

REFERENCE CHART: CLASSIFICATION OF MAJOR AND MINOR CHANGES		
CSTS FORM	MAJOR CHANGE	MINOR CHANGE
Course Creation	✓	
Course Deletion	✓	
Course Revision (including):		
-Title		✓
-Academic Units	✓	
-CEAB Units	✓	
-Term	✓	
-Prerequisites		✓
-Corequisites		✓
-Exclusions		✓
-Descriptions		✓
Introduction of a New Option within a Program	✓	
Deletion of an Option within a Program	✓	
Revision to an Existing Program or Option	✓	

Please see below the **DRAFT** dates for the 2014/15 curriculum cycle. They are subject to change after December 17th.

Nov. 28, 2014	Last day for submitting round one curriculum changes for the 2015/16 calendar (Mandatory deadline for <u>Major</u> curriculum changes)
Dec. 4th, 2014	9:00 am – 12:00 pm, in Beamish-Munro Room 310 Annual curriculum committee meeting to review all round one submissions. <i>Note: <u>Undergraduate Chairs and/or Curriculum Chairs are required to attend – at least one representative</u>; Undergraduate Assistants are invited to attend, if they wish.</i> (Major Curriculum Changes)
December 17, 2014	3:30 p.m., in Room 340, Richardson Hall Curriculum reports presented at December Faculty Board
February 6, 2015	Last day for submitting round two of curriculum changes for the 2015/16 calendar

February 13, 2015	<p>9:00 am – 12:00 pm, in Beamish-Munro Room 310</p> <p>Annual curriculum committee meeting to review all round two submissions. <i>Note: <u>Undergraduate Chairs and/or Curriculum Chairs are required to attend – at least one representative</u>; Undergraduate Assistants are invited to attend, if they wish.</i></p> <p>(Minor Curriculum Changes Only)</p>
February 25, 2015	<p>3:30 p.m., in Room 340, Richardson Hall</p> <p>Curriculum reports presented at February Faculty Board</p>
March 27, 2015	<p>Last day for submitting round three of curriculum changes (minor only) for the 2015/16 calendar.</p>
April 2, 2015	<p>9:00 am – 12:00 pm, in Beamish-Munro Room 310</p> <p>Annual curriculum committee meeting to review all round three submissions (IF NECESSARY) <i>Note: <u>Undergraduate Chairs and/or Curriculum Chairs are required to attend – at least one representative</u>; Undergraduate Assistants are invited to attend, if they wish.</i></p> <p>(Minor Curriculum Changes Only)</p>
April 15, 2015	<p>3:30 p.m., in Room 340, Richardson Hall</p> <p>Curriculum reports presented at April Faculty Board</p>
April 21-May 31, 2014	<p>First and second drafts of calendar are circulated between Faculty office and departments for proofing and revisions.</p>
June 17, 2015 (tentative)	<p>2015/16 Academic calendar is published on the web</p>
Sept. 1-15 2015 (tentative)	<p>2015/16 Academic calendar – Advisor Version available for departments.</p>