

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
Course level	Moving a lower-level course to an upper-level course and vice versa	Moving a first-year course to second year and vice versa or third-year course to fourth year and vice versa
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
Other	Deletion of course	PLAR options, grading system, texts, evaluation methods

Note: One major change means that the proposal will follow the approval process for major course changes.