

I. APPROVAL PROCESS

A. Prior to entering the Senate Approval Process

1. Additional step for undergraduate curricula changes. Any proposals regarding new undergraduate programs or substantive changes to existing undergraduate curricula must be reviewed by the University Curriculum Committee after the proposal has been submitted to the OAA and prior to the proposal's submission to the General Welfare Committee.

B. Senate Approval Process

1. Submission of a proposal to the General Welfare Committee. The proposal must be submitted through the University's Curriculum Information Management System (CIM) at least 9 days in advance of the relevant General Welfare Committee (GWC) meeting. Visit <https://fs.miami.edu> for a list of meeting dates and proposal deadlines. The proponent should be prepared to answer questions and give a brief summary of the proposal at the GWC meeting.

2. Upon the recommendation of the General Welfare Committee, the proposal will be placed on the Faculty Senate agenda. A proponent should be present at the Faculty Senate meeting to answer questions and to present a brief summary of the proposal if requested. Visit <https://fs.miami.edu> for a list of meeting dates. The Senate may require two readings, but often waives the second reading.

3. Approval of the proposal by the Faculty Senate as Class B legislation will be forwarded to the President by the Faculty Senate Chair.

C. Required Approvals Post-Faculty Senate

1. Approval of the President.

2. Approval of the Academic Affairs Committee and the Executive Committee of the Board of Trustees (includes establishment, disestablishment, and revisions to curricular programs, degrees, and University-wide Centers and Institutes).

D. Post-Approval Review

1. The Provost, after consultation with the Graduate School, shall report to the Senate on the status of new graduate programs within three years of their establishment (per Legislation #95012(D)).

2. Periodic five-year reviews may be conducted on all other programs, centers, institutes and academic units as required by the *Faculty Manual* or as deemed appropriate by the Faculty Senate or the Executive Vice President and Provost (see *Faculty Manual* section C18.2.3).