



Undergraduate Studies

2018-19 Timeline for the Development of New Programs and Academic Master Plan Updates

DATE	Process/Action
8/1/18-12/14/18	PHASE 1: PREPARE AND SUBMIT PROJECTION PROPOSAL FOR 5 YEAR MASTER PLAN
8/1/18-10/5/18	Colleges notify UGS that they are planning to submit projection proposals
8/1/18-10/19/18	Colleges consult with UGS/Grad Studies in developing their proposals; Colleges proposing self-support programs must obtain letter of support from Dean of PaGE to submit with Projection Proposal
11/9/18	Projection proposals and all Academic Master Plan updates (delayed projected programs, suspended/discontinued programs, Program Review dates) due to UGS. Please submit electronically to mhawley@calstatela.edu
11/13/18-11/30/18	Ad-Hoc Program Proposal Review Committee Reviews Projection Proposals
12/7/18	Academic Affairs approval process completed and colleges notified
12/14/18	Projection Proposals for New Degree Program Submitted to CO
3/2019	BOT meets to review and approve/deny projection proposals
4/1/19-12/2/19	PHASE 2: CURRICULUM AND PROGRAM DEVELOPMENT
11/21/19	For programs that hope to launch in Fall 2020, curriculum should be developed and approved by the department, college, curriculum committee and EPC no later than 11/21/19.
10/11/19	At the same time that curriculum is being developed, department/college develops full program proposal for CO. Submit full program proposals to mhawley@calstatela.edu no later than 10/11/19.
10/15/19-11/1/19	Ad Hoc Program Proposal Review Committee reviews full program proposals. Determination will be made about whether WASC Substantive Change Approval will be needed.
12/13/19	Cal State LA either submits program proposal to CSU CO or returns the proposal to the College with feedback on why it was not submitted to the CO for approval.
	PHASE 3: REVIEW, APPROVAL, AND LAUNCH
12/14/19-???	Program proposal is reviewed by CSU CO and sent out to appropriate reviewers in order that the proposals are received. Programs advertised at this point should include note "pending CO approval"
6/12/2020	If the program is approved by mid-June, it can be added to the programs
9/2020	included in CSU Apply
8/2021	Students may apply to the new program on CSU Apply New Program Launches