

## ACADEMIC APPROVAL MATRIX

No: S-0.5

**Authority:** *UWM Policies and Procedures* and  
UWM Administration and Faculty  
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Academic Actions	UNDERGRADUATE APPROVAL LEVEL								
	Department or Equivalent	School or College <sup>(a)</sup>	Academic Program & Curriculum Committee	Graduate Faculty Committee <sup>(g)</sup>	Faculty Senate	Provost	Chancellor	UW System <sup>(b)</sup>	Board of Regents <sup>(b)</sup>
Establish degree or major	Y	Y <sup>(d,e)</sup>	Y	NA	Y <sup>(h)</sup>	Y	Y	Y	Y
Establish submajor <sup>(c)</sup> or certificate program	Y	Y <sup>(d)</sup>	Y	NA	N	Y	I	I	I
Establish cooperative program with another UWS unit	Y	Y <sup>(e)</sup>	Y	NA	Y <sup>(h)</sup>	Y	I	Y	I
Establish an off-site offering on an existing degree or certificate program	Y	Y <sup>(e)</sup>	I	NA	N	Y	I	Y <sup>(f)</sup>	I
Rename degree or major	Y	Y <sup>(d)</sup>	Y	NA	Y <sup>(h)</sup>	Y	Y	I	I
Change in degree or major or change or rename submajor, or certificate program requirements	Y	Y	Y	NA	N	Y	I	I	I
Add, change or drop course	Y	Y	Y	NA	N	N	N	N	N
Drop degree or major	Y	Y	Y	NA	Y <sup>(h)</sup>	Y	Y	I	I
Drop submajor or certificate program	Y	Y	Y	NA	N	Y	I	I	I

CODE: Y = Approval Required N = Approval Not Required I = Information Only  
NA = Not Applicable

	<b>GRADUATE AND POST BACCALAUREATE <sup>(g)</sup> APPROVAL LEVEL</b>								
<b>Academic Actions</b>	Department or Equivalent	School or College <sup>(a)</sup>	Academic Program & Curriculum Committee	Graduate Faculty Committee	Faculty Senate	Provost	Chancellor	UW System <sup>(b)</sup>	Board of Regents <sup>(b)</sup>
Establish degree	Y	Y <sup>(d,e)</sup>	NA	Y	Y <sup>(h)</sup>	Y	Y	Y	Y
Establish submajor <sup>(c)</sup> or certificate program	Y	Y <sup>(d)</sup>	NA	Y	N	Y	I	I	I
Establish cooperative program with another UWS unit	Y	Y <sup>(e)</sup>	NA	Y	Y <sup>(h)</sup>	Y	I	Y	I
Establish an off-site offering on an existing degree or certificate program	Y	Y <sup>(e)</sup>	NA	I	N	Y	I	Y <sup>(f)</sup>	I
Rename degree	Y	Y <sup>(d)</sup>	NA	Y	Y <sup>(h)</sup>	Y	Y	I	I
Change in degree or change or rename major, submajor, or certificate program requirements	Y	Y	NA	Y	N	Y	I	I	I
Add, change or drop course	Y	Y	NA	Y	N	N	N	N	N
Drop degree	Y	Y	NA	Y	Y <sup>(h)</sup>	Y	Y	I	I
Drop submajor or certificate program	Y	Y	NA	Y	N	Y	I	I	I

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Academic Actions	ALL - CAMPUS APPROVAL LEVEL								
	Department or Equivalent	School or College <sup>(a)</sup>	Academic Program & Curriculum Committee	Graduate Faculty Committee	Faculty Senate	Provost	Chancellor	UW System <sup>(b)</sup>	Board of Regents <sup>(b)</sup>
Add, change, or drop curricular area	Y	Y	Y	Y	N	Y	N	I	N
Rename department	Y	Y	I	I	Y	Y	Y	I	I
Establish or eliminate department	NA	Y <sup>(d,e)</sup>	I	I	Y	Y	Y	I	I
Establish, school/college	NA	NA	I <sup>(d,e)*</sup>	I <sup>(d,e)**</sup>	Y	Y	Y	Y	Y
Rename, or eliminate a school/college	NA	<sup>(d,e)</sup>	I	I	Y	Y	Y	Y	Y
Establish, rename, or eliminate a center or institute	NA	Y <sup>(d,e)</sup>	NA	NA	I	Y	Y	I	I

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- \* assuming proposed school/college anticipates having undergraduate curriculum,
- \*\* assuming proposed school/college anticipates having graduate curriculum

## Routing Sequence

- (a) School or college approval must involve approval of appropriate faculty bodies.
- (b) See ACIS-I revised for Timetable.
- (c) The UWM definition of “submajor” includes the following terms: minor, area of interest, specialization, area, concentration, emphasis, field, focus, option, sequence, and track.
- (d) Proposals will be circulated by Academic Affairs to all other schools/colleges **with copies to the University Committee** and allow 30 days for response. Evidence of solicitation and responses are required to accompany submission of proposals to APCC or Graduate Faculty Committee and when appropriate the Faculty Senate.
- (e) Proposals will be circulated by Academic Affairs to the Academic Planning and Budget Committee and allow 30 days for the APBC **to review and comment**. Evidence of consultation by APBC is required to accompany submission of proposals to APCC or Graduate Faculty Committee and when appropriate the Faculty Senate.
- (f) UW System approval required only to extend a degree program to a second institution.
- (g) At the discretion of the Graduate Faculty Committee, proposals relating to post-baccalaureate programs may be deferred to the APCC for action and/or recommendation.
- (h) These items will be provided to the Faculty Senate as automatic consent.

Developed from *UWS Academic Program Guidelines* (ACIS-I revised 06/06) and *UWM Policies and Procedures*