

**Level I, II, III Curriculum Changes**  
**From Part VI – ECU Faculty Manual: [part6section7.pdf \(ecu.edu\)](#)**

**Level I Course and Program Changes:** Level I course and program changes require campus approval by the department, college/school, and university Undergraduate Curriculum or Graduate Curriculum Committees. The Faculty Senate delegates authority to the Undergraduate Curriculum Committee and the Graduate Council delegates authority for these actions to the Graduate Curriculum Committee.

**Level I Course Changes:**

1. Revising a course: title, description, objectives, prerequisite(s), prefix, repeatability, credit hours, and content
2. Renumbering an existing course at the same or different level
3. Revising the prefix for an entire course list or program\*
4. Banking or deleting courses
5. Removing a 5000-level course from the undergraduate catalog
6. Proposing new courses

\* Memo-only action; committee may waive faculty attendance

**Level I Program Changes:**

1. Revising degrees: revising course selections (excludes total credit hours); revising core requirements, electives, admission standards, and/or descriptive text; adding or removing thesis/non-thesis options
2. Revising certificates: revising course selections (excludes total credit hours); revising core requirements, electives, admission standards, and/or descriptive text
3. Revising concentrations and minors: revising course selections (including total credit hours); revising titles; revising core requirements, electives, admission standards, and/or descriptive text; discontinuing

Program changes excluded from Level I are degree and certificate title and/or CIP code changes; revising total credit hours of degree programs; change in delivery mode; and moving degree and certificate programs to a new academic home, as these actions require EPPC review and some are reported to UNC-SO and/or SACSCOC as indicated below.

**Level II Course and Program Changes:** Delegated authority to EPPC and Academic Council. Level II changes course and program changes require approval at the department, college or school, and university levels including Undergraduate Curriculum/Graduate Curriculum Committee, Graduate Council, EPPC, Faculty Senate and the Chancellor (Academic Council).

1. Increasing/decreasing a graduate degree total credit hours by less than 25%
2. Moving a prefix, degree, certificate, concentration, or minor program to a new academic home
3. Proposing an accelerated degree program
4. Proposing a new certificate
5. Proposing a new concentration in an existing degree program
6. Proposing a new minor

7. Revising an existing certificate title
8. Revising an existing certificate total credit hours
9. Revising a CIP code for an existing certificate
10. Discontinuing an existing certificate (no UCC/GCC review required)

### **Level III Program Changes: Require Chancellor Approval**

Level III changes are program changes or proposals that require approval at the department, college/school, and university levels/committees; Chancellor; and UNC-SO and/or SACSCOC approvals or notifications.

1. Discontinuing an existing degree program (no UCC/GCC review required)
2. Proposing a new degree program
3. Revising an existing degree title
4. Increasing/decreasing an existing undergraduate degree outside the UNC mandatory 120 total credit hours
5. Consolidating two or more existing degrees
6. Proposing a new delivery mode for an existing degree (no UCC/GCC review required)
7. Increasing/decreasing graduate degree total credit hours by 25% or more
8. Changing a degree designation (e.g., MA to MS)

UNCSO and/or SACSCOC approvals or notifications only (no UCC/GCC, or EPPC review required)

1. Revising a CIP code for an existing degree program
2. Discontinuing an existing teacher licensure area

### **D. New Degree Program Development Approval Process**

Proposed programs must be approved for inclusion on the ECU Academic Program Plan through the Request for Inclusion process and, by special circumstance, through the Academic Council in consultation with the Educational Policies and Planning Committee. All program proposals accepted on the plan undergo a rigorous campus-wide vetting process and are submitted in accordance with UNC-SO policies and procedures. New degree programs may not be advertised until ECU receives UNC BOG approval.

Programs included on the ECU Academic Program Plan require approval at the department, college/school and university levels/committees through approval of the Academic Program Development Collaborative Team. In the first (planning) phase of development, all ECU faculty are invited to participate in a campus-wide process and are invited to provide formal feedback to aid in decision-making by the Academic Council. Upon approval of the Academic Council, the planning document is submitted to the UNC-SO. The establishment phase of development follows normal campus review processes, including curriculum and program proposals.

The proposing academic unit, Academic Planning and Accreditation, and the Office of the Registrar will collaborate to ensure that all approved actions are communicated to the campus community, as well as to UNC-SO and SACSCOC as required.