

CHE Approval for New Program Proposals and Program Modifications (changes to be effective Catalog Year 2025-2026)*	
Submit to...	Deadline*
New programs only: Board of Trustees	August or October 2024 (proposals due 6 weeks in advance of the BOT meeting; contact the Provost's Office for deadlines)
Department (depending on local processes/timelines)	August, September, October 2024 (see college/dept guidelines for meeting dates and deadlines)
College Curriculum Committee (depending on local processes/timelines)	September 2024 (see college/dept guidelines for meeting dates and deadlines)
Academic Affairs/Graduate Council	November 2024** (typically no Jan. meeting)
Faculty Senate/Administrative Action	December 2024** (typically no Jan. meeting)
SUBMIT TO CHE:	February 20, 2025
CHE Step 1 – ACAP (Provosts from across the state)	March 2025
CHE Step 2 – CAAL (Subcommittee of CHE, comprised of commissioners)	April 2025
CHE Step 3 – Full Commission approval	May 2025
Appears in Catalog***	AY2025-2026

*These deadlines are the latest date of submission to ensure inclusion in the catalog for the next academic year, assuming that no SACS or other accreditation or professional organization approval is required. These can add 6 to 18 months to the approval process.

**Approximate date of the meeting where formal consideration will occur. All deadlines and meeting dates for the [Core Curriculum Committee](#), the [Academic Affairs Committee](#), [Graduate Council](#), and [Faculty Senate](#) are available at the [Curriculum Management](#) website.

***conditional on SACS approval, should it be required. Please contact Holly Legg, Director of Institutional Research, Assessment and Analysis, hlegg@coastal.edu, for more information concerning SACS approval. Discipline-specific accreditations and other approvals can also extend this timeframe.