TO: UNCW Faculty

FROM: Paul Townend
Associate Vice Chancellor & Dean, Undergraduate Studies

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Subject: Curriculog Update

As many of you know, we are implementing a curricular change management system ("Curriculog") for curricular changes for the ’19-’20 catalog and next year’s curricular change cycle.

There will be a learning curve but the change is a much needed one-- the number of curricular actions we do at UNCW continues to increase every year and has become very difficult to manage.

Curriculog will centralize the editing process, allow faculty proposers to track the progress of curricular change, and will also help curriculum committees do their work and anticipate workload. The system we have opted for is in use on many other campuses; it promises to integrate catalog and banner data and link it to our curricular proposals so both those systems (and degree audits!) will be better aligned.

To get to the promised land of better process--

Much work remains to be done customizing the system and designing forms. We are working with faculty and staff heavily involved in curricular change to get ready!

We hope and expect graduate and undergraduate curricular change processes to move through the system next year starting in September, beginning with some available trainings for users this summer and early in the fall.

There will be strong support in place for proposers as they get familiar with the system and enter the right information into new forms.

--The Registrar’s office, in partnership with the Graduate and Undergraduate Catalog offices, will be providing updates about opportunities to familiarize yourself with the system and see how it works.

--As you plan curricular changes for next year, be aware the forms will be reinvented and built into the new system once we have a final version of next year’s catalogs after Spring semester. Hold off on filling out the old forms for now, although you can by all means prepare course descriptions, catalog language, etc. as needed as you have some preliminary discussions at department level of planned changes; the new forms will need that information as well and you won’t be wasting effort.

If you have questions at this point about the timeline or the system, pass them along to curriculum@uncw.edu and we will answer as best we can!

Thanks for your patience with this important change.