



WAKE FOREST
UNIVERSITY

WAKE FOREST COLLEGE
The Undergraduate College
of Arts and Sciences

MEMORANDUM

TO: Committee on Curriculum

FROM: Alyssa Howards, Chairman

SUBJECT: 2018-2019 Meeting Schedule

DATE: September 7, 2017

Below is the curriculum committee schedule for FY2018-2019.

- Sept 22: Curriculum files will be mailed to divisional chairs for distribution within their groups
- Oct: Departments design curriculum additions and edits
- Nov. 6-10: Divisional meetings and approvals
- Nov. 16: Divisional reports are due by 5:00 on Thursday, November 16th to Karen McCormick
- Dec 1, Fri Curriculum update (agenda format) emailed to Executive Subcommittee members. *Divisional chairs please bring hard copy of reports to Executive Subcommittee meeting.*
- Dec 6, Wed Executive Subcommittee Meeting (*Divisional chairs only*)
4:00 p.m. – 104 Reynolda Hall
- Jan. 16, Tues Full Curriculum Committee Meeting – 4:00 p.m. – 320 Green Hall
- Jan. 25, Thu Faculty Meeting agenda item due
- Feb 12, Mon Faculty Meeting – College faculty vote – 3:30 p.m. – Pugh Auditorium

Submissions received after the January meeting will not appear in the publication of the 2018-2019 Bulletin.

Curriculum Committee Chair: Alyssa Howards

2018-2019 Division Chairs

Division I	Lynn Neal
Division II	Alyssa Howards
Division III	Nina Lucas
Division IV	Eric Stone
Division V	Mark Welker
Non-departmental	Christa Colyer

Faculty

Division chairs underlined

Division I	<u>Neal</u> , Balzano, Henderson, O'Connell, Ringhisen, Lee
Division II	<u>Howards</u> , Tarte, Hardcastle, Pendergraft, Von Burg, Richard
Division III	<u>Lucas</u> , Barnes, Kairoff
Division IV	<u>Stone</u> , Soares, Folmar, Louden, Mazumder, Friedman, Siavelis
Division V	<u>Welker</u> , Santago, Brubaker, Allen, Kim-Shapiro, Fahrbach

Non-departmental subcommittee: Colyer

2019	Ralph Kennedy (Division I)
2017	Candelas Gala (Division II)
2021	Susan Borwick (Division III)
2018	Ananda Mitra (Division IV)
2020	Jim Curran (Division V)

Interdisciplinary committee members: (rotation on five-year basis)

2018	Michaelle Browers (Non-Departmental)
2018	Heiko Wiggers (Division II)

Divisional Chairs rotate alphabetically by department name.

Military Science Chair never serves as Divisional Chair or as Committee Chair.