



LIBERAL ARTS/ACADEMIC TIMELINE FOR 2017-2018

Liberal Arts/Academic Timeline for submission of recommendations effective Fall 2019
(Final review and approval during VP Council meeting on January 29, 2018)



OVERVIEW

Liberal Arts/Academic Timeline for submission of recommendations effective Fall 2019 (Final review and approval during VP Council meeting on January 29, 2018)

STEP 1:
October 13, 2017

WHO: Liberal Arts/Academic Discipline Chairs
WHAT: Submit recommendations to Office of Curriculum Management (Meredithe Greer, Treschell Seymore and Lee Bell)
WHEN: October 13, 2017

STEP 2:
November 10, 2017

WHO: Office of Curriculum Management (Treschell Seymore)
WHAT: Compile and distribute summary of recommendations to AVPs and College Curriculum Committee Chairs; and Workforce Education.
WHEN: November 10, 2017

STEP 2A:
November 10, 2017

WHO: Office of Workforce Education
WHAT: Notify CTE Discipline Committees of 2019 liberal arts revisions.
WHEN: November 10, 2017

STEP 2B:
November 21, 2017

WHO: Office of Workforce Education
WHAT: Submit a CTE impact report to AVPs and Office of Curriculum Management.
WHEN: November 21, 2017

STEP 3:

WHO: College Curriculum Committee at each college
WHAT: Meet to review and respond to recommendation.
WHEN: No later than December 1, 2017

STEP 4:

WHO: College Curriculum Committee at each college
WHAT: Submit any concerns with recommendations to AVP for further discussion at AVP Focus Group meeting.
WHEN: No later than December 7, 2017

STEP 5:
December 8, 2017

WHO: AVP Focus Group
WHAT: Review and discuss any concerns with recommendations.
WHEN: December 8, 2017

STEP 6:
December 11, 2017

WHO: Vice Presidents Council (VP Council)
WHAT: Review and discuss any concerns with recommendations in preparation for review and approval of recommendations on January 8, 2018.
WHEN: December 11, 2017

STEP 7:
VP Council Meeting
January 29, 2018
(Final review and approval)



LIBERAL ARTS/ACADEMIC DISCIPLINE COMMITTEE AND LIAISON DEAN PROCESS FOR SUBMISSION OF RECOMMENDATIONS

(Final review and approval during VP Council meeting on January 29, 2018)

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Liberal Arts/Academic Discipline Committee and Liaison Dean Overview of Process for Submission of Recommendations - Effective Fall 2019 *(Final review and approval during VP Council meeting on January 29, 2018)*

STEP 1:
August 23, 2017

WHO: Chairs/Co-Chairs, Liberal Arts/Academic Discipline Committee and Liaison Dean
WHAT: Convene a face-to-face discipline committee meeting (with quorum) to identify any curriculum revisions and/or changes for consideration and/or approval, effective Fall 2019. Convey decision to initiate any revisions or recommendation to discipline curriculum.
WHEN: August 23, 2017

STEP 2:
October 13, 2017

WHO: Chairs/Co-Chairs, Liberal Arts/Academic Discipline Committee and Liaison Dean
WHAT: Complete all forms and submit recommendations to Office of Curriculum Management (*Meredithe Greer, Treschell Seymore and Lee Bell*). Post minutes of meeting in discipline committee folder located in portal and include a copy with the recommendations.
WHEN: October 13, 2017

STEP 3:
November 10, 2017

WHO: Office of Curriculum Management (*Treschell Seymore*)
WHAT: Review recommendations for compliance, compile and distribute summary of all recommendations to AVPs and College Curriculum Committee Chairs; and Workforce Education.
WHEN: November 10, 2017

STEP 4:
WHO: College Curriculum Committee w/College Infrastructure at each college
WHAT: Meet to review and respond to recommendation.
WHEN: No later than December 1, 2017

STEP 5:
WHO: College Curriculum Committee w/College Infrastructure at each college
WHAT: Submit any concerns with recommendations to AVP for further discussion at AVP Focus Group meeting.
WHEN: No later than December 7, 2017

STEP 8:
VP Council Meeting
January 29, 2018
(Final review and approval)

STEP 6:
December 8, 2017

WHO: AVP Focus Group
WHAT: Review and discuss any concerns with recommendations.
WHEN: December 8, 2017

STEP 7:
December 11, 2017

WHO: Vice Presidents Council (VP Council)
WHAT: Review and discuss any concerns with recommendations in preparation for review and approval of recommendations on January 8, 2018.
WHEN: December 11, 2017



College Curriculum Committee w/College Infrastructure PROCESS FOR COLLEGE CURRICULUM COMMITTEE REVIEW

(Final review and approval during VP Council meeting on January 29, 2018)



College Curriculum Committee w/College Infrastructure

Overview of Process for College Curriculum Committee Review – Effective Fall 2019

(Final review and approval during VP Council meeting on January 29, 2018)

STEP 1:
October 13, 2017

WHO: Liberal Arts/Academic
Discipline Chairs
WHAT: Submit recommendations to
Office of Curriculum Management
*(Meredithe Greer, Treschell Seymore
and Lee Bell)*
WHEN: October 13, 2017

STEP 2:
November 10, 2017

WHO: Office of Curriculum Management
(Treschell Seymore)
WHAT: Compile and distribute summary of
recommendations to AVPs and College
Curriculum Committee Chairs; and
Workforce Education.
WHEN: November 10, 2017

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STEP 3:
WHO: College Curriculum Committee at
each college
WHAT: Meet to review and respond to
recommendation.
WHEN: **No later than** December 6, 2017

STEP 4:
WHO: College Curriculum Committee at
each college
WHAT: Submit any concerns with
recommendations to AVP for further
discussion at AVP Focus Group meeting.
WHEN: **No later than** December 7, 2017

STEP 7:
VP Council Meeting
January 29, 2017
(Final review and approval)

STEP 5:
December 8, 2017

WHO: AVP Focus Group
WHAT: Review and discuss any concerns
with recommendations.
WHEN: December 8, 2017

STEP 6:
December 11, 2017

WHO: Vice Presidents Council (VP Council)
WHAT: Review and discuss any concerns with
recommendations in preparation for review and
approval of recommendations on January 8, 2018.
WHEN: December 11, 2017

ACADEMIC VICE PRESIDENTS AND VICE PRESIDENTS COUNCIL PROCESS FOR REVIEW AND APPROVAL OF RECOMMENDATIONS

(Final review and approval during VP Council meeting on January 29, 2018)



Academic Vice Presidents (AVPs) and Vice Presidents Council (VPC)

Overview of Process for Academic Vice Presidents Focus Group and Vice Presidents Council Review and Approval of Recommendations – Effective Fall 2019 *(Final review and approval during VP Council meeting on January 29, 2018)*

