Time Frame for Submissions

Approval Status	Month/Year	Time of Month
If a new course is to be offered Spring 2019		
Submission Deadline	February 2018	mid
CCAC Approval	March 2018	early
UCC/GC approval	April 2018	late
Approval Finalized	April 2018	late
Schedule Finalized	September 2018	late
NOTE: This is the latest time frame. A place holder would have to be used so would have a room.		
November 20, 2017, 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 2019		
Submission Deadline	October 2018	mid
CCAC Approval	November 2018	early
UCC/GC approval	December 2018	late
Approval Finalized	December 2018	late
Schedule Finalized	January 2019	late
NOTE: This is the latest time frame. A place holder would have to be used so would have a room.		
August 20, 2018, 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 2019		
Submission Deadline	November 2018	mid
CCAC Approval	December 2018	early
UCC/GC approval	January 2019	late
Approval Finalized	January 2019	late
Schedule Finalized	February 2019	late
NOTE: This is the latest time frame. A place holder would have to be used so would have a room.		
August 20, 2018, 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 2020		
Submission Deadline	February 2019	mid
CCAC Approval	March 2019	early
UCC/GC approval	April 2019	late
Approval Finalized	April 2019	late
Schedule Finalized	September 2019	late
NOTE: This is the latest time frame. A place holder would have to be used so would have a room.		
November 20, 2018, 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 2020		
Submission Deadline	October 2019	mid
CCAC Approval	November 2019	early
UCC/GC approval	December 2019	late
Approval Finalized	December 2019	late
Schedule Finalized	January 2020	late
NOTE: This is the latest time frame. A place holder would have to be used so would have a room.		
August 20, 2019, 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 2020		
Submission Deadline	November 2019	mid
CCAC Approval	December 2019	early
UCC/GC approval	January 2020	late
Approval Finalized	January 2020	late
Schedule Finalized	February 2020	late
NOTE: This is the latest time frame. A place holder would have to be used so would have a room.		
August 20, 2019, 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 2021		
Submission Deadline	February 2020	mid
CCAC Approval	March 2020	early
UCC/GC approval	April 2020	late
Approval Finalized	April 2020	late
Schedule Finalized	September 2020	late
NOTE: This is the latest time frame. A place holder would have to be used so would have a room.		
November 20, 2019, 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 2021		
Submission Deadline	October 2020	mid
CCAC Approval	November 2020	early
UCC/GC approval	December 2020	late
Approval Finalized	December 2020	late
Schedule Finalized	January 2021	late
NOTE: This is the latest time frame. A place holder would have to be used so would have a room.		
August 20, 2020, 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 2021		
Submission Deadline	November 2020	mid
CCAC Approval	December 2020	early
UCC/GC approval	January 2021	late
Approval Finalized	January 2021	late
Schedule Finalized	February 2021	late
NOTE: This is the latest time frame. A place holder would have to be used so would have a room.		
August 20, 2020, 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 2022		
Submission Deadline	February 2021	mid
CCAC Approval	March 2021	early
UCC/GC approval	April 2021	late
Approval Finalized	April 2021	late
Schedule Finalized	September 2021	late
NOTE: This is the latest time frame. A place holder would have to be used so would have a room.		
November 20, 2020 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 2022		
Submission Deadline	October 2021	mid
CCAC Approval	November 2021	early
UCC/GC approval	December 2021	late
Approval Finalized	December 2021	late
Schedule Finalized	January 2022	late
NOTE: This is the latest time frame. A place holder would have to be used so would have a room.		
August 20, 2021, 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 2022		
Submission Deadline	November 2021	mid
CCAC Approval	December 2021	early
UCC/GC approval	January 2022	late
Approval Finalized	January 2022	late
Schedule Finalized	February 2022	late
NOTE: This is the latest time frame. A place holder would have to be used so would have a room.		
August 20, 2021, for September 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 2019-2020		
Submission Deadline	October 2018	mid
CCAC Approval	November 2018	early
Faculty Approval (if necessary)	December 2018	early
Changes to Editors		

NOTE: This is the latest time frame. **If changes are substantial then it would route like a new major after faculty approval.**

September 20, 2018, for October Agenda would be the ideal deadline in case there are any issues with the proposal.

CHANGES TO MINOR

Approval Status	Month/Year	Time of Month
If changes are to be included in catalog for 2019-2020		
Submission Deadline	October 2018	mid
CCAC Approval	November 2018	early
Faculty Approval (if necessary)	December 2018	early
Changes to Editors		

NOTE: This is the latest time frame. **If changes are substantial then it would route like a new major after faculty approval.**

September 20, 2018, 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 2020-2021		
Submission Deadline	October 2019	mid
CCAC Approval	November 2019	early
Faculty Approval (if necessary)	December 2019	early
Changes to Editors		

NOTE: This is the latest time frame. **If changes are substantial then it would route like a new major after faculty approval.**

September 20, 2019, for October Agenda would be the ideal deadline in case there are any issues with the proposal.

CHANGES TO MINOR

Approval Status	Month/Year	Time of Month
If changes are to be included in catalog for 2020-2021		
Submission Deadline	October 2019	mid
CCAC Approval	November 2019	early
Faculty Approval (if necessary)	December 2019	early
Changes to Editors		

NOTE: This is the latest time frame. **If changes are substantial then it would route like a new major after faculty approval.**

September 20, 2019, for October 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 2020-21		
Submission Deadline	February 2019	mid
CCAC Approval	March 2019	early
Faculty Approval	April 2019	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. It would be our hope that final approval is granted before the next deadline for catalog submissions in Fall 2019 for the 2020-21 Undergraduate Catalog.

September 20, 2018, 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 2020-21		
Submission Deadline	February 2019	mid
CCAC Approval	March 2019	early
Faculty Approval	April 2019	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. It would be our hope that final approval is granted before the next deadline for catalog submissions in Fall 2020 for the 2020-21 Undergraduate Catalog.

September 20, 2018, for October 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 2021-22		
Submission Deadline	February 2020	mid
CCAC Approval	March 2020	early
Faculty Approval	April 2020	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. It would be our hope that final approval is granted before the next deadline for catalog submissions in Fall 2020 for the 2021-22 Undergraduate Catalog.

September 20, 2019, 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 2021-22		
Submission Deadline	February 2020	mid
CCAC Approval	March 2020	early
Faculty Approval	April 2020	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. It would be our hope that final approval is granted before the next deadline for catalog submissions in Fall 2020 for the 2021-22 Undergraduate Catalog.

September 20, 2019, for October Agenda would be the ideal deadline in case there are any issues with the proposal.

Created September 2018