Undergraduate Certificates and Off-Campus Locations must be approved by US Dept of Educ before program is Financial Aid eligible
5. Final notification from Director of Financial Aid regarding approval status of Financial Aid eligibility
6. Course action form must be submitted online