

College of Engineering and Computer Science
Spring 2013 CECS Curriculum Calendar

EXPERIMENTAL/SELECTED TOPICS COURSES (to be offered in Fall 2013)

- January 18, 2013** Deadline for Department Chairs to distribute new experimental/selected topics proposals scheduled to be offered in Fall 2013 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.
- January 25, 2013** Chair forwards all above department proposals via email to Associate Dean, Academic Affairs Committee Chair Bob Ryan (robert.ryan@csun.edu) 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.
- January 28-February 1, 2013** Academic Affairs Committee will meet to review new experimental/selected topics proposals. Academic Affairs Committee meeting minutes (on new experimental course proposals) to faculty and chairs for review.
- February 6, 2013** Associate Dean submits experimental/selected topics curriculum proposals to EPC and GSC. Online course designations must be sent to Greg Mena and Gloria Roberts.

COURSE OR PROGRAM PROPOSALS (implementation Fall 2014)

- March 8, 2013** 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 may start much earlier if an academic conflict is anticipated.
- March 15, 2013** 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 for their review.
- March 25 – April 19 , 2013** 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.
- May 3, 2013** 10-working-day deadline for Associate Dean to receive written objections to course proposals and to request inclusion on College meeting agenda.
- May 10, 2013** College meeting to vote on written objections received within 10 working days from the April 19 distribution of minutes of the Academic Affairs Committee.
- May 14, 2013** Circulate proposals to Associate Deans and Undergraduate Studies via posting on the Associate Deans website.
- June or July** Associate Deans review university curriculum proposals for consideration in Fall 2013 with EPC & GSC chairs, Gloria Roberts and Greg Mena.