

Dear UM Faculty,

Please review the [Faculty Senate Spring curriculum deadline memo](#) and read this update on curriculum proposal deadlines and processes carefully.

The deadline for program-level proposals for the Faculty Senate spring curriculum is **Monday, February 12, 2024**. Please note that **no new course proposals or course change proposals** will be considered this spring.

Requests to Plan due February 12, 2024

Requests to Plan (RTP) are required for establishing a new academic program, including a new major, option in a major, minor where there is not a major, or certificate of more than 29 credits. An RTP is also required for creation of a new unit or research center/institute, or changes to an existing one. RTPs are due via Courseleaf by **February 12, 2024** for submission to the November BOR meeting.

Contact megan.burns@mso.umt.edu to confirm whether your curriculum proposal requires an RTP.

Spring 2023 Faculty Senate curriculum deadline

Review the [Faculty Senate Spring curriculum deadline memo](#) for spring semester 2024. The Faculty Senate spring curriculum deadline is **Monday, February 12** for implementation in the next catalog year (2025-2026).

Please contact Megan Burns (megan.burns@mso.umt.edu) in the Office of the Provost if you have questions.

Thank you,

John DeBoer, Vice Provost for Academic Affairs