The Curriculum Development Cycle (UCC) involves several key steps:

1. **Online Special Topics Course Submitted in CRA for Renewal**
   - Takes 2-4 weeks
   - UCC Chair Reviews & Approves for 1 semester

2. **Arts & Sciences Courses Entered in CRA**
   - Takes 2-8 weeks
   - Reviewed & Approved by A&S Chairs, Policy Committee, & Academic Dean

3. **Courses Submitted in CRA**
   - Takes 1-2 weeks
   - Initial Course Review/ Prep for UCC Meeting

4. **Course reviewed by UCC**
   - No Changes
   - Entire process takes 2-4 weeks
   - Course approved

5. **Course placed in CRA pending course number queue**
   - Takes 2-4 weeks
   - Course assigned a number
   - Course number entered in CRA & placed in Registrar’s queue for review

6. **Course submitted to SCNS for review & number. Additional info may be requested. Course placed in CRA pending course number queue**
   - Estimated approval & process time – 3-6 months
   - 2nd Review by UCC chair – further edits may be requested

7. **Course approved**
   - Major edits
   - Courses edited by requester
   - Changes requested

8. **No Changes**
   - Estimated approval & process time – 4-6 weeks
   - Processed by Registrar

9. **Process completed**
   - Curriculum cycle completed & course may be built in SC
   - Takes 2-4 weeks
   - Course processed by registrar, entered in Student Central, & published in General Bulletin

Timeframes are estimates only and subject to change based on volume of pending request and extenuating circumstances.