



## ACADEMIC AFFAIRS GUIDELINES

<b>Section 2:</b>	Academic Programs and Curriculum: Guidelines and Procedures	
<b>Title:</b>	Minor Program Modifications	
<b>Number (Current Format)</b>	<b>Number (Prior Format)</b>	<b>Date Last Revised</b>
2.2	II.B.1	05/2021
<b>Reference:</b>		
<b>Related Form(s):</b>	<a href="#">AAC Form 2.2.A</a> – Minor Program Modification Form <a href="#">AAC Form 2.2.B</a> – Minor Program Modification Annual Report Summary Form	

### Approval Summary Quick View

Minor Program Modification   ►   VPAA   ►   Annual Curriculum Report

1. The university Vice President for Academic Affairs (VPAA) has authority to approve the following minor program modifications to existing programs (certificates, specializations, minors, and majors):
  - 1.1. Course deletions that do not change the nature of the program, distribution of courses in the program, or change of total credit hours required.
  - 1.2. Course additions that do not change the nature of the program, distribution of courses in the program, or change of total credit hours required.
  - 1.3. Revised courses in the program.
2. Each university shall submit an annual summary of minor program modifications to the system Chief Academic Officer using the Minor Program Modification Annual Report Summary form. The summary is included in the Annual Curriculum Report to the Board of Regents (BOR) at their October meeting.
3. Changes to courses in the System General Education Requirements require review and approval by the Academic Affairs Council (AAC), Council of Presidents and Superintendents (COPS), and the Board of Regents (BOR).
4. Changes to required courses within existing programs must be tracked to comply with accreditation standards and federal regulations. Aggregate changes of 25% or more to an existing program requires approval of the accreditor. Reportable changes are referenced in AAC guidelines 2.21.

### **SOURCE:**

AAC December 2015; October 2018 (Clerical); AAC May 2021.