**UW-La Crosse Academic Program Planning & Approval Guide**

**(Refer to** [**ACIS 1.0**](https://www.wisconsin.edu/program-planning/download/ACIS-1.0-July-1-2016.pdf) **for complete UW-System overview of academic program actions requirements.)**

**Action** **UW-La Crosse** **UW-System**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **A=Formal Approval Required**  **IO=Information Only** | Dean/College Committee | APC | UCC/GCC1 | Faculty Senate | Provost & Chancellor | System Admin | Board of Regents2 | Note |
| Establish New Academic Program (major/degree) |  |  |  |  |  |  |  |  |
| 1. Approval to Plan / Notice of Intent | A | A |  | A | A | A | IO |  |
| 1. Authorization to Implement | A | A | A | A | A | A | A |  |
| Establish New Academic Minor | A | A | A | A | A |  |  |  |
| Establish New Concentration/Emphasis | A | A | A |  |  |  |  |  |
| Establish a Certificate Program | A | A | A | A | A |  |  | HLC Approval |
| Add Distance Delivery Component to Existing Degree Program |  |  | A |  |  | IO | IO | Written notification to System 4+ weeks |
| Offer Existing Degree Program via 100% Distance Education |  |  | A |  |  | A | IO | Written notification to System 12+ weeks prior to effective date. |
| Substantially Redirect Major/Degree | A | A | A | A | A | A | IO |  |
| Rename Major/Degree |  |  | A |  |  | IO | IO | Written notification |
| Eliminate/Suspend Major/Degree | A | A | A | A | A | IO | IO | Written notification |
| Unsuspend Major/Degree | A | A | A | A | A | IO |  |  |
| Establish a Center or Institute | A |  |  | A | A | IO | IO |  |
| Degree Program Extended to Second Site |  |  |  |  |  | IO | IO | HLC Approval |

1 UWL Academic Planner will inform the following people of this stage of program approval. Provost, Assoc Vice Chancellor Academic Affairs, appropriate College Dean, Faculty Senate Chair, Registrar, Financial Aid Director, Admissions Director, Online Director (as appropriate), Graduate Studies Director (as appropriate)

2 UWL Academic Planner will inform the following people of this stage of program approval. Chancellor, Provost, Assoc Vice Chancellor Academic Affairs, appropriate College Dean, Dept Chair and Program Director, Accreditation Liaison Officer, Faculty Senate Chair, Registrar, Financial Aid Director, Admissions Director, Online Director (as appropriate), Graduate Studies Director (as appropriate)