

Levels of Governance for Program and Curricular Changes
University of Illinois Urbana-Champaign

The Levels of Governance document attempts to capture current practice for program and curricular changes, it is not a policy document. The policies regarding review are established by each body represented below. Information regarding the jurisdiction of each body may be found in by-laws and other policy documentation. Changes in policies governed by external entities may necessitate a change in the approval path that isn't reflected on this document.

	Proposed Action*	Disciplinary College	Council on Teacher Education (COTE)	University Librarian	Graduate College (as applicable)	Provost Office	Senate Educational Policy Committee (Senate EPC)	UIUC Senate	University Senates Conference (USC)	Board of Trustees (BOT)	Illinois Board of Higher Education (IBHE)	Higher Learning Commission (HLC)	Department of Education (DOE)
Creating or Eliminating Programs of Study													
1	Creation or elimination of a non-credit program or a program of study composed of credit courses that does not result in the formal award of a degree (e.g., certificates of completion, professional development sequences, etc. that do not appear on students' transcripts).	✓		✓	✓	✓							
2	Creation of a degree (e.g. AuD–Doctor of Audiology or MEng– Master of Engineering) or a major within a degree, including Campus Graduate Certificates.	✓	✓	✓	✓	✓	✓	✓	✓	✓	Full Board**	✓	Only Certificates
3	Elimination of a degree (e.g. AuD–Doctor of Audiology or MEng– Master of Engineering) or a major within a degree, including Campus Graduate Certificates.	✓	✓	✓	✓	✓	✓	✓	✓	✓	Annual Listing		Only Certificates
4	Creation of a concentration within one (or more) existing major or degree programs.	✓	✓	✓	✓	✓	✓	✓	✓	✓	Annual Listing	Only if required conc.	
5	Elimination of a concentration within one (or more) existing major or degree programs.	✓	✓	✓	✓	✓	✓	✓	✓	✓	Annual Listing		
6	Creation or elimination of a minor.	✓	✓	✓	✓	✓	✓	✓	✓	✓	Annual Listing		
7	Creation of a program that results from the reorganization or restructuring of the curricular elements of an existing program that have over time evolved into separate and distinct programs (e.g., split into two or options have evolved into separate programs).	✓	✓	✓	✓	✓	✓	✓	✓	✓	RME	✓	Only Certificates
8	Elimination of a program that results from the reorganization or restructuring of the curricular elements of an existing program that have over time evolved into separate and distinct programs (e.g., split into two or options have evolved into separate programs).	✓	✓	✓	✓	✓	✓	✓	✓	✓	Annual Listing		Only Certificates
Revising Degree Programs													
9	Minor revisions of existing degree programs (administrative approvals) that do not impact total hours required for graduation and do not restrict student choice.	✓	✓	✓	✓	✓	✓	✓					
10	Major revisions of existing degree programs that involve substantial changes to the program, impact offerings in other departments and/or restrict student choice, but do not change total hours required for graduation.	✓	✓	✓	✓	✓	✓	✓	✓			Report if more than 25% content changed	
11	Major revisions of existing degree programs that impact the total hours required for graduation.	✓	✓	✓	✓	✓	✓	✓	✓	✓	Annual Listing	✓	Only Certificates
12	Rename minors and concentrations.	✓	✓	✓	✓	✓	✓	✓	✓	✓	Annual Listing		
13	Rename majors (e.g. the name of a discipline or major without changes in objectives or content such as the change from "medical technology" to "clinical laboratory sciences").	✓	✓	✓	✓	✓	✓	✓	✓	✓	Annual Listing		Only Certificates
14	Changes in degree designation at the same level (e.g., BA–Bachelor of Arts to BFA–Bachelor of Fine Arts or DBA–Doctor of Business Administration to Doctor of Philosophy–PhD).	✓	✓	✓	✓	✓	✓	✓	✓	✓	RME		

15	Change of CIP (reclassification) of a program.	✓	✓		✓	✓					RME	Only Certificates
16	Transfer a formal program of study from one academic unit to another academic unit (e.g. moving a PhD in Music Education from the College of Education to the School of Music).	✓	✓	✓	✓	✓	✓	✓	✓	✓	Annual Listing	
17	Request or remove Non-Direct Admission to a degree program	✓	✓	✓	✓	✓	✓	✓				
18	Request, extend, or remove Temporary Suspension of Admissions to a degree program	✓	✓	✓	✓	✓	✓	✓			Annual Listing***	
19	Units seeking to Reactivate a Temporary Suspension of Admissions to a degree program.	✓	✓	✓	✓	✓	✓	✓			RME***	
Creating or Eliminating Joint Degree Programs												
20	Creation or elimination of a joint degree program from two previously approved UIUC degree programs.	✓	✓	✓	✓	✓	✓	✓	✓	✓	Annual Listing	
21	Creation or elimination of a joint degree with another university or institution.	✓	✓	✓	✓	✓	✓	✓	✓	✓	Full Board	✓
22	Creation of a multi-institutional degree (single diploma with multiple institutional seals).	✓	✓	✓	✓	✓	✓	✓	✓	✓	Full Board	✓
Distance Education												
23	Offering an existing degree program (50% or more of the program) at an off-campus site in Illinois.	✓	✓	✓	✓	✓					RME	✓
24	Offering an existing degree program (50% or more of the program) at an out-of-state or international site.	✓	✓	✓	✓	✓						✓
25	Offering an existing degree on-line or through another type of distance education.	✓	✓	✓	✓	✓	✓	✓				
Creating Academic, Research, or Administrative Units												
26	Creation or elimination of a new unit that does not have an instructional, research, or public service mission including new units that might be named department, division, center, or institute (i.e., services, advising and counseling, administrative activities, co-curricular activities, etc. such as McKinley Health Center or the Division of Campus Recreation).	✓				✓						
27	Creation or elimination of an externally funded research or public service activity labeled as a center or institute because of grant requirements. The activity is temporary, not formally organized, and has no mission beyond the life of the grant.	✓				✓	✓	✓	✓		Annual Listing	
28	Creation or elimination of a formally organized research or public service unit that has a temporary mission of up to five years. Units seeking Temporary Status.	✓				✓	✓	✓	✓		RME	
29	Units seeking to extend their Temporary Status.	✓				✓					RME	
30	Change in the name of an academic, research, or public service unit.	✓			✓	✓	✓	✓	✓	✓	Annual Listing	
31	Reorganization, restructuring, consolidation, elimination, and other changes of existing administrative (including departments), research, or public service units that does not result in an increase in subunits.	✓			✓	✓	✓	✓	✓	✓	RME	
32	Creation of new units of instruction, research, or public service that involve a change or expansion in mission including programs, departments, colleges, centers or institutes, or other formally organized units. Units seeking Permanent Status.	✓			✓	✓	✓	✓	✓	✓	Full Board	
33	Elimination of a unit of instruction, research, or public service.	✓			✓	✓	✓	✓	✓	✓	Annual Listing	
Additional Information												
Formal award of a degree	Formal document is awarded to the student and is a notice that the award has been conferred by a college, university or board of trustees and appears permanently on the student's transcript. Formal awards generally do not include continuing education credits or certificates, certificates of completion, or other forms of recognition issued by departments or individual faculty members, including most 'professional development sequences.'											
Full Board	Review by the Illinois Board of Higher Education and on the agenda for an IBHE meeting.											

RME	Reasonable and Moderate Extension. An RME request consists of a brief description of the proposed changes submitted to IBHE by the Office of the Provost via the Associate Vice President for Academic Affairs. Based on criteria related to program objectives, clientele, and resources, the IBHE staff will determine if the proposed changes are a reasonable and moderate extension of existing program authority.
Annual Listing	Report to the Illinois Board of Higher Education regarding items that were approved by the Illinois Board of Trustees at a previous meeting.
Temporary Suspension of Admissions	Temporarily suspend admission to and enrollment in a program for a semester, year, or more up to 5 years.
Non-Direct Suspension of Admissions	Change a program's admission status from open to one that does not directly admit students.
CIP	Classification of Instructional Programs. A taxonomy developed by the National Center for Educational Statistics where degree programs are categorized using six-digit codes. Repositioning a degree program, such as moving a degree in Music Education from the College of Education to the School of Music, would require a change in the program's CIP.
*	Curricular revisions may be effective in the term in which they were approved. Most other proposals will not be effective until the term subsequent to when they were approved.
**	Sponsors of Campus Graduate Certificate majors should consult with the Provost's Office for guidance on CIP selection and stackability to determine further information related to IBHE review.
***	Suspensions of Admission are reported to IBHE as an Annual Listing when the program (1) appears on the IBHE APEER report and the unit indicates phasedown is planned; (2) formal action initiating phasedown has not been taken during the course of the next two APEER reporting cycles; and (3) there is no enrollment.
✓	This entity is involved in the review of this type of proposal.
✓✓	As per Senate Bylaws, Part D., Section 8. C. 4 (https://www.senate.illinois.edu/bylaws.asp#ep), the Senate Committee on Educational Policy shall 'hold a public hearing to provide active discussion in advance of any proposal to change the status of an academic unit, including the termination, separation, transfer, merger, change in status, or renaming of such unit(s). Additionally, in the University of Illinois System Statutes, Article VIII, Changes in Academic Organization of Units; Section 4, Changes in the Organization and Naming of Existing Units (https://www.bot.uillinois.edu/governance/statutes), 'the advice of each unit involved shall be taken and recorded by vote of the faculty by secret written ballot in accordance with the bylaws of that unit.'
Revision to Student Code, Article 3	A revision to the UIUC Student Code, Article 3 will be reviewed by the Senate Educational Policy Committee, Senate, and then the Council on Student Conduct Expectations and Accountability - aka SA (fka Conference on Conduct Governance).
For Terms and Definitions, please visit https://provost.illinois.edu/education-1/courses-programs/academic-program-definitions/	