

APEAC Major and minor revision categories

All proposals to introduce new programs (including double, combined or jointly conferred academic awards), and all proposals to inactivate existing programs from the University's offerings must be considered by the Academic Program Entry and Approval Committee (APEAC).

APEAC must also consider 'Major Revisions' to existing programs. Listed below are categories classified as **major revisions** which require a proposal to be presented to APEAC for recommendation to Academic Board (or, for proposals regarding entry changes, the DVC(A)). A list of **minor revisions** not requiring consideration by APEAC are also listed. The examples below are representative only – other examples may exist. For further advice, please contact the [APEAC Executive Officer](#).

MAJOR REVISIONS	
Revision category	Examples
Change to a program that has legislative / reporting implications (e.g., HESA , ESOS , Dept of Education)	<ul style="list-style-type: none"> • Program duration • Program total units • Program name • Qualification type (e.g. changing a Master by coursework to Master by research) • Change to qualification level (e.g., Bachelor (Hons) to Graduate Diploma at AQF Level 8) • Availability of program to additionally offer to international students • Program no longer available to international students studying on a student visa • Change to program Field of Education (FOE) • Change to any entry/admission requirement including (but not limited to): <ul style="list-style-type: none"> ○ GPA ○ ATAR ○ Prerequisite(s) ○ Quota ○ Adding/removing entry pathway ○ English language requirements ○ Adding/removing mid-year entry
Major change in educational philosophy	<ul style="list-style-type: none"> • Changing from traditional didactic model of teaching to problem-based model
Change to mode of teaching in the program's courses* *Faculties are advised to seek advice from the APEAC Executive Officer before preparing their submission.	<ul style="list-style-type: none"> • Intensive mode availability increased or decreased • External mode availability increased or decreased • Conversion to or from fully online mode • An increase in online course delivery resulting in more than one third of a program being delivered fully online • More than 50% of a postgraduate coursework (PGCW) program delivered online with no face-to-face alternative: <ul style="list-style-type: none"> ○ if this is the case, a concept should be sent to the Joint Alliance Board
Changes to the structure or content of an existing program	<ul style="list-style-type: none"> • Program duration • Changes to and/or additional teaching periods, e.g., Semester to Trimester, the addition of Summer School etc. • Increase or decrease by 25% or more to current unit value of core syllabus (inc majors, research etc) • Deleting core or closed elective courses(s) delivered by another Faculty

	<ul style="list-style-type: none"> • Adding or deleting a 'specialisation', 'major' or 'major sequence' • Changes that markedly change the expected Program Learning Outcomes • Where the design and delivery of a program is changed fundamentally, and the changes engender markedly different graduate outcomes • Graduate attributes • Structure and unit value changes (e.g. changing all courses at all levels to 1.5 units) • Qualification requirements (e.g. additional non-coursework requirements such as fieldwork, camps) • Change to location - availability at an offshore or interstate location either reduced, re-located or made newly available
<p>Change in a program that may have an effect on the profile of the University*</p> <p>*Faculties are advised to seek advice from the APEAC Executive Officer before preparing their submission. Some changes may require noting only.</p>	<ul style="list-style-type: none"> • Obtaining or losing professional accreditation • Increasing or decreasing international presence • Entry into a different area of educational services (e.g., offering Year 12, offering VET sector programs, offering extension courses)
Plans to deliver the program in another language	
Significant changes to key academic policies and procedures	<ul style="list-style-type: none"> • Revisions to the Alternative English Language Proficiency Guidelines
MINOR REVISIONS	
Revision category	Examples
Changes to courses	<ul style="list-style-type: none"> • Adding, deleting or modifying elective course(s) to an extent which does <u>not</u> change the nature of the program. (Note: this requires that adequate consultation be undertaken, and reasonable prior notice given to any Faculties which include the course(s) in any of their programs) • Increase or decrease by less than 25% to current unit value of core syllabus (inc majors, research etc)
Adding or deleting a 'minor' or 'minor sequence'	