

**University Curriculum Committee  
2018-19**

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

Bulletin	SUBMISSION DATE TO UNIVERSITY CURRICULUM COMMITTEE (Wed)	BULLETIN PUBLICATION DATE (Tue)	HEARING SCHEDULED (Fri)	FACULTY SENATE ACTION DATE (Tue)	TERM THAT CURRICULUM PROPOSALS ARE TO BE EFFECTIVE	TERM THAT COURSES ARE TO BE EFFECTIVE
#1*	October 3, 2018	<b>October 16, 2018</b>	November 2, 2018	November 27, 2018 MMC	Fall 2019	Next New Registration Cycle after return of course from State-Wide Common Course Numbering System (Approximately 3-5 months after Faculty Senate approval)
#2*	November 7, 2018	<b>November 20, 2018</b>	November 30, 2018	January 15, 2019 MMC	Fall 2019	
#3*	December 12, 2018	<b>January 15, 2019</b>	January 25, 2019	February 5, 2019 MMC	Fall 2019	
#4	January 16, 2019	<b>January 29, 2019</b>	February 15, 2019	February 26, 2019 MMC	Spring 2020	
#5	February 27, 2019	<b>March 19, 2019</b>	March 29, 2019	April 16, 2019 MMC	Spring 2020	
#6	April 3, 2019	<b>April 16, 2019</b>	No Hearings	June 11, 2019 MMC	Spring 2020	

**ADDITIONAL INFORMATION---PLEASE NOTE**

\*Bulletin #3 is the deadline for materials to be submitted and approved for inclusion in the 2019-2020 catalogs and the 2019-2020 undergraduate Major Maps.

**COURSE PROPOSALS**

Changes to a course prefix, number, credit hours, title description, or prerequisite, **must** have a current syllabus attached to justify the change.

New course proposals **must** be submitted with a proposed syllabus which includes learning outcomes, major topics & textbooks. Experimental courses **must** be submitted to Jessica Moro in the Registrar's Office and will not be repeated as experimental unless there are extenuating circumstances, e.g., a permanent number for the previously submitted and approved non-experimental course has not been received.

**ALL OTHER PROPOSALS**

Proposals **must** include a completed proposal checklist available from the curriculum forms page

**REMINDER:**

The Curriculum Committee, Undergraduate and Graduate Councils do not meet during the summer. All new tracks, certificates, 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 2020.

Curriculum information, check-lists and signature sheets may be found [online](#).

**ALL OTHER PROPOSALS**

Proposals must include a completed *proposal checklist* available from the Faculty Senate webpage. Please note the *faculty contact* submitting the proposal 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.

Please call the Faculty Senate Office, 305-348-2141, if you have questions.