

Hofstra University
Office of the Provost

Curriculum and Standards
MAJOR CHANGES DEFINITION

Major Program Change Definition:

A major program change directly affects a student's ability to complete a program or graduation requirements. Major changes, to be made permanent, may require presentation to the entire College/School faculty for a vote or presentation as an informational item before the change can be included in the Bulletin. Typical major course changes add concentrations or tracks, changes in graduation requirements, or substantial changes to program content. When in doubt about whether a given proposal should be treated as "major," consult with the pertinent committee chairperson or with the Dean's Office before submitting the proposal.

Major Program Change actions:

- **Significant Program Description Change: (1)** including changes in the program's focus or design (e.g., eliminating management courses in a business administration program) or **(2)** change in the program's major disciplinary area or **(3)** substantial change over 1/3 of program content has changed
- Add or Remove Concentration or Track
- Add DL Format to Existing Program
- Change Total Program Credits
- Change Admission Requirements
- Modification/Add/Deletion of Graduation Requirements (including, but not limited to, an internship, clinical, cooperative education, or other work-based experience).
- Altering the liberal arts and science content in a way that changes the degree classification, as defined in Section 3.47(c)(1-4) of [Regents Rules](#)
- Deactivation of Program
- Reactivate/Reinstate Program
- Program title change
- Program award change (e.g., change in degree).
- A format change that alters the program's financial aid eligibility (e.g., from full-time to part-time, or to an abbreviated or accelerated semester)
- A change in the total number of credits of any certificate or advanced certificate program.

Major Course Change Definition:

A major course change directly affects a student's ability to complete a course and/or a program. Major changes, to be made permanent, may require presentation to the entire College/School faculty for a vote or presentation as an informational item before the change can be included in the Bulletin. Typical major course changes are changing or adding prerequisites or corequisites, change in course type, the addition of distribution credit or Liberal Arts credit, change in grade modality, or substantial change to course content(as demonstrated in an updated syllabus). When in doubt about whether a given proposal should be treated as "major," consult with the pertinent committee chairperson or with the Dean's Office before submitting the proposal.

Major Course Change actions:

- Change/add prerequisites or corequisites
- Change Course Type
- Change Semester Hours/ Change in Faculty Load
- Add or Remove Distribution Attributes
- Add or Remove Liberal Arts credit
- Change in Grade Modality
- Substantial Change to Course Content (over 1/3 of course material has changed)
- Reactivate/Reinstate
- Drop/Inactivate
- Other