

From: Patricia Hart, chair, University Curriculum Committee 2017-18

To: University Curriculum Committee members

cc: Heather Chermak, Dwaine Hubbard, Don Crowley

Re: Feedback to proposed deadline changes for curriculum changes

The following is feedback gathered from UCC college representatives and faculty in response to new and earlier approval deadlines proposed by the Registrar's office. The proposed plan is below:

Implementation Year	Program Planning 'C' Proposals Due	Current Curricular Change 'A & B' Proposals Due	Proposed Curricular Change 'A & B' Proposals Due	The shift in proposal C deadlines necessitates a change in the A&B proposals to balance UCC agendas.
Summer 2018	October 1, 2017	December 15, 2017	October 1, 2017	
Summer 2019	November 1, 2017	December 15, 2018	May 1, 2018	
Summer 2020	November 1, 2018	December 15, 2019	May 1, 2019	
Summer 2021	November 1, 2019	December 15, 2020	May 1, 2020	

The feedback fell into two categories: A) Concerns about May 1 deadlines on programs, initiatives, enrollment and recruitment; and B. Questions about the efficiency of the curricular approval process.

A) Concern about May 1 deadlines on programs, initiatives, enrollment and recruitment

- a. Delays in implementing necessary changes in response to Program Prioritization and Assessment cycles and data
- b. Lag time in fulfilling national and regional accreditation expectations for timely and continuous program improvement
- c. Loss of potential enrollment in new programs because of slow two-year rollout
- d. Loss of competitive advantage in region for new programs and curricula
- e. Impediments to students who could immediately benefit from curriculum changes
- f. Impediments to curriculum changes necessitated by college or unit reorganization
- g. Delay in integrating new hires into programs and curricula
- h. Incompatibility with other spring faculty workload cycles

B) Questions about the efficiency of curricular approval processes

- a. Do all A and B items need to be approved through UCC and General Faculty, or could most A items and some B items changes be made between unit/college and the Registrar's Office, with periodical all-university notification? (requires change in FSH)
- b. Are there bottlenecks in the systems, e.g. stacks of changes waiting for manual entry or routine approvals? How much of the manual work could be digitized?
- c. Can workflow software system replace some manual work? Do we need two systems, Banner plus a separate catalog publishing system?
- d. Items A & B that are associated with items C should have C category deadlines
- e. Professional programs need frequent and timely updates
- f. Could a Nov. 15 deadline for A & B items be sufficient if the system were streamlined?