Unit Workflow

the proposal

Responsibility New, Amended, Not Offered or Withdrawn Units - The Dean must approve a proposal to progress a unit through the urgent process School or The proposer from the relevant School or Faculty develops proposal. Faculty Is the proposal Dean (or delegate) Is the proposal School and Return to proposer supported? considers proposal urgent? Faculty Education Committee and Management Associate Dean, Is the proposal Teaching and Learning Return to proposer No approved? considers proposal No Is the proposal Is the proposal Dean (or delegate) No approved? supported? considers proposal Faculty Education School Education Committee (FEC) Is the proposal Committee (SEC) considers proposal endorsed? considers proposal Return to SEC Return to SEC Relevant areas implement

New, Amended, Not Offered or Withdrawn Unit

The following steps apply to consideration and approval of new, amended, not offered or withdrawn units:

- Proposer develops proposal
- School Education Committee considers proposal and decides whether to endorse
- Dean considers proposal and decides whether to support
- Faculty Education Committee considers proposal and decides whether to approve. If approved, relevant areas implement the proposal.

If a proposal is not endorsed, supported or approved at any step, it is returned to the proposer for further consideration.

Urgent New, Amended, Not Offered or Withdrawn Unit

The relevant Dean must approve a proposal to progress an urgent new, amended, not offered or withdrawn unit.

The following steps apply to consideration and approval of an urgent new, amended, not offered or withdrawn unit:

- Proposer develops proposal
- Dean (or delegate) considers proposal and decides whether to support
- Associate Dean, Teaching and Learning considers proposals and decides whether to approve. If approved, relevant areas implement the proposal.

If a proposal is not supported or approved at any step, it is returned to the proposer for further consideration.