**Changes to the CHESS College Core**

The CHESS Council, using the timeline indicated below, will approve all changes to the CHESS College Core (CCC) including additions and deletions. The CCC applies to all BA degrees within the College that are not granted by School of Education and Counseling or are not teaching degrees.

All recommendations should be made in a separate document of no more than one page and a sample syllabus. The document should include re:

* If it is a deletion, please explain why.
* If it is an addition:

o Please indicate in which category the course belongs;

o Explain why the course should be added.

Timeline:

* End of August – CHESS Curriculum Committee will send out a reminder to submit recommendations
* October 15th – Departments will submit any recommended changes to the CCC to be implemented the following academic year
* November 30th – CHESS Curriculum Committee will submit their recommendations to the CHESS Council
* January – by the January meeting of the CHESS Council a vote will be taken and the results communicated to the Departments in CHESS, the Faculty Senate, and the Registrar’s Office