

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

Program Modifications 2009-2010

Curriculum Material due to Governing Body*	Final Proposal due to Provost	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
April 1, 2009	May 1, 2009	May 15, 2009	July 23, 2009	September 2009	Next Year
July 1, 2009	Aug. 1, 2009	Aug. 15, 2009	October 8, 2009	December 2009	Next Year
Oct. 1, 2009	Nov. 1, 2009	Nov. 15, 2009	January 14, 2010	March 2010	Next Year
Jan. 1, 2009	Feb. 1, 2009	Feb. 15, 2009	March 18, 2010	May 2010	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.**