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 **TBD**.

Deadline date		Meeting date
	Fall 2024	
September 3, 2024		September 17, 2024
October 1, 2024		October 15, 2024
November 5, 2024		November 19, 2024
November 26, 2024		December 10, 2024
	Spring 2025	
February 11, 2025		February 25, 2025
March 4, 2025		March 18, 2025
April 1, 2025		April 15, 2025
May 6, 2025		May 20, 2025

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 25-26) is November 26 for inclusion on the December 10 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