Notes:

1. Proposal deadlines refer to the deadlines for submission or action of proposals for new courses and all other curricular proposals.

2. Travel Study and Special Course deadlines refer only to course proposals for those types of courses.

3. Dual-listed courses, please note that UCC approval is needed in advance of the deadline for Graduate Council approval (per Curriculum Handbook, p. 3):

Approval for, and changes in, dual-listed courses (those offered for both graduate and undergraduate level credit) must be obtained at both the undergraduate and the graduate level. Sponsors must first seek approval at the undergraduate level for the undergraduate course and/or course changes. Following the undergraduate level (signed by the Faculty Senate chair), the proposal should be forwarded to the Graduate Council.

4. CourseLeaf forms can be found at <http://www.uww.edu/acadaff/facstaff/curriculum>. Firefox is the recommended browser for viewing, completing and approving forms for most PC users. Chrome is the recommended browser for viewing, completing and approving forms for most MAC users.

**CURRICULAR SCHEDULE**

**2017-2018**

June 2017:

12 Travel Study proposals due to Center for Global Education: **Deadline for Summer 2018 courses**

August 2017:

11 Travel Study proposals due to Associate Vice Chancellor: **Deadline for Summer 2018 courses**

25 *Faculty Senate materials due*

29 **Graduate Council materials due**

30 University Curriculum Committee materials due

September 2017:

6 Fall classes begin 7:45 a.m.

7 Graduate Council meeting

8 **University Curriculum Committee meeting**

8 Special Course and Domestic Travel proposals due to Associate Vice Chancellor: **Deadline for Spring**

**2018 courses**

12 *Faculty Senate meeting*

Spring 2017 Schedule of Classes department access ends

13 University Curriculum Committee materials due

19 Travel Study proposals due to Center for Global Education: **Deadline for Fall 2018 and Winterim**

**2019 courses**

22 University Curriculum Committee meeting

26 Graduate Council materials due

26 *Faculty Senate materials due*

27 University Curriculum Committee materials due

October 2017:

5 Graduate Council meeting

6 University Curriculum Committee meeting

9 Summer 2018 Schedule of Classes Departmental Access Begins

10 *Faculty Senate meeting*

11 **University Curriculum Committee materials due: Deadline for Summer 2018 proposals**

12 Travel Study proposals due to Associate Vice Chancellor: Deadline for Fall 2018 and Winterim 2019 courses

13 Special Course and Domestic Travel Study Proposals due to Associate Vice Chancellor: **Deadline for**

**Summer 2018 courses**

16-20 **CourseLeaf – CIM and CAT – System closed – Refresh Catalog for Spring 2018 – Tentative (VIEW ONLY)**

20 University Curriculum Committee meeting: Deadline for Summer 2018 proposals

24 Graduate Council materials due: Deadline for Summer 2018

24 *Faculty Senate materials due: Deadline for Summer 2018 proposals*

25 University Curriculum Committee materials due

November 2017:

1 Fall 2018 Schedule of Classes Departmental Access Begins

2 Graduate Council meeting: Deadline for Summer 2018 proposals

3 **University Curriculum Committee meeting**

8 University Curriculum Committee materials due

14 *Faculty Senate meeting: Deadline for Summer 2018 proposals*

17 University Curriculum Committee meeting

21 Summer 2018 Schedule of Classes Department Access Ends

21 *Faculty Senate materials due*

28 **Graduate Council materials due**

29 University Curriculum Committee materials due

December 2017:

8 University Curriculum Committee meeting

12 *Faculty Senate meeting*

14 Graduate Council meeting

20 Fall Classes End

28 Winterim 2018 Begins

January 2018:

3 University Curriculum Committee materials due: Deadline for Fall 2018 proposals

12 Winterim 2017 Ends

12 University Curriculum Committee meeting: Deadline for Fall 2018 proposals

16 Spring classes begin 7:45 a.m.

19 Special Course and Domestic Travel Study proposals due to Associate Vice Chancellor: **Deadline for Fall**

**2018 and Winterim 2019**

23 Graduate Council materials due: Deadline for Fall 2018 proposals

24 University Curriculum Committee materials due

February 2018:

7 *Faculty Senate materials due: Deadline for Fall 2018 proposals*

8 Graduate Council meeting: Deadline for Fall 2018 proposals

9 Fall 2018 Schedule of Classes Departmental Access Ends

9 University Curriculum Committee meeting

13 *Faculty Senate Meeting: Deadline for Fall 2018 proposals*

14 University Curriculum Committee materials due

19-21 CourseLeaf – CIM and CAT – PDF Catalog and Update for Summer and Fall 2019- Tentative (SYSTEM Closed)

23 University Curriculum Committee meeting

27 *Faculty Senate materials due*

27 Graduate Council materials due

28 University Curriculum Committee materials due

March 2018:

8 Graduate Council meeting

9 University Curriculum Committee meeting

13 Travel Study proposals due to Center for Global Education: **Deadline for Spring 2019 courses**

13 *Faculty Senate meeting*

14 University Curriculum Committee materials due

20 *Faculty Senate materials due*

23 University Curriculum Committee meeting

26 Spring Break March 26-30

27 Graduate Council materials due

28 University Curriculum Committee materials due for Winterim 2019, Spring 2019, and Summer 2019 proposals

April 2018:

5 Graduate Council meeting

6 **University Curriculum Committee meeting: Deadline for Winterim 2019, Spring 2019, and Summer 2019 proposals**

10 *Faculty Senate meeting*

11 University Curriculum Committee materials due

13 Travel Study proposals due to Associate Vice Chancellor: **Deadline for Spring 2019 courses**

20 University Curriculum Committee meeting

24 *Faculty Senate materials due: Deadline for Winterim 2018 and Spring 2019 proposals*

24 Graduate Council materials due: Deadline for Winterim 2019 and Spring 2019 proposals

**May 2018:**

1 *Faculty Senate meeting: Deadline for Winterim 2019 and Spring 2019 proposals*

3 Graduate Council meeting: Deadline for Winterim 2019 and Spring 2019 proposals

11 Spring classes end

29 Summer 2018 Begins

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| **2017-18 General Education Review Committee Meeting Dates**  (for reviewing proposed General Education course designations and revisions to Gened courses)  Within the CourseLeaf workflow, proposals need to reach the General Education Committee Chair one week in advance of committee meetings. | | 2017-18 Diversity Committee Meeting Dates  (for reviewing proposed Diversity course designations  and revisions to Diversity courses)  Within the CourseLeaf workflow, proposals need to reach the Diversity Committee Chair at least 8 business days in advance of committee meetings. | |
| September 15, 2017  October 13, 2017  November 10, 2017  December 8, 2017 | February 9, 2018  March 9, 2018  March 30, 2018  April 27, 2018 | September 6, 2017  October 4, 2017  November 1, 2017  December 6, 2017 | February 14, 2018  March 7, 2018  March 28, 2018 |

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| ***2017-18 College of Arts and Communication***  ***Curriculum Committee Meeting*** | ***2017-18 College of Business and Economics***  ***Curriculum Committee Meeting*** |

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| August 25, 2017  September 29, 2017  October 27, 2017  November 10, 2017 | January 19, 2018  February 9, 2018  March 9, 2018  April 12, 2018 | September 6, 2017  October 4, 2017  November 1, 2017  December 6, 2017 | January 17, 2018  February 7, 2018  March 7, 2018  March 28, 2018  May 2, 2018 |

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| ***2017-18 College of Education and Professional Studies***  ***Curriculum Committee Meeting*** | | ***2017-18 College of Letters and Sciences***  ***Curriculum Committee Meeting*** | |
| September 14, 2017  October 12, 2017  November 9, 2017  December 14, 2017 | February 8, 2018  March 8, 2018  April 12, 2018 | September 7, 2017  September 21, 2017  October 5, 2017  October 19, 2017  November 2, 2017  November 16, 2017  December 7, 2017 | February 8, 2018  February 22, 2018  March 1, 2018  March 15, 2018  April 5, 2018  April 19, 2018 |

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| **2017-18 University Committee Due Dates & Meeting Dates** | |
| **MATERIALS DUE TO UCC** | **FALL SEMESTER MEETINGS** |
| August 30, 2017 | September 8, 2017 |
| September 13, 2017 | September 22, 2017 |
| September 27, 2017 | October 6, 2017 |
| **October 11, 2017:**  Deadline for r 2018 proposals | **October 20, 2017:**  Last meeting for Summer 2018 proposals |
| October 25, 2017 | November 3, 2017 |
| November 8, 2017 | November 17, 2017 |
| November 29, 2017 | December 8, 2017 |

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| **MATERIALS DUE TO UCC** | **SPRING SEMESTER MEETINGS** |
| **January 3, 2018:**  Deadline for Fall 2018 proposals | **January 12, 2018:**  Last meeting for Fall 2018 proposals |
| January 24, 2018 | February 2, 2018 |
| February 7, 2018 | February 16, 2018 |
| February 21, 2018 | March 9, 2018 |
| March 14, 2018 | March 23, 2018 |
| **March 28, 2018:**  Deadline for Winterim 2019, Spring 2019, and Summer 2019 proposals | **April 6, 2018:**  Last meeting for Winterim, Spring and Summer 2019 proposals |
| April 11, 2018 | April 20, 2018 |