

Tennessee Technological University
Policy No. 227



Original Effective Date: July 1, 2017

Date(s) Revised: January 1, 2024

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Policy Name: New Academic Units

I. Purpose

This policy establishes an approval process for new Academic Units at Tennessee Tech, consistent with all applicable policies, including the corresponding policy (A1.3) of the Tennessee Higher Education Commission (THEC).

II. Review

This policy will be reviewed at least every four years, and whenever circumstances require review, by the Senior Associate Provost or the Associate Provost, with recommendations for revision presented to the Academic Council, University Assembly, and the Board of Trustees (Board).

III. Scope

This policy applies to the creation of new Academic Units, which includes modification of existing Academic Units and name changes of existing Academic Units, at Tennessee Tech.

IV. Definition of Academic Units

Per THEC Policy A1.3, Academic Units include, but are not limited to, colleges, departments, institutes, schools, and other divisions that house at least one academic program including degrees, certificates, and minors.

V. Policy/Procedure

- A. Tennessee Tech hereby incorporates by reference and will comply with THEC Policy A1.3: New Academic Units, as that policy may be amended from time to time.
- B. The establishment of a new Academic Unit or modifications to an existing Academic Unit at Tennessee Tech must undergo the following institutional and Board approval processes:
 1. The appropriate requestor of a new Academic Unit must seek initial Office, which may consult with the President before making a decision.
 2. Following initial approval, the requestor must prepare a request for a new Academic Unit that complies with THEC Policy A1.3, Section 1.3.4A, and includes all required materials outlined in the New Academic Units Checklist.
 3. The requestor will submit the request to the following for review and approval or denial consistent with their applicable policies and procedures:
 - a. Academic Council,
 - b. Administrative Council, and
 - c. President (for a new college), or Provost and Vice President for Academic Affairs

the requestor may either accept the disapproval decision or revise the request until all of those entities approve the final version.

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