New Program or Substantive Program Changes*

1. Notice of Proposal (NOP) completed by academic unit, approved through campus approval process, and sent to UW Curriculum Office (UWCO)

2. UWCO reviews NOP, prepares for Tri-Campus review

3. NOP electronically posted for review; email notification sent to: (1) the voting faculty of all UW campuses, (2) Office of the Provost, (3) the Deans, Directors, and Chairs, (4) the Chair of each academic program review committee, and (5) Chair of FCTCP

4. After 15 business day review period ends, UWCO documents comments (if any)

5. UWCO notifies academic unit
   • No comments (or comments of support), proceed to step 6
   • Significant comments to be resolved shall be reviewed by the University Registrar

6. Academic unit moves forward with developing an undergraduate program proposal and following the approval process for their campus

*A unit planning to offer a new undergraduate program or make certain substantive changes to an existing undergraduate program must complete the Notice of Proposal review process.

*Reported to ICAPP as “Idea.” iiSent to ICAPP as a “Notice of Proposal.” iiiIRC FYI occurs at this stage, if necessary. ivSent to ICAPP for “30-Day Review.” vNorthwest Commission on Colleges and Universities (NWCCU) approval may not be required depending on the type of substantive change (does not apply to non-substantive changes); if not, no advertising or enrollments are permitted until UW Presidential approval has been received.

viIf necessary. No advertising or enrollments are permitted until NWCCU approval has been received