*Majors, Options, Minors & Certificates – for all instances EXCEPT adding a New Major - See last page for procedures to add a New Major
^Majors require CO approval, Options require CO notification
Administrative Curriculum Processes

**Major Unit Name Change**

1. Initiator
2. Department Chair Approval
3. College Dean Approval
4. Curriculum Services to advertise to Intent Distribution List
5. Curriculum Services sign off
6. EPPC/Senate
7. Routing Sheet to Provost, Chief of Staff & President
8. Curriculum Services for EM generation

**Program\(^{\text{*A}}\) Name Change**

1. Initiator
2. Department Curriculum Committee Chair Approval
3. Department Chair Approval
4. College Curriculum Committee Chair Approval
5. College Dean Approval
6. Undergraduate Dean/Graduate Studies Approval (as applicable)
7. Curriculum Services to advertise to Intent Distribution List
8. Curriculum Services sign off
9. EPPC/Senate
10. Routing Sheet to Provost, Chief of Staff & President
11. Curriculum Services for EM generation

**New/Discontinue Center/Institute**

**With Curricular Effect**

1. Initiator
2. Department Curriculum Committee Chair Approval
3. Department Chair Approval
4. College Curriculum Committee Chair Approval
5. College Dean Approval
6. Additional Approval (situation specific)
7. EPPC/Senate
8. Routing Sheet to Provost, Chief of Staff & President
9. Curriculum Services for EM generation

**No Curricular Effect**

1. Initiator
2. Department Chair Approval
3. College Dean Approval
4. Additional Approval (situation specific)
5. EPPC/Senate
6. Routing Sheet to Provost, Chief of Staff & President
7. Curriculum Services for EM generation

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Administrative Curriculum Processes

Department/Division/Program/Center/Etc Reorganization/Relocation

Initiator
Faculty Consultation
Student Consultation
Consultation with Faculty, Students, Dean(s) & Department chairperson(s) of affected school(s)
Provost
EPPC/Senate
Routing Sheet to Provost, Chief of Staff & President
Curriculum Services for EM generation

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