

Sent on the behalf of Academic Affairs:

Hi All,

In an effort to continue with the implementation of different student success tools, the following curriculum related deadlines and criteria will be effective immediately. These new processes accommodate an earlier publication date for the academic catalog and an earlier date for completion of the Student Educational Planner templates. As in the past, the timelines for new degree program proposals (new CIP/level) are different from below.

Deadlines for Submission of Curricular Materials for Implementation in Fall 2017 (2016-2017 curriculum cycle)

All curriculum materials must be submitted to Academic and Curriculum Support (ACS) by October 31st, 2016. Colleges are encouraged to review materials as quickly as possible and forward them to ACS. There is no need to wait for the deadline to submit materials.

Additionally, for this 2016-2017 cycle, proposed curriculum changes need to include three years of related assessment data to support the change. Undergraduate programs must have accurately updated curriculum maps and a description of the planned course rotation. Furthermore, the following criteria will be considered so that only changes that are absolutely necessary are reviewed:

- o Revision proposals submitted due to State mandated changes such as common prerequisites changes, SCNS field reviews, etc. or changes required by professional accrediting agencies or program reviews (documentation would be required)
- o Critical errors identified by ACS in consultation with the colleges
- o Revision proposals submitted in support of university or BOG strategic initiatives that are time sensitive
- o Special requests submitted as Dean's choice in support of college's special initiatives. These are items that the dean is willing to appeal to the provost for consideration.

Proposals received by the deadline of October 31st but that are incomplete, inaccurate or do not fulfill the specified criteria will be returned to the college for additional information and submission during the 2017-2018 curriculum cycle.

Deadlines for Submission of Curricular Materials for Implementation in Fall 2018 (2017-2018 curriculum cycle)

All curriculum materials must be submitted to Academic and Curriculum Support (ACS) by May 31st, 2017 for implementation in Fall 2018. ACS will review submissions during the summer and consult with the relevant colleges/departments to ensure that proposals are ready for review by the University curriculum teams as soon as the fall semester begins. Further information about the 2017-2018 curriculum cycle will be forthcoming.

Please pass this information on to others who may need it.

Thank you!