The approvals process for changes to the Undergraduate and Law Catalogs:

**ACADEMIC CHANGES:**
- Changing requirements to existing degree programs or academic policies, other than changing the number of required SCH's;
- Adding or deleting minors or certificates with 20 or fewer SCH's

**DEGREE PROGRAM CHANGES:**
- Adding or deleting a degree program or certificate program with 21 or more SCH's;
- Changing the number of SCH's required by a degree program;
- Renaming a degree program;
- Moving from one academic unit to another;
- Consolidating degree programs

**Academic Process Diagram:**

1. **College or School** submits CCP to OGF
2. Legislative Review Committee reviews proposal; works with colleges to make edits if needed
3. CUDPR reviews proposal; recommends approval to Faculty Council
4. Faculty Council approves proposal
5. Prevost approves
6. EVPP sends final approval to college/school, OGF, OP, IRRIS, President's office
7. College/school makes change to catalog

**Degree Program Process Diagram:**

1. College or School submits CCP and THECB form to OGF
2. OGF notifies SACSCOC liaison
3. Legislative Review Committee reviews proposal; works with colleges to make edits if needed
4. CUDPR reviews proposal; recommends approval to Faculty Council
5. Faculty Council approves proposal
6. Prevost approves
7. EVPP sends final approval to college/school, OGF, OP, IRRIS, President's office
8. College/school makes change to catalog

**New Degree and Certificate Programs:**
- Require a 30-day notification period to Texas State University

**Note:**
- Degree programs over $2M require Board of Regents' approval
- Engineering programs and programs over $3M require review at a quarterly THECB board meeting

**KEY**
- CCP = Curriculum Change Proposal
- OGF = Office of the General Faculty (Debbie Roberts, Casey Steen)
- CUDPR = Committee on Undergraduate Degree Program Review
- EVPP = Office of the Executive Vice President and Provost (Tiffany Willis)
- OP = Official Publications (Brenda Schumann, Priscilla White)
- IRRIS = Institutional Reporting, Research, and Information Systems
- THECB = Texas Higher Education Coordinating Board
- EVCAA = Executive Vice Chancellor for Academic Affairs (Steven Leslie)
- SACSCOC = Southern Association of Colleges and Schools Commission on Colleges (Linda Dickens)