NEW ORGANIZATIONAL UNIT DEVELOPMENT PROCESS

THE DOODOCAL

Department Creates Proposal

- 1. Choose the correct form:
 - a. College/School/Department Proposal Form
 - b. Center/Institute Proposal Form
- 2. Supporting Documents (e.g. Letters of Support)
- 3. Budget Tables
- 4. Cover Memo from Dean's Office

Submit Proposal to: curriculum@unomaha.edu

A meeting will be scheduled with Academic Affairs to discuss the proposal.

Enter proposal in Program Management System

ON CAMPUS REVIEWS

- **1. Course, Programs, & Evaluations Committee** (if including graduate programming)
- 2. Graduate Council (if including graduate programming)
- 3. Deans Approval
- 4. EPAC
- 5. Executive Leadership Team/Chancellor

OFF CAMPUS REVIEWS

- 1. NU Central (Provosts Office)
- 2. Board of Regents
- 3. CCPE
- **4. Higher Learning Commission (HLC)** (Pre-Approval required before advertising and implementation)

APPROVAL NOTIFICATION

Stakeholders Notified Campus Notification (Registrar)

Add to Catalog (Catalog submission deadline March 1st. Catalog published July 1st)

Legend:

Program's Responsibility

On Campus Process

Off Campus Process