

Link to full Administrative Manual: http://www.unr.edu/business_finance/forms/uam.pdf

Procedures for Changes in Courses or Curricula or Academic Units
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6,000

Revised: January 2005

The 6,000 through 6,099 sections of the Administrative Manual provide information related to and guidelines for the following changes:

Courses – addition of new courses, deletion of existing courses, changes in existing courses (changes in course number, title, description, credits, prerequisites, etc.) - Sections 6,010-6,029

Curriculum – changes in majors, minors, programs, certificates, degrees, etc. – changes in the requirements; changes in the name; additions of new majors, minors, programs, certificates, degrees, etc.; elimination of existing majors, minors, programs, certificates, degrees, etc. – Sections 6,030-6,059

Academic Units – changes in departments, colleges, schools – changes in name, re-organizations, additions or deletions of units– Sections 6,060-6,069 (see section 6,516-6,518 for changes in research or outreach centers, institutes, or other units)

See the chart below for an overview and the individual sections for details.

<i>TYPE OF PROPOSAL</i> (Admin. Manual Section)	<i>New Program Pre-Proposal Committee</i>	<i>Department Courses & Curriculum</i>	<i>College C&C</i>	<i>University C & C</i>	<i>Graduate Council</i>	<i>University Planning Council</i>	<i>Faculty Senate Review</i>	<i>UCCSN Academic Affairs Council</i>	<i>Board of Regents</i>	<i>NWCCU ACCRED. BODY</i>
<i>Courses— Additions, Deletions, or Modifications¹</i> (6,010)	No	Yes	Yes	Yes	If graduate level	No	No	No	No	No
<i>Minors, Options, etc.--Changes, New, Eliminations</i> (6,030 & 6,035)	No	Yes	Yes	Yes	If graduate level	No	No	No	No	No
<i>Degree, Major, Program--New, Eliminations</i> (6,040, 6041, & 6,045)	Yes	Yes	Yes	Yes	If graduate level	No	No	Yes	Yes	Yes
<i>Degree, Major, Program, Certificate— Changes</i> (6,030)	No	Yes	Yes	Yes	If graduate level	No	No	No	No	If applicable ²
<i>Degree Name— Change</i> (6,030)	No	Yes	Yes	Yes	If graduate level	No	No	Yes	Yes	Yes
<i>Certificate--New, Elimination</i> (6,030)	Yes	Yes	Yes	Yes	If graduate level	No	No	Yes	No	Yes
<i>Department, School or College & Other Name—Change</i> (6,060)	Yes	If applicable	Yes	Yes	No	No	No	Yes	No	No
<i>Department, School, College, Institute, Center—New</i> (6,065)	No	No	No	For catalog copy changes	No	Yes	Yes	Yes	Yes	No
<i>Department, School, College, Institute, Center— Reorganization</i> (6,067)	No	No	No	For catalog copy changes	No	Yes	Yes	Yes	Yes	No
<i>Editorial Catalog changes/corrections</i> [6,010(4) & 6,030(3)(e)]	No	No	No	Yes— Info. Item	No	No	No	No	No	No

¹Note: Effective 07/01/04, new undergraduate courses or deletions of undergraduate courses require the UCCSN Common Course Numbering form.

²Note: The University's accrediting body requires certain substantive changes in Majors, Degrees, Programs, Certificates be reported. (See Administrative Manual Section 6042.)

Courses - Procedures for Additions, Deletions, or Modifications	6,010
Curriculum - Procedures for Changes, New Curricula, or Eliminations	6,030
Curriculum - New Degrees, Majors, or Programs – University Approval Procedures	6,040
Curriculum - New Degrees, Majors, or Programs – Board of Regents' Approval Procedures	6,041
Curriculum - New Degrees, Majors, or Programs – Accrediting Organization Approval Procedures	6,042
Curriculum – Elimination of Degrees, Majors, or Programs	6,045
Curriculum - Definition of: Minor Programs of Study	6,051
Curriculum - Definition of: Certificate Program - Undergraduate	6,052
Curriculum – Definition of: Certificate Program - Graduate	6,053
Unit Name Changes for Academic Units	6,060
Creation of New Academic Units	6,065
Reorganization of Existing Departments, Schools, Colleges or Other Academic Units	6,067
University Courses and Curriculum Committee	6,071
New Program Pre-Proposal Committee	6,073
Guidelines for Undergraduate Special Requirements	6,080
Unit Name Changes for Research or Outreach Units	6,516
Creation of New Research or Outreach Units	6,517
Reorganization of Existing Research or Outreach Units	6,518

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