

## **Suggested Timeline for New Major (Degree) Program Process (related to the Committee on Academic Programs and Planning and the Faculty Senate)**

### **Fall Semester – 2 years before the New Major (Degree) Program begins**

Complete the pre-proposal template for New Major (Degree) Program located on Faculty Senate website, Committee on Academic Programs and Planning page. Submit to Chair of Committee on Academic Programs and Planning.

### **Fall Semester to early Spring Semester – 2 years before the New Major (Degree) Program begins**

Develop the program proposal incorporating the feedback from the Committee on Academic Programs and Planning and Using the Guidelines for New Major (Degree) Program on the Committee on Academic Programs and Planning webpage.

### **Spring Semester – 1.5 years before the New Major (Degree) Program begins**

Submit the program proposal to the Committee on Academic Programs and Planning. Announcement of the Proposal will be made at the next Faculty Senate meeting to invite Faculty Senators with an interest in the program proposal to the proposal review meetings of the Committee on Academic Programs and Planning. Work with the Committee on necessary revisions. If the proposal meets the Guidelines, the goal will be for approval by the end of the spring semester or at the latest, September.

### **Fall Semester – 1 year before the New Major (Degree) Program begins**

No later than October of the Fall semester, the proposal should be submitted to the Faculty Senate to allow for 1<sup>st</sup> and 2<sup>nd</sup> readings (over 2 months) as required by the Faculty Senate. The proposal should be approved by the Faculty Senate by the November meeting in order to meet the timeline for the additional levels of approval both internal and external to Stockton University.