

MAINE COMMUNITY COLLEGE SYSTEM

**ACADEMIC AFFAIRS
Section 305**

**SUBJECT: SUBSTANTIVE CHANGE IN ACADEMIC PROGRAMS OTHER THAN
THE LIBERAL STUDIES PROGRAM**

**PURPOSE: To provide guidance to the colleges on substantive changes in academic
programs**

A. Introduction

This policy defines those substantive program changes whose scope and extent require Board approval (hereinafter “substantive change”). In defining substantive change triggers, it is the intent of this policy to maintain flexibility for the colleges to: 1) respond in a timely manner to the needs of business and industry for credit courses typically outside the spectrum of courses normally associated with programs on the academic inventory; and 2) have the flexibility to choose existing credit courses from programs within the academic inventory to structure programs of study under the general technology program to meet the unique needs of individual students seeking to matriculate in this discipline.

This policy does not apply to the liberal studies program because all courses other than the general education core of the liberal studies program are elective courses.

B. Substantive Change

Substantive change occurs if either of the following levels of change is reached:

1. Fifty percent of the non-general education courses (i.e., the program core) or credit hours within a degree, diploma or certificate program of studies are changed, and the individual courses as changed collectively address within one program review cycle (the five year cycle) a new or different orientation for the program; or
2. A new option not presently listed on the academic inventory is planned for implementation.

C. Program Review

This policy shall be construed consistent with the policy regarding Program Review.

REFERENCES: 20-A M.R.S.A. §12706(1) and (15)

DATE ADOPTED: June 24, 2009

DATE(S) AMENDED: