

UNC System Academic Program Approval Calendar, July 2023

Effective July 1, 2023 the UNC System has moved to a new timeline for academic program approval by the Board of Governors. The update will streamline processes and add predictability by addressing pain points in PREP processes for academic program approval and change requests to the API. In some cases, timelines were longer than they needed to be. In other cases, more opportunities for proposal review were needed earlier in the timeline. Ultimately, our goal is to reduce the institutional pressure that faculty and administrators sometimes feel trying to meet monthly deadlines, and likewise reduce pressure on System Office staff and senior leadership when preparing materials for UNC System Board of Governors meetings.

The Academic Affairs Division addresses issues central to the mission of the University. As a result, at each UNC System Board of Governors Educational Planning, Policies and Programs (BOG EPPP) committee meeting there are numerous items to address and a finite amount of time in which to consider them. To address this reality, the Academic Programs team created a timeline and annual calendar for each stage of the establishment and discontinuation process. Academic program approvals will be part of pre-determined BOG EPPP meetings in order to set clear expectations for submitting materials and ensure ample time for review and deliberation around academic programs up for Board approval. We have accounted for the time it takes to move through the process in a way that is collaborative and efficient and believe the timeline indicated in the chart below supports procedural efforts at your institution.

Prior to submission of the program summary, program proposal timelines may increase if institution deadlines are not met or decrease if institution materials are submitted in significantly less time than allotted. Proposal holds and extension requests may also impact the timeline. This calendar offers a general program planning guide for future years. Actual dates are dependent on confirmed Board of Governors.

AY 23-24 Bachelor's/Master's Program Establishment Calendar

Week	Stage	Sept 14, 2023 BOG	Nov 16, 2023 BOG	Feb 29, 2024 BOG	May 23, 2024 BOG
24	RPA submitted by institution	Mar 30, 2023	Jun 1, 2023	Sept 7, 2023	Dec 7, 2023
22	System Office completes internal review of RPA	Apr 13	Jun 15	Sept 21, 2023	Dec 21, 2023
20	RTE submitted	Apr 27	Jun 29	Oct 5, 2023	Jan 4, 2024
19	RTE sent for system-wide institutional comments	May 4	Jul 6	Oct 12, 2023	Jan 11, 2024
15	RTE comments close/ System Office finance review complete	June 1	Aug 3	Nov 9, 2023	Feb 8, 2024
13	System Office summarizes and returns comments to institution	June 15	Aug 17	Nov 23, 2023	Feb 22, 2024
11	Institutional response to RTE comments due and System Office Finance Review complete	June 22	Aug 31	Dec 7, 2023	Mar 7, 2024
10	Program summary due	July 6	Sept 7	Dec 14, 2023	Mar 14, 2024
8	Academic Programs team reviews program summary draft	July 20	Sept 21	Jan 4, 2024	Mar 28, 2024
6	Academic Programs materials approved by VP	Aug 3	Oct 5	Jan 18, 2024	Apr 11, 2024
5	System Office senior leadership reviews	Aug 10	Oct 12	Jan 25, 2024	Apr 18, 2024
3	Board materials finalized	Aug 24	Oct 26	Feb 8, 2024	May 2, 2024

*Gray indicates that the opportunity to meet this deadline has already passed. Future calendar years will largely follow the dates listed here; Board of Governor meetings for Academic Year 2025-2026 or beyond are not yet scheduled.

AY 23-24 Doctoral Program Establishment Calendar

Week	Stage	Sept 14, 2023 BOG	Nov 16, 2023 BOG	Feb 29, 2024 BOG	May 23, 2024 BOG
52	RPA submitted by institution	Oct 21, 2022	Dec 15, 2022	Feb 23, 2023	June 1, 2023
51	Graduate Council review begins	Oct 28, 2022	Dec 22, 2022	Mar 2, 2023	June 8, 2023
47	System Office internal review & system-wide review of RPA complete	Nov 25, 2022	Jan 19, 2023	Mar 30, 2023	June 29, 2023
46	System Office summarizes and returns comments to institution	Dec 2, 2022	Jan 26, 2023	April 6, 2023	July 6, 2023
43	Institution submits response to comments	Dec 23, 2023	Feb 16, 2023	April 27, 2023	July 27, 2023
36	Graduate Council votes on RPA	Feb 10, 2023	April 6, 2023	June 15, 2023	Sept 14, 2023
24	RTE submitted	April 7, 2023	June 1, 2023	Sept 7, 2023	Dec 7, 2023
20	External review process takes place. System Office reviews, summarizes, and sends report to institution	May 5, 2023	June 29, 2023	Oct 5, 2023	Jan 4, 2024
10	Response to external review due from institution	July 6, 2023	Sept 7, 2023	Dec 21, 2023	March 14, 2024
9	Graduate Council votes on RTE	July 13, 2023	Sept 14, 2023	Dec 28, 2023	March 21, 2024
8	Program summary due	July 20, 2023	Sept 21, 2023	Jan 4, 2024	March 28, 2024
7	Academic Programs team reviews program summary draft	July 27, 2023	Sept 28, 2023	Jan 11, 2024	April 4, 2024
6	Academic Program materials approved by VP	Aug 3, 2023	Oct 5, 2023	Jan 18, 2024	April 11, 2024
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3	Board materials finalized	Aug 24, 2023	Oct 26, 2023	Feb 8, 2024	May 2, 2024

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