

College of Engineering and Computer Science  
Fall 2015 CECS Curriculum Calendar

**EXPERIMENTAL/SELECTED TOPICS COURSES (to be offered in Spring 2016)**

- August 21, 2015** Deadline for Department Chairs to distribute new experimental/selected topics proposals scheduled to be offered in Spring 2016 to CECS departments for consultation. This deadline satisfies the minimum 5 working day window for such purpose prior to submission to the Associate Dean (next deadline). Previously approved courses and on-line course designations are also to be submitted by this deadline.
- August 28, 2015** Chair forwards all above department proposals via email to Associate Dean, Academic Affairs Committee Chair and Cindy Barrett (cbarrett@csun.edu). Chair forwards signed hard copies to Cindy Barrett in JD 4504. Proposals emailed to faculty and chairs by Associate Dean for review.
- August 31 or September 1, 2015** Academic Affairs Committee will meet to review new experimental/selected topics proposals. Academic Affairs Committee meeting minutes (on new experimental course proposals) sent to faculty and chairs for review.
- September 2, 2015** Associate Dean submits experimental/ selected topics curriculum proposals to EPC and GSC. Online course designations must be sent to Julie Hunter and Gloria Rocklin.

**COURSE OR PROGRAM PROPOSALS (implementation date Spring 2017)**

- October 2, 2015** Deadline for Department Chairs to distribute new courses, new programs, course modifications, and program modification proposals to CECS departments for consultation. This deadline satisfies the minimum 5 working day window for such purpose prior to submission to the Associate Dean (next deadline). It is assumed that the consultation process with other departments (and other colleges, if applicable) may start much earlier if an academic conflict is anticipated.
- October 9, 2015** Chair forwards all department proposals via email to Associate Dean, Academic Affairs Committee Chair and Cindy Barrett (cbarrett@csun.edu). Proposals and summary emailed to faculty by Associate Dean for their review.
- October 19 - Nov 20, 2015** Academic Affairs meeting(s) to review all proposals submitted during this cycle. Department chairs and faculty are invited to attend. Associate Dean distributes Academic Affairs minutes to faculty & chairs for their review. Chair provides signed hard copies to Cindy Barrett in JD 4504.
- December 4, 2015** 10-working-day deadline for Associate Dean to receive written objections to course proposals and to request inclusion on College meeting agenda.
- December, 2015 (date TBD)** College meeting to vote on written objections received within 10 working days from November 20 distribution of minutes of the Academic Affairs Committee.
- December, 2015 (date TBD)** Circulate proposals to Associate Deans and Undergraduate Studies via posting on the Associate Deans web-drive.
- January, 2016 (date TBD)** Associate Deans review university curriculum proposals for consideration with EPC & GSC chairs, Gloria Rocklin, and Julie Hunter.