

Time Frame for New Course Submissions

Approval Status Month/Year Time of Month		
If a new course is to be offered Spring 2017		
Submission Deadline	February 2016	mid
CCAC Approval	March 2016	early
UCC/GC approval	April 2016	late
Approval Finalized	April 2016	late
Schedule Finalized	September 2016	late
NOTE: This is the latest time frame. A place holder would have been used so would have a room.		
November 20, 2015, for December Agenda would be the ideal deadline in case there are any issues with the proposal.		

Approval Status Month/Year Time of Month		
If a new course is to be offered Summer 2017		
Submission Deadline	October 2016	mid
CCAC Approval	November 2016	early
UCC/GC approval	December 2016	late
Approval Finalized	December 2016	late
Schedule Finalized	January 2017	late
NOTE: This is the latest time frame. A place holder would have been used so would have a room.		
August 20, 2016, for September Agenda would be the ideal deadline in case there are any issues with the proposal.		

Approval Status Month/Year Time of Month		
If a new course is to be offered Fall 2017		
Submission Deadline	November 2016	mid
CCAC Approval	December 2016	early
UCC/GC approval	January 2017	late
Approval Finalized	January 2017	late
Schedule Finalized	February 2017	late
NOTE: This is the latest time frame. A place holder would have been used so would have a room.		
August 20, 2016, for September Agenda would be the ideal deadline in case there are any issues with the proposal.		

Approval Status Month/Year Time of Month		
If a new course is to be offered Spring 2018		
Submission Deadline	February 2017	mid
CCAC Approval	March 2017	early
UCC/GC approval	April 2017	late
Approval Finalized	April 2017	late
Schedule Finalized	September 2017	late
NOTE: This is the latest time frame. Not sure what CLSS will look like but the old way a place holder would have been used so would have a room.		
November 20, 2016, for December Agenda would be the ideal deadline in case there are any issues with the proposal.		

Approval Status Month/Year Time of Month		
If a new course is to be offered Summer 2018		
Submission Deadline	October 2017	mid
CCAC Approval	November 2017	early
UCC/GC approval	December 2017	late
Approval Finalized	December 2017	late
Schedule Finalized	January 2018	late
NOTE: This is the latest time frame. Not sure what CLSS will look like but the old way a place holder would have been used so would have a room.		
August 20, 2017, for September Agenda would be the ideal deadline in case there are any issues with the proposal.		

Approval Status Month/Year Time of Month		
If a new course is to be offered Fall 2018		
Submission Deadline	November 2017	mid
CCAC Approval	December 2017	early
UCC/GC approval	January 2018	late
Approval Finalized	January 2018	late
Schedule Finalized	February 2018	late
NOTE: This is the latest time frame. Not sure what CLSS will look like but the old way a place holder would have been used so would have a room.		
August 20, 2017, for September Agenda would be the ideal deadline in case there are any issues with the proposal.		

PROPOSED NEW MAJOR

Approval Status Month/Year Time of Month

If changes are to be included in catalog for 2018-19

Submission Deadline	February 2017	mid
CCAC Approval	March 2017	early
Faculty Approval	April 2017	early
Executive Vice Chancellor and Chief Academic Officer	varies	
Academic Program Council (APC)	varies	
Chancellor	varies	
University Provost and Council of Academic Officers (CAO)	varies	
Board of Regents	varies	

NOTE: This is the latest time frame. Not sure what CAT will look like. It would be our hope that final approval is granted before the next deadline for catalog submissions in Fall 2017 for the 2018-19 Undergraduate Catalog.

November 20, 2016, for October Agenda would be the ideal deadline in case there are any issues with the proposal.

CHANGES TO MAJOR

Approval Status Month/Year Time of Month

If changes are to be included in catalog for 2018-19

Submission Deadline	October 2017	mid
CCAC Approval	November 2017	early
Faculty Approval (if necessary)	December 2017	early
Changes to Editors		

NOTE: This is the latest time frame. Not sure what CAT will look like. **If changes are substantial then it would route like a new major after faculty approval.**

September 20, 2017, for October Agenda would be the ideal deadline in case there are any issues with the proposal.

PROPOSED NEW MINOR

Approval Status Month/Year Time of Month

If changes are to be included in catalog for 2018-19

Submission Deadline	October 2017	mid
CCAC Approval	November 2017	early
Faculty Approval	December 2017	early
Executive Vice Chancellor and Chief Academic Officer	varies	
Academic Program Council (APC)	varies	
Chancellor	varies	
University Provost and Council of Academic Officers (CAO)	varies	
Board of Regents	varies	

NOTE: This is the latest time frame. Not sure what CAT will look like. It would be our hope that final approval is granted before the next deadline for catalog submissions in Fall 2017 for the 2018-19 Undergraduate Catalog.

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CHANGES TO MINOR

Approval Status Month/Year Time of Month

If changes are to be included in catalog for 2018-19

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Changes to Editors		

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September 20, 2017, for October Agenda would be the ideal deadline in case there are any issues with the proposal.