# New Academic Program Development

## Degree

1. **Degree and Major Proposal Form**
   - Only existing courses may be used as curriculum and
2. **Supporting Documents (e.g. Letters of Support)**
3. **Budget table - New Degree, Major, or Certificate**
4. **Cover Memo from Dean’s Office**

Submit Proposal to: curriculum@unomaha.edu

A meeting will be scheduled with Academic Affairs to discuss the proposal.
*Should the proposal apply to graduate studies and/or digital learning they will also review.*

Enter Proposal in **Program Management System**

## ON CAMPUS REVIEWS

### Courses, Programs, & Evaluations Committee
(if including graduate programming) Meets monthly (1st Monday), September - May

### Graduate Council
(if including graduate programming) Meets monthly (2nd Monday), September - May

### Deans Approval

### EPAC Review
Meets monthly (2nd Week) September - May

### Executive Leadership Team/Chancellor
Meets weekly on Tuesdays

## OFF CAMPUS REVIEWS

### Higher Learning Commission (HLC)
Pre-approval required before advertising and implementation

### NU Central (Provosts Office)
Sent by the Chancellor

### Board of Regents
Takes approximately 2 months to be approved

### CCPE
Takes approximately 1 to 3 months to be approved

## APPROVAL NOTIFICATION

Stakeholders Notified

Campus Notification (Registrar)

Add to Catalog

Catalog submission deadline March 1st. Catalog published July 1st.