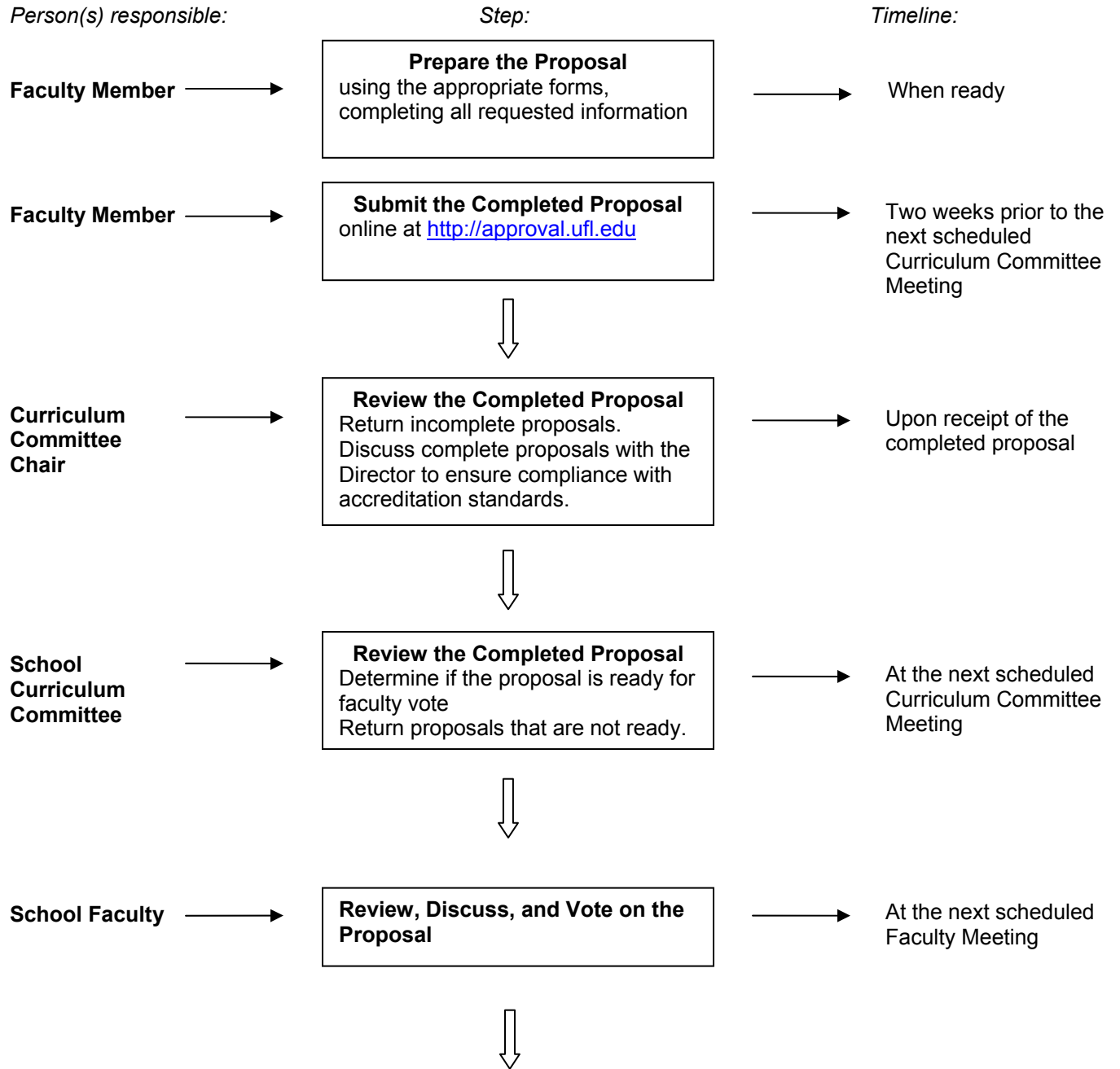


## COLLEGE OF FINE ARTS NEW COURSE PROPOSAL FLOW CHART



**COLLEGE OF FINE ARTS  
NEW COURSE PROPOSAL FLOW CHART  
Page 2**

*Person(s) responsible:*

*Step:*

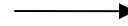
*Timeline:*

**Curriculum  
Committee  
Chair**



**If the faculty vote is positive,**  
Director, as designated approver for  
the online system, approves the  
course, which is then automatically  
forwarded to the CFA Curriculum  
Committee.

**If the faculty vote is negative,**  
Director, as designated approver for  
the online system, denies the course  
request.



As soon as possible  
after the Faculty  
Meeting



**College of  
Fine Arts  
Curriculum  
Committee**



**Review, Discuss, and Vote on the  
Proposal**  
If the vote is positive, the Associate  
Dean, as designated approver for  
the online system, approves the  
course, which is then automatically  
forwarded to the University  
Curriculum Committee.

If the vote is negative, the Associate  
Dean, as designated approver for  
the online system, either denies the  
request or recycles it to the unit  
Curriculum Committee for further  
work.



At the next scheduled  
CFA Curriculum  
Committee Meeting,  
which are scheduled  
as needed.



**University  
Curriculum  
Committee**



**Review, Discuss, and Vote on the  
Proposal**  
If the vote is positive, the proposal is  
approved and processed.  
If the vote is negative, the proposal  
is either denied or recycled to the  
CFA, where the Associate Dean  
determines the needed course of  
action and forwards the proposal  
accordingly.



At the next scheduled  
University Curriculum  
Committee (UCC)  
Meeting. The  
undergraduate  
curriculum committee  
meets approximately  
every month. (See  
[http://www.aa.ufl.edu/  
Committees/currc.asp](http://www.aa.ufl.edu/Committees/currc.asp)  
for the schedule.) The  
graduate curriculum  
committee meets once  
in the fall and once in  
the spring.