

Substantive vs Non-Substantive Changes

Approval Entities	Non-Substantial Changes		Substantial Change	
Local Curriculum Approval	Non-substantive changes in catalog description, objectives or content		Major changes in catalog description, objectives or content	
	Changes in course number		Changes in units or hours	
	Changes in course title		Changes in the number of repetitions	
	Minor changes in the sections on Methods of Instruction, Assignments or Methods of Evaluation		Changes in Credit/ No Credit status	
	Added or dropped from an AA/AS degree or certificate program		Changes to prerequisites	
	Added or dropped from AA/AS degree GE list		Major changes in the sections on Methods of Instruction, Assignments or Methods of Evaluation	
	Added or dropped from CSU GE, IGETC or TCA lists		Addition of Distance education mode	
	Changes to SLOs		Determination of imminent need to initiate expedited approval	
Articulation	Everything not on the right is not substantial and does not need to be resubmitted for re-articulation.		Substantive content changes	
			Substantive changes to course objectives	
			Prerequisites	
			Corequisites	
			Decrease in units	
Chancellor's Office	Courses	Course Title	Courses	TOP code
		Transfer Status		Units
		Hours		SAM code
	Programs	Title	Programs	Change to Goals/Objective
		TOP code (same discipline)		TOP code change (different discipline)
		Unit Changes		New program award
		Addition/Removal of Courses		