

Policy

ACADEMIC PROGRAM APPROVAL, FACULTY AND STAFF
EFFECTIVE DATE: MARCH 14, 2024

FS.402.1

Academic programs define Dakota College at Bottineau. Consideration of new offerings is a serious endeavor, guided by this policy.

When a new academic program is under consideration, it must go through the following review process.

- a. A program proposal form is submitted to the Associate Dean for Academic Affairs for consideration.
- b. After review and approval, the proposal, which includes specific student learning outcomes and a detailed curriculum map, is forwarded to the Curriculum Committee.
- c. Curriculum Committee reviews the program proposal and provides a recommendation to the Faculty Senate.
- d. Faculty Senate reviews the program proposal and forwards a recommendation to College Council.
- e. College Council discusses the proposal. If revisions are necessary, the proposal is returned to Faculty Senate for modification.
- f. Recommendations from College Council are considered by the Campus Dean.
- g. If approved, the Campus Dean works with the Associate Dean for Academic Affairs to submit the request for North Dakota University System (NDUS) consideration. Certificates of completion do not require NDUS approval and may be implemented in the subsequent catalog year.
- h. If approved at the NDUS level, the program is submitted to the Higher Learning Commission and the Department of Education for approval.
- i. When approved, the Campus Dean arranges for future implementation, including placement into the assessment and program review cycles.
- j. Final decisions are communicated to the campus community.