

NEW GRADUATE DEGREE PROGRAM

At School Level (sequence determined by school):

- Proposal initiated by faculty group.
- Intention to create a new graduate degree program is included in the Five-Year Planning Perspective.
- Proposal is approved by faculty group. A record of the vote must be included in the proposal.
- Proposal is sent to Dean for letter on resource analysis
- Proposal is sent to Academic Planning for WSCUC screening and letter on commitment of resources from the Provost.
- Diversity plan is sent to the Office of Inclusive Excellence for consultation, feedback, and a letter of support.
- Proposal is forwarded to the Academic Senate for review.

At Senate Level:

- Proposal is reviewed by GC in consultation with CPB and relevant Councils as determined by Senate Chair. Diversity plan is reviewed by CEI.
- CPB, CEI, and relevant Councils forward reviews to GC and Senate Chair. Final review by GC will be considered after receipt of CPB response.
- If approved by GC, the proposal is forwarded to the Cabinet for endorsement.
- If any Senate Council raises concerns, the proposal will be forwarded to the Divisional Assembly after Cabinet review. The Cabinet can otherwise act in lieu of the Divisional Senate Assembly.
- GC sends approved proposal to CCGA and UC Provost for review at systemwide level. A copy of the notification is sent to the proposers, Academic Planning, Graduate Division, and Budget Office.

Notes:

- Graduate degree programs include Self-Supporting Professional Graduate Degree Programs (SSGPDPs). Please review the [UC SSGPDP policy](#).
- Guidelines for Joint UC/CSU Doctoral Degree Programs are described in Appendix U: Criteria for Reviewing Proposed Joint UC/CSU Doctoral Programs in the [CCGA Handbook](#).
- Undergraduate/Graduate Hybrid Degree Program (4+1) proposals are reviewed by GC, CPB, CEP, and other relevant Councils as determined by the Senate Chair.

Communication Process:

Final proposal is electronically sent by GC Analyst to:

- UC Provost
- CCGA Chair

With electronic copy to:

- Systemwide Academic Senate: Executive Director, CCGA Analyst
- UCOP Academic Planning: Todd Greenspan, Director; Chris Procello, CCGA Consultant
- Divisional Academic Senate: Chair, Chair Elect, Executive Director

Email is forwarded to:

- Proposer(s)
- Divisional Academic Senate: CPB Chair, CPB Analyst
- Academic Planning: Associate Vice Provost
- Graduate Division: Director of Academic Initiatives
- Planning and Budget Office: Interim Academic Resource and Student Fee Director
- University Editor

For COHS actions, also copy:

- Vice Chancellor for Health Affairs
- Chief of Staff, Vice Chancellor for Health Affairs

Upon receipt of Presidential approval, the Divisional Senate Executive Director will notify all parties listed in the above communication process, with the additions of the University Registrar, Deputy Registrar, and Director of the International Center.