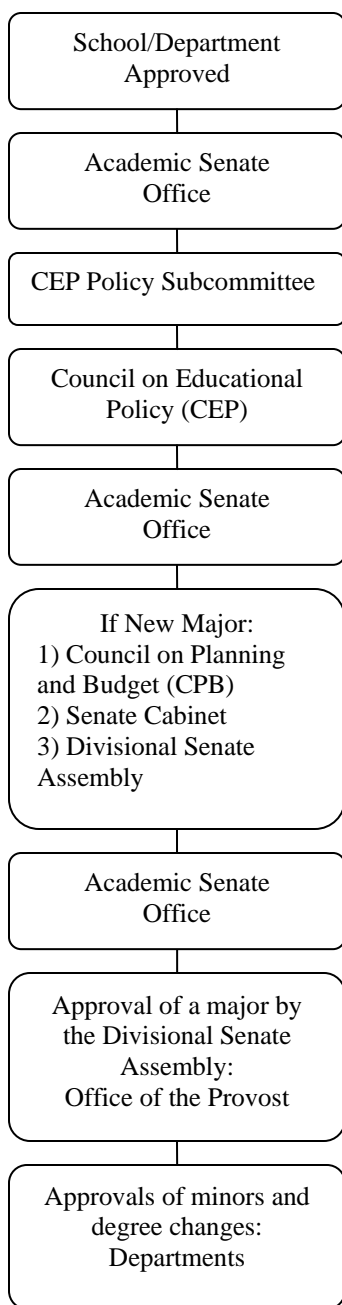


## Procedures for Approving New or Modified Undergraduate Degree Requirements at UCI\*



School/Dept. prepares the Request for Approval of New or Modified Undergraduate Degree Requirements form for the CEP and gets Signatures. (Add new to 5-Year Plan if not currently in plan.)

The forms are forwarded to the Senate Analyst's Office for initial review by the CEP Programs & Policy Subcommittee. The Provost and Enrollment Council are advised of new majors.

At any stage of this process, departments may be contacted for more information or clarification.

After Programs and Policy Subcommittee approval, changes to degree requirements are forwarded to the full CEP via the Consent Calendar and requests for new majors and minors are forwarded to the full CEP.

After approval by the full CEP, proposals for new majors are forwarded to the Council on Planning and Budget (CPB) and then the Academic Senate Cabinet.

After approval by the Academic Senate Cabinet, proposals for new majors are forwarded to the Divisional Senate Assembly.

After approval of new majors by the Divisional Senate Assembly, notification is forwarded to the Office of the Executive Vice Chancellor/Provost, and other appropriate offices on campus

After approval by the full CEP, forms for changes to degree requirements and new minors are signed by the Chair of the CEP and distributed as outlined.

NOTE: Departments may cancel Requests for Approval of New or Modified Undergraduate Degree Requirements by contacting the Academic Senate. The official custodian of original CEP approved forms is the Academic Senate Office.