Critical Dates for Scheduling Curriculum Development and Implementation

Please note the following critical dates for approving and implementing major program changes. Included below are Fall 2018 schedules for the Chancellor's University Report (CUR), CAPPR, and CUNY Common Core Committees. These are presented along with the meetings of Senate curriculum committees in order to facilitate your advance planning. Materials should be received in the Senate office in their complete and final form no later than 12 days prior to the curriculum committee meeting. Meetings may be canceled when there are no items on the agenda.

When planning your curriculum development activities, please remember that no curricular changes may be implemented until they appear in a published CUR that has been approved by the Board of Trustees. We recommend that the effective term be at least one year in advance. Most proposals submitted for review in this term should have a Fall 2019 Effective Term.

Chancellor's University Report (CUR)

2018 Fall CUR	Senate Submission Deadlines	Senate Meetings	UCSC and GCSARC
10/29	9/12	9/12	8/28 and 9/4
12/10	10/24	9/26, 10/10, and 10/24	9/25, 10/9, and 10/23

CAPPR

Proposals for new degrees and changes in degrees are sometimes reviewed by the CUNY Committee on Academic Program, Policy, and Research **(CAPPR)** before they receive approval by the CUNY Board. These proposals must also be approved by the Hunter Senate and Senate curriculum committees (see UCSC and GCSARC meeting dates above). However, proposals submitted for CAPPR review are submitted to CUNY directly by the department or school. Below is CAPPR's Fall schedule.

2018 CAPPR Meeting:	Due at CUNY:	Last Senate Meeting:	Last Curriculum Committee Meeting:
10/9	9/4	5/16	
11/19	10/15	10/10	10/9

The **CUNY Common Core Committees** must grant approval of courses submitted for the Hunter Core Requirement (**HCR**) before they appear in the CUR. This Fall there will be two rounds of reviews.

Hunter submission deadline:	Last Senate meeting:	Last Curriculum Committee Meeting:
9/21	9/12	8/28
11/16	11/7	11/6

Advance Notice for anticipated major curricular initiatives to be developed in the 2019-2020 academic year is requested by February 28, 2019. Such initiatives include but need not be limited to:
- New courses of study (degree programs, majors, minors, certificates)
- Substantial changes to existing courses of study
- Program closures

The full guide to curriculum procedures is available at: http://www.hunter.cuny.edu/senate/curriculum-review-and-approval-1 and further guidance is available in person at the Senate Office. If you have any questions or concerns, please contact the Senate Office to schedule a consultation with the chair of the relevant curriculum committee.