

CHANCELLOR FOR COMMUNITY COLLEGES MEMO

CCCM# 6003 (December 9, 1982)

SUBJECT: Academic and Instructional Program Name Change

A. REFERENCES:

1. Sections 5-1a (1) and (2) Board of Regents Bylaws and Policies
2. Executive Policy E5-201 Approval of New Academic Programs and Review of Provisional Academic Programs

B. PURPOSE:

This CCCM addresses that portion of Executive Policy E5-201 relating to program titles, including parenthetical information approved by the Board of Regents at time of program establishment.

C. AUTHORIZATION:

Requests to change academic program titles to maintain currency in terminology and involving no substantive change in the program or service group are made to the Vice President for Academic Affairs. Upon approval such changes are reported to the Board of Regents as an information item.

Name changes that reflect a substantive program change are handled according to the requirement for new program authorization as outlined in CCCM #6000.

D. RESPONSIBILITIES:

1 Chancellor for Community Colleges

- a. Submits an action memorandum to the Vice President for Academic Affairs recommending program title change.
- b. Informs Provosts of action taken by Vice President for Academic Affairs.
- c. Submits an annual update of Board of Regents authorized degree and certificate programs to the Vice President for Academic Affairs and to Provosts.

2. Provost

- a. Submits an action memorandum with persuasive justification to the Chancellor

requesting program title change.

- b. Assures that program title changes are not announced in the catalog or to the press until they have been approved by the appropriate authorities.

E. RECISION:

Memorandum dated September 10, 1977 on "Academic and Instructional Program Name Changes" by Vice President Durward Long.

Dewey H. Kim
Chancellor for Community Colleges