**Curriculum Proposal Timelines for Academic Year 2020-21**

**All New Plan Proposals (Degree Programs, Minors and Certificates) will be accepted for the Fall 2021 Catalog during all three Review Periods1. New Plan Curriculum Proposals submitted after 1/15/2021 will not be incorporated into printed Marketing and Recruitment materials that reflect NAU’s portfolio of programs for AY21-22. Please contact** **marketing@nau.edu** **for additional information.**

Exceptions for the Fall 2021 Catalog. **Exceptions may be submitted by September 11, 2020** and will be reviewed and approved by College Curriculum & Assessment Committees during the Fall 2020 semester. Exceptions for the Fall 2021 Catalog include the following:

* New Plans (Degree Programs, Minors, Certificates) approved through the Academic Planning Framework.
* Any course additions to New Plans that were approved for the Fall 2021 Catalog.
* Changes required by accrediting bodies during AY2020-21 (evidence from the accreditor must be provided).
* Changes to the catalog that DO NOT IMPACT the AY21-22 schedule of classes (such as catalog verbiage for Admissions criteria, submission of Purpose Statements and Learning Outcomes). The catalog staff will work closely with schedule of classes staff to ensure changes do not impact the AY21-22 schedule of classes. Contact Melinda.Treml@nau.edu for such requests.

**Proposal Due Dates and College Approval Periods**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  | **Review Period 1** | **Liberal Studies****Diversity** | **Review Period 2** | **Review Period 3** |
|  |  | ***1. Exceptions for the*** ***Fall 2021 Catalog;******2. Proposals for the*** ***Fall 2022 Catalog;*** | ***Deadline for Liberal Studies &/or Diversity Designation Proposals for the Fall 2022 Catalog*** | ***Proposals for the Fall 2022 Catalog*** | ***Proposals for the Fall 2022 Catalog*** |
| **Prior to Due Date** | **Approval of Proposals by Academic Unit-** Academic Unit approval must occur before the proposal due date | ***Prior to 9/11/2020*** | ***10/16/2020*** | ***Prior to 12/11/2020*** | ***Prior to 2/19/2021*** |
| Friday | **Proposals Due** w/ Academic Unit Leader e-mail confirmation, submitted to Curriculum Process Assoc. | **9/11/2020** | **10/16/2020** | **12/11/2020** | **2/19/20211** |
|  | **Agenda Distribution** | 9/21/2020 |  | 1/11/2021 | 3/8/2021 |
| 2 weeks | **REVIEW OF PROPOSALS***College Committees; Associate Deans; Advisors; Catalog Staff; Marketing; Institutional Research; Registrar’s Office; Admissions* | 9/21/2020 - 10/2/2020 | *Reviewed by Diversity Curriculum Committee (if applicable), then by Liberal Studies Committee for February 19 deadline for review by College Committees during Review Period 3.***Liberal Studies Committee is accepting:*** **JLW Proposals**
* **Capstone Proposals**
* **Dual Designation (Liberal Studies Designation plus Diversity Designation) Proposals**

**Diversity Curriculum Committee is accepting:*** **U.S. Ethnic Diversity Proposals**
* **Global Diversity Proposals**
 | 1/11/2021 – 1/22/2021 | 3/8/2021 – 3/19/2021 |
| 1 week | **COLLEGE MEETINGS FOR REVIEW OF PROPOSALS** | 10/5/2020 - 10/9/2020 | 1/25/2021 – 1/29/2021 | 3/22/2021 – 3/26/2021 |
| 1 or 2 weeks | **PROPOSAL REVISIONS***Academic Unit Faculty* | 10/14/2020 – 10/28/2020 | 2/3/2021 – 2/10/2021 | 3/31/2021 – 4/14/2021 |
|  | **Agenda Distribution** | 11/2/2020 | 2/12/2021 | 4/16/2021, if possible |
| 1 week | **VOTE ON PROPOSALS***College Committees* | 11/9/2020 – 11/13/2020 | 2/15/2021 - 2/19/2021 | 4/19/2021 – 4/23/2021 |

## Proposal Due Dates and College Approval Periods

|  |  |  |
| --- | --- | --- |
| **Action** | **~Timeframe** | ***Dates for AY2020-21*** |
| ***Review Period 1*** |
| **Approval of Proposals by Academic Unit-** Internal Academic Unit-specific processes; |  | *Prior to 9/11/2020* |
| ***Deadline for Review Period 1: Exceptions for the Fall 2021 Catalog &*** *Proposals for the Fall 2022 Catalog***Proposals Due** w/ Academic Unit Leader e-mail confirmation, submitted to Curriculum Process Associate. | Friday | **9/11/2020** |
| **Agenda Distribution** |  | 9/21/20 |
| **REVIEW OF PROPOSALS***College Committees; Associate Deans; Advisors; Catalog Staff; Marketing; Institutional Research; Registrar’s Office; Admissions* | 2 weeks | 9/21/2020 - 10/2/2020 |
| **COLLEGE Mtgs FOR REVIEW OF PROPOSALS***Feedback given to Academic Unit Faculty* | 1 week | 10/5/2020 - 10/9/2020 |
| **PROPOSAL REVISIONS***Academic Unit Faculty* | 2 weeks | 10/14/2020 – 10/28/2020 |
| **Agenda Distribution** |  | 11/2/20 |
| **VOTE ON PROPOSALS***College Committees* | 1 week | 11/9/2020 – 11/13/2020 |
| ***Liberal Studies and Diversity Final Deadline*** |
| ***Deadline for Liberal Studies &/or Diversity Designation Proposals for the Fall 2022 Catalog*** **Proposals Due** w/ Academic Unit Leader e-mail confirmation, submitted to Curriculum Process Associate. |  | **10/16/2020** |
| ***Review Period 2*** |
| **Approval of Proposals by Academic Unit-** Internal Academic Unit-specific processes; |  | *Prior to 12/11/2020* |
| ***Deadline for Review Period 2: Proposals for the Fall 2022 Catalog*** **Proposals Due** w/ Academic Unit Leader e-mail confirmation, submitted to Curriculum Process Associate. | Friday | **12/11/2020** |
| **Agenda Distribution** |  | 1/11/21 |
| **REVIEW OF PROPOSALS***College Committees; Associate Deans; Advisors; Catalog Staff; Marketing; Institutional Research; Registrar’s Office; Admissions* | 2 weeks | 1/11/2021 – 1/22/2021 |
| **COLLEGE Mtgs FOR REVIEW OF PROPOSALS***Feedback given to Academic Unit Faculty* | 1 week | 1/25/2021 – 1/29/2021 |
| **PROPOSAL REVISIONS***Academic Unit Faculty* | 1 week | 2/3/2021 – 2/10/2021 |
| **Agenda Distribution** |  | 2/12/21 |
| **VOTE ON PROPOSALS***College Committees* | 1 week | 2/15/2021 - 2/19/2021 |
| ***Review Period 3*** |
| **Approval of Proposals by Academic Unit-** Internal Academic Unit-specific processes;  |  | *Prior to 2/19/2021* |
| ***Deadline for Review Period 3:Proposals for the Fall 2022 Catalog*** ***(Review of Liberal Studies & Diversity Proposals is Complete)*****Proposals Due** w/ Academic Unit Leader e-mail confirmation, submitted to Curriculum Process Associate. | Friday | **2/19/2021** |
| **Agenda Distribution** |  | 3/8/21 |
| **REVIEW OF PROPOSALS***College Committees; Associate Deans; Advisors; Catalog Staff; Marketing; Institutional Research; Registrar’s Office; Admissions* | 2 weeks | 3/8/2021 – 3/19/2021 |
| **COLLEGE MTGS FOR REVIEW OF PROPOSALS***Feedback given to Academic Unit Faculty* | 1 week | 3/22/2021 – 3/26/2021 |
| **PROPOSAL REVISIONS***Academic Unit Faculty* | 2 weeks | 3/31/2021 – 4/14/2021 |
| **Agenda Distribution** |  | 4/16/2021, if possible |
| **VOTE ON PROPOSALS***College Committees* | 1 week | 4/19/2021 – 4/23/2021 |