**Checklist for New Undergraduate Degree Program, Certificate, or Name Change:**

Unit Curriculum Committee Approval

Unit Administrator’s Transmittal Letter to CASNR Curriculum Committee

CASNR Curriculum Committee Approval

CASNR Faculty Approval

Dean 's Transmittal Letter to IANR Vice Chancellor

IANR Vice Chancellor Approval

IANR Vice Chancellor transmits proposal to the Office of the Executive Vice Chancellor for processing and forwarding of the proposal to the University Registrar, Undergraduate Education Program, and Undergraduate Admissions. This is not an approval step.

APC Approval

APC to Chancellor

After approval by Chancellor, the Chancellor

sends the proposal to the NU Provost with a memo requesting consideration by CAO

After approval by CAO, the Chancellor requests

a Board of Regents agenda item Board of Regent s Approval

Board of Regents to CCPE

Final Approval by CCPE

The Office of the Executive Vice Chancellor notifies the following regarding

the final status of the proposal:

Proposer, Dean of College, IANR Vice Chancellor, University Registrar

Undergraduate Admissions, Undergraduate Education Programs,

Institutional Research and Decision Support,

Academic Solutions Council, and Scholarships and Financial Aid

**Checklist for New Undergraduate Minor, Option, or Specialization:**

Unit Curriculum Committee Approval

Unit Administrator’s Transmittal Letter to CASNR Curriculum Committee

CASNR Curriculum Committee Approval

CASNR Faculty Approval

Dean 's Transmittal Letter to IANR Vice Chancellor This is not an approval step.

IANR Vice Chancellor notifies the Office of

the Executive Vice Chancellor of the

approval. This is not an approval step by

the Office of the Executive Vice Chancellor.

The Office of the Executive Vice Chancellor

notifies the following regarding the final

status of the proposal:

University Registrar, Undergraduate Admissions,

Undergraduate Education Programs,

Institutional Research and Decision Support,

Academic Solutions Council, and Scholarships and Financial Aid