

Texas State University
2024 - 2025 Curriculum Calendar

Month	Deadline	Action
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	8/1/24	Apply Texas
	8/1/24	Curriculum Coordinator posts Fall 2024 Degree Program Inventory
	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
	8/21/24	Curriculum Coordinator reviews Fall 2025 saved but not submitted program proposals
	8/22/24	Curriculum Coordinator notifies departments of Fall 2025 saved but not submitted program proposals
	8/26/24	Program additions, changes, and deletions in PIM system
	8/27/24	Curriculum Specialist changes Fall 2025 saved but not submitted program proposals to Fall 2026
	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
	8/28/24	Edit Vice Provost for Academic Innovation and Success website to include newly approved majors and minors
	8/30/24	Department Curriculum Committee approval due - programs
	8/30/24	Department Chair approval due - programs
September	9/6/24	College curriculum committee approval due - program
	9/6/24	College council approval due - program
	9/6/24	College dean approval due - program
	9/11/24	Graduate dean approval due - program
	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
	9/20/24	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
	9/26/24	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
October	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 program proposals
	10/11/24	Curriculum Coordinator notifies departments of saved but not submitted program proposals
	10/31/24	Program additions, changes, and deletions in PIM system

November	11/1/24	Curriculum Specialist changes saved but not submitted program proposals
	11/1/24	Curriculum Coordinator distributes list of program additions, changes, and deletions to College Curriculum Committee chairs and college preparers
	11/8/24	Department Curriculum Committee approval due - programs
	11/11/24	Department Chair approval due - programs
	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 - program

December	12/6/24	College council approval due - program
	12/9/24	College dean approval due - program
	12/16/24	Graduate dean approval due - program
	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
	12/18/24	Vice Provost for Academic Innovation and Success program additions, changes, and deletions approval due
	12/19/24	Curriculum Coordinator distributes University Curriculum Committee program & course meeting agenda

January	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)
	TBD	Texas Higher Education Coordinating Board staff review* of program additions, changes, and deletions

February	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
	2/6/25	Assistant Vice Provost for Curriculum and Academic Programs sends email to Council of Academic Deans for program additions, changes, and deletions
	2/10/25	Curriculum Coordinator reviews saved but not submitted program proposals
	2/11/25	Curriculum Coordinator notifies departments of saved but not submitted program proposals
	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
	2/28/25	President* program additions, changes, and deletions approval due
	2/28/25	Program additions, changes, and deletions in PIM system

March	3/1/25	Board orders due to Executive VP for Operations Office – SACSCOC substantive change approval requests can be submitted.
	3/3/25	Curriculum Specialist changes saved but not submitted program proposals
	3/4/25	Curriculum Coordinator distributes list of program additions, changes, and deletions to Department Curriculum Committee, College Curriculum Committee chairs, and college preparers
	3/7/25	Department Curriculum Committee approval due - programs
	3/10/25	Department Chair approval due - programs
	3/21/25	College curriculum committee approval due - program
	3/24/25	College council approval due - program
	3/25/25	College dean approval due - program

April	4/1/25	Graduate dean approval due - program
	4/3/25	Vice Provost for Academic Innovation and Success program additions, changes, and deletions approval due
	4/4/25	Curriculum Coordinator distributes University Curriculum Committee program & course meeting agenda
	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	Curriculum Coordinator drafts Board Orders
	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)
4/30/25	Assistant Vice President for Curriculum and Academic Programs coordinates Faculty Senate agenda for program additions, changes, and deletions	

May	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
	5/16/25	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

June	6/1/25	Board orders due to Executive VP for Operations Office – SACSCOC substantive change approval requests can be submitted.
	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

July	TBD	Texas Higher Education Coordinating Board staff review* program additions, changes, and deletions
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*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