2021-2023 GRADUATE CATALOG REVISION SCHEDULE

2019	
Week of December 9, 2019	• Notification email sent to Graduate Associate Deans/Department Chairs to begin catalog revision and course inventory update process.
December 2019 – May 2020	• Departments/Colleges begin revision of the 2021-2023 Graduate Catalog. • Internal College Curriculum Committees review and finalize revisions. • Departments/College begin entering internally approved catalog revisions into CourseLeaf. • Colleges/Departments review and approve final catalog files in CourseLeaf (last chance to review and approve the catalog content).
2020	
March 6	• Course Inventory Updates due and submit Summary of Changes.
~~May 1~~ June 1 (deadline extended) DEADLINE DAY	• Final day for College/Departments to enter catalog revisions in CourseLeaf. • **No further updates/changes will be allowed after this date.**
September 7-18	• Final College Departmental review (galley review). Review for errors; no major revisions.
Late September	• Proposed catalog submitted to Graduate Council's Committee on Program and Course Review.
November	• Graduate Council reviews the 2021-23 Graduate Catalog.
December 2020/February 2021	• Faculty Senate approves the 2021-23 Graduate Catalog
2021	
January 4	• Catalog is sent to UTSA Office of Legal Affairs System for final approval.
February 1	• Colleges/Departments submit faculty listing updates to the Graduate School.
February 15	• Corrections/revisions from Legal Affairs due.
March 15	• 2021-23 Graduate Catalog goes live on CourseLeaf website.