

Items Requiring External Action	Board of Trustees	ACHE	SACSCOC*
A = Approval; N = Notification (Information Item); P = Prospectus or Modified Prospectus; N&A = Notification and Agreement; A&TO = Approval and Teach Out Plan			
<b>New Academic Degree Program</b> Repackaging existing courses; no new content (or less than 25% new content)	A	A	
Significant departure from current programs	A	A	A, P
<b>Program Length</b> Credit hours increase/decrease by 25% or more <b>AND</b> expected time to completion changes by more than one term	A	A	P
<b>New Concentration, Track, Emphasis, Focus, Specialization, Option, etc.</b> Group of courses within an approved academic degree program	N	N	
<b>New Teacher Certification Program</b>		N	
<b>Academic Degree Program Merger or Consolidation</b> Requires deletion of existing program and proposing new program	A	A	
<b>Deletion of Academic Degree Program or Graduate Certificate</b> For SACSCOC, may re-open within five years with notification	N	N	A&TO
<b>Placement of a Program on Inactive Status</b> Must return to active status within five years or it will automatically be removed from ACHE Academic Program Inventory	N	N	

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<b>Name Change</b> Academic Degree Program (major)	N	N	A&T
Curricular changes with name change, require deletion of existing program (teach out) and new program proposal	A	A	
Graduate Certificate	A or N	N	A&TO
New Concentration	N	N	
New Minor	Internal process only		
<b>Degree Nomenclature Change</b> (e.g., MA to MS)	N	N	
Degree Nomenclature Change – Doctoral Level (e.g., EdD to PhD)	A	A	
<b>CIP Code Change</b>	N	N	
<b>New Dual Major Program</b>	Internal process only		
<b>New Dual Academic Degree Program (within UA)</b>	N	N	
<b>New Dual Academic Degree Program</b> Sponsored by two institutions; two separate degrees awarded	N	N	N&A*
<b>New Graduate or Undergraduate Certificate Program</b>	A or N	N	
<b>New Graduate or Undergraduate Certificate Program</b> Significant departure from current programs	A or N	N	A, P
<b>Change in Delivery Method</b> 50%—95% of the academic degree program is offered in a different method, e.g., a campus-only program will be offered online			N
<b>Change in Delivery Method</b> 100% of the academic degree program is offered in a different method, e.g., a campus-only program will be offered online	A	A	N
<b>Programs/courses offered through contractual agreement or consortium</b>	N		N&A*

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Program Designed for Prior Learning	A	A	N
Adding/Changing Minor	Internal process only		
<b>ACADEMIC DEPARTMENTS</b>			
New Department	A	N	
Closure of Department	A	N	
Reorganization or Merger of Departments	A	N	
Name Change of Department	A	N	
<b>CENTERS/INSTITUTES</b>			
New center or institute	A	N	
Closure of Center/Institute	A	N	
Name Change	A	N	
<b>OFF-CAMPUS INSTRUCTIONAL SITES</b>			
<b>New Off-Campus Instructional Site</b> 25-49% of credits for a degree program can be obtained	N	N	N
50% or more of credits for a degree program can be obtained	N	N	A, P
<b>Closing Off-Campus Instructional Site</b> May re-open within five years by submitting notification to SACSCOC	N	N	A, A&TO*
<b>Relocating an Off-Campus Instructional Site</b>	N	N	N or P*
<b>*See SACSCOC Liaison for determination of additional action required</b>			

