

## **Summary of Proposed Revisions Made to Academic Affairs Policy Statements – March 2019**

### **Changes Made to All Policy Statements**

- Non-Substantive Formatting Changes:
  - Approval Process – switched narrative to bullets for easier reading
  - Simplified language where appropriate
  - Added reference to graduate/undergraduate programs for clarification
  - Updated name changes made to departments/divisions/offices
  - Standardized headings
- Updated accompanying proposal forms to reflect changes made to policy statements
- Removed inaccurate and outdated information and practices
- Added what information should be included in proposals when relevant

### **AAPS No. 1, New Degree or Major Programs**

- Included the previously missing maximum credit hour limit for master's degrees allowed by the Board of Regents without a credit hour waiver
- Removed reference to prospectus, which is no longer required by the Board of Regents to accompany new major proposals
- Moved Occupational Projections and Report Resources for Georgia and National Occupational Projections and Report Resources sections to the new major proposal form

### **AAPS No. 2, Certificates**

- Based on the approval of certificate programs that are not interdisciplinary over the past 10 years, the term “interdisciplinary” was removed
- Divided policy into procedures and practices for certificates offered by one academic unit vs. certificates offered by multiple academic units
- Removed prefix proposal process, as procedures for creating new prefixes are standard and are unnecessary in this policy
- Removed course proposal process, as procedures for creating new courses are standard and are unnecessary in this policy
- Added a section detailing how inactive certificates can be administratively terminated

### **AAPS No. 3, Minors**

- Added requirement that students must be enrolled in a major program of study in order to pursue a minor

**AAPS No. 4, Academic Programs – Deactivation or Reactivation and/or Termination or Reinstatement**  
(current)

**AAPS No. 4, Deactivation, Reactivation, or Termination of Academic Programs** (proposed)

- Renamed policy “AAPS No. 4, Deactivation, Reactivation, or Termination of Academic Programs”
- Removed reference to program reinstatement, as these are considered new programs by the Board of Regents and require a new program proposal
- Added required inclusion of faculty input and vote

**AAPS No. 5, Undergraduate, Professional, and Graduate Areas of Emphasis**

- Included the previously missing hour requirement for graduate areas of emphasis
- Removed outdated procedures for enrolling and completing areas of emphasis

**AAPS No. 6, Changing Names of Majors, Departments, Schools/Colleges** (current)

**AAPS No. 6, Changing Names of Academic Units** (proposed)

- As the procedures for name changes of academic programs and academic units are very different, the academic program name change procedure was moved to a separate policy
- Renamed policy “AAPS No. 6, Changing Names of Academic Units”
- Removed outdated procedures for submitting name changes

**AAPS No. 7, Centers and Institutes** (current)

**AAPS No. 7, Institutes** (proposed)

**Centers Policy** (proposed)

- Institute Policy was revised to remove centers, as they are not authorized to offer academic programs or credit courses. Rules governing the creation of centers was removed from the Institutes academic policy.
  - Removed outdated information regarding review of institutes
  - Added procedures for dissolution of an institute
  - Created an Institute Proposal Form
- Centers Policy retains all content pertaining to centers, with the removal of the University Curriculum Committee from the approval routing.

**AAPS No. 8, General Procedures for Dissolution of Academic Units** (current)

**AAPS No. 8, Dissolution of Academic Units** (proposed)

- No longer requires Board of Regents approval.

**AAPS No. 9, Changing the Entrance Requirements of an Undergraduate Major** (current)

**AAPS No. 9, Establishing or Changing the Entrance Requirements or High-Demand Status of an Undergraduate Major** (proposed)

- Combined two undergraduate major policies – one to establish or change entrance requirements and one to establish or change high-demand status
- Removed outdated procedures for submitting changes

**AAPS No. 10, Establishing or Changing the High-Demand Status of an Undergraduate Major**

- This policy was combined with AAPS No. 9 and is recommended for deletion

**AAPS No. 11, Procedures for Establishing or Changing Implementation Plans for the Cultural Diversity Requirement** *(current)*

**AAPS No. 11, Cultural Diversity Requirement** *(proposed)*

- Assigned responsibility for assessment of the Cultural Diversity Implementation Plan to the dean's office of each school/college
- Clarified procedures for establishing a new Cultural Diversity Implementation Plan and for updating a current Cultural Diversity Implementation Plan

**AAPS No. 13, Course Syllabus Policy**

- Included requirement for inclusion of learning outcomes for courses approved to fulfill a University-wide requirement
- Included allowance for the School of Law, the College of Veterinary Medicine, and the College of Pharmacy to add their individualized academic honesty policies on syllabi
- Updated the required Culture of Honesty statement
- Added the syllabi requirements for online courses

**AAPS No. 14, General Education Core Curriculum**

- No substantive changes

**AAPS No. 16, Dual Degree Programs**

- Added 3.c. Bachelor's/Professional dual degree guidelines

**AAPS No. 17, Extended Education** *(current)*

**AAPS No. 17, External Education** *(proposed)*

- Updated phrase "extended" to "external" education to bring policy language in line with current Board of Regents' language regarding face-to-face education at campuses other than Athens
- Assigned responsibility for academic course approval for Study Abroad and Field Study programs to the Office of Instruction to reflect current practice

**AAPS No. 18, General Procedures for Reorganization of Academic Units** *(current)*

**AAPS No. 18, Reorganization of Academic Units** *(proposed)*

- Added required inclusion of faculty vote

**AAPS No. 19, Substantive Change**

- This policy deals with academic procedures, not curriculum, and is recommended to be reclassified as a general policy and not an Academic Affairs Policy Statement

**AAPS No. 20, Distance Education** *(current)*

**AAPS No. 20, Online Education** *(proposed)*

- Updated “distance” to “online” education to match the name of the Office of Online Learning

**AAPS No. 6, Changing Names of Majors, Departments, Schools/Colleges** *(current)*

**AAPS No. 22, Changing Names of Academic Programs** *(proposed)*

- As the procedures for name changes of academic programs and academic units are very different, the academic program name change procedure was moved to a separate policy
- Removed outdated procedures for submitting name changes

Full text of the proposed revisions can be found at  
[https://curriculumsystems.uga.edu/committees/university-  
curriculum/agendas-minutes/](https://curriculumsystems.uga.edu/committees/university-curriculum/agendas-minutes/)