

University of South Carolina and SC Commission on Higher Education (CHE) Approval Processes and Timelines

Program Modifications 2008-2009

Curriculum Material due to Governing Body*	Final Proposal due to Provost	Final Proposal Due to CHE from Provost; 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
May 1, 2008	Jul. 24, 2008	Aug. 15, 2008	Oct. 20, 2008	December 2008	Next Year
Aug. 15, 2008	Oct. 14, 2008	Nov. 15, 2008	Jan. 15, 2009	March 2009	Next Year
Dec. 1, 2008	Jan. 26, 2009	Feb. 15, 2009	Mar. 19, 2009	May 2009	Next Year
March 1, 2009	April 24, 2009	May 15, 2009	July 20, 2009	September 2009	Next Year

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

* Undergraduate:

The Faculty Senate meets 9 times each Academic Year (September, October, November, December, February, March, April, June or July) The Curricula and Courses Committee meets approximately one month before the actual Faculty Senate. New courses and course modifications necessitated by a modified program must be approved before program modification proposal is sent to CHE.

Graduate:

The Graduate Council meets 9 times each academic year (August, September, October, November December, January, February, March, April, May) on the fourth Monday of the month. There are two Curricula & Courses Committees. The Science, Math and Related Professional Programs committee meets the 2nd Monday of each month. The Humanities, Social Sciences, Education and Related Professional Programs Committee meets the 2nd Wednesday of each month.

**** 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.**