



Approval of Academic Programs, Units, and Modifications

Responsible Official: Provost

Responsible Office: Office of the Provost

Policy Purpose

This policy establishes the procedures and processes for the submission and approval of academic action requests for developing or modifying academic programs or units. In all academic endeavors, East Tennessee State University promotes academic quality to meet student demand, employer need and societal requirements.

Policy Statement

East Tennessee State University complies with the academic policies of the Tennessee Higher Education Commission (THEC).

I. Courses.

ETSU has authority to create new courses; substantially modify or make minor edits or updates to existing courses; inactivate existing courses; determine course content or design; establish minors; revise existing academic degrees, certificates, concentrations, or minors; and establish institutes and centers that are not cost centers without approval from THEC.

II. Approval Processes.

Approval Processes are delineated in the Academic Approvals Matrix.

- A. ETSU places primary responsibility for the content, quality, and effectiveness of its curriculum with its faculty. Curricular academic actions, therefore, must be approved by the faculty of the originating department (so noted by its chair) and the college and university-level curriculum committees.
- B. When an academic action is reviewed and approved by Academic Council, the Council determines if the action represents a substantive change in accordance with ETSU's Substantive Change policy.

Previous Policy: 2:01:01:1:00; A-010; A-040

Authority: Focus Act

Defined Terms

N/A

Policy History

Effective Date: 3/24/2017

Revision Date:

Technical Revision: 7/18/23 (reformatting)

Procedure

Procedures are outlined in the attached Academic Approvals Matrix PDF.

Procedure History

Effective Date: 8/3/2020

Revision Date: 1/13/2021, 10/24/2022