

Update to the Q2S Curriculum Approval Timeline

ACTION TO BE TAKEN	TO BE COMPLETED BY*
Department determines the GE courses that will be developed by its faculty and a lead responsible for each course.	June 16, 2014
Course Conversion Program Curricula are submitted in complete and final form through SharePoint to the school curriculum committees. If GE courses are to be included in the program's degree requirements they must be approved by the department at this time. Any courses with > 3 units (+1 for lab/activity) are also submitted to the Curriculum Conversion Committee (C^3).	July 1, 2014
Department-approved General Education courses are submitted to the school curriculum committee using the school's SharePoint template and submitted to GECCo using the GE template. Both approvals are required.	August 1, 2014
Curriculum Transformation Program Curricula are submitted in complete and final form through SharePoint to the school curriculum committees. Any courses with > 3 units (+1 for lab/activity) are also submitted to the Curriculum Conversion Committee (C^3).	August 22, 2014
School curriculum committee chairs ensure that all exceptions are forwarded to C^3 and verify that all programs have submitted complete proposals.	August 28, 2014
All Curriculum Review Committees (school curriculum committees, C^3, and GECCo) send recommendations of approval or revision to deans.	September 22, 2014
Deans review is complete for approval recommendations.	October 6, 2014
Final opportunity for departments to submit revisions to curriculum review committees.	October 20, 2014
All Curriculum Review Committees send <u>final</u> recommendations of approval to deans.	November 7, 2014
Deans review is complete for all approval recommendations.	November 21, 2014
Any curriculum not approved at this stage may be excluded from the 2016-2018 catalog.	December 1, 2014

*Note, earlier deadlines may be established in MOUs or as part of the curricular review process. For instance, a curriculum committee requested a revision two weeks prior to their deadline might ask for the revised submission two weeks earlier than the date indicated above.