**University Programs and Course Committee: Changes to Academic Policy 1622.20 regarding the timeline for approval (yellow = changes):**Original

Changes proposed to be implemented *before* they appear in the catalog must have a statement of justification regarding early implementation as part of the proposal. Those proposed to be implemented sooner than 75 days after AHECB approval also need a justification and, according to ADHE guidelines, should be “rare.” The July meeting is the last AHECB meeting at which programs for the fall could be approved, but only with early implementation approval and without being in the catalog.  
  
Proposals to eliminate courses and programs can be implemented with any term, although it is best if programs are deleted from the catalog effective with the Fall term of the year in which students are no longer admitted to the program. Proposals for program and course changes of a relatively minor nature can be implemented routinely without being in the catalog and may be processed at any time. No off-campus approvals are required.  
  
Proposed:  
  
Changes proposed to be implemented *before* they appear in the catalog must have a statement of justification regarding early implementation as part of the proposal. Those proposed to be implemented sooner than 75 days after AHECB approval also need a justification and, according to ADHE guidelines, should be “rare.” The April meeting is the last AHECB meeting at which programs for the fall could be approved.  
  
Proposals to eliminate courses and programs can be implemented with any term, although it is best if programs are deleted from the catalog effective with the Fall term of the year in which students are no longer admitted to the program.  
  
Proposals for undergraduate program changes of a relatively minor nature (fifteen credit hours or less) and course changes must be reviewed and approved by Faculty Senate at or before the March meeting. Proposals for graduate program changes of a relatively minor nature (fifteen credit hours or less) and course changes must be reviewed and approved by Faculty Senate at or before the April meeting. No off-campus approvals are required.

**University Programs and Course Committee: Changes to Academic Policy 1622.10:**  
Original

To appear in the next year’s catalog, all course proposals must be reviewed and approved by the Faculty Senate at or before the March meeting.  
  
Proposed:  
  
To appear in the next year’s catalog, all undergraduate course proposals must be reviewed and approved by the Faculty Senate at or before the March meeting. All graduate course proposals must be reviewed and approved by the Faculty Senate at or before the April meeting.