**Curriculum approval process timeline for 2022-2023 Academic Year**

***Routine and Significant Changes* – Effective for AU 2022 and beyond**

Curriculum Change Process, always open in CurricUNET, will follow the listed timeline per semester. Any late items will be considered for the following implementation time period (SP 23 or SU 23).

Use Table 1 & 2 as a guide for Routine (B) vs. Significant Change Definitions (A) to select the appropriate CurricUNET change template.

All curricular change submissions are to be completed in CurricUNET

Approved changes will be reflected in the online CSCC Catalog PDF and website

***OTM, TAG, CTAG course/match submissions to ODHE by September 17th***

Curriculum Changes (approved) 12/23/2021

Submitted in CurricUNET by 09/06/2021\*\*

Changes to Division Committees by 09/24/2021

Approved changes to Division Dean by 10/13/2021

Approved changes to OAA Curriculum Comm. (A) 10/29/2021

Approved changes to Curriculum Management (A&B) 11/19/2021

Approved changes to AVP Office of Academic Affairs 12/13/2021

Final Approved changes back to Curr. Management 12/23/2021

\*\* If you have a new course, certificate, major or a degree, it must have been approved (approx 3 week process) on the new course or Degree Pre-Approval form in CurricUNET before being submitted for full review and approval.

Curriculum Changes (complete in system) 02/11/2022

Planned AU 22 Schedule Roll 02/14/2022

Schedule Build Materials released to departments 02/28/2022

Schedule Build Complete (AU 22) 03/19/2022

Section Labels/Comments due to Curriculum Mgt 04/01/2022 Course & Program Search Tool Complete 04/07/2022

Room Assignments & Section Integrity Checks 04/07/2022

Initial work complete for AU 22

Fulltime and ACF Faculty Assignments complete 04/08/2022

AU 22 Schedule Viewable (Website) 04/08/2022

Priority Registration for AU 22 begins 04/11/2022 Registration for AU 22 begins 04/18/2022

Online Catalog PDF available 06/01/2022

**Updated July 1, 2021**

**Curriculum approval process timeline for 2022-2023 Academic Year**

***Routine Changes Only -***  **Effective for SP 23 and SU 23 only**

*No changes will be allowed for AU 22*

Use process and approvals as outlined in ***Table 1 – Routine Changes***

Use Table 1 as a guide to identify the types of changes that can be made during this period. Make certain to use the appropriate Routine Change template.

All curricular change submissions are to be completed in CurricUNET

Approved changes will be reflected in the online CSCC Catalog PDF and website

***OTM, TAG, CTAG course/match submissions to ODHE by February 15th***

Curriculum Changes (approved) 09/01/2022

Submitted in CurricUNET by 07/05/2022\*\*

Changes to Division Committees by 07/15/2022

Approved changes to Division Dean by 07/29/2022

Approved changes to Curriculum Management by 08/05/2022

Approved changes to AVP Office of Academic Affairs 08/12/2022

Final Approved changes back to Curr. Management 08/22/2022

\*\* If you have a new course, certificate, major or a degree, it must have been approved (approx 3 week process) on the new course or Degree Pre-Approval form in CurricUNET before being submitted for full review and approval.

Curriculum Changes (complete in system) 09/02/2022

Planned SP 23 Schedule Roll 09/06/2022

Section Labels/Comments due to Curriculum Mgt 09/29/2022

Course & Program Search Tool changes complete 10/06/2022

Room Assignments & Integrity Checks complete 10/06/2022

Fulltime and ACF Faculty Assignments complete 10/07/2022

SP 23 Schedule Viewable (Website) 10/07/2022

SP 23 Priority Registration begins 10/10/2022

SP 23 Registration begins 10/17/2022

Planned SU 23 Schedule Roll 12/12/2022

Section Labels/Comments due to Curriculum Mgt 02/03/2023

Room Assignments & Integrity Checks complete 02/09/2023

Fulltime and ACF Faculty Assignments complete 02/10/2023

SU 23 Priority Registration opens 02/11/2023

SU 23 Registration opens 02/20/2023