Curriculum Committee Form
“Examples of Major versus Minor Course Revisions”

This document is intended as a guideline for curricular changes. It is not meant to be an exhaustive list. If you have any questions regarding a particular change that is not addressed here, please approach the curriculum committee to determine whether the change would be classified as Major or Minor.

Categories of curricular changes

1. A major change involves a change to the content of the curriculum including a change of course objectives and involves budgetary and/or resource implications. Major changes include but are not limited to:
   a. A new course(s)
   b. Deletion of an existing course(s)
   c. Rewriting a course description in a way that essentially creates a new course
   d. Changes in the curriculum that alter the mission of the department, school and/or University
   e. Changing the designation of a course (e.g., from unrestricted elective to general education)
   f. Changing the name of a major
   g. Creating a new major
   h. Changing a course from lecture to studio and vice versa
   i. Changing the catalog description of a major in a way that alters its mission
   j. Changing the unit count for a major
   k. Changing the proportion of lower to upper division units within a major

2. A minor change involves a minor alteration of a course that does not change the course objectives or purpose and that has no impact on budget or resources. Minor changes include but are not limited to**:
   a. Correcting grammatical, typographical or similar minor errors in the course
   b. Title and/or course description
   c. Changing the number of a course
   d. Changing the name of a course
   e. Changing the sequence of courses in the curriculum
   f. Changing the unit count for a course
   g. Changing a course from lower to upper division and vice versa

** In some cases the Curriculum Committee may decide that although a change is exampled under the “minor changes” heading, the change, in fact, is not minor. Should that occur the Committee will notify the Proposer to resubmit the materials using the Major Change form.