

Florida SouthWestern State College Curriculum Committee Calendar

2022-2023 Proposal Submission Deadlines and Meeting Dates – REVISED 10/19/2022

Proposals Due in Curriculog	Committee Meeting Date	Proposal Types Accepted & Deadlines for Catalog Inclusion	Effective Academic Term*
Monday, Aug. 22	Friday, Sep. 2*	*This meeting is reserved for Information Items only (e.g., changes mandated by state, accrediting, or licensing boards; administrative adjustments to catalog; syllabus changes made since April). VPAA-approved memos submitted in Summer 2022 for immediate processing will have become effective for Fall 2022 and applied to the 2022-2023 catalog.	Fall 2022 (retroactive)
Tuesday, Sept. 6	Friday, Oct. 7 (Canceled) All proposals moved to 11/4	All proposal types may be submitted for this and subsequent meetings in AY 2022-2023. All Action Items approved by committee at meetings between 10/7/2022 and 12/5/2022 will take effect in Fall 2023 (2023-2024 catalog). Information Items may take effect sooner.	Fall 2023
Monday, Oct. 17	Friday, Nov. 4	DEADLINE for New Program/Certificate proposals with all associated New Course and Course Change proposals For a Fall 2023 start date, New Program proposals requiring SACSCOC approval must be scheduled for first read no later than the Nov. CC meeting. Pending CC approval, faculty/Deans should work with Team AASPIRE to meet the December 31 SACSCOC proposal deadline (FSW deadline 12/17/22 – last duty day of F22).	Fall 2023
Monday, Nov. 7	Friday, Dec. 2	DEADLINE for Discontinuation of Program/Certificate and Program/Certificate Change proposals DEADLINE for New Course, Course Change, and Course Discontinuation proposals Except New Program proposals, all other proposal types first read in Dec. and subsequently approved	Fall 2023 Fall 2023 Fall 2023
Monday, Dec. 12	Friday, Feb. 3	All proposal types may be submitted for the February through April CC meetings. All approved action items take effect in Fall of the next calendar year. Approved information items (e.g., memos, some syllabus changes) may take effect sooner.	Fall 2024
Monday, Feb. 6	Friday, Mar. 3	All proposal types are accepted. Approved action items take effect in Fall of next calendar year.	Fall 2024
Monday, Mar. 6	Friday, Apr. 7	All proposal types are accepted. Approved action items take effect in Fall of next calendar year.	Fall 2024

*The **Effective Academic Term** is the *first* term in which approved proposals will take effect. **Unless an exception is granted by the VPAA, all approved proposals take effect in the next calendar year at the beginning of the Fall academic term. Exceptions to deadlines must be approved by the VPAA.**

Effective academic terms correspond to associated catalogs in which approved actions or information items will be applied: **Fall 2022 = 2022-2023 catalog;**
Fall 2023 = 2023-2024 catalog; **Fall 2024 = 2024-2025 catalog**