# Curriculum Proposal Timelines for Academic Year 2021-22

**All New Plan Proposals (Degree Programs, Minors and Certificates) will be accepted for the Fall 2022 Catalog during all three Review Periods[1].  New Plan Curriculum Proposals submitted after 1/15/2022 will <u>not</u> be incorporated into printed Marketing and Recruitment materials that reflect NAU's portfolio of programs for AY22-23.  Please contact marketing@nau.edu for additional information.**

<u>Exceptions for the Fall 2022 Catalog.</u> **Exceptions may be submitted by October 1, 2021** and will be reviewed and approved by College Curriculum & Assessment Committees during the Fall 2021 semester.  Exceptions for the Fall 2022 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 AY2021-22 (evidence from the accreditor must be provided).
- Changes to the catalog that DO NOT IMPACT the AY22-23 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 AY22-23 schedule of classes.  Contact Melinda.Treml@nau.edu for such requests.

## Proposal Due Dates and College Approval Periods

| | | Review Period 1 | General Studies/ Diversity | Review Period 2 | Review Period 3 |
|---|---|---|---|---|---|
| | | *1. <u>Exceptions</u> for the Fall 2022 Catalog; 2. Proposals for the Fall 2023 Catalog;* | <u>**Deadline**</u> **for Brand New General Studies &/or Diversity Designation Courses for the Fall 2023 Catalog** | *Proposals for the Fall 2023 Catalog* | *Proposals for the Fall 2023 Catalog* |
| **Prior to Due Date** | **Approval of Proposals by Academic Unit-** Academic Unit approval must occur before the proposal due date | *Prior to 10/1/2021* | *10/29/2021* | *Prior to 12/10/2021* | *Prior to 2/18/2022* |
| Friday | **Proposals Due** w/ Academic Unit Leader e-mail confirmation, submitted to Curriculum Process Assoc. | **10/1/2021** | **10/29/2021** | **12/10/2021** | **2/18/2022[1]** |
| | **Agenda Distribution** | 10/11/2021 | | 1/10/2022 | 3/7/2022 |
| 2 weeks | **REVIEW OF PROPOSALS** *College Committees; Associate Deans; Advisors; Catalog Staff; Marketing; Institutional Research; Registrar's Office; Admissions* | 10/11/2021 - 10/22/2021 | ***Brand New Courses*** *requesting designations,* ***Course Re-activations****, JLW and Capstones will be accepted through the Curriculum Proposal Process.* ***All other GS/DIV courses will be submitted through the Course Transition Process.*** | 1/10/2022 – 1/21/2022 | 3/7/2022 – 3/25/2022 |
| 1 week | **COLLEGE MEETINGS FOR REVIEW OF PROPOSALS** | 10/25/2021 - 10/29/2021 | | 1/24/2022– 1/28/2022 | 3/28/2022 – 4/1/2022 |
| 1 or 2 weeks | **PROPOSAL REVISIONS** *Academic Unit Faculty* | 11/3/2021 – 11/17/2021 | | 2/2/2022 – 2/9/2022 | 4/6/2022 – 4/20/2022 |
| | **Agenda Distribution** | 11/22/2021 | | 2/11/2022 | 4/22/2022, if possible |
| 1 week | **VOTE ON PROPOSALS** *College Committees* | 11/29/2021 – 12/3/2021 | | 2/14/2022 - 2/18/2022 | 4/25/2022 – 4/29/2022 |

[1] New Plans submitted after 1/15/2022 will not be incorporated into printed Marketing and Recruitment materials that reflect NAU's portfolio of programs for AY22-23.

# Proposal Due Dates and College Approval Periods

| Action | ~Timeframe | *Dates for AY2021-22* |
|---|---|---|
| **Review Period 1** | | |
| **Approval of Proposals by Academic Unit-** Internal Academic Unit-specific processes; | | *Prior to 10/1/2021* |
| **_Deadline for Review Period 1: Exceptions for the Fall 2022 Catalog &_** *Proposals for the Fall 2023 Catalog* **Proposals Due** w/ Academic Unit Leader e-mail confirmation, submitted to Curriculum Process Associate. | Friday | **10/1/2021** |
| **Agenda Distribution** | | 10/11/21 |
| **REVIEW OF PROPOSALS** *College Committees; Associate Deans; Advisors; Catalog Staff; Marketing; Institutional Research; Registrar's Office; Admissions* | 2 weeks | 10/11/2021 - 10/22/2021 |
| **COLLEGE Mtgs FOR REVIEW OF PROPOSALS** *Feedback given to Academic Unit Faculty* | 1 week | 10/25/2021 - 10/29/2021 |
| **PROPOSAL REVISIONS** *Academic Unit Faculty* | 2 weeks | 11/3/2022 – 11/19/2021 |
| **Agenda Distribution** | | 11/22/21 |
| **VOTE ON PROPOSALS** *College Committees* | 1 week | 11/29/2021 – 12/3/2021 |
| **General Studies and Diversity Final Deadline** | | |
| **_Deadline for Brand New General Studies &/or Diversity Designation Courses for the Fall 2023 Catalog_** **Proposals Due** w/ Academic Unit Leader e-mail confirmation, submitted to Curriculum Process Associate. | | **10/29/2021** |
| **Review Period 2** | | |
| **Approval of Proposals by Academic Unit-** Internal Academic Unit-specific processes; | | *Prior to 12/10/2021* |
| **_Deadline for Review Period 2: Proposals for the Fall 2023 Catalog_** **Proposals Due** w/ Academic Unit Leader e-mail confirmation, submitted to Curriculum Process Associate. | Friday | **12/10/2021** |
| **Agenda Distribution** | | 1/10/22 |
| **REVIEW OF PROPOSALS** *College Committees; Associate Deans; Advisors; Catalog Staff; Marketing; Institutional Research; Registrar's Office; Admissions* | 2 weeks | 1/10/2022 – 1/21/2022 |
| **COLLEGE Mtgs FOR REVIEW OF PROPOSALS** *Feedback given to Academic Unit Faculty* | 1 week | 1/24/2022 – 1/28/2022 |
| **PROPOSAL REVISIONS** *Academic Unit Faculty* | 1 week | 1/31/2022 – 2/9/2022 |
| **Agenda Distribution** | | 2/11/22 |
| **VOTE ON PROPOSALS** *College Committees* | 1 week | 2/14/2022 - 2/18/2022 |
| **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 2023 Catalog_** *(Review of General Studies & Diversity Proposals is Complete)* **Proposals Due** w/ Academic Unit Leader e-mail confirmation, submitted to Curriculum Process Associate. | Friday | **2/18/2022** |
| **Agenda Distribution** | | 3/7/22 |
| **REVIEW OF PROPOSALS** *College Committees; Associate Deans; Advisors; Catalog Staff; Marketing; Institutional Research; Registrar's Office; Admissions* | 2 weeks | 3/7/2022 – 3/25/2022 |
| **COLLEGE MTGS FOR REVIEW OF PROPOSALS** *Feedback given to Academic Unit Faculty* | 1 week | 3/28/2022 – 4/1/2022 |
| **PROPOSAL REVISIONS** *Academic Unit Faculty* | 2 weeks | 4/8/2022 – 4/15/2022 |
| **Agenda Distribution** | | 4/22/2022, if possible |
| **VOTE ON PROPOSALS** *College Committees* | 1 week | 4/25/2022 – 4/29/2022 |

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