



## Ohio Administrative Code

### Rule 3342-2-13 University policy regarding the curricular approval process.

Effective: March 30, 2026

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(A) Purpose and scope. This policy governs the curricular approval process at Kent state university pursuant to section 3345.457 of the Revised Code.

(B) Definitions.

- (1) "Academic leadership" means a dean, chair, or director of an academic administrative structure as set forth in rules 3342-2-03, 3342-2-03.1, 3342-2-03.2, and 3342-2-03.3 of the Administrative Code.
- (2) "Academic structures" means colleges, departments, schools, institutes, and centers, as described in rule 3342-2-03.1 of the Administrative Code.
- (3) "Academic programs" means a major, minor, degree or certificate programs pursuant to rule 3342-3-01.1 of the Code and includes degree programs.
- (4) "Curricular change" means new or modified academic programs, curricula, courses, general education requirements, and degree programs.
- (5) "Curricular approval process" means the university process and procedure for approving a curricular change.

(C) Requirements. Notwithstanding any other policies, procedures, guidelines, or prior practices to the contrary, the university's curricular approval process shall:

- (1) Grant the faculty senate the opportunity to provide advice, feedback, and recommendations on the establishment and modification of academic programs, curricula, courses, general education requirements, and degree programs;
- (2) Clarify that all feedback and recommendations by the faculty senate is advisory in nature; and,
- (3) Retain the board of trustees' final, overriding authority to approve or reject any establishment or modification of academic programs, curricula, courses, general education requirements, and degree programs.

(D) Establishment of academic structures. The board of trustees has the ultimate authority to establish new academic structures pursuant to rules 3342-2-03, 3342-2-03.1, 3342-2-03.2, and 3342-2-03.3 of the Administrative Code.

(E) Curricular approval process.

- (1) The provost or the faculty may initiate a curricular change.



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- (2) Curricular changes shall be brought to the appropriate faculty advisory and curriculum committees, and the faculty senate, to provide advice, feedback and recommendations. Academic leadership shall assist with the curricular change approval process for their respective academic units and advise the provost with respect to the curricular changes.
  - (3) The provost shall oversee the curricular approval process for the university. The provost, with the concurrence of the president, shall advise, provide recommendations to, and as required by law and university policies, seek approval, of the board of trustees regarding curricular changes.
  - (4) The board of trustees retains ultimate and overriding authority to approve, approve with modification, reject, or defer any curricular changes.
- (F) The university shall submit the adopted approval process to the chancellor of the Ohio department of higher education and resubmit every five (5) years following board of trustees' readoption, consistent with section 3345.457 of the Ohio Revised Code.
- (G) Effective date and supersession. This policy supersedes all prior procedures related to curricular proposal approvals and shall remain in effect until amended or repealed by the Kent state university board of trustees.