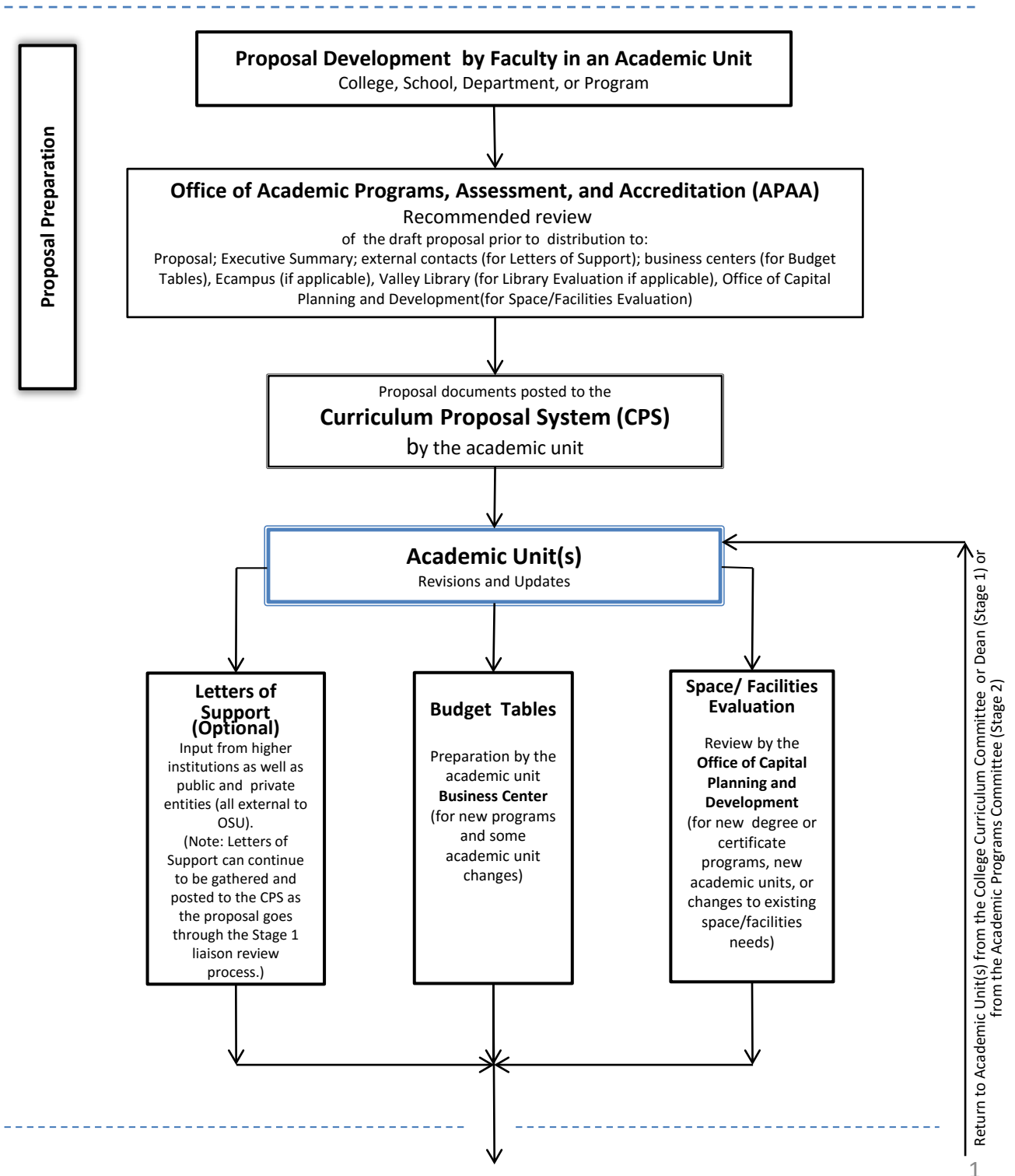
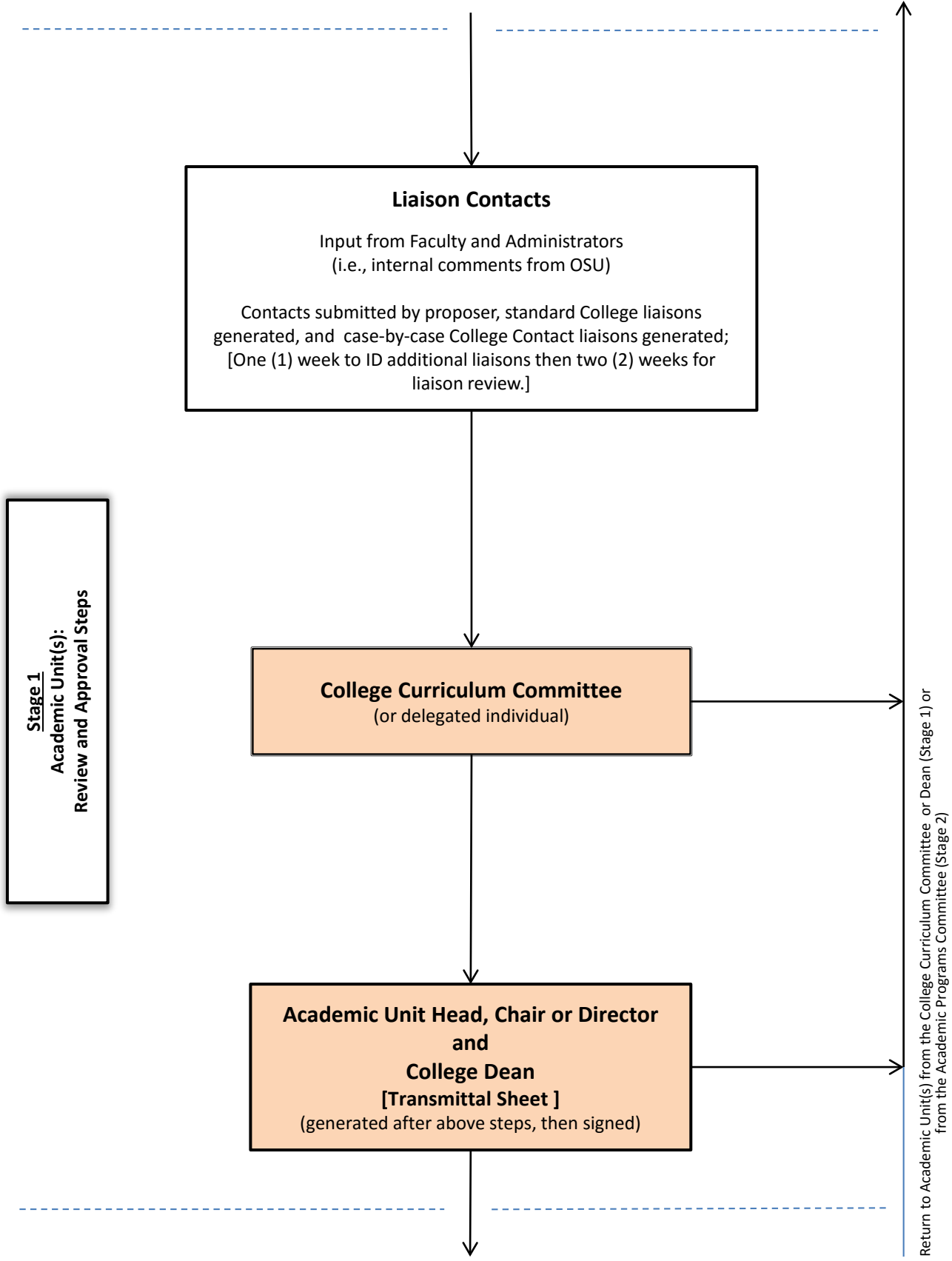


Oregon State University
New Academic Unit Proposal Workflow Chart
Curriculum Proposal System (CPS):
Abbreviated Category I Proposal: Review and Approval Process for a
New College, School, Department, or Program





Stage 1
Academic Unit(s):
Review and Approval Steps

Liaison Contacts

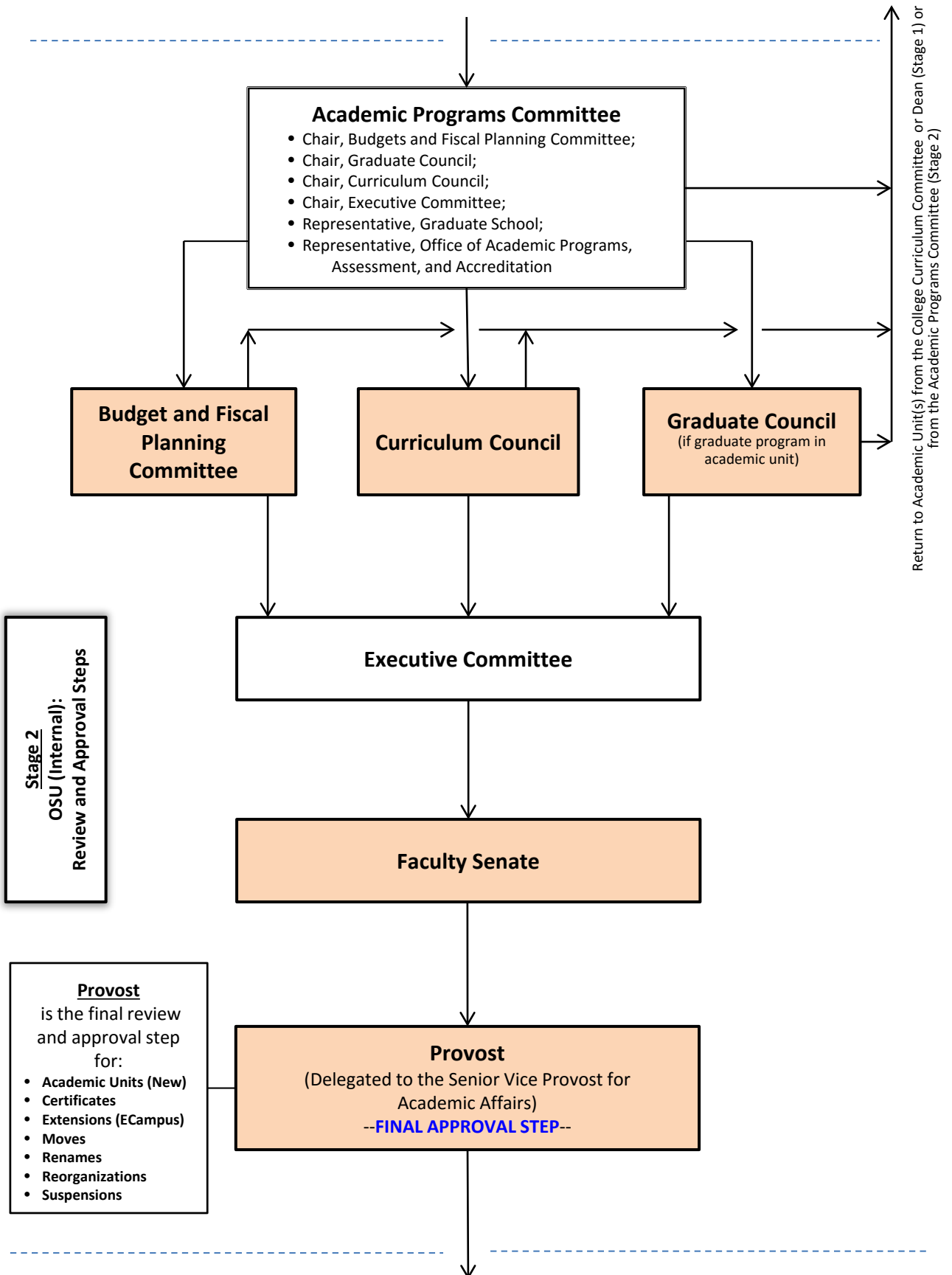
Input from Faculty and Administrators
(i.e., internal comments from OSU)

Contacts submitted by proposer, standard College liaisons
generated, and case-by-case College Contact liaisons generated;
[One (1) week to ID additional liaisons then two (2) weeks for
liaison review.]

College Curriculum Committee
(or delegated individual)

**Academic Unit Head, Chair or Director
and
College Dean**
[Transmittal Sheet]
(generated after above steps, then signed)

Return to Academic Unit(s) from the College Curriculum Committee or Dean (Stage 1) or
from the Academic Programs Committee (Stage 2)



Stage 3
Implementation and
Communication Steps

Implementation Process

- **Banner SIS Number:** The Registrar's Office assigns a new major code number.
- **CPS Proposal:** An updated and finalized copy of the CPS proposal is sent to the Registrar's Office for entry into the OSU Catalog, Banner SIS, My Degrees, and to be archived.
- **Campus Announcement:** An announcement is made to the campus by the Office of Academic Programs, Assessment, and Accreditation.

 **Approval Step**

Note: Occasionally, the workflow will be modified due to a proposal priority or to scheduling issues.

Source: OSU Office of Academic Programs, Assessment, and Accreditation\glb (3-12-15; rev. 5-5-15; 5-15-15; 6-17-15; 8-13-15; 08-31-15; 9-1-15; 9-9-15; 9-30-15; 2-5-16)