

## **BOR Guidelines- Substantive Change/Program Modifications**

Substantive change and/or program modification requests may be made on two different levels: Curricular Change or Significant Alteration of Mission and Academic Priorities.

### **Curricular Change (Individual Program)**

Curricular changes involve the substantive redirection of an academic program which has been precipitated by national norms, disciplinary norms, accreditation requirements for continued good standing, and other factors attributable to strengthening degrees and majors. Such action requires Board approval and generally depicts how the program has been revised to ensure that students receive content instruction that is conducive to successful outcomes.

### **Significant Alteration of Mission and Academic Priorities**

Institutions may experience a significant alternation of mission and/or academic priorities over time. Often such action takes place due to long-term declines in degree program productivity sometimes coupled with financial exigency. If such action occurs, then the institution will be required to submit a detailed plan that accounts for further action taken with regard to academic programs, faculty members (tenured and non-tenured), staff, administrators, and students.

Participation by the Chancellor's staff is required and such plans generally include a request for program modification addressed to the University System Chief Academic Officer & Executive Vice Chancellor. In addition to a rationale concerning various aspects of program closure, the request must include an analysis and plan with regard to the fiscal and facilities impacts and resultant organization. In addition, the plan will request that Chancellor's staff be requested to conduct an investigation on behalf of the Board before permanent action is taken. After a study has been conducted by the institution and investigation by the Chancellor's staff, then the results of both analyses will be presented to the Chancellor for further discussion with the President and Board of Regents recommendation. Upon recommendation to the Board of Regents, a communication plan outlining the impending changes will be developed in concert with the President and her/his cabinet for the academic community and external constituencies.

Additional information on substantive changes can be found on the USG Academic Programs webpage

([http://www.usg.edu/academic\\_programs/changes/types\\_of\\_substantive\\_change\\_program\\_modification](http://www.usg.edu/academic_programs/changes/types_of_substantive_change_program_modification))