

Curriculum Development Submission Deadlines

Academic Year 2020-2021

The table below shows the deadlines for Chair **and** Dean Approval of curriculum development proposals based on the desired date of initial consideration for Graduate Council Review. In order to make it on the Graduate Council's Curriculum Review Committee meeting agenda, the proposal must be approved by **both** the Chair and Dean in the OnBase system **one week prior** to that meeting.

A proposal must be approved in OnBase by the Chair AND Dean reviewers by noon on this date:	In order to go through a first reading* by the Curriculum Review Committee by this date:	If approved, the proposal will be reviewed by the Full Graduate Council by this date:
September 10, 2020	September 17, 2020	October 1, 2020
October 8, 2020	October 15, 2020	November 5, 2020
November 12, 2020	November 19, 2020	December 10, 2020
January 28, 2021	February 4, 2021	February 18, 2021
February 25, 2021	March 4, 2021	March 18, 2021
March 25, 2021	April 1, 2021	April 15, 2021
April 22, 2021	April 29, 2021	May 13, 2021

*New programs require a minimum of two readings at each level (Curriculum Review Committee and Full Graduate Council). All other curriculum modifications require a minimum of one reading at each level.

For information about which chairs or deans to insert in your proposal for approval, please visit the Graduate College web page:

[Graduate Curriculum Development Routing Info](#)

The approval process for each type of curriculum modification is illustrated in the instructions and template document on the Graduate College web page:

[Documents & Forms](#), under Curriculum Development Forms

Graduate Support should have access to view curriculum modification proposals in OnBase. If faculty would like to know where a proposal is in the review process, their support should be able to give them that information. If a support person is having trouble accessing OnBase or finding a proposal, please contact Stephanie Boman (sboman@bgsu.edu or 419-372-2824).