

**\*\*\*The following information is being provided to Academic Advisors, Directors of Undergraduate Studies, and Student Services Managers on behalf of the Office of Undergraduate Curricula. Please feel free to share with other individuals in your unit to whom this information might apply.\*\*\***

Good morning all,

We hope everyone is doing well this week! The Office of Undergraduate Curricula team is always brainstorming ways to keep everyone informed regarding initiatives and processes managed by our office. Given all the changes happening this year we have decided to launch a monthly announcement email that consolidates upcoming deadline reminders, opportunities, initiatives, and other curriculum news into one place. Emails will be sent out to the Advising, DUS and SSM listservs at the start of each month, and will be archived on our website (<https://curricula.unc.edu/archival-collections/>) at the end of each month.

To keep these emails a manageable length, many entries will contain links to outside websites where you can view related content in its entirety. We have also coded our announcements using the following color schemes to make sure everyone can access the material relevant to their roles quickly and easily:

- ❖ Items under the **YELLOW** header apply ONLY to individuals in the College of Arts and Sciences
- ❖ Items under the **BLUE** header apply ONLY to individuals in the Professional Schools
- ❖ Items under the **GREEN** header apply to EVERYONE and will always be listed **FIRST**

*Disclaimer: These emails are not intended to replace College and University-wide communications, but rather to supplement them. For this reason we will not be accepting requests to advertise content unrelated to our office. However, if you think of ways in which we can improve our content, presentation, or communication please let us know!*

Sincerely,  
The OUC team

[Nick Siedentop](#), Curriculum Director  
[Ben Haven](#), First-Year Curriculum Specialist  
[Heather Thompson](#), Course Evaluation Coordinator  
[Genevieve Cecil](#), Curriculum Analyst  
[James Thompson](#), Associate Dean for Undergraduate Curricula  
[Li-ling Hsiao](#), Associate Dean and Director of First-Year Curricula

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## **GENERAL CURRICULUM NEWS**

### Spring 2021 Registration

Spring 2021 undergraduate registration begins on Monday, 30 November and lasts through Thursday, 10 December. Specific deadlines can be found on the [Registrar's Spring 2021 Calendar](#).

### Spring 2021 New Class Features Tool in Connect Carolina

Instructors now have the ability to provide students with additional information about their class(es) in ConnectCarolina. Having this information available to students before registration may also reduce the number of students that drop and add classes in the first week of the semester. Real time updates can be made until 25 January, 2021. More information, including a brief instructional video, can be found on the Office of Undergraduate Curricula [website](#).

### Directors of Undergraduate Studies (DUS)

Please mark your calendar! There will be two (2) DUS meetings in spring 2021. Agendas and additional information will be provided in the spring.

- Monday, February 1, 2021 (10:30am – 11:30am)
- Tuesday, March 23, 2021 (3:30pm – 5pm)

Also, by the end of December 2020 the [Undergraduate Department Profile dashboard](#) will be migrated from the current SAS Visual Analytics tool to Tableau. The data and content will be the same, but the user experience will be different. Everyone who has used Tableau has commented that it's easier and more intuitive than SAS, so we expect the transition to ultimately be a welcome one.

### Carolina Analytics Portal & Undergraduate Department Profiles (New!)

We are excited to announce a new home for University-level dashboards, the [Carolina Analytics Portal](#). The portal was created as part of the Operational Excellence [Data Use & Literacy project](#) led by Candace Reynolds. User access for each dashboard is managed separately, so you will only see those dashboards for which you had prior access. Of particular note for Directors of Undergraduate Studies are the Undergraduate Department Profiles, accessible [here](#). Dashboard specific questions should be directed to the contact on the relevant dashboard page. \_

### Curriculum Updates: CIM Courses & CIM Programs (New!)

We have received 390 course proposals and 53 program proposals in CIM to date – thank you to everyone who submitted their proposals by the 15 October deadline! We will continue processing and reviewing proposals through the spring semester. For questions regarding proposals currently in workflow, please contact the [Curriculum Analyst](#).

### IDEAs in Action Phase 3 Proposal Submission Deadline

**Tuesday, December 1, 2020** – all Phase 3 undergraduate CIM course forms related to the new IDEAs in Action curriculum (excluding Triple-I proposals) should be submitted to workflow with a Fall 2021 effective date. These proposals will be reviewed beginning in Spring 2021. **\*\* Courses that were previously approved for any IDEAs Gen Ed(s) in either Phase 1 or 2 do not need to be resubmitted in CIM for the same Gen Ed(s).\*\***

Results and summary reports for courses that have been evaluated from Phase 1 and Phase 2 are posted to the department OneDrive folders that were used to submit course proposals and syllabi. Please contact [Nick Siedentop](#) or [Genevieve Cecil](#) if you need access to your department's folder.

If there are any pending courses from Phase 1 or 2, the Office of Undergraduate Curricula will submit the Gen Ed request in CIM and the course will be reviewed by the Course Committee in Spring 2021.

We strongly encourage departments to prioritize course proposals in the following areas:

- Research and Discovery
- High-Impact Experience
- Communication Beyond Carolina
- First-Year Launch – see the [OUC website](#) for more details
- Creative Expression, Practice, and Production (Focus Capacity)

More information about curriculum deadlines, along with resources for course development, can be found on the Office of Undergraduate Curricula [website](#). Guides to using the CIM Course form for both Making Connections and IDEAs in Action can be found on the Registrar's [website](#).

#### First-Year Seminar (FYS) Updates

Given that the full implementation of the IDEAs in Action Gen Ed curriculum will begin in fall 2022, **departments should follow their current FYS quota when planning for the 2021-2022 academic year.** If you have questions about your department's quota, please contact Associate Dean [Li-ling Hsiao](#) or First Year Curriculum Specialist [Ben Haven](#).

#### Spring 2021 FYS Registration

First-year students who are not enrolled in a fall 2020 FYS will have a short priority registration window in spring 2021 FYS. They will register online when their registration appointment begins. First-year students who enrolled in a fall 2020 FYS will be able to enroll in a spring 2021 FYS beginning Monday, December 14th (12:01am). Honors Carolina handles registration separately for Honors FYS. Please consult the [Honors Carolina Website](#) for their FYS registration procedures.

#### Spring 2021 FYS Brochure

The Spring 2021 First Year Seminars [Brochure](#) is now available! Students and academic advisors use this webpage as their primary resource for detailed information about available FYS sections. The Brochure includes the following information about each spring FYS offering: the course title, meeting pattern, Gen Eds. fulfilled, instructor bio, and expanded course description. If you have any corrections or last-minute updates, please contact [Ben Haven](#).

#### Carolina Away Spring 2021 Course Registration

Students who are a part of the Carolina Away Program will have a short priority registration window in certain Carolina Away-designated sections. They will be able to enroll in these classes in ConnectCarolina when their registration appointment begins. All other students will be able to self-enroll (or receive instructor permission to enroll) in these classes in ConnectCarolina beginning Monday, December 14th (12:01am).

#### 2021-2022 Catalog Editing Cycle

Departments are reminded that the 2021-2022 Catalog editing cycle will begin in spring 2021. Specific dates/deadlines will be provided in January along with instructions about the process. As a reminder, this editing process allows you to edit non-curriculum related content, such as overview statements, contact information, faculty lists, and special opportunities. (All curriculum related content is managed in CIM-Courses and CIM-Programs; undergraduate proposals for fall 2021 were due October 15, 2020.) Specific deadlines will be sent in January.

#### Course Evaluation Distribution for Fall 2020

More information about access to fall 2020 course evaluation responses will be forthcoming later in the month. Questions can be directed to the SET coordinator, [Heather Thompson](#).

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### COLLEGE OF ARTS & SCIENCES NEWS

#### OSM Open Date – Spring 2021

The Online Syllabus Manager (OSM) tool will open for spring 2021 classes beginning on Friday, 18 December 2020. More information about this will go out to OSM managers and users by the first Friday of December. *Departments are encouraged to remind faculty that the official deadline for syllabi uploads if the first day of classes (Tuesday, 19 January 2021) for the spring term.*

#### OLCM Open Date – Spring 2021

The Online Learning Contract Manager (OLCM) tool will open for current pilot participants on Friday, 18 December 2020 for spring 2021 learning contracts. More information about this will go out to participating departments by the first Friday of December. To learn more about this tool, or to check if your department is participating in the pilot, please visit the Office of Undergraduate Curricula [website](#).

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### PROFESSIONAL SCHOOL NEWS

Nothing specific at this time – please refer to the General News section for information that applies to all units.

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#### **Want more information? Check out these campus websites!**

Office of Undergraduate Curricula > <https://curricula.unc.edu/>  
Office of the University Registrar > <https://registrar.unc.edu/>  
Office of Undergraduate Education > <https://undergrad-ed.unc.edu/>  
Office of Sponsored Research > <https://research.unc.edu/sponsored-research/>

Office of the Dean of Students > <https://odos.unc.edu/>  
Office of Academic Advising > <https://advising.unc.edu/>  
Office of Admissions > <https://admissions.unc.edu/>  
Keep Teaching > <https://kepteaching.unc.edu/>