

2010-2011 UAA CATALOG PRODUCTION CALENDAR

Effective 9-1-09

| Undergraduate Courses and Programs | Graduate Courses and Programs | Catalog |
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| <p>The following deadlines are for undergraduate program proposals requiring BOR and NWCCU approval. Meeting these deadlines does not guarantee all approvals can be obtained in time for inclusion in the next catalog. Proposals can be delayed in the review process if questions arise or other issues come into play. Consult with OAA before starting the curriculum approval process to aid in planning a strategy for successful approval of your program.</p> | | |
| <p>The following deadlines are for graduate program proposals requiring BOR and NWCCU approval. Meeting these deadlines does not guarantee all approvals can be obtained in time for inclusion in the next catalog. Proposals can be delayed in the review process if questions arise or other issues come into play. Consult with OAA before starting the curriculum approval process to aid in planning a strategy for successful approval of your program.</p> | | |
| <p>These deadlines are for catalog copy distributed by the Publications & Scheduling office. Hard copies are provided for updating program introductions and faculty lists. Changes to program requirements must be reviewed by the academic boards.</p> | | |
| <p>1/19/2010 9:00 a.m. <u>deadline</u> for all <i>undergraduate</i> level CARs and PARs for program proposals requiring BOR and NWCCU approval due to Governance.</p> <p>1/22/2010 First reading UAB for all <i>undergraduate</i> level CARs and PARs for program proposals requiring BOR and NWCCU approval</p> <p>1/29/2010 Second reading UAB for all <i>undergraduate</i> level CARs and PARs for program proposals requiring BOR and NWCCU approval</p> <p>2/1/2010 5:00 p.m. <u>deadline</u> for revised curriculum to Governance in order to be included on Faculty Senate agenda for meeting on February 5.</p> <p>2/5/2010 Faculty Senate reviews curriculum actions. After approval by the Faculty Senate, OAA will work with programs needing BOR approval to finalize the full prospectus for Provost approval and to be forwarded to SAC for review. Statewide administration decides whether or not to place proposals on the BOR agenda.</p> <p>2/22/2010 Full prospectus for new programs and major modifications due to SAC for review and approval to place on Regents' April agenda.</p> <p>4/15-16/2010 The BOR reviews and acts on curriculum proposals. Following approval by the BOR, the OAA submits prospectus to NWCCU for approval. NWCCU approvals can take up to 90 days after submission.</p> | <p>1/4/2010 9:00 a.m. <u>deadline</u> for all <i>graduate</i> level CARs and PARs for program proposals requiring BOR and NWCCU approval due to Governance.</p> <p>1/8/2010 First reading GAB for all <i>graduate</i> level CARs and PARs for program proposals requiring BOR and NWCCU approval</p> <p>1/22/2010 Second reading GAB for all <i>graduate</i> level CARs and PARs for program proposals requiring BOR and NWCCU approval</p> <p>2/1/2010 5:00 p.m. <u>deadline</u> for revised curriculum to Governance in order to be included on Faculty Senate agenda for meeting on February 5.</p> <p>2/5/2010 Faculty Senate reviews curriculum actions. After approval by the Faculty Senate, OAA will work with programs needing BOR approval to finalize the full prospectus for Provost approval and to be forwarded to SAC for review. Statewide administration decides whether or not to place proposals on the BOR agenda.</p> <p>2/22/2010 Full prospectus for new programs and major modifications due to SAC for review and approval to place on Regents' April agenda.</p> <p>4/15-16/2010 The BOR reviews and acts on curriculum proposals. Following approval by the BOR, the OAA submits prospectus to NWCCU for approval. NWCCU approvals can take up to 90 days after submission.</p> | <p>4/5/2010 Catalog copy provided to colleges and schools for final review and update</p> <p>4/23/2010 Final catalog copy changes due back to Publications & Scheduling, Office of the Registrar</p> <p>7/7/2010 UAA Catalog online</p> <p>8/10/2010 UAA Catalog delivery</p> |
| <p>These deadlines are for undergraduate program proposals requiring Faculty Senate approval only:</p> | <p>These deadlines are for graduate program proposals requiring Faculty Senate approval only:</p> | <p>Key</p> |
| <p>4/5/2010 9:00 a.m. <u>deadline</u> for all <i>undergraduate</i> level CARs and PARs for other catalog materials that require Faculty Senate approval to be submitted to the Governance Office. Note that this leaves only two meetings for review. Materials submitted are placed in a queue and are considered when the academic board time permits.</p> <p>4/9/2010 First reading UAB for CARs and PARs requiring Faculty Senate approval</p> <p>4/23/2010 Second reading UAB for CARs and PARs requiring Faculty Senate approval</p> <p>5/3/2010 5:00 p.m. <u>deadline</u> for revised curriculum to Governance in order to be included on Faculty Senate agenda for meeting on May 7</p> <p>5/7/2010 Faculty Senate reviews curriculum actions. Faculty Senate-approved actions are reviewed for approval by the OAA and/or the Chancellor as necessary. Following OAA approval, the program is forwarded to the Registrar's office for inclusion in the next UAA Catalog.</p> | <p>4/5/2010 9:00 a.m. <u>deadline</u> for all <i>graduate</i> level CARs and PARs for other catalog materials that require Faculty Senate approval to be submitted to the Governance Office. Note: This leaves only two meetings for review. Materials submitted are placed in a queue and are considered when the academic board time permits.</p> <p>4/9/2010 First reading GAB for CARs and PARs requiring Faculty Senate approval</p> <p>4/23/2010 Second reading GAB for CARs and PARs requiring Faculty Senate approval</p> <p>5/3/2010 5:00 p.m. <u>deadline</u> for revised curriculum to Governance in order to be included on Faculty Senate agenda for meeting on May 7</p> <p>5/7/2010 Faculty Senate reviews curriculum actions. Faculty Senate-approved actions are reviewed for approval by the OAA and/or the Chancellor as necessary. Following OAA approval, the program is forwarded to the Registrar's office for inclusion in the next UAA Catalog.</p> | <p>BOR: Board of Regents CAR: Curriculum Action Request GAB: Graduate Academic Board NWCCU: Northwest Commission on Colleges and Universities OAA: Office of Academic Affairs PAR: Program/Prefix Action Request SAC: Statewide Academic Council UAB: Undergraduate Academic Board</p> <p><u>Contact information:</u> Governance – avgov@uaa.alaska.edu 786-1945 Publications & Scheduling – apublications@uaa.alaska.edu Courses – Linda anlkd@uaa.alaska.edu 786-1555 Programs – Sarah ansch@uaa.alaska.edu 786-1209 Office of Academic Affairs – ayoaa@uaa.alaska.edu Academic Project Specialist 786-1054</p> <p><u>Resource links:</u> www.uaa.alaska.edu/governance www.uaa.alaska.edu/governance/upload/Curr_handbook_042809.doc www.uaa.alaska.edu/records/faculty_resources/index.cfm</p> |