

Updated 06142018

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/courseleaf>. 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 AND ADVISING CALENDAR 2018-2019

June 2018:

11 Travel Study proposals due to Center for Global Education: **Deadline for Summer 2019 courses**

August 2018:

10 Travel Study proposals due to Associate Vice Chancellor: **Deadline for Summer 2019 courses**
24 *Faculty Senate materials due*
28 **Graduate Council materials due: Deadline for Summer 2019 courses**
29 **University Curriculum Committee materials due**

September 2018:

4 Fall classes begin 7:45 a.m.
6 **Graduate Council meeting: Deadline for Summer 2019 courses**
7 **University Curriculum Committee meeting**
7 Special Course and Domestic Travel proposals due to Associate Vice Chancellor: **Deadline for Spring 2019 courses**
11 *Faculty Senate meeting*
12 **University Curriculum Committee materials due**
18 Travel Study proposals due to Center for Global Education: **Deadline for Fall 2019 and Winterim 2020 courses**
19 -21 **CourseLeaf Advance of CIM and CAT – PDF Catalog 2018-2019 and Winterim, Spring and Summer 2019 - Tentative (System Closed – View ONLY)**
21 **University Curriculum Committee meeting**
25 **Graduate Council materials due**
25 *Faculty Senate materials due*
26 **University Curriculum Committee materials due**
28 Spring 2019 Schedule of Classes department access ends

October 2018:

- 4 **Graduate Council meeting**
- 5 **University Curriculum Committee meeting**
- 8 Spring 2019 Proofs out to departments
- 8 Winterim 2019 Terms added
- 9 *Faculty Senate meeting*
- 10 **University Curriculum Committee materials due:**
- 11 **Travel Study proposals due to Associate Vice Chancellor: Deadline for Fall 2019 and Winterim 2020 courses**
- 12 Special Course and Domestic Travel Study Proposals due to Associate Vice Chancellor: **Deadline for Summer 2019 courses**
- 15 Spring 2019 Proofs to Deans
- 15 Winterim 2019 Registration Appointments assigned
- 19 **University Curriculum Committee meeting**
- 22 Spring 2019 Proofs to Registrar
- 23 **Graduate Council materials due**
- 23 *Faculty Senate materials due*
- 24 **University Curriculum Committee materials due**
- 29 Spring 2019 Schedule available online
- 29 Spring Registration Appointments assigned
- 29 Summer 2019 & Fall 2019 Schedule of Classes Departmental Access Begins

November 2018:

- 1 **Graduate Council meeting**
- 2 **University Curriculum Committee meeting**
- 5-9 Winterim 2019 Priority Registration
- 7 University Curriculum Committee materials due
- 12-30 Spring 2019 Priority Registration
- 13 *Faculty Senate meeting*
- 16 **University Curriculum Committee meeting**
- 20 *Faculty Senate materials due*
- 27 **Graduate Council materials due**
- 28 **University Curriculum Committee materials due**

December 2018:

- 6 **Graduate Council Meeting**
- 7 **University Curriculum Committee meeting**
- 11 *Faculty Senate meeting*
- 11 Fall Classes End
- 27 Winterim 2019 Begins

January 2019:

- 2 **University Curriculum Committee materials due: Deadline for Fall 2019 proposals**
- 11 Winterim 2019 Ends
- 11 **University Curriculum Committee meeting: Deadline for Fall 2019 proposals**
- 15 Spring classes begin 7:45 a.m.
- 18 Special Course and Domestic Travel Study proposals due to Associate Vice Chancellor: **Deadline for Fall 2019 and Winterim 2020**
- 23 **University Curriculum Committee materials due**
- 29 **Graduate Council materials due: Deadline for Fall 2019 proposals**

February 2019:

- 1 **University Curriculum Committee meeting**
- 1 Summer 2019 Schedule of Classes Department Access Ends
- 4 Summer 2019 proofs out to departments
- 4 Summer 2019 Terms Added
- 6 *Faculty Senate materials due: Deadline for Fall 2019 proposals*
- 6 **University Curriculum Committee materials due**
- 7 **Graduate Council meeting: Deadline for Fall 2019 proposals**
- 11 Summer 2019 proofs to Deans
- 12 *Faculty Senate Meeting: Deadline for Fall 2019 proposals*
- 15 **University Curriculum Committee meeting**
- 18 Fall 2019 Schedule of Classes Departmental Access Ends
- 18 Summer 2019 proofs to Registrar
- 18-22 **CourseLeaf Advance of CIM and CAT – Fall 2019- Tentative (SYSTEM Closed – View ONLY)**
- 26 *Faculty Senate materials due*
- 26 **Graduate Council materials due**

March 2019:

- 4 Fall 2019 proofs out to departments
- 4 Fall 2019 terms added
- 6 **University Curriculum Committee materials due**
- 7 **Graduate Council meeting**
- 11 Fall 2019 proofs to Deans
- 12 Travel Study proposals due to Center for Global Education: **Deadline for Spring 2020 courses**
- 12 *Faculty Senate meeting*
- 15 **University Curriculum Committee Meeting**
- 18 Fall 2019 Proofs to Registrar
- 18 Summer 2019 Registration Appointments Assigned, Schedule Available
- 19 *Faculty Senate materials due*
- 25 Spring Break March 25-29
- 26 **Graduate Council materials due**

April 2019:

- 1 Fall 2019 Registration appointments assigned
- 1 Fall 2019 schedule available online
- 1-5 Summer 2019 Priority Registration
- 1 Spring 2020 Schedule of Classes Department Access Begins
- 3 **University Curriculum Committee materials due for Winterim, Spring, and Summer 2020 proposals**
- 4 **Graduate Council meeting**
- 8-23 Fall 2019 Priority Registration
- 9 *Faculty Senate meeting*
- 12 Travel Study proposals due to Associate Vice Chancellor: **Deadline for Spring 2020 courses**
- 12 **University Curriculum Committee meeting: Deadline for Winterim, Spring, and Summer 2020 proposals**
- 17 **University Curriculum Committee materials due**
- 23 *Faculty Senate materials due: Deadline for Winterim, Spring, and Summer 2020 proposals*
- 23 **Graduate Council materials due: Deadline for Winterim, Spring, and Summer 2020 proposals**
- 26 **University Curriculum Committee meeting**

May 2019:

- 2 **Graduate Council meeting: Deadline for Winterim, Spring, and Summer 2020 proposals**
- 7 **Faculty Senate Meeting: Deadline for Winterim, Spring, and Summer 2020 proposals**
- 10 Spring classes end
- 28 Summer 2019 Begins

2018-19 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.		2018-19 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 14, 2018 October 12, 2018 November 9, 2018 December 7, 2018	February 8, 2019 March 8, 2019 April 12, 2019 May 10, 2019	September 5, 2018 October 3, 2018 October 31, 2018 December 5, 2018	February 13, 2019 March 6, 2019 March 27, 2019

<i>2018-19 College of Arts and Communication Curriculum Committee Meeting</i>	<i>2018-19 College of Business and Economics Curriculum Committee Meeting</i>
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August 24, 2018 September 28, 2018 October 26, 2018 November 9, 2018 December 7, 2018	January 18, 2019 February 8, 2019 March 8, 2019 April 11, 2019	September 5, 2018 October 3, 2018 October 31, 2018 December 5, 2018	January 16, 2019 February 6, 2019 March 6, 2019 March 27, 2019 May 1, 2019
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<i>2018-19 College of Education and Professional Studies Curriculum Committee Meeting</i>	<i>2018-19 College of Letters and Sciences Curriculum Committee Meeting</i>
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September 13, 2018 October 11, 2018 November 8, 2018 December 13, 2018	February 7, 2019 March 7, 2019 April 11, 2019	September 6, 2018 September 20, 2018 October 4, 2018 October 18, 2018 November 1, 2018 November 15, 2018 December 6, 2018	February 7, 2019 February 21, 2019 February 28, 2019 March 14, 2019 April 4, 2019 April 18, 2019
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2018-19 University Committee Due Dates & Meeting Dates	
MATERIALS DUE TO UCC	FALL SEMESTER MEETINGS
August 29, 2018	September 7, 2018
September 12, 2018	September 21, 2018
September 26, 2018	October 5, 2018
October 10, 2018:	October 19, 2018:
October 24, 2018	November 2, 2018
November 9, 2018	November 16, 2018
November 28, 2018	December 7, 2018
MATERIALS DUE TO UCC	SPRING SEMESTER MEETINGS
January 2, 2019: Deadline for Fall 2019 proposals	January 11, 2019: Last meeting for Fall 2019 proposals
January 23, 2019	February 1, 2019
February 6, 2019	February 15, 2019
March 6, 2019	March 15, 2019
April 3, 2019: Deadline for Winterim, Spring, and Summer 2020 proposals	April 12, 2019: Last meeting for Winterim, Spring and Summer 2020 proposals
April 17, 2019	April 26, 2019