Approval Process for New Programs
January 2022

Academic Affairs Leadership Team (AALT), in consultation with departments, creates/reviews Academic Programming Plan (Fall)

Plan discussed at Joint Directors, finalized by AALT

AALT presents plan to Executive Team

Approved

Curriculum Committee, Faculty Senate and CPBAC informed (Spring)

Program Dir./Dept. Chair, Division Dir. and Academic Program Coordinator prepare Request to Plan to be submitted by CAO

Programs submitted to OCHE in Academic Planning Priorities Report (May)

RTP submitted:
MSU
OCHE/CAOs
ARSA
BOR

BOR approves RTP

Department creates curriculum, submits to Curriculum Committee for approval

Approved

Department Chair, Division Director and Academic Program Coordinator submits Level I/Level II items

Level I/II items submitted:
MSU
OCHE/CAOs

OCHE approves Level I/II

Academic Program Coordinator notifies Curriculum Committee and CPBAC

Accreditation Liaison Officer (ALO) submits to NWCCU for approval

NWCCU

NWCCU approves CTS/CAS

NWCCU approves AA/AS/AAS

If CTS/CAS, Financial Aid Office submits to Dept. of Education

Dept of Education

Dept of ED approves CAS/CTS

ALO/Acad. Program Coord. notifies ET, CC, and CPBAC; Financial Aid notifies VA; SEM Comm. team convened
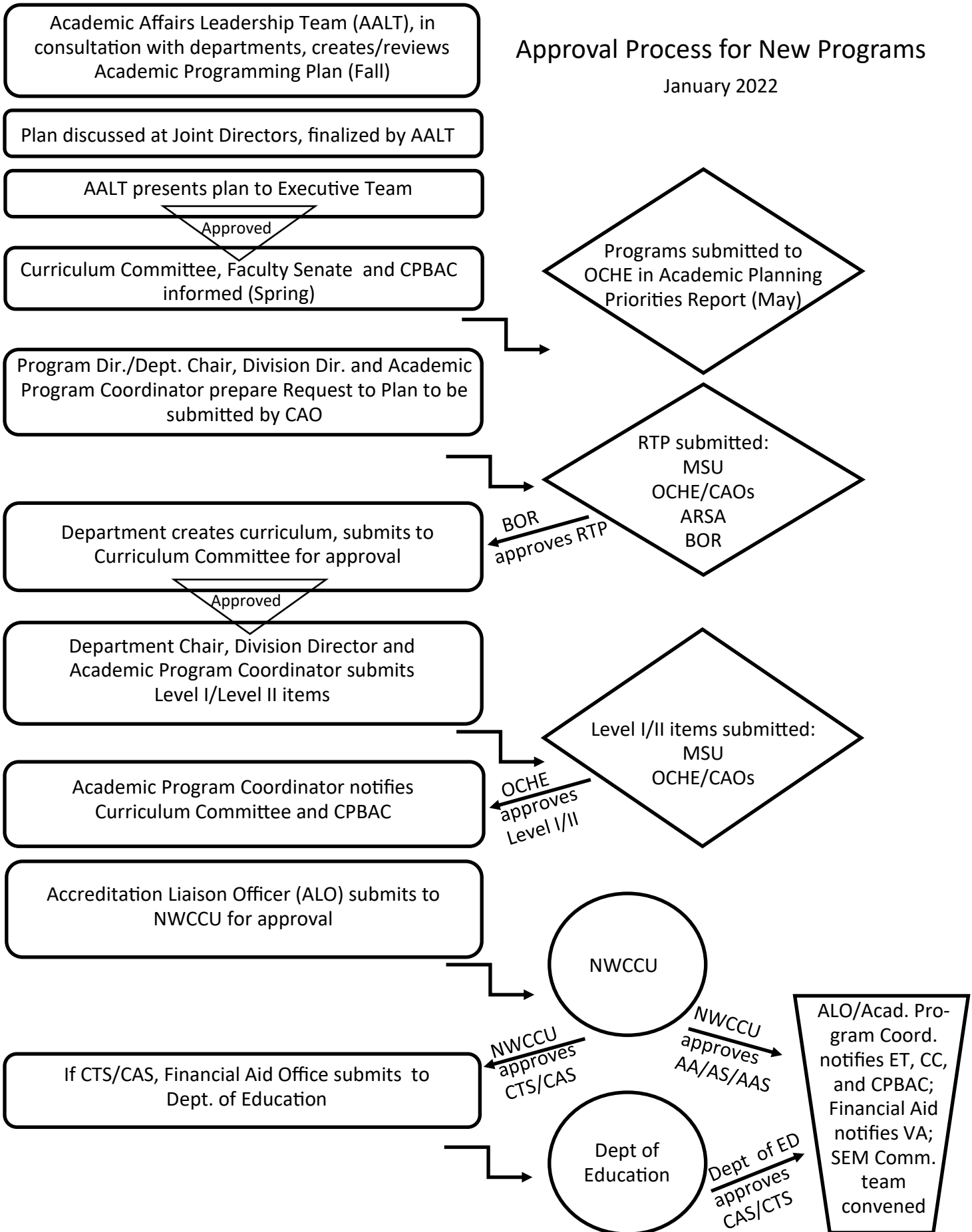
* Please note the process can take up to a year. Submitting as a Level I pilot program can shorten the time.