

## Graduate Curriculum Committee: Important Dates and Deadlines for Academic Year 2017-2018

Submit and discuss materials with Department Head and Department CC Rep and other affected departments.		Proposals to add or change Essential Learning courses, materials must be submitted to khaas@coloradomesa.edu.		Submit proposal to GCC Chair (kheumann@coloradomesa.edu) for review. Proposals for new/changed course catalog descriptions must be submitted to Catalog Description Evaluator. Proposals for new programs or courses must be submitted to Library CC Rep. Proposals for new programs or courses must be submitted to Director of Financial Aid and DASL.		Submission Deadline		Committee Meeting		Minutes sent to Graduate Curriculum Committee for approval.		Graduate Curriculum Committee approves minutes via email by Noon. Minutes are sent to Faculty Senate by 5 p.m.		Faculty Senate receives minutes. (Faculty Senate approval is two weeks later.)		VP of Academic Affairs Acts on All Proposals		President Acts on Substantive Changes		Board of Trustees Acts on Substantive Changes		Colorado Dept of Higher Education Acts on Substantive Changes.		Curricular Changes Appear in University Catalog.	
						Curriculum proposals due by Noon (submitted by email to kheumann@coloradomesa.edu)																			
Dates and procedures vary with each department	Thursday	Thursday	Thursday	Thursday	Friday	Monday	Thursday	Wednesday	Friday	Monday	Thursday	Dates are set by appropriate authorities.	Fall 2018												
	N/A	8/17/2017	8/24/2017	8/31/2017	9/1/2017	9/4/2017	9/7/2017	9/13/2017	9/15/2017	9/18/2017	9/21/2017														
	N/A	10/12/2017	10/19/2017	10/26/2017	10/27/2017	10/30/2017	11/2/2017	11/8/2017	11/10/2017	11/13/2017	11/16/2017														
	N/A	2/1/2018	2/8/2018	2/15/2018	2/16/2018	2/19/2018	2/22/2018	2/28/2018	3/2/2018	3/5/2018	3/8/2018														
	GCC will meet in Mar. only if agenda is not completed in Feb								3/28/2018	3/30/2018	4/2/2018			3/16/2017											
	No curriculum proposals are entertained at the April meeting.							4/5/2018	4/11/2018	4/13/2018	4/16/2018			4/19/2018											

Deadline to submit course changes that will appear in J-Term/spring course schedule.

8/31/2017

Deadline to submit program additions (and accompanying course additions) that will appear in the 2017-18 Catalog.

2/1/2018

Deadline to submit course changes that will appear in summer/fall course schedule.

2/1/2018

Deadline to submit program modifications and course additions that will appear in the 2017-2018 catalog.

2/1/2018

In the event that not all proposals are reviewed during a scheduled meeting, the committee will meet the following Thursday.