

## **Nonsubstantive vs. Substantive Program Change Proposals**

(taken from University Policy on Modification in, Suspension of, or Deletion of Existing Programs: <https://www.csus.edu/umannual/AcadAff/FSM00010.htm>)

### **Nonsubstantive Program Change Proposals**

1. Nonsubstantive program change proposals are normally those that:
  - a. do not increase or decrease the required units in a program;
  - b. carry no supplemental funding request;
  - c. have no identified fiscal or programmatic impact on another academic unit's offerings.
2. Nonsubstantive program modification proposals are listed, circulated, and approved upon the recommendation of the appropriate curriculum committee by the Associate Vice President in the same manner as course change proposals.
3. Nonsubstantive program modification proposals challenged through the above review process for substantive or jurisdictional reasons are given further consideration and given to the appropriate Senate's curriculum committee for review and recommendation.

### **Substantive Program Changes**

1. Substantive program changes are those that involve one or more of the following:
  - a. increase or decrease the number of units in the major or the degree program;
  - b. carry a programmatic or fiscal impact on another academic unit's offerings;
  - c. change substantially the character or the purpose of the program;
  - d. require additional resources to implement;
  - e. are judged to be substantive changes by College/university review bodies or appropriate administrator.
2. Substantive program changes shall follow the guidelines noted at the end of this section entitled "Procedures for Submitting Substantive Program Change Proposals" and shall use Form B.
3. Substantive program change proposals are also listed and circulated.

4. Substantive program modification proposals are directed to the Senate's appropriate curriculum committee for review (fiscal/budgetary impact and curricular impact) and recommendation. Information on fiscal/budgetary impact shall be provided by the Office of the Associate Vice President for Academic Affairs.
5. The Senate's appropriate curriculum committee recommends to the Senate the approval (or disapproval) of proposed program changes.
6. When the Senate recommends approval of a program change, the President may consult the Council on University Planning concerning the significance of the program and its feasibility given other University priorities. This step may become particularly important if significant resources are required to implement the new program.
7. The final decision on whether to implement an approved program change rests with the College Dean based on a judgment of the impact the change will have on other existing College programs given the resources available to support the change.
8. Only University approved changes in programs will be reflected in the University catalog.