

## UNDERGRADUATE COUNCIL (UGC)

### Deadlines for submission of Catalog sections, Courses, new and revised proposals for majors and minors.

#### Academic Year 2023-2024

Please direct questions to Fatima Paul ([fpaul@ucmerced.edu](mailto:fpaul@ucmerced.edu)) and Melanie Snyder ([msnyder10@ucmerced.edu](mailto:msnyder10@ucmerced.edu))

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| <b>Monday, October 16, 2023</b>  | <p>Last day to submit new and revised Course Proposals to the Registrar (<a href="#">via Curriculog</a>), for inclusion in the Fall 2024 schedule of classes. The School Curriculum and Executive Committees must ensure that the Course Proposals (CPs) complete the Assessment and Department/School steps, and are ready to be forwarded by the Registrar to the Undergraduate Council on or before the deadline. Before submission to the Senate Office, the CPs should reflect all needed corrections and clarifications from School and Registrar reviews. Extensions to this deadline must be submitted in writing to <a href="mailto:fpaul@ucmerced.edu">fpaul@ucmerced.edu</a> and <a href="mailto:msnyder10@ucmerced.edu">msnyder10@ucmerced.edu</a> for consideration by Council.</p> <p>Last day to submit substantial revisions to existing academic programs for implementation in <b>Fall 2024</b> (academic programs include but are not limited to majors, minors and the General Education program). Proposals must include approval memos from the relevant School leads (Dean, Curriculum or Executive Committees, and Department Chairs) and a list of the proposed changes.</p> |
| <b>Friday, December 8, 2023</b>  | <b>Fall Instruction Ends</b>  |
| <b>Friday, December 15, 2023</b> | <b>Fall Semester Ends</b>   |
| <b>Tuesday, January 16, 2024</b> | <b>Spring Instruction Begins</b>  |
| <b>Monday, February 5, 2024</b>  | <p>Last day to submit all Course Proposals (new and revised) to the Registrar on Curriculog for inclusion in the <b>Spring 2025 and Summer 2025 course schedules</b>.</p> <p>Last day to <a href="#">submit proposals</a> to UGC for new programs or major revisions to existing academic programs (academic programs include but are not limited to majors, minors and the General Education program) for implementation in <b>Fall 2025</b>. <u>Proposals must include a draft Catalog copy.</u></p>  |

**Monday, February 26, 2024**

Last day to submit non-substantial revisions to Registrar for the [Catalog](#) for implementation in **Fall 2024**. Proposals must include approval memos from the relevant School leads (Dean, Curriculum or Executive Committees, and Department Chairs) and a list of the proposed changes.

Revised June 2022 and approved by UGC July 2022