



VCU

Graduate School

University Graduate Council Meeting Schedule

The University Graduate Council (UGC) generally meets three times a semester. Two extra meetings have been scheduled in case issues arise that need attention. All meetings start at 3:15pm and are hybrid for the academic year. Meetings will be held in [Snead Hall](#), B-4178.

Deadline date

Fall 2022

Council Only

August 16, 2022
September 13, 2022
October 18, 2022
November 15, 2022

Meeting date

August 16, 2022
September 6, 2022
October 4, 2022
November 8, 2022
December 13, 2022

Spring 2023

Council Only

January 17, 2023
February 14, 2023
March 14, 2023
April 11, 2023

January 17, 2023
February 7, 2023
March 7, 2023
April 4, 2023
May 2, 2023

Please note: in order for a proposal to make it on the UGC agenda, it must reach the UGC level of approval in CIM by the deadline date listed above by 5pm. **The deadline for all changes to make it into next year's bulletin (academic year 23-24) is November 15 for inclusion on the December 13 UGC agenda. (This is a tentative date pending final decision of the Provost Office)**

Please see this example from the School of Education. The levels of approval will vary with each department/school. The University Graduate Council name will be highlighted in orange once the proposal has reached that step in the workflow. The proposal must make it to this step by the deadline date in order to make it on the agenda for that meeting.

- In Workflow
1. Editor_precheck
 2. CIM OPS
 3. Director of Assessment
 4. SCHEV liaison_precheck
 5. THLN program director - Graduate
 6. THLN Chair
 7. ED Committee Chair - Graduate
 8. ED Dean - Graduate
 9. DegreeAudit_precheck
 10. Library rep
 11. Programs and Courses Committee - Chair
 12. University Graduate Council Chair
 13. CIM OPS
 14. DegreeAudit_postapproval
 15. Bulletin Editor