**DRAFT Policy for Revision of Existing Programs**

Requirements for Full Senate Approval of Program Changes

**Workflow**

**Approval Process for Full Senate approval**

* Department
* College Curriculum Committee
* Dean
* Senate C&I Committee or Grad Studies Committee
* Senate PBD Committee
* Full Senate
* Provost

**Approval Process not requiring full Senate approval**

* Department
* College Curriculum Committee
* Dean
* Provost

**Senate Review Required**

1) There is 25% or more of its credits changing in a program. “Credits changing” in a program refers to credits related to the elimination of courses, addition of courses, replacement of courses and any other change in the credit hours of a program. It does not refer to the revision of a course in a program. “Credits changing” in a program refers to the number of credits required to complete the major or minor or certificate portion of a degree.

2) Program participation in a joint degree with another institution, i.e., partially taught by faculty other than NJCU employees.

3) Any unprecedented use of staffing, technology, facilities or budget.

4) Changes to the learning outcomes

Information Item: Regarding Course Changes:

According to the Senate Constitution Senate Approval is required for undergraduate course with “substantial changes in their content, objectives, and/or expected outcomes.”