

University of South Carolina and SC Commission on Higher Education (CHE) Approval Process Timeline

Program Modifications 2012-2013

Cycle Number	Draft Proposal due to Academic Programs*	Curriculum Material should reach Faculty Governance**	Course Material must be passed by Faculty Governance Curriculum Committee**		Final Proposal due from Academic Programs to Provost	Final Proposal due to the USC Board of Trustees from Provost <small>AA-Academic Affairs & Faculty Liaison Committee</small>	Final Proposal Due to CHE from President; Provost notifies SACS***	CHE Advisory Committee on Academic Programs (ACAP)	CHE staff approval (2 Months after ACAP Review)	Program to appear in the USC Bulletin
			Faculty Senate	Graduate Council						
Cycle 1 2012	Dec. 15, 2011	Jan. 4, 2012	C&C: 1/2012 FacSen: 2/2012	Graduate Council 1/2012	Feb. 1, 2012	AA: 3/2012 Full: 4/2012	May 15, 2012	July 2012	September 2012	2013-2014
Cycle 2 2012	Mar. 15, 2012	Mar. 29, 2012	C&C: 4/2012 FacSen: 4/2012	Graduate Council 4/2012	May 1, 2012	AA: 6/2012 Full: 6/2012	Aug. 15, 2012	Oct. 2012	December 2012	2013-2014
Cycle 3 2012	July 15, 2012	Aug. 1, 2012	C&C: 8/2012 FacSen: 9/2012	Graduate Council 8/2012	Sept. 1, 2012	AA: 9/2012 Full: 10/2012	Nov. 15, 2012	Jan. 2013	March 2013	2014-2015
Cycle 4 2012	Sept. 15, 2012	Sept. 25, 2012	C&C: 9/2012 FacSen: 10/2012	Graduate Council 10/2012	Nov. 1, 2012	AA: 11/2012 Full: 12/2012	Feb. 15, 2013	Mar. 2013	May 2013	2014-2015

NOTE: These dates reflect the shortest amount of time it takes to process a proposal through the approval cycle. If the deadlines in one approval process are not met, the proposal will rotate into the next subsequent approval cycle.

* Academic Programs refers to Dr. Kristia Finnigan, Director of Academic Programs, Office of the Provost, 777-6727

** Faculty Governance: Both the Faculty Senate and the Graduate Council meet 9 times each Academic Year. The curriculum committees (the Faculty Senate Curricula & Courses Committee, and the Graduate Science, Math & Related Professional Programs Committee, and Graduate Humanities, Social Sciences, Education & Related Professional Programs Committee) of these two bodies must review proposals prior to the full committee meetings. Please verify specific sub-committee meeting dates and times with the faculty governance offices or websites.

***** All programs need to be fully approved by SACS before a major code is assigned and before admitting students. The process can take up to 6 months from date of notification to SACS, and may take longer if SACS requests additional information.**