

## New Minors, Concentrations/Tracks/Options, Information Items, Academic Certificates (i.e., Items)

<http://www.uab.edu/faculty/academic-planning> for explanations and updates as well as calendars from the ALSDE and BOT

Review Process		Path A	Path B	Path C	Path D	Path E
<i>These paths are a guide, not an absolute. If moving more slowly than its original path, the item should be switched to another path.</i>						
<b>1</b>	<b>Plan:</b> Targeted item should be included within unit's three-year plan.	2) Plan & prepare <b>June-Aug. 2023:</b> submit by Unit deadline.	2) Plan & prepare <b>Sept.-Oct. 2023:</b> submit by Unit deadline.	2) Plan & prepare <b>Nov.-Dec. 2023:</b> submit by Unit deadline.	2) Plan & prepare <b>Jan.-Feb. 2024:</b> submit by Unit deadline.	2) Plan & prepare <b>Mar.-May 2024:</b> submit by Unit deadline.
<b>2</b>	<b>Dept.:</b> Item is developed by program, supported by department faculty, and recommended by Department Chair.					
<b>3</b>	<b>Unit Curriculum Committee:</b> Item is reviewed and recommended at meeting and then by Associate Dean and Dean.	August or Sept. 2023	October or Nov. 2023	Dec, Jan, or Feb. 2024	March or April 2024	May 2024
<b>4</b>	<b>SharePoint Website:</b> Item is posted by Associate Dean on web portal (UCC or GCC) to initiate the campus-wide review. (2 weeks prior to meeting date)	Deadline UCC/GCC Aug. 24/23 or Sept. 20/19, 2023	Deadline UCC/GCC Oct. 18/24 or Nov. 21/22, 2023	Deadline UCC/GCC Jan. 24/23 or Feb. 21/20, 2024	Deadline UCC/GCC March 20/19 or April 17/23, 2024	Deadline UCC/GCC May 22/21 or July 24/23, 2024
<b>5</b>  <b>S</b>  <b>E</b>  <b>N</b>  <b>A</b>  <b>T</b>  <b>E</b>	Unit's Associate Dean and Lead Faculty attend UCC/GCC & explain proposed item. <b>Undergraduate Curriculum Committee-UCC:</b> 1 <sup>st</sup> Wed., 8:15am, Sep- Jun <b>Graduate Curriculum Committee-GCC:</b> 1 <sup>st</sup> Tues. 1:00pm, Aug-June	meeting UCC/GCC <b>Sept. 6/5</b> or <b>Oct. 4/3,</b> <b>2023</b>	meeting UCC/GCC <b>Nov. 1/7</b> or <b>Dec. 6/5,</b> <b>2023</b>	meeting UCC/GCC <b>Feb. 7/6</b> or <b>Mar. 6/5,</b> <b>2024</b>	meeting UCC/GCC <b>April 3/2</b> or <b>May 1/7,</b> <b>2024</b>	meeting UCC/GCC <b>June 5/4</b> or <b>Aug. 7/6,</b> <b>2024</b>
	<b>Faculty Senate Curriculum Committee-FSCC</b> (3 <sup>rd</sup> Thurs., 8:30-9:15 am): UCC/GCC chair explains item. Recommendations with narrow approval reviewed by FSCC.	meeting Sept. 21 or Oct. 19, 2023	meeting Nov. 16, Dec. 8, 2023, or Jan. 18, 2024	meeting Feb. 15 or Mar. 21, 2024	meeting April 18, 2024	meeting Jun. 20 or Aug. 15, 2024
	<b>Faculty Senate Executive Committee</b> (4 <sup>th</sup> Thurs., 10:30am) UCC/GCC chair reports on item that has been recommended.	meeting Sept. 28 or Oct. 26, 2023	meeting Nov. 23, 2023 or Jan. 25, 2024	meeting Feb. 22 or Mar. 28, 2024	meeting April 25 or May 23, 2024	meeting June 27 or Aug. 22, 2024
	<b>Faculty Senate/FS</b> (2 <sup>nd</sup> Tues., 7:30 am): UCC/GCC reports on item. FS posts recommendation on the web portal.	meeting Oct. 10 or Nov. 14, 2023	meeting Dec. 12, 2023 or Feb. 13, 2024	meeting Mar. 12 or Apr. 9, 2024	meeting May 14 or June 11, 2024	meeting (tent.) Aug. 13 or Sept. 10, 2024
<b>6</b>	<b>Provost:</b> Item is reviewed & decision is shared with Dean. The Associate Vice Provost completes UAB Agenda Item to be sent to BOT. <b>THIS IS THE FINAL STEP FOR MINORS.</b>	Approximately 2 months before BOT meeting	Approximately 2 months before BOT meeting	Approximately 2 months before BOT meeting	Approximately 2 months before BOT meeting	Approximately 2 months before BOT meeting
<b>7</b>	<b>UAB President:</b> Item is reviewed and approved.					
<b>8</b>	<b>UAB Board Liaison.</b> Item is sent to the University of Alabama system office. <i>Vice Chancellor for Academic &amp; Student Affairs (Dr. Tonja Johnson) meets w/ Associate Vice Provost &amp; Provost.</i>	deadline November 1, 2023	deadline Jan. 31, 2024	deadline March 27, 2024	deadline, tentative date: June 3, 2024	deadline, tentative date Aug. 11, 2024
<b>9</b>	<b>UA System Office:</b> Item is sent to other system campuses (UA and UAH) for review and possible adjustments.					
<b>10</b>	<b>UAB President:</b> Revised item is reviewed and recommended to Chancellor and BOT.					
<b>11</b>	<b>BOT meeting - Board of Trustees</b> (5 meetings per year): Item is reviewed and approved.	(Path A) meeting <b>Feb. 1 &amp; 2,</b> <b>2024</b>	(Path B) meeting <b>April 11 &amp; 12,</b> <b>2024</b>	(Path C) meeting <b>Jun. 6 &amp; 7,</b> <b>2024</b>	(Path D) meeting (tent.) <b>Sept. 12 &amp; 13,</b> <b>2024</b>	(Path E) meeting (tent.) <b>Nov. 7 &amp; 8,</b> <b>2024</b>
<b>12</b>	<b>ACHE deadline:</b> Item is sent by the Vice Chancellor to the Alabama Commission on Higher Education (ACHE).	Deadlines: Mar. 1, 2024	deadline June 1, 2024	deadline (tent.) Sept. 1, 2024	deadline (tent.) Dec. 2024	deadline (tent.) Dec. 2024

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<b>13</b>	<b>ACHE meeting</b> (4 meetings per year): Notification is accepted.	<i>meeting</i> <b>June 14, 2024</b>	<i>meeting</i> <b>Sept. 13, 2024</b>	<i>meeting</i> <b>Dec. 13, 2024</b>	<i>meeting</i>	<b>March 2025 (TBD)</b>
<b>14</b>	<b>Implementation of proposed item</b> , as determined by deadlines for the next catalog year. NOTE: December 1 <sup>st</sup> is usually the deadline for submitting changes to the catalog for the next academic year. However, exceptions have been considered in order to be able to include changes related to newly approved programs.					