

2021-22 Institutional review and approval timeline for the development and modification of academic programs

The prerequisite to the institutional review and approval process is the approval of the proposal at the department level, school curriculum committee (if appropriate), and the school or college level.

The final SCHEV-ready proposal is then submitted to the Office of the Provost for review according to the schedule outlined below. Proposals submitted after a given deadline will be reviewed automatically in the next subsequent cycle.

The next step in the institutional review and approval process is review by the appropriate university-level curriculum committee: the University Undergraduate Curriculum Committee (UUCC) or the Programs and Courses Committee (P&C) and University Graduate Council (UGC). Following approval by the university-level curriculum committee, the proposal is reviewed for approval by the University Council subcommittee on Academic Affairs and University Policies (UCAAUP), the University Council (UC), the President's Cabinet and the Board of Visitors, in turn. If approved by the Board of Visitors, proposals to create or modify academic programs will be submitted to the State Council of Higher Education for Virginia (SCHEV) for review and approval according to the SCHEV Academic Affairs Policy for the approval of program actions at public institutions. Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) notification or approval may be also be required.

Undergraduate certificate and degree programs

Office of the Provost Deadline	UUCC Submission Deadline	UUCC Meeting	UCAAUP Meeting	University Council Meeting	President's Cabinet	Board of Visitors
July 23, 2021	Aug. 5, 2021	Aug. 19, 2021	Sept. 30, 2021	Oct. 7, 2021	Oct. 18, 2021	Dec. 9, 2021
Aug. 5, 2021	Sept. 2, 2021	Sept. 16, 2021	Sept. 30, 2021	Oct. 7, 2021	Oct. 18, 2021	Dec. 9, 2021
Sept. 9, 2021	Oct. 7, 2021	Oct. 21, 2021	Oct. 28, 2021	Nov. 4, 2021	Nov. 8, 2021	Dec. 9, 2021
Oct. 7, 2021	Nov. 4, 2021	Nov. 18, 2021 Nov. 19, 2021 *	Nov. 18, 2021	Dec. 2, 2021	To be determined	Dec. 9, 2021
Nov. 4, 2021	Dec. 2, 2021	Dec. 16, 2021 Dec. 17, 2021*	Jan. 27, 2022	Feb. 3, 2022	Feb. 7, 2022	Mar. 18, 2022
The Curriculum Inventory Management (CIM) system closes beginning Winter Break until Feb. 2022*						
Dec. 2, 2021 ⁺	Jan. 6, 2022 ⁺	Jan. 20, 2022 ⁺	Feb. 24, 2022 ⁺	Mar. 3, 2022 ⁺	Mar. 7, 2022 ⁺	May 13, 2022 ⁺
Jan. 6, 2022 ⁺	Feb. 3, 2022 ⁺	Feb. 17, 2022 ⁺	Mar. 31, 2022 ⁺	Apr. 7, 2022 ⁺	Apr. 11, 2022 ⁺	May 13, 2022 ⁺
Feb. 3, 2022 ⁺	Mar. 3, 2022 ⁺	Mar. 17, 2022 ⁺	Apr. 28, 2022 ⁺	May 5, 2022 ^{** +}	May 2, 2022 ^{** +}	May 13, 2022 ⁺
Mar. 3, 2022 ⁺	Apr. 7, 2022 ⁺	Apr. 21, 2022 ⁺	Apr. 28, 2022 ⁺	May 5, 2022 ^{** +}	May 2, 2022 ^{** +}	May 13, 2022 ⁺

*An additional meeting will be held if needed.

**Proposals may be presented at the President's Cabinet meeting prior to the University Council to facilitate Board of Visitors review and approval.

*Only proposals that have been approved at the university curriculum committee level will be included in the VCU Bulletin for the following academic year. Proposals submitted in the shaded area of the table, after CIM closure, will be considered for the 2023-24 VCU Bulletin if approved by SCHEV and SACSCOC.

Graduate certificate and degree programs

Office of the Provost Deadline	P&C Submission Deadline	P&C Meeting	UGC Meeting	UCAAUP	University Council	President's Cabinet	Board of Visitors
Jul. 23, 2021	Aug. 2, 2021	Aug. 17, 2021	Sept. 7, 2021	Sept. 30, 2021	Oct. 7, 2021	Oct. 18, 2021	Dec. 9, 2021
Aug. 4, 2021	Sept. 1, 2021	Sept. 21, 2021	Oct. 5, 2021	Oct. 28, 2021	Nov. 4, 2021	Nov. 8, 2021	Dec. 9, 2021
Sept. 9, 2021	Oct. 1, 2021	Oct. 19, 2021	Nov. 9, 2021	Nov. 18, 2021	Dec. 2, 2021	To be determined	Dec. 9, 2021
Oct. 7, 2021	Nov. 1, 2021	Nov. 16, 2021	Dec. 14, 2021	Jan. 27, 2022	Feb. 3, 2022	Feb. 7, 2022	Mar. 18, 2022
Nov. 4, 2021	Nov. 16, 2021	Dec. 7, 2021	Dec. 14, 2021	Jan. 27, 2022	Feb. 3, 2022	Feb. 7, 2022	Mar. 18, 2022
The Curriculum Inventory Management (CIM) system closes beginning Winter Break until Feb. 2022⁺							
Dec. 7, 2021 ⁺	Jan. 4, 2022 ⁺	Jan. 18, 2022 ⁺	Feb. 8, 2022 ⁺	Feb. 24, 2022 ⁺	Mar. 3, 2022 ⁺	Mar. 7, 2022 ⁺	Mar. 18, 2022 ⁺
Jan. 4, 2022 ⁺	Feb. 1, 2022 ⁺	Feb. 22, 2022 ⁺	Mar. 1, 2022 ⁺	Mar. 31, 2022 ⁺	Apr. 7, 2022 ⁺	Apr. 11, 2022 ⁺	May 13, 2022 ⁺
Feb. 1, 2022 ⁺	Mar. 1, 2022 ⁺	Mar. 22, 2022 ⁺	Apr. 5, 2022 ⁺	Apr. 28, 2022 ⁺	May 5, 2022 ^{** +}	May 2, 2022 ^{** +}	May 13, 2022 ⁺
Mar. 4, 2022 ⁺	Apr. 1, 2022 ⁺	Apr. 19, 2022 ⁺	May 3, 2022 ⁺				

^{**}Proposals may be presented at the President's Cabinet meeting prior to the University Council to facilitate Board of Visitors review and approval.

^{*}Only proposals that have been approved at the university curriculum committee level will be included in the VCU Bulletin for the following academic year. Proposals submitted in the shaded area of the table, after CIM closure, will be considered for the 2023-24 VCU Bulletin if approved by SCHEV and SACSCOC.