Effective July 1, 2023 the UNC System moved to a timeline for academic program approval by the Board of Governors. The timeline streamlines processes and adds predictability by addressing pain points in PREP processes for academic program approval and change requests to the API. Previously, 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 meetings and not projected beyond the current schedule included in this document for Academic Year 2024-2025.
## AY 24-25 Bachelor’s/Master’s Program Establishment Calendar

<table>
<thead>
<tr>
<th>Week</th>
<th>Stage</th>
<th>Sept 12, 2024 BOG</th>
<th>Nov 14, 2024 BOG</th>
<th>Feb 27, 2025 BOG</th>
<th>May 22, 2025</th>
</tr>
</thead>
<tbody>
<tr>
<td>24</td>
<td>RPA submitted by institution</td>
<td>Mar 28, 2024</td>
<td>May 30, 2024</td>
<td>Sept 12, 2024</td>
<td>Dec 4, 2024</td>
</tr>
<tr>
<td>22</td>
<td>System Office completes internal review of RPA</td>
<td>April 11, 2024</td>
<td>June 13, 2024</td>
<td>Sept 26, 2024</td>
<td>Dec 18, 2024</td>
</tr>
<tr>
<td>20</td>
<td>RTE submitted</td>
<td>April 25, 2024</td>
<td>June 27, 2024</td>
<td>Oct 10, 2024</td>
<td>Jan 6, 2025</td>
</tr>
<tr>
<td>19</td>
<td>RTE sent for system-wide institutional comments</td>
<td>May 2, 2024</td>
<td>July 8, 2024</td>
<td>Oct 17, 2024</td>
<td>Jan 8, 2025</td>
</tr>
<tr>
<td>15</td>
<td>RTE comments close/ System Office finance review complete</td>
<td>May 30, 2024</td>
<td>Aug 1, 2024</td>
<td>Nov 14, 2024</td>
<td>Feb 5, 2025</td>
</tr>
<tr>
<td>13</td>
<td>System Office summarizes and returns comments to institution</td>
<td>June 13, 2024</td>
<td>Aug 15, 2024</td>
<td>Nov 25, 2024</td>
<td>Feb 19, 2025</td>
</tr>
<tr>
<td>11</td>
<td>Institutional response to RTE comments due and System Office Finance Review complete</td>
<td>June 27, 2024</td>
<td>Aug 29, 2024</td>
<td>Dec 12, 2024</td>
<td>Mar 5, 2025</td>
</tr>
<tr>
<td>10</td>
<td>Program summary due</td>
<td>July 8, 2024</td>
<td>Sept 5, 2024</td>
<td>Dec 19, 2024</td>
<td>Mar 13, 2025</td>
</tr>
<tr>
<td>8</td>
<td>Academic Programs team reviews program summary draft</td>
<td>July 18, 2024</td>
<td>Sept 19, 2024</td>
<td>Jan 6, 2025</td>
<td>Mar 27, 2025</td>
</tr>
<tr>
<td>6</td>
<td>Academic Programs materials approved by VP</td>
<td>Aug 1, 2024</td>
<td>Oct 3, 2024</td>
<td>Jan 16, 2025</td>
<td>April 10, 2025</td>
</tr>
<tr>
<td>5</td>
<td>System Office senior leadership reviews</td>
<td>Aug 8, 2024</td>
<td>Oct 10, 2024</td>
<td>Jan 23, 2025</td>
<td>April 17, 2025</td>
</tr>
<tr>
<td>3</td>
<td>Board materials finalized</td>
<td>Aug 22, 2024</td>
<td>Oct 24, 2024</td>
<td>Feb 6, 2025</td>
<td>May 1, 2025</td>
</tr>
</tbody>
</table>

*Gray indicates that as of the publication date of January 4, 2024 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 24-25 Doctoral Program Establishment Calendar

<table>
<thead>
<tr>
<th>Week</th>
<th>Stage</th>
<th>Sept 12, 2024 BOG</th>
<th>Nov 14, 2024 BOG</th>
<th>Feb 27, 2025 BOG</th>
<th>May 22, 2025 BOG</th>
</tr>
</thead>
<tbody>
<tr>
<td>52</td>
<td>RPA submitted by institution</td>
<td>Sept 14, 2023</td>
<td>Nov 16, 2023</td>
<td>Feb 29, 2024</td>
<td>May 23, 2024</td>
</tr>
<tr>
<td>51</td>
<td>Graduate Council review begins</td>
<td>Sept 21, 2023</td>
<td>Nov 23, 2023</td>
<td>March 7, 2024</td>
<td>May 30, 2024</td>
</tr>
<tr>
<td>47</td>
<td>System Office internal review &amp; system-wide review of RPA complete</td>
<td>Oct 19, 2023</td>
<td>Dec 21, 2023</td>
<td>April 4, 2024</td>
<td>Jun 27, 2024</td>
</tr>
<tr>
<td>46</td>
<td>System Office summarizes and returns comments to institution</td>
<td>Oct 26, 2023</td>
<td>Dec 28, 2023</td>
<td>Apr 11, 2024</td>
<td>Jul 8, 2024</td>
</tr>
<tr>
<td>43</td>
<td>Institution submits response to comments</td>
<td>Nov 15, 2024</td>
<td>Jan 18, 2024</td>
<td>May 2, 2024</td>
<td>Jul 25, 2024</td>
</tr>
<tr>
<td>36</td>
<td>Graduate Council votes on RPA</td>
<td>Jan 3, 2024</td>
<td>Mar 21, 2024</td>
<td>Jun 17, 2024</td>
<td>Sept 17, 2024</td>
</tr>
<tr>
<td>24</td>
<td>RTE submitted</td>
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<td>May 30, 2024</td>
<td>Sept 12, 2024</td>
<td>Dec 4, 2024</td>
</tr>
<tr>
<td>20</td>
<td>External review process takes place. System Office reviews, summarizes, and sends report to institution</td>
<td>Apr 25, 2024</td>
<td>June 27, 2024</td>
<td>Oct 10, 2024</td>
<td>Jan 9, 2025</td>
</tr>
<tr>
<td>10</td>
<td>Response to external review due from institution</td>
<td>July 8, 2024</td>
<td>Sept 5, 2024</td>
<td>Dec 19, 2024</td>
<td>Mar 13, 2025</td>
</tr>
<tr>
<td>9</td>
<td>Graduate Council votes on RTE</td>
<td>July 11, 2024</td>
<td>Sept 12, 2024</td>
<td>Jan 3, 2025</td>
<td>Mar 20, 2025</td>
</tr>
<tr>
<td>8</td>
<td>Program summary due</td>
<td>July 18, 2024</td>
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