

Appendix IV

Levels of Governance for Program and Curricular Changes University of Illinois at Urbana-Champaign

		Program Change	Level	College	Grad College	Provost Office	Ed Pol	UIUC Senate ¹	Senates Conf.	BOT	IBHE
Creating and Eliminating Degree Programs	1	Creation or elimination of a non-credit program or a program of study composed of credit courses that does not result in the formal award of a degree (e.g., certificates of completion, professional development sequences, etc. that do not appear on students' transcripts). ²	UG	✓							
			Grad	✓	✓						
	2	Addition or elimination of a concentration within an existing major or degree program. Addition or elimination of an organized set of courses within a major (e.g., option, specialization, or sequence) to an existing degree program.	All	✓	*	✓	✓	Consent	✓	Report	List
			UG	✓		✓	✓	Consent	✓	Report	List
			Grad	✓	✓	✓				Report	List
	3	Creation or elimination of a minor.	All	✓	*	✓	✓	Consent	✓	Report	
	4	Creation or elimination of a certificate program (as defined by IPEDS ³) in a field in which there is a previously approved degree program.	All	✓	*	✓	✓	Consent	✓	Report	List
	5	Creation or elimination of a certificate program (as defined by IPEDS) in a field or at a level in which there is not a previously approved degree program at that level or higher level.	All	✓	*	✓	✓	Consent	✓	Report	RME
	6	Creation or elimination of a program that results from the reorganization or restructuring of the curricular elements of an existing program that have over time evolved into separate and distinct programs (e.g., split into two or options have evolved into separate programs).	All	✓	*	✓	✓	Action	✓	Action	RME
	7	Creation of a degree program (excluding certificate programs) in a new field or at a new level (based on CIPS or IPEDS definitions).	All	✓	*	✓	✓	Action	✓	Action	Action
8	Elimination of an existing degree program.	All	✓	*	✓	✓	Action	✓	Action	List	
Revising Degree Programs	9	Minor revision of existing degree programs (i.e., minor changes that do not affect the number of hours needed for graduation such as the mix of required/elective courses, minor changes in the list of specifically required courses, etc.)	UG	✓		✓					
			Grad	✓	✓						
	10	Substantial revisions of existing degree programs.	UG	✓		✓	✓	Consent	✓	Report ⁴	

	Program Change	Level	College	Grad College	Provost Office	Ed Pol	UIUC Senate ¹	Senates Conf.	BOT	IBHE	
		Grad	✓	✓					Report ⁴		
11	Change in a degree title (e.g. the name of a discipline or major without changes in objectives or content such as the change from "medical technology" to "clinical laboratory sciences").	All	✓	*	✓	✓	Consent	✓	Action	List	
12	Changes in degree designation at the same level (e.g., BA to BFA, B.B.A. to B.S., or D.B.A. to Ph.D.).	All	✓	*	✓	✓	Consent	✓	Action	RME	
13	Reclassification (change of CIP) of a program resulting from incremental changes or consolidation of two or more degree programs into a single program (e.g. moving a Ph.D. in Music Education from the College of Education to the School of Music).	All	✓	*	✓	✓	Action	✓	Action	RME	
Creating or Eliminating Joint or Extended Degrees	14	Offering all or part of an existing degree on-line.	UG	✓							
		Grad	✓	✓							
	15	Offering all of an existing degree at a new non-campus location.	UG	✓						Action	
			Grad	✓	✓					Action	
	16	Creating or eliminating a joint degree program from two previously approved UIUC programs.	UG	✓		✓	✓	Consent	✓	Report	List
			Grad	✓	✓	✓				Report	List
17	Creating or eliminating a joint degree with another university or institution.	All	✓	*	✓	✓	Action	✓	Action	Action	
Creating Academic, Research or Administrative Units	18	Creation or elimination of a new unit that does not have an instructional, research, or public service mission including new units that might be named department, division, center, or institute (i.e., services, advising and counseling, administrative activities, co-curricular activities, etc. such as McKinley Health Center or the Division of Campus Recreation).		*	*	✓					
	19	Creation or elimination of an externally funded research or public service activity labeled as a center or institute because of grant requirements. The activity is temporary, not formally organized, and has no mission beyond the life of the grant.		✓	*	✓				List	
	20	Creation or elimination of a formally organized research or public service unit that has a temporary mission of up to five years. (Criteria for continuation and a date for submission and request for permanent approval should accompany the proposal). ³		✓	*	✓				RME	

		Program Change	Level	College	Grad College	Provost Office	Ed Pol	UIUC Senate ¹	Senates Conf.	BOT	IBHE
	21	Change in the name of an academic, research, or public service unit.		✓	✓	✓	✓	Consent	✓	Action	List
	22	Reorganization, restructuring, consolidation, elimination, and other changes of existing administrative (including departments), research, or public service units that does not result in an increase in subunits.		✓	*	✓	✓	Action	✓	Action	List
	23	Creation of new units of instruction, research, or public service that involve a change or expansion in mission including programs, departments, colleges, centers or institutes, or other formally organized units.		✓	*	✓	✓	Action	✓	Action	Action
	24	Elimination of a unit of instruction, research, or public service.		✓	*	✓	✓	Action	✓	Action	List
	25	Creation of a campus.				✓	✓	Action	✓	Action	Action

Terms and Definitions

*	An asterisk denotes that the proposal must be submitted to the Graduate College if it involves a graduate program, graduate courses or has an impact on graduate education.
Consent	The item will be submitted for consideration on the UIUC Senate's consent agenda.
Report	The item will be forwarded to the appropriate body as a report item.
Action	The proposal will be submitted to the appropriate body for review and formal approval.
Listing	UIUC must submit a list of program changes to IBHE annually on June 20. The IBHE staff will reserve the authority to advise that a change is inconsistent with common practices or definitions in higher education and recommend corrective action.
RME	Reasonable and Moderate Extension. An RME request consists of a brief description of the proposed changes submitted to IBHE by the Office of the Provost via the Associate Vice President for Academic Affairs. Based on criteria related to program objectives, clientele, and resources, the IBHE staff will determine if the proposed changes are a reasonable and moderate extension of existing program authority.
CIP	Classification of Instructional Programs. A taxonomy developed by the National Center for Educational Statistics where degree programs are categorized using six digit codes. Repositioning a degree program, such as moving a degree in Music Education from the College of Education to the School of Music, would require a change in the program's CIP.
IPEDS	Integrated Post-Secondary Education Data System. IPEDS provides standardized definitions to facilitate data collection for the National Center for Educational Statistics. See Attached document for IPEDS Degree Definitions.

¹ The UIUC Senate column specifies the likely course of action in the Senate. However, the actual course of action will depend on the specifics of the proposal under consideration.

² A "formal award of a degree" means that a formal document is awarded to the student, and is a notice that the award has been conferred by a college, university or board of trustees and appears permanently on the student's transcript. Formal awards generally do not include continuing education credits or certificates, certificates of completion, or other forms of recognition issued by departments or individual faculty members, including most "professional development sequences."

³ See "IPEDS Degree Definitions" for certificate program definitions.

⁴ The Office of the Provost will determine, in consultation with the Associate Vice President's office, if the revisions are substantive enough to require reporting to the Board.