

Table 1: Levels of Approval for Changes to Courses, Specifications and Schedules

✓ = Approval required

	School	Faculty Teaching & Learning Committee	Faculty Executive	UT&LC	Academic Senate
<b>New Course Proposal</b>	✓	✓	✓	✓	✓
<b>Significant Amendments to Existing Courses</b>					
Change in award nomenclature or title abbreviation	✓	✓	✓	✓	✓
Deletion of award	✓	✓	✓	✓	✓
<b>Changes in the structure of a course including:</b>					
Change in course duration	✓	✓	✓	✓	✓
Deletion of a major	✓	✓	✓	✓	✓
New major/stream	✓	✓	✓	✓	✓
Changes to max/min time for completion	✓	✓	✓	✓	✓
New minor/units in a discipline area new to the Faculty	✓	✓	✓	✓	reported
Implementation of standard unit weights	✓	✓	✓	✓	reported
Application to use non-standard unit weight	✓	✓	✓	✓	reported
Change of admission requirements	✓	✓	✓	✓	✓
Change to specifications	✓	✓	✓	✓	✓
Changes to credit transfer provisions	✓	✓	✓	✓	reported
Change to delivery / teaching pattern	✓	✓	✓	✓	reported
Change to Campus offering	✓	✓	✓	✓	reported
<b>Amendment to Schedule affecting another Faculty, including:</b>	✓	✓	✓	✓	reported
Deletion of compulsory/core units	✓	✓	✓	✓	reported
Varying elective requirements	✓	✓	✓	✓	reported
<b>Amendments to Schedule not affecting another Faculty, including:</b>					
Deleting/replacing a unit reported	✓	✓	✓	reported	
Changing co- or pre-requisites	✓	✓	✓	reported	
Reweighting of units+^	✓	✓	✓	reported	
Varying elective requirements^	✓	✓	✓	reported	
Varying availability by campus^	✓	✓	✓	reported	
Significant (+ or - 20%) amendment to contact hours entailed in a unit^	✓	✓	✓	reported	
Changing duration of a unit^	✓	✓	✓	reported	
<b>Minor amendment to a unit including^:</b>					
Change in assessment practice/criteria	✓	✓	reported		
Change in contact hours (less than + or - 20%)	✓	✓	reported		
Change to delivery / teaching pattern	✓	✓	reported		
Change in syllabus	✓	✓	reported		
Change of unit code or title	✓	✓	reported		

Note cross-reference to Planning and Resources Committee required for all new courses, change in course duration and campus offering.

\* In the case of combined degrees approval of both Faculties/Faculty Teaching and Learning Committees required in all instances.

+ Reweighting of units to adhere to the new unit weights will be monitored by Academic Senate.

^ Reported to Faculty - other Schools affected must be consulted.