

Approval Flow Chart for University Programs

(August 2019)

KEY:

Refer to Statute or Administrative Rule

Refer to SPC Process

HECC and SPC shared responsibility

Significant change in existing program or new program proposal? (eg: new programs, programs moving more than 40 miles, programs switching to a hybrid model with more than 51% of change from online to in-person)
(ORS 352.089, ORS 350.075, ORS 350.085, OAR 715-013-020 (See next page))

Proposing Institution notifies all other institutions and the HECC during preliminary planning. Institutions have 15 business days to identify as an "interested university". The 15 business days begins as of the SPC meeting where the materials were included on the docket.

When other institutions identify as an "interested university" proposing institution ensures there are collaboration discussions per SPC Program Approval Process. (Is agreement reached?)

No

Yes

Institution completes internal program review & submits to institutional board for approval

Proposal is submitted to Provosts' Council and follows SPC process. Materials must be submitted to SPC three weeks prior to the meeting.
(Is it unanimously approved?)
Note: institutions are not precluded from coming to SPC for approval prior to their board.

Yes

No

Provosts' Council submits proposal packet to HECC. Materials must be submitted to HECC one month prior to the meeting at which proposal is intended to be considered by the Commission.
HECC Staff conducts review and notifies the Commission of any issues or unresolved issues
*Delay may be experienced should commission have clarifying questions or additional information may be requested.

HECC Staff prepares recommendation for Commission's consideration
(Is approval recommended?)

Yes

No

HECC Commission review and vote

HECC sends letter to institutional President notifying them of decision