

# New Academic Program Development

Degree

Major

Certificate

**Department Creates Proposal**

1. [Degree and Major Proposal Form](#) or 1. [Expedited Graduate Certificate Proposal Form](#) or 1. [Certificate Proposal Form](#)  
Undergraduate and Graduate

and

2. Supporting Documents (e.g. Letters of Support)  
 3. [Budget table - New Degree, Major, or Certificate](#)  
 4. Cover Memo from Dean's Office

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**Submit Proposal to:**  
[curriculum@unomaha.edu](mailto: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.

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Enter Proposal in [Program Management System](#)

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

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

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**Deans Approval**

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

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**Faculty Senate Review**  
Meets monthly (2nd Wednesday) September - May

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

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

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

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

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

**Stakeholders Notified**

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**Campus Notification  
(Registrar)**

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**Add to Catalog**

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

THE PROPOSAL

ON CAMPUS REVIEWS

OFF CAMPUS REVIEWS

APPROVAL NOTIFICATION