

## CASE UNIVERSITY CURRICULUM COMMITTEE CALENDAR 2022-2023

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 14, 2022	Sep 23, 2022	Sep 28, 2022	Oct 14, 2022	Oct 18, 2022	Oct 28, 2022	Nov 15, 2022	Fall 2023
2*	Oct 19, 2022	Oct 28, 2022	Nov 2, 2022	Nov 18, 2022	Nov 22, 2022	Dec 2, 2022	Jan 17, 2023	Fall 2023
3*	Nov 2, 2022	Dec 2, 2022	Dec 7, 2022	Jan 24, 2023	Jan 24, 2023	Feb 3, 2023	Feb 21, 2023	Fall 2023
4	Jan 4, 2023	Jan 13, 2023	Jan 18, 2023	Feb 14, 2023	Feb 14, 2023	Feb 17, 2023	Mar 14, 2023	Spring 2024
5	Feb 1, 2023	Feb 10, 2023	Feb 15, 2023	Mar 10, 2023	Mar 21, 2023	Mar 24, 2023	Apr 18, 2023	Spring 2024
6	Mar 15, 2023	Mar 24, 2023	Mar 29, 2023	Apr 14, 2023	Apr 18, 2023	No Hearings	Jun 13, 2023	Spring 2024

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, so please plan accordingly.**

**ADDITIONAL INFORMATION---PLEASE NOTE: \*Bulletin #3 is the deadline for materials to be submitted and approved for inclusion in the 2023-2024 catalogs and the 2023-2024 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 2024.

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)