



## CEHD Curriculum Committee Information Guide

Spring 2026

[CEHD CCC Website](#)

Below is information about the CEHD Curriculum Committee and curriculum change processes.

### Committee Members:

Each department within CEHD has a faculty representative to the Curriculum Committee. The roster of committee members is [here](#).

### Committee Meeting Dates:

In Spring 2026, the Curriculum Committee will meet on **Tuesdays** at **10am** on the following dates: **February 10, March 24, and April 14**. The meetings are in Sangren Hall, Room 4550. Virtual meeting options are available. Just contact the Curriculum Committee Chair to gain access to the meetings. Fall 2026 meeting dates and deadlines will be provided in August.

### Curriculum Committee Calendar:

There are deadlines and committee meeting dates listed on the calendar. The CEHD Curriculum Committee calendar can be found on page 2.

### Curriculum Proposal Development:

There are many resources available to assist CEHD faculty and department curriculum committees as they begin the curriculum change process. These resources are listed below.

- a. [CEHD CCC Proposal Creation and Review Guidelines](#) (updated for 24-25)
- b. [Faculty Senate Curriculum Review Process](#) website
- c. WMU Faculty Senate [General Principles of Curriculum Change](#) (June 2023)
- d. WMU Faculty Senate [Curriculum Change FAQ](#)

### Curriculum Proposal Submission

All proposals must be submitted electronically in [Curriculum](#) *formerly known as Curriculog* ([wmich.curriculog.com](#)). Proposals should be **validated and launched** in Curriculum at least 30 days prior to the originator's preferred CEHD Curriculum Committee meeting date. See CEHD Curriculum Committee Calendar for proposal launch deadlines.

### CEHD Curriculum Resources:

If you have any questions about the curriculum change process, you can reach out to the following faculty and staff listed below.

- a. Lisa DeChano-Cook, WMU Curriculum Manager at [lisa.dechano@wmich.edu](mailto:lisa.dechano@wmich.edu)
- b. Glinda Rawls, CEHD Curriculum Committee Chair at [glinda.rawls@wmich.edu](mailto:glinda.rawls@wmich.edu)
- c. Shannon Myers, CEHD Curriculum Manager at [shannon.myers@wmich.edu](mailto:shannon.myers@wmich.edu)
- d. Laura Perron, Administrative Assistant at [laura.m.perron@wmich.edu](mailto:laura.m.perron@wmich.edu)

## CEHD CCC Meeting Dates and Deadlines

Meeting Date (Tuesdays)	Submission Deadline (5 p.m.)	WMU Curriculum Deadlines (see table below for additional information)
September 23, 2025	*April 26, 2025	
October 7, 2025	*April 26, 2025	
October 21, 2025	*April 26, 2025	Fall 2026 CCC deadline for <u>all</u> proposal types. (Must be approved by Dean by 10/31/2025 to be active in Fall 2026.)
November 4, 2025		
December 2, 2025	November 18, 2025	CEHD Curriculum Bylaws Review.
February 10, 2026	January 27, 2026	
March 24, 2026	March 3, 2026	**Spring 2027 deadline for new, change, deactivation, or reactivation <u>non-WES</u> course proposals. (Must be approved by Dean by 3/31/2026 to be active in Spring 2027.)
April 14, 2026	March 31, 2026	
Sept-Oct 2026	*May 2, 2026	Fall 2027 CCC deadline for <u>all</u> proposals types. (Must be approved by Dean by 10/31/2026 to be active in Fall 2027.)

\*Extensions to April/May submission deadlines can be granted by the CEHD Dean.  
Proposals will be added to a September or October agenda when they are complete.

\*\*All proposal types can be submitted at any time and will be reviewed by the College Curriculum Committee at a scheduled meeting once they are complete, however, they can only take effect as outlined below.

## Additional Information Based on Proposal Type

<p><b><u>Non-WMU Essential Studies Course (new, change, deactivation, reactivation) Proposals</u></b>  These are the <b>only</b> proposals that could have a fall <b>or</b> a spring start.</p> <ul style="list-style-type: none"> <li>Fall start: approval by dean by October 31 of preceding academic year</li> <li>Spring start: approval by dean by March 31 of preceding academic year</li> </ul>
<p><b><u>WMU Essential Studies Course (new, delete, change) Proposals</u></b></p> <ul style="list-style-type: none"> <li>Fall start only: Approval by dean by October 31 of preceding academic year</li> <li>Approval by the WMU Essential Studies Course Review and Approval Committee by December 31</li> </ul>
<p><b><u>Program (new, delete, name change) Proposals</u></b></p> <ul style="list-style-type: none"> <li>Fall start only: Approval by dean by October 31 of preceding academic year</li> <li>Approval by the Faculty Senate Undergraduate Studies Council and/or the Graduate Studies Council by November 30</li> <li>Approval by the Provost and Vice President for Academic Affairs and the WMU President by December 31</li> <li>Approval by the WMU Board of Trustees by January 31</li> </ul>
<p><b><u>Program (changes) Proposals</u></b>  Fall start only: Approval by dean by October 31 of preceding academic year</p>
<p><b><u>Program (suspension of admission) Proposals</u></b>  Immediate start once approved by dean, WMU curriculum manager, and Registrar's catalog manager.</p> <p>Note: This will only suspend admission to program. It does not remove the program from the catalog. To request admission be reinstated, notify WMU Curriculum Manager via email.</p>