

## CASE UNIVERSITY CURRICULUM COMMITTEE CALENDAR 2021-2022

Curriculum Bulletins & Proposal Forms are available [online](#)

	CASE PROPOSAL SUBMISSION DEADLINE (Wednesdays)	CASE CURRICULUM COMMITTEE MEETING (Fridays)	FACULTY SENATE SUBMISSION DEADLINE (Wednesdays)	GRAD/UNDERGRAD COUNCIL PRE-REVIEW MEETING (Fridays)	BULLETIN PUBLICATION DATE (Tuesdays)	FACULTY SENATE HEARING (Fridays)	FACULTY SENATE ACTION DATE (Tuesdays)	CURRICULUM PROPOSAL EFFECTIVE DATE
1*	Sep 15, 2021	Sep 24, 2021	Sep 29, 2021	Oct 8, 2021	Oct 12, 2021	Oct 29, 2021	Nov 16, 2021	Fall 2022
2*	Oct 20, 2021	Oct 29, 2021	Nov 3, 2021	Nov 12, 2021	Nov 16, 2021	Dec 3, 2021	Jan 25, 2022	Fall 2022
3*	Nov 3, 2021	Dec 3, 2021	Dec 8, 2021	Jan 21, 2022	Jan 25, 2022	Feb 4, 2022	Feb 22, 2022	Fall 2022
4	Jan 5, 2022	Jan 14, 2022	Jan 19, 2022	Feb 11, 2022	Feb 15, 2022	Mar 11, 2022	Mar 29, 2022	Spring 2023
5	Feb 2, 2022	Feb 11, 2022	Feb 16, 2022	Feb 25, 2022	Mar 8, 2022	Mar 25, 2022	Apr 12, 2022	Spring 2023
6	Mar 16, 2022	Mar 25, 2022	Mar 30, 2022	Apr 8, 2022	Apr 12, 2022	No Hearings	Jun 14, 2022	Spring 2023

Please note that all approved proposals have a turnaround time of 3-6 months after the Faculty Senate Action Date. Proposals are effective for Fall or Spring of their corresponding year (See above) regardless of when they are approved by the SCNS. **No proposals are effective for summer semesters.**

**ADDITIONAL INFORMATION---PLEASE NOTE: \*Bulletin #3 is the deadline for materials to be submitted and approved for inclusion in the 2022-2023 catalogs and the 2022-2023 undergraduate Major Maps.**

**COURSE PROPOSALS (NEW or CHANGE):** Must have a detailed justification for the proposal and an up-to-date syllabus. For Course Change proposals, changes (course name/number/prefix, co/pre-requisites, course description, etc.) MUST be reflected in the syllabus.

**ALL OTHER PROPOSALS:** Proposals must include a completed proposal checklist available from the Faculty Senate webpage. Faculty contact must be present at the hearing for the respective bulletin, if applicable. The listing of applicable hearings and respective additional parties required are as follows: Joint Hearings is defined as Undergraduate Council & University Curriculum Committee and/or Graduate Council & University Curriculum Committee. The proposals that require joint hearings are: NEW Undergraduate Degree Programs, NEW Majors, NEW Tracks, NEW Graduate Degree Programs. NEW Undergraduate Minors only require the presence of Undergraduate Council. NEW Certificate programs, CHANGES to any program/major/track, etc., and Course Proposals do not require a hearing.

**To TRACK YOUR PROPOSAL,** please visit: <https://intranet.fiu.edu/curriculum/SitePages/Bulletin.aspx>

**EXPERIMENTAL COURSE PROPOSAL:** Proposals must follow college/school procedures. Proposal must be signed by the Dean and forwarded to Jessica Moro, Office of the Registrar, for review and approval. Experimental courses **will not** be repeated unless there are extenuating circumstances, e.g., a permanent number for the previously submitted and approved non-experimental course has not been received.

**REMINDER: The Curriculum Committee, Undergraduate/Graduate Councils do not meet during the summer.** All new tracks, new degree proposals and graduate unit specific admission standards must be received in time for Bulletin #5 (see above) or they will be postponed until the first bulletin, Fall 2023.

For CASE Curriculum Committee matters, please contact Alex Ronquillo at [aronquil@fiu.edu](mailto:aronquil@fiu.edu). For Faculty Senate matters, please contact Mary Cossio at [cossiom@fiu.edu](mailto:cossiom@fiu.edu)