IDEA STAGE
- Conversations with:
  - Faculty/Deans/Chancellors;
  - Professional and Continuing Education (PCE) for fee-based programs;
  - Provost’s Office and Office of Planning & Budgeting;
  - Other stakeholders across the three campuses.

PLANNING NOTICE OF INTENT (PNOI)
- Faculty lead begins drafting PNOI using guidelines on the OAA website;
- Faculty lead submits preliminary draft proposal and cover sheet to OAA for review and comment;
- Faculty lead submits signed, finalized PNOI to OAA.

PNOI COMMENT PERIOD
- OAA distributes PNOI for 14-day comment period, sending to all graduate faculty, chairs, and deans on all three campuses, as well as central administrative units;
- Graduate School authorizes full proposal development.

FULL PROPOSAL DEVELOPMENT
- Follows Graduate School proposal guidelines on the OAA website;
- Addresses stakeholders feedback;
- For fee-based programs, include Letter of Support from Continuum College;
- Submit preliminary draft to OAA for review and comment;
- Submit final, signed proposal to OAA.

EXTERNAL REVIEW
- OAA sends proposal to external reviewers;
- Unit submits a written response to reviewers’ comments to OAA;
- OAA sends proposal to ICAPP for 30-day review.

GRADUATE SCHOOL COUNCIL
- Graduate School Council considers proposal;
- After presentation, unit incorporates feedback if needed;
- Graduate School Dean authorizes sending proposal to Board of Regents.

BOARD OF REGENTS
- Degree approval.

NORTHWEST COMMISSION ON COLLEGES AND UNIVERSITIES (NWCCU)
- Unit works with UW Accreditation Liaison Officer (ALO) to submit form to NWCCU for approval;
- NWCCU approves;
- Provost confirms Board of Regents and NWCCU approval.

CREATE CODE
- OAA directs Registrar to create new program code.

PROGRAM LAUNCH
- Unit works with Graduate Enrollment Management Services (GEMS) to create academic profile;
- Degree Program’s 5-year review cycle begins.

START

IDEA STAGE

PLANNING NOTICE OF INTENT (PNOI)

PNOI COMMENT PERIOD

FULL PROPOSAL DEVELOPMENT

EXTERNAL REVIEW

GRADUATE SCHOOL COUNCIL

BOARD OF REGENTS

NORTHWEST COMMISSION ON COLLEGES AND UNIVERSITIES (NWCCU)

CREATE CODE

PROGRAM LAUNCH

FINISH

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