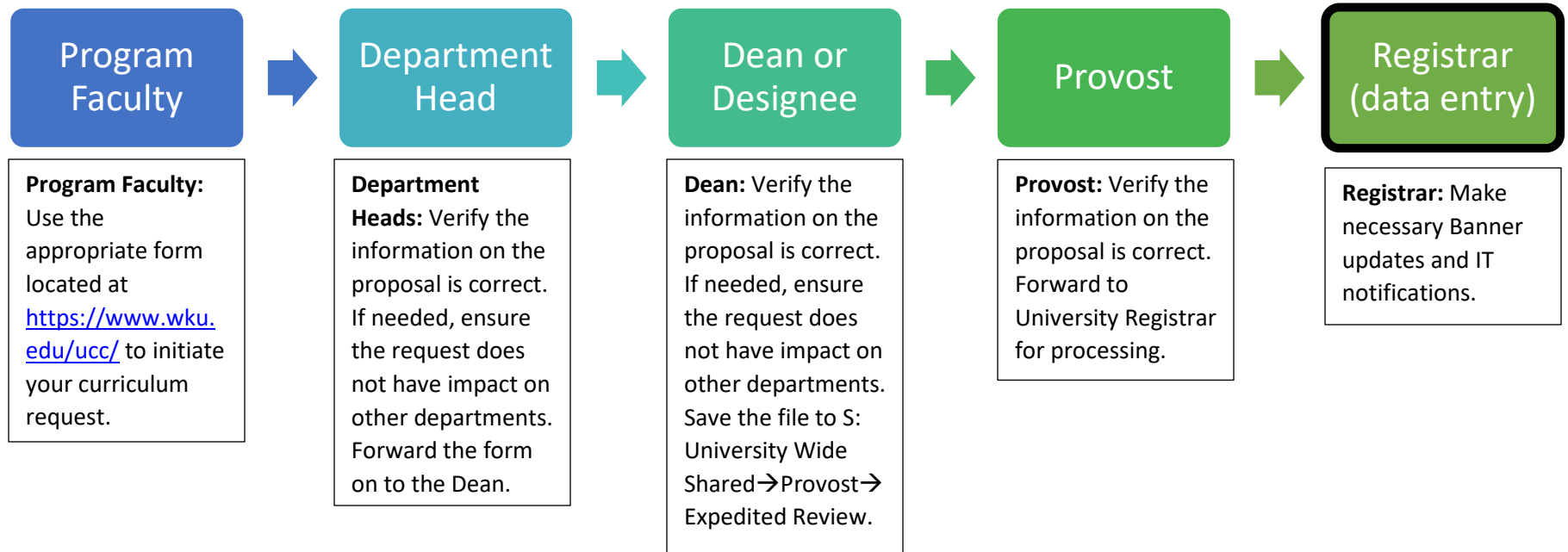


WKU Undergraduate Curriculum Expedited Review Workflow



Curriculum Proposals Eligible for an Expedited Workflow

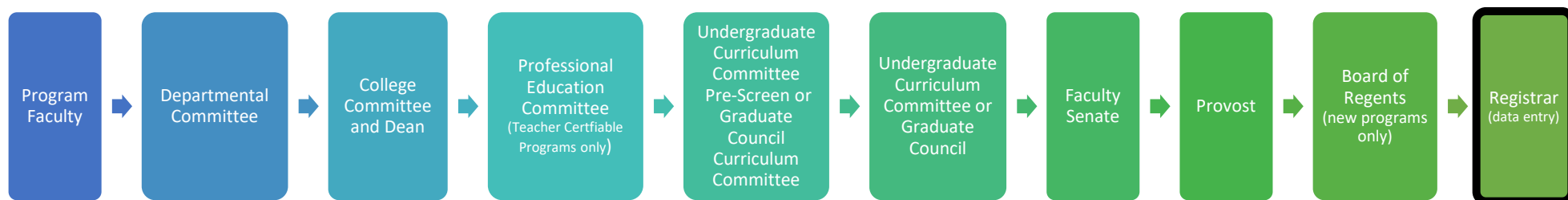
- Program Deletions/Suspensions
- Reactivation of Programs with no impact on other departments
- Course Deletions/Suspensions with no impact on other departments
- Course Prerequisite/Corequisite Changes if no impact on other departments
- Course Prefix Changes
- Course Description Updates (no substantive content changes)
- Number Changes without a level change (i.e., lower-level to lower-level or upper-level to upper-level)

Notes:

“Impact on other departments” is defined as affecting another department’s majors/minors, prerequisites, or corequisites. Temporary courses will follow the established approval process.

WKU Undergraduate Curriculum Full Review Workflow

Please note this workflow does not include the CPE/SACSCOC processes that may be required.



Program Faculty and Department Head: Use the appropriate form located at <https://www.wku.edu/ucc/> to initiate your curriculum request. Also, complete the **new** University Undergraduate Curriculum Proposal Checklist. Department heads must sign the checklist.

Dean: Approve the proposal and approve the **new** University Undergraduate Curriculum Proposal Checklist.

UCC Pre-Screen: Review proposals and return incomplete proposals or those with issues. Meets before UCC agenda is posted.

Graduate Curriculum Committee: Continue with current process

Curriculum Proposals Requiring Full Review

- **New Majors, Minors or Certificate Programs (Majors will require external approvals)**
- **Program Revisions**
- **New Courses**
- **Multiple Changes to a course**
- **Extension of a Temporary Course**
- **Course Title Changes**
- **New Policies**
- **Course Suspensions/Deletions (if impact on other departments)**
- **Course prerequisite/requisite changes (if impact on other departments)**
- **Number Changes (level changes only)**
- **Revised course descriptions (with substantive content change)**
- **Credit Hour Revisions**
- **Establish/Delete Equivalencies**
- **Policy Revisions**
- **Request Exemption for Policies**
- **Course Revisions**

Notes:

New program proposals and program revisions must include a four-year degree plan.

When programs are approved, departmental websites showing curricular information should link to the Undergraduate or Graduate catalog.

Colleges can initiate curriculum changes for programs.