



## CURRICULUM PROPOSAL SUBMISSION DEADLINES 2016 - 2017

Meetings are held in Building 2, Room 10 from 9:30 - 11:30 am.

	<b>DEADLINE #1</b>	<b>DEADLINE #2</b>	<b>DEADLINE #3</b>	<b>DEADLINE #4</b>	<b>DEADLINE #5</b>	<b>DEADLINE #6</b>
<b>Curriculum Committee Meeting Dates</b>	Faculty Submits Curriculum Items to Dean (dean's first review)*	Faculty responds to Dean's comments & takes action on proposal	Dean's Second Review (takes action on proposal)	Technical Review Comm. Review (comments to faculty)	Faculty Addresses Tech. Review Comments (if applicable)	Item Placed on Agenda for Curriculum Comm. Meeting
	9/9/2016	8/4/2016	8/9/2016	8/16/2016	8/23/2016	8/30/2016
Deadline for UC TCA Final Appeals Submissions	→ 9/23/2016	8/18/2016	8/23/2016	8/30/2016	9/6/2016	9/13/2016
	10/14/2016	9/8/2016	9/13/2016	9/20/2016	9/27/2016	10/4/2016
	10/28/2016	9/22/2016	9/27/2016	10/4/2016	10/11/2016	10/18/2016
	11/11/2016	<b>No meeting - Veterans' Day</b>				
	11/25/2016	<b>No meeting - Thanksgiving Recess</b>				
Deadline for IGETC/CSU GE	→ 12/9/2016	11/3/2016	11/8/2016	11/15/2016	11/22/2016	11/29/2016
	12/23/2016	<b>No meeting - Winter Recess</b>				
	1/13/2017	<b>No meeting - Flex Day</b>				
Deadline for FALL 2017 Class Schedule**	→ 1/27/2017	12/22/2016	12/27/2016	1/3/2017	1/10/2017	1/17/2017
	2/10/2017	1/5/2017	1/10/2017	1/17/2017	1/24/2017	1/31/2017
	2/24/2017	1/19/2017	1/24/2017	1/31/2017	2/7/2017	2/14/2017
	3/10/2017	2/2/2017	2/7/2017	2/14/2017	2/21/2017	2/28/2017
	3/24/2017	2/16/2017	2/21/2017	2/28/2017	3/7/2017	3/14/2017
Deadline for creation of new courses***	→ 4/28/2017	3/9/2017	3/14/2017	3/21/2017	3/28/2017	4/4/2017
	4/14/2017	3/9/2017	3/14/2017	3/21/2017	3/28/2017	4/4/2017
Deadline for UC TCA Submissions & College Catalog	→ 5/12/2017	3/23/2017	3/28/2017	4/4/2017	4/11/2017	4/18/2017
	5/26/2017	<b>Meeting to address discussion items (no curriculum proposals to review).</b>				

\* Prior to submitting your course proposals to the Dean's queue, please consult with **Janet Stringer** regarding articulation (UC transferability and/or CSU GE/IGETC applicability). This is not necessary if your course is not UC transferable and/or does not apply to any CSU GE/IGETC areas.

\*\* After the fall schedule deadline, changes to **corequisites/prerequisites, course descriptions, grading method, materials fee charges, titles, units/hours, and recommended preparation** WILL NOT be allowed on courses to be offered in fall. Any exceptions to this policy must be approved by the Technical Review Committee.

\*\*\* After the creation of new courses deadline, submission of new course proposals **WILL NOT** be accepted. Any exceptions to this policy must be approved by the Technical Review Committee.