Hello Skyline faculty and Deans:

Given below are crucial curriculum submission deadlines for the spring 2015 semester:

**Jan. 12:** DEADLINE to submit proposals for **new** ADT’s, Associate Degrees, and Certificates for the 2015-2016 catalog.

**Feb. 23:** DEADLINE to submit course and/or program updates/revisions for the 2015-2016 catalog.

**PLEASE NOTE:** If you submitted a new permanent course during the Fall 2014 semester, and you indicated your intention for the course to be applied to an existing certificate or degree, you must submit a program modification on CurricUNET by Feb. 23, 2015.

**Feb. 23:** DEADLINE for all CSU transferable experimental courses and selected topics courses to be offered in fall 2015 (to be listed on WebSchedule only) and updated on ASSIST.

**Feb. 23:** DEADLINE for courses to be submitted to UC for consideration for UC transfer (2015-16) and IGETC (2016-17).

**March 31:** DEADLINE to submit Comprehensive Program Review Self-Study to Instruction Office

Finally, in an effort to better manage the significant work load required by the
curriculum review process, I’d like to request that faculty submit no more than five course proposals (i.e. new courses or course modifications) to be placed on any individual Curriculum Committee meeting agenda. Five more proposals can be placed on the next meeting agenda, and all subsequent Curriculum Committee meetings. This five proposal limit-per-meeting applies to departments, not divisions, and will go into effect in spring 2015. If this new limit presents major difficulties due to unusual circumstances, exceptions will be considered on a case-by-case basis. Please contact me in those situations.

If you have any questions, or need assistance regarding any curriculum issue, please let me know.

Thank you, and happy holidays!

Best,
Dennis Wolbers
Chair, Skyline Curriculum Committee