Proposal originator prepares Significant Change to a Course Proposal on prescribed Form with assistance from Administrative staff

Endorsed by School Dean, Faculty Board or delegated committee, and Faculty Executive Dean

Forwarded to Secretary, Academic Senate

Proposal is for approval by DVC(A)

Approved by DVC(A) under authority delegated by Academic Senate

Academic Senate notes exercise of delegated authority

Proposal is for approval by Academic Senate

DVC(A) makes recommendation to VC via VCC

VC makes recommendation to Academic Senate

Approved by Academic Senate under authority delegated by Council.

Senate makes recommendation to Council to amend the Register of Degrees, where change would require it.

Amendment to Register of Degrees approved by Council

Change is assessed for implementation implications and directed appropriately

Implementation and marketing – SATAC and GRADSTART entries authorised

Revised Course Rule produced by Student Systems for publishing, where required