

Texas State University
2024 - 2025 Curriculum Calendar

Month	Deadline	Action
Year round		Faculty develop course additions, changes, and deletions in the Course Inventory Management (CIM) system
		Faculty have access in CIM system year round
		Faculty develop program additions, changes, and deletions in the Program Inventory Management (PIM) system
		Faculty have access in PIM system year round
August		Emergency edits as necessary in NEXT for 2024-2025 catalog
	8/1/24	Apply Texas
	8/1/24	Administrative Assistant reserves room for Fall 2025 University Curriculum Committee Annual Course Cycle Meetings
	8/1/24	Curriculum Coordinator follows up on Fall 2024 Frequently Taught Topics Courses Report and Untaught Course Report from Deans
	8/1/24	Curriculum Coordinator follows up on Fall 2025 Frequently Taught Topics Courses Report and Untaught Course Report from Deans
	8/1/24	Curriculum Coordinator posts Fall 2024 Degree Program Inventory
	8/3/24	Summer 2024 Commencement
	8/8/24	Curriculum Coordinator to set up 7 college working sessions with Associate Deans, Department Chairs/School Directors, Advisors, UC Associate Dean to develop PIM proposals for core curriculum updates
	8/14/24	Curriculum Coordinator coordinates administrative and faculty CIM training sessions and distributes annual calendar with instructions
	8/16/24	Curriculum Specialist requests lists of 2025-2026 College Curriculum Committee members and chairs from Dean's admins
	8/20/24	Curriculum Specialist updates CIM/PIM roles for 2024-2025 Deans, Chairs, and College Councils
	8/20/24	Assistant Vice President for Curriculum and Academic Programs sets up annual College Curriculum Committee Chair meeting
	8/21/24	Curriculum Coordinator reviews Fall 2025 saved but not submitted course proposals
	8/21/24	Curriculum Coordinator reviews Fall 2025 saved but not submitted program proposals
	8/21/24	Curriculum Coordinator reviews Fall 2025 course deletions for Fall 2025 unsubmitted program changes
	8/22/24	Curriculum Coordinator notifies depts of fall 2025 saved but not submitted course proposals
	8/22/24	Curriculum Coordinator notifies departments of Fall 2025 saved but not submitted program proposals
	8/23/24	Annual College Curriculum Committee Chair meeting
	8/23/24	Departments/Schools elect 2024-2025 College Curriculum Committee members
	8/23/24	College Curriculum Committees elect 2024-2025 committee chairs
	8/26/24	Courses begin for Fall 2024
	8/26/24	Curriculum Coordinator removes disclaimer from 2024-2025 catalog
	8/26/24	Course additions, changes, and deletions in CIM system
	8/26/24	Program additions, changes, and deletions in PIM system
	8/26/24	Curriculum Coordinator removes disclaimer from 2024-2025 catalog
	8/27/24	Curriculum Coordinator reviews "shortened workflow" courses to validate whether they should have a shortened workflow
	8/27/24	Curriculum Specialist changes Fall 2025 saved but not submitted course proposals to Fall 2026
	8/27/24	Curriculum Specialist changes Fall 2025 saved but not submitted program proposals to Fall 2026
	8/27/24	Curriculum Coordinator prepares preliminary list of Fall 2025 course additions, changes, and deletions
	8/28/24	Curriculum Coordinator validates course numbers for additions
	8/27/24	Curriculum Coordinator distributes list of Fall 2025 program additions, changes, and deletions to Department Curriculum Committee, College Curriculum Committee chairs, and college preparers
	8/27/24	Curriculum Coordinator distributes preliminary list to Department Curriculum Committee, College Curriculum Committee chairs, and college preparers
8/28/24	Edit Vice Provost for Academic Innovation and Success website to include newly approved majors and minors	
8/29/24	Curriculum Specialist reviews Role Management of CIM/PIM roles for Deans, Chairs, College Councils, Gen Education Council, University Curriculum Committee, Faculty Senate, Council of Academic Deans	
8/30/24	Department Curriculum Committee approval due - programs	
8/30/24	Department Curriculum Committee approval due - courses	
8/30/24	Department Chair approval due - programs	
8/30/24	Department Chair approval due - courses	

		Emergency edits as necessary in NEXT for 2024-2025 catalog
	9/4/24	Curriculum Coordinator updates preliminary list of course additions, changes, and deletions and drafts Provost email to faculty & advisors
	9/4/24	Curriculum Office reviews and updates Deans/Associate Deans/Assistant Deans/Department Chairs/School Directors on 2024-2025 catalog college pages
	9/6/24	College curriculum committee approval due - program
	9/6/24	College curriculum committee approval due - courses
	9/6/24	College council approval due - program
	9/6/24	College council approvals due - courses
	9/6/24	College dean approval due - program
	9/6/24	College dean approval due - courses
	9/9/24	Curriculum Coordinator updates preliminary list of course additions, changes, and deletions and drafts Provost email to faculty & advisors
	9/10/24	Assistant Vice President for Curriculum and Academic Programs sends draft Provost email with list of course additions, changes, and deletions to Associate Vice President of Academic Affairs
	9/11/24	University College Associate Dean undergraduate writing intensive course additions, changes, and deletions approval due
	9/11/24	Graduate dean approval due - courses
	9/11/24	Graduate dean approval due - program
	9/11/24	Curriculum Coordinator develops final list of course additions, changes, and deletions
	9/11/24	Associate Vice President of Academic Affairs sends Provost email with list of proposed course additions, changes, and deletions to Executive Assistant for distribution to all faculty and Academic Affairs staff
	9/12/24	Curriculum Coordinator emails the final list of course additions and deletions to the University Curriculum Committee to begin the electronic review
	9/12/24	Executive Assistant sends email with list of proposed Fall 2025 course additions, changes, and deletions to all faculty and Academic Affairs staff
	9/12/24	All faculty and Academic Affairs staff course review begins
	9/12/24	Vice Provost for Academic Innovation and Success program additions, changes, and deletions approval due
	9/13/24	Curriculum Coordinator distributes University Curriculum Committee program & course meeting agenda
	9/13/24	Spring 2025 Schedule is viewable online
	9/20/24	Comments from all faculty and Academic Affairs staff review of courses due
	9/20/24	University Curriculum Committee meeting review Program & Course additions and deletions (1st meeting)
	9/23/24	Curriculum Coordinator prepares and distributes University Curriculum Committee meeting minutes (1st meeting)
	9/23/24	Curriculum Coordinator drafts Board Orders
	9/23/24	Assistant Vice President for Curriculum and Academic Programs coordinates Faculty Senate agenda for program additions, changes, and deletions
	9/23/24	Assistant Vice Provost for Curriculum and Academic Programs drafts Council of Academic Deans email for program additions, changes, and deletions and sends to Vice Provost for Academic Innovation and Success
	9/24/24	Vice Provost for Academic Innovation and Success reviews and approves draft Council of Academic Deans email for program additions, changes, and deletions
	9/24/24	Faculty Senate program additions, changes, and deletions approval due
	9/25/24	Assistant Vice Provost for Curriculum and Academic Programs sends email to Council of Academic Deans for program additions, changes, and deletions
	9/25/24	Vice Provost for Academic Innovation and Success course additions, changes, and deletions approval due
	9/26/24	Academic Affairs Council* program additions, changes, and deletions approval due
	9/27/24	Provost* program additions, changes, and deletions approval due
	9/30/24	President* program additions, changes, and deletions approval due
	9/30/24	Provost course additions, changes, and deletions approval due
	9/30/24	Curriculum Specialist reviews Role Management of CIM/PIM
September		

	10/3/24	Board orders due to Executive VP for Operations Office – SACSCOC substantive change approval requests can be submitted.
	10/7/24	Curriculum Coordinator reviews saved but not submitted course proposals
	10/7/24	Curriculum Coordinator reviews saved but not submitted program proposals
	10/10/24	Curriculum Coordinator reviews course deletions for unsubmitted program changes
	10/11/24	Curriculum Coordinator notifies depts of saved but not submitted course proposals
	10/11/24	Curriculum Coordinator notifies departments of saved but not submitted program proposals
	10/23/24	Spring 2025 Registration Opens
	10/30/24	Curriculum Coordinator requests list of university administrators from Faculty Records for Fall 2025 catalog
	10/31/24	Program additions, changes, and deletions in PIM system
	10/31/24	Course additions, changes, and deletions in CIM system
	10/31/24	Faculty Records uploads finalized faculty and administrators appointments for Fall 2025 catalog
	10/31/24	Curriculum Coordinator requests updated list of retirees and university administrators from Faculty Records for Fall 2025 catalog
	10/31/24	Assistant Vice Provost for Curriculum and Academic Programs requests spreadsheet of SACSCOC program coordinators from Faculty Records
	10/31/24	Curriculum Specialist reviews Role Management of CIM/PIM
October		

November	11/1/24	Curriculum Coordinator completes faculty import in NEXT to 2024-2025 catalog
	11/1/24	Curriculum Coordinator republishes 2024-2025 catalog after faculty import
	11/1/24	Curriculum Coordinator reviews "shortened workflow" courses to validate whether they should have a shortened
	11/1/24	Curriculum Specialist changes saved but not submitted course proposals
	11/1/24	Curriculum Specialist changes saved but not submitted program proposals
	11/1/24	Curriculum Coordinator prepares preliminary list of course additions, changes, and deletions
	11/1/24	Curriculum Coordinator distributes list of program additions, changes, and deletions to College Curriculum Committee chairs and college preparers
	11/1/24	Curriculum Coordinator distributes preliminary list to college curriculum committee preparers
	11/1/24	Curriculum Coordinator validates course numbers for additions
	11/8/24	Department Curriculum Committee approval due - programs
	11/8/24	Department Curriculum Committee approval due - courses
	11/11/24	Department Chair approval due - programs
	11/11/24	Department Chair approval due - courses
	11/12/24	Curriculum Coordinator updates preliminary list of course additions, changes, and deletions and drafts Provost email to faculty & advisors
	11/21/24	Regents meeting review* program additions, changes, and deletions submitted Aug 26, 2024
	11/22/24	Regents meeting review* program additions, changes, and deletions submitted Aug 26, 2024
	11/22/24	College curriculum committee approval due - courses
	11/22/24	College curriculum committee approval due - program
11/26/24	Curriculum Specialist reviews Role Management of CIM/PIM	

December	12/6/24	College council approval due - program
	12/6/24	College council approvals due - courses
	12/9/24	College dean approval due - program
	12/9/24	College dean approval due - courses
	12/9/24	2024-2025 catalog closed for editing
	12/10/24	Curriculum Coordinator updates preliminary list of course additions, changes, and deletions and drafts Provost email to faculty & advisors
	12/11/24	Assistant Vice President for Curriculum and Academic Programs sends draft Provost email with list of course additions, changes, and deletions to Associate Vice President of Academic Affairs
	12/12/24	University College Associate Dean undergraduate writing intensive course additions, changes, and deletions approval due
	12/13/24	Fall 2024 Commencement
	12/14/24	Fall 2024 Commencement
	12/16/24	Graduate dean approval due - courses
	12/16/24	Graduate dean approval due - program
	12/16/24	General Education Council undergraduate core curriculum course additions, changes, and deletions approval due
	12/16/24	Curriculum Coordinator develops final list of course additions, changes, and deletions
	12/16/24	Southern Association of Colleges and Schools Commission on Colleges teach-outs letter to be mailed to Southern Association of Colleges and Schools Commission on Colleges; Deadline is December 31, 2024
	12/17/24	Associate Vice President of Academic Affairs sends Provost email with list of proposed course additions, changes, and deletions to Executive Assistant for distribution to all faculty and Academic Affairs staff
	12/18/24	Vice Provost for Academic Innovation and Success program additions, changes, and deletions approval due
	12/18/24	Curriculum Coordinator emails the final list of course additions and deletions to the University Curriculum Committee to begin the electronic review
	12/19/24	Executive Assistant sends email with list of proposed Fall 2025 course additions, changes, and deletions to all faculty and Academic Affairs staff
	12/19/24	All faculty and Academic Affairs staff course review begins
12/19/24	Curriculum Coordinator distributes University Curriculum Committee program & course meeting agenda	
12/19/24	Curriculum Coordinator requests CourseLeaf to PDF the 2024-2025 catalog from NEXT	
12/20/24	Curriculum Specialist reviews Role Management of CIM/PIM	

January	1/7/25	Curriculum Coordinator requests CourseLeaf to advance CURR catalog to 2024-2025
	1/7/25	Curriculum Coordinator requests CourseLeaf to advance NEXT catalog to 2025-2026
	1/10/25	Assistant Vice Provost for Curriculum and Academic Programs and Curriculum Coordinator review Marketable Skills email templates
	1/13/25	Courses begin for Spring 2025
	1/17/25	Curriculum Coordinator drafts first edits of 2025-2026 catalog for deans and administrators
	1/17/25	Assistant Vice Provost for Curriculum and Academic Programs verifies Department Map 2025-2026 in Marketable Skills system Review Year and Public Year programs
	1/17/25	Assistant Vice Provost for Curriculum and Academic Programs adds Next Academic Year 2025-2026 in Marketable Skills system
	1/17/25	Assistant Vice Provost for Curriculum and Academic Programs revises Open Review Date to February 1, 2025 and Public Display Date to May 1, 2025 for 2025-2026 Marketable Skills reports
	1/17/25	Assistant Vice Provost for Curriculum and Academic Programs reviews the Faculty Records spreadsheet to notate the program coordinator updates from previous year
	1/17/25	Assistant Vice Provost for Curriculum and Academic Programs edits the "Academic Year" Coordinator Identity for 2025-2026 Marketable Skills with updates from the Faculty Records spreadsheet
	1/20/25	Curriculum Coordinator reviews draft 2025-2026 catalog PDF
	1/20/25	Curriculum Coordinator distributes first edits to Deans and Administrators for 2025-2026 catalog
	1/20/25	Comments from all faculty and Academic Affairs staff review of courses due
	1/24/25	University Curriculum Committee meeting review Program additions and deletions (1st meeting)
	1/27/25	Curriculum Coordinator prepares and distributes University Curriculum Committee program meeting minutes (1st meeting)
	1/31/25	University Curriculum Committee meeting review Program & Course additions and deletions (2nd meeting)
	1/31/25	Assistant Vice Provost for Curriculum and Academic Programs edits the "Review_Year_Coordinator_Action_Required" Mail Template Manager for 2025-2026 Marketable Skills to open on February 1, 2025 with deadline of February 28, 2025
	1/31/25	Assistant Vice Provost for Curriculum and Academic Programs edits the "Review_Year_Coordinator_Action_Required" Message Template Schedules for 2025-2026 Marketable Skills reports to open on February 1, 2025 with a Weekly "Frequency Type" of Monday and Active flag
1/31/25	Curriculum Specialist reviews Role Management of CIM/PIM	
TBD	Texas Higher Education Coordinating Board staff review* of program additions, changes, and deletions	

February	TBD	Schedule of classes go live for summer and Fall 2025
	2/3/25	Curriculum Coordinator prepares and distributes University Curriculum Committee program & course meeting minutes (2nd meeting)
	2/3/25	Curriculum Coordinator drafts Board Orders
	2/3/25	Assistant Vice President for Curriculum and Academic Programs coordinates Faculty Senate agenda for program additions, changes, and deletions
	2/3/25	Assistant Vice Provost for Curriculum and Academic Programs drafts Council of Academic Deans email for program additions, changes, and deletions and sends to Vice Provost for Academic Innovation and Success
	2/3/25	Vice Provost for Academic Innovation and Success reviews and approves draft Council of Academic Deans email for program additions, changes, and deletions
	2/4/25	Assistant Vice Provost for Curriculum and Academic Programs adds new programs, changes programs, and deletes programs in the Curriculum Program Groups for 2025-2026 Marketable Skills
	2/5/25	Curriculum Coordinator emails advisors 2025-2026 catalog PDF
	2/6/25	Assistant Vice Provost for Curriculum and Academic Programs sends email to Council of Academic Deans for program additions, changes, and deletions
	2/6/25	System email to program coordinators to enter 2025-2026 Marketable Skills
	2/7/25	University Curriculum Committee meeting review course additions and deletions (3rd meeting)
	2/10/25	Curriculum Coordinator reviews saved but not submitted course proposals
	2/10/25	Curriculum Coordinator reviews saved but not submitted program proposals
	2/10/25	Curriculum Coordinator prepares and distributes University Curriculum Committee courses meeting minutes (3rd meeting)
	2/11/25	Curriculum Coordinator reviews course deletions for unsubmitted program changes
	2/11/25	Curriculum Coordinator notifies depts of saved but not submitted course proposals
	2/11/25	Curriculum Coordinator notifies departments of saved but not submitted program proposals
	2/14/25	Vice Provost for Academic Innovation and Success course additions, changes, and deletions approval due
	2/21/25	Faculty Senate* program additions, changes, and deletions approval due
	2/24/25	Academic Affairs Council* program additions, changes, and deletions approval due
	2/25/25	Provost* program additions, changes, and deletions approval due
	2/24/25	Edits from deans and administrators for 2025-2026 catalog
	2/28/25	President* program additions, changes, and deletions approval due
	2/28/25	Assistant Vice Provost for Curriculum and Academic Programs edits the "Review_Year_Chair_Action_Required" Mail Template Manager for 2025-2026 Marketable Skills to open on March 1, 2025 with deadline of March 31, 2025
	2/28/25	Assistant Vice Provost for Curriculum and Academic Programs edits the "Review_Year_Chair_Action_Required" Message Template Schedules for 2025-2026 Marketable Skills reports to open on March 1, 2025 with a Weekly "Frequency Type" of Monday and Active flag
	2/28/25	Program coordinators enter 2025-2026 Marketable Skills
	2/28/25	Program additions, changes, and deletions in PIM system
	2/28/25	Course additions, changes, and deletions in CIM system
2/28/25	Curriculum Specialist reviews Role Management of CIM/PIM	

March	3/1/25	Board orders due to Executive VP for Operations Office – SACSCOC substantive change approval requests can be submitted.
	3/3/25	Assistant Vice Provost for Curriculum and Academic Programs edits the "Review_Year_Coordinator_Action_Required" in the Mail Template Manager changing the message to be a post deadline reminder to enter 2025-2026 Marketable Skills
	3/3/25	Assistant Vice Provost for Curriculum and Academic Programs edits the "Review_Year_Coordinator_Action_Required" in the Message Template Schedules changing Frequency Type to Daily in the post deadline time period to enter 2025-2026 Marketable Skills
	3/3/25	System email to chairs/directors to approve 2025-2026 Marketable Skills
	3/3/25	Curriculum Coordinator reviews "shortened workflow" courses to validate whether they should have a shortened workflow
	3/3/25	Curriculum Specialist changes saved but not submitted course proposals
	3/3/25	Curriculum Specialist changes saved but not submitted program proposals
	3/3/25	Curriculum Coordinator prepares preliminary list of course additions, changes, and deletions
	3/3/25	Curriculum Coordinator validates course numbers for additions
	3/4/25	Curriculum Coordinator distributes list of program additions, changes, and deletions to Department Curriculum Committee, College Curriculum Committee chairs, and college preparers
	3/4/25	Curriculum Coordinator distributes preliminary list to Department Curriculum Committee, College Curriculum Committee chairs, and college preparers
	3/7/25	Department Curriculum Committee approval due - programs
	3/7/25	Department Curriculum Committee approval due - courses
	3/10/25	Department Chair approval due - programs
	3/10/25	Department Chair approval due - courses
	3/11/25	Curriculum Coordinator updates preliminary list of course additions, changes, and deletions and drafts Provost email to faculty & advisors
	3/18/25	Curriculum Coordinator makes edits from deans and administrators in NEXT for 2025-2026 catalog
	3/21/25	College curriculum committee approval due - courses
	3/21/25	College curriculum committee approval due - program
	3/24/25	College council approval due - program
	3/24/25	College council approvals due - courses
	3/25/25	College dean approval due - program
	3/25/25	College dean approval due - courses
	3/25/25	Assistant Vice President for Curriculum and Academic Programs sends draft Provost email with list of course additions, changes, and deletions to Associate Vice President of Academic Affairs
	3/28/25	University College Associate Dean undergraduate writing intensive course additions, changes, and deletions approval due
	3/28/25	Assistant Vice Provost for Curriculum and Academic Programs edits the "Review_Year_Deans_Action_Required" Mail Template Manager for 2025-2026 Marketable Skills to open on April 1, 2025 with deadline of April 24, 2025
	3/28/25	Assistant Vice Provost for Curriculum and Academic Programs edits the "Review_Year_Deans_Action_Required" Message Template Schedules for 2025-2026 Marketable Skills reports to open on April 1, 2025 with a Weekly "Frequency Type" of Monday and Active flag
	3/28/25	Assistant Vice Provost for Curriculum and Academic Programs edits the "Review_Year_Chair_Action_Required" in the Mail Template Manager changing the message to be a post deadline reminder to approve 2025-2026 Marketable Skills
	3/28/25	Assistant Vice Provost for Curriculum and Academic Programs edits the "Review_Year_Chair_Action_Required" in the Message Template Schedules changing Frequency Type to Daily in the post deadline time period to approve 2025-2026 Marketable Skills
	3/28/25	Chairs/directors approve 2025-2026 Marketable Skills
	3/31/25	Curriculum Specialist reviews Role Management of CIM/PIM

April	TBD	Registration begins for Fall 2025
	4/1/25	Graduate dean approval due - courses
	4/1/25	Graduate dean approval due - program
	4/1/25	General Education Council undergraduate core curriculum course additions, changes, and deletions approval due
	4/2/25	System email to deans to approve 2025-2026 Marketable Skills
	4/3/25	Vice Provost for Academic Innovation and Success program additions, changes, and deletions approval due
	4/3/25	Associate Vice President of Academic Affairs sends Provost email with list of proposed course additions, changes, and deletions to Executive Assistant for distribution to all faculty and Academic Affairs staff
	4/4/25	Curriculum Coordinator distributes University Curriculum Committee program & course meeting agenda
	4/4/25	Executive Assistant sends email with list of proposed Fall 2025 course additions, changes, and deletions to all faculty and Academic Affairs staff
	4/4/25	All faculty and Academic Affairs staff course review begins
	4/4/25	Curriculum Coordinator emails the final list of course additions and deletions to the University Curriculum Committee to begin the electronic review
	4/14/25	Curriculum Specialist drafts FY 2025 curriculum calendar
	4/18/25	University Curriculum Committee meeting review Program additions and deletions (1st meeting)
	4/21/25	Curriculum Coordinator prepares and distributes University Curriculum Committee program meeting minutes (1st meeting)
	4/21/25	Comments from all faculty and Academic Affairs staff review of courses due
	4/21/25	Curriculum Coordinator drafts Board Orders
	4/22/25	Deans approve 2025-2026 Marketable Skills
	4/24/25	Curriculum Specialist drafts Provost campus announcement email about the Fall 2025 catalog and sends to Vice Provost for Academic Innovation and Success
	4/24/25	Assistant Vice Provost for Curriculum and Academic Programs submits 2025-2026 Marketable Skills to Vice Provost for Academic Innovation and Success
	4/24/25	Assistant Vice Provost for Curriculum and Academic Programs edits the "Review_Year_Deans_Action_Required" in the Mail Template Manager changing the message to be a post deadline reminder to approve 2025-2026 Marketable Skills
	4/24/25	Assistant Vice Provost for Curriculum and Academic Programs edits the "Review_Year_Deans_Action_Required" in the Message Template Schedules changing Frequency Type to Daily in the post deadline time period to approve 2025-2026 Marketable Skills
	4/24/25	Curriculum Coordinator requests CourseLeaf to publish 2025-2026 catalog from NEXT
	4/25/25	University Curriculum Committee meeting review Program & Course additions and deletions (2nd meeting)
	4/28/25	Curriculum Coordinator prepares and distributes University Curriculum Committee program & course meeting minutes (2nd meeting)
	4/28/25	Vice Provost for Academic Innovation and Success to approve 2025-2026 Marketable Skills
	4/29/25	Vice Provost for Academic Innovation and Success sends campus announcement email to Executive Assistant about the Fall 2025 catalog
	4/30/25	Assistant Vice President for Curriculum and Academic Programs coordinates Faculty Senate agenda for program additions, changes, and deletions
4/30/25	Curriculum Specialist reviews Role Management of CIM/PIM	

May	5/1/25	Publish Fall 2025 Catalog
	5/1/25	Executive Assistant sends campus announcement email about the Fall 2025 catalog
	5/1/25	Assistant Vice Provost for Curriculum and Academic Programs drafts Council of Academic Deans email for program additions, changes, and deletions and sends to Vice Provost for Academic Innovation and Success
	5/1/25	Vice Provost for Academic Innovation and Success reviews and approves draft Council of Academic Deans email for program additions, changes, and deletions
	5/1/24	Regents meeting review* program additions, changes, and deletions
	5/2/24	Regents meeting review* program additions, changes, and deletions
	5/2/25	Assistant Vice Provost for Curriculum and Academic Programs sends email to Council of Academic Deans for program additions, changes, and deletions
	5/2/25	Begin Outcomes Assessment: Results, Evidence of Improvement and Action Plan for FY 2025
	5/2/25	University Curriculum Committee meeting review course additions and deletions (3rd meeting)
	5/5/25	Curriculum Coordinator prepares and distributes University Curriculum Committee courses meeting minutes (3rd meeting)
	5/5/25	Curriculum Specialist publishes FY 2025 course calendar to website
	5/5/25	Curriculum Specialist publishes FY 2025 program calendar to website
	5/5/25	Faculty Senate notifies 2025-2026 University Curriculum Committee members
	5/5/25	Faculty Senate notifies 2025-2026 Faculty Senators
	5/8/25	Spring 2025 Commencement
	5/9/25	Spring 2025 Commencement
	5/9/25	Vice Provost for Academic Innovation and Success course additions, changes, and deletions approval due
	5/10/25	Spring 2025 Commencement
	5/16/25	Faculty Senate* program additions, changes, and deletions approval due
	5/20/25	Academic Affairs Council* program additions, changes, and deletions approval due
	5/23/25	Provost* program additions, changes, and deletions approval due
	5/26/25	President* program additions, changes, and deletions approval due
	5/28/25	Southern Association of Colleges and Schools Commission on Colleges teach-outs letter to be mailed to Southern Association of Colleges and Schools Commission on Colleges; Deadline is June 30, 2025
5/29/25	Curriculum Specialist updates CIM/PIM roles for 2025-2026 University Curriculum Committee	
5/29/25	Curriculum Specialist updates CIM/PIM roles for 2025-2026 Faculty Senate	
5/30/25	Curriculum Coordinator submits CBM 003 to Texas Higher Education Coordinating Board	
5/30/25	Curriculum Specialist reviews Role Management of CIM/PIM	

June		Emergency edits as necessary in NEXT for 2025-2026 catalog
	6/1/25	Board orders due to Executive VP for Operations Office – SACSCOC substantive change approval requests can be submitted.
	6/2/25	Report Curriculum Office Outcomes Assessment
	6/2/25	General Education Council members for Fall 2025 appointed by deans
	6/12/25	Curriculum Office completes Annual Third-Party Application User Access Review for CIM/PIM
	6/13/25	Southern Association of Colleges and Schools Commission on Colleges teach-outs letter to be mailed to Southern Association of Colleges and Schools Commission on Colleges; Deadline is June 30, 2025
	6/30/25	Curriculum Specialist reviews Role Management of CIM/PIM

July		Emergency edits as necessary in NEXT for 2025-2026 catalog
	7/1/25	IT audit of user access
	7/14/25	Re-evaluate Marketable Skills Program Map
	7/25/25	Assistant Vice Provost for Curriculum and Academic Programs sets up University Curriculum Committee new member orientation and develops agenda
	7/25/25	Assistant Vice Provost for Curriculum and Academic Programs sends University Curriculum Committee new member orientation invite and agenda
	7/25/25	Administrative Assistant reserves room for 2025-2026 University Curriculum Committee orientation
	7/31/25	Curriculum Specialist reviews Role Management of CIM/PIM
TBD	Texas Higher Education Coordinating Board staff review* program additions, changes, and deletions	

*Program proposals for the following actions require additional review steps: change in SCH or major title or degree title; addition of majors; deletion of majors	
Color Legend:	
Curriculum Action Items	
Course Action Items	
Program Action Items	
Catalog Action Items	
Marketable Skills Items	
Role Management Review Items	