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

### Program Modifications

<table>
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<tr>
<th>Cycle Number</th>
<th>C&amp;C</th>
<th>FacSen</th>
<th>Graduate Council</th>
<th>New Program Proposal Form due to Academic Programs</th>
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### Dates
- **1/23/2015**
  - Faculty Senate**
  - Graduate Council**
- **4/1/2015**
  - Full Proposal discussed by BOT AA and BOT Full
- **5/1/2015**
  - Final Proposal due to CHE from President; Provost notifies SACS***
- **6/11/2015**
  - Full Proposal reviewed at Advisory Committee on Academic Programs (ACAP) meeting
- **8/11/2015**
  - CHE Staff Approval
- **2016-2017**

### Notes
- **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. It is recommended that proponent vet a draft New Program Proposal Form with Academic Programs prior to the due date. Due dates to Academic Programs are firm; if dates are not met, proposals will rotate into the next subsequent cycle.

- **** 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, or 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.