

Major vs minor changes to an existing course

Type of change	Major changes	Minor changes
Title and/or calendar description	Reflects a change in nature or focus	For correction or clarification
Learning outcomes and/or content	Reflects a change in nature or focus	Does not reflect a change in nature or focus
Prerequisites and/or co-requisites	Any change to prerequisites	Editorial change only
Course details	Change in number of credits or number of hours	Frequency of course offering
Delivery method	Change or addition of a delivery method that has a cost	Change or addition of a delivery method that does not affect cost
Impact on other programs	Affects other academic units	Does not affect other academic units
Resource requirements	Additional resources are required at a cost	Additional resource costs are covered by the associated academic unit
Maximum enrolment	Affects the quota for a program or has cost implications	Does not affect the quota for a program
Other	Deletion of course	

Note: One major change means that all changes in the proposal are considered major