

**DEFINITIONS OF SUBSTANTIVE AND NON-SUBSTANTIVE CHANGES
FOR CURRICULAR PROPOSALS**

NATURE OF CHANGE	DEFINITION OF CHANGE
Course title	Substantive if for change in course content; non-substantive if for clarity
Prerequisite	Substantive if change has any effect on another program/department
Periodicity	Substantive if change has any effect on another program/department
Variable content course during regular semester	Non-substantive
All new intersession courses (including all new topics taught under variable content courses) offered for college credit; special workshops, seminars, and other credit-giving sessions which fall outside the regular semester.	Substantive
Program change	Substantive; non-substantive if minor editorial changes
New program	Substantive
Program deletion	Substantive
Change in General Education Requirements	Substantive
Course number	Non-substantive unless 000-level is changed
Credit hours	Substantive
Student contact hours	Substantive
Change in degree requirements	Substantive
New courses (including one-time only)	Substantive
Course description a. Clarity b. Content c. Restrictions	a. Non-substantive b. Substantive c. Substantive
Course deletion	Substantive
Course prefix	Non-substantive unless the course is moving to a different department; Department Head should check with Director of Records and Registration Office

Right of Challenge Expired March 14, 1994

NUMBERING AND TITLING OF VARIABLE-CONTENT COURSES

RESOLVED, That a campus-wide system for numbering and titling variable-content courses be adopted according to the model below (amends NSA 2-86/87):

Proposed Catalog Titles:

<u>Title</u>	<u>Course Format</u>	<u>Enrollment</u>	<u>Former Titles Encompassed</u>
<u>*96</u> <u>Readings</u>	Primarily library research, faculty-student 1:1	individual	Readings, Independent Study
<u>*97</u> <u>Topics</u>	Variable-content classroom structure	group	Variable-Content, Special Topics, Issues, Problems, Mini-
<u>*98</u> <u>Seminars</u>	Seminar	small group	Seminar
<u>*99</u> <u>Projects</u>	Creative activity/ scientific research faculty-student 1:1 or 1:very small group	individual or very small group	Projects, Independent Study, Internship, and Thesis

*First number should indicate course level (1=FR, 2=SO, 3=JR, 4=SR).