Process Overview: Proposal of a New Undergraduate Program or Revision of a Current Undergraduate Program

Main Offices Involved in the Proposal of a New Program or Major Review of a Current Program

**Proponent/Faculty**
- Concept Paper
- Department Consultation and Approval
- Operational Viability of Program
- Dean’s Support
- Program Budget and Financial Viability

**Provost Office**
- Further Market Research & Analysis
- Strategic Alignment Support
- Senate-required Forms (See Senate Curriculum Guidelines)
- Provost Support

**Senate**
- Faculty Council Approval
- Student Tuition Consultation through AVP Students
- Support, Review and Submission of Forms

**Board of Governors (BoG)**
- Ministry Approval

**Ministry**
- Program Idea & Initial Consultation with Department
- Curriculum Committees Approval

**Flowchart Icon Legend:**
- Key Communication
- Milestone
- Deliverable
- May not apply. Provost’s Office advises

**PLEASE NOTE:**
- Use this as a tool to understand the overall process. The horizontal swim lanes do not represent time
- For written resources of this process see the Provost office website: provost.ok.ubc.ca/initiatives/program-development/
- This process does not reflect internal Faculty processes or accreditation processes
- For details and available support please visit the Okanagan Provost office and Senate website