

TRANSFER, CONSOLIDATION, OR DISCONTINUANCE OF GRADUATE DEGREE PROGRAM

At School Level (sequence determined by school):

- Proposal initiated by faculty group.
- Intention to transfer, consolidate, or discontinue a graduate degree program should be included in the Five-Year Planning Perspective.
- Dean and School/College review and endorse proposal.
- Faculty group reviews and votes on proposal. A record of the vote must be included in the proposal.
- Proposal is sent to Academic Planning and the Provost.
- 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.
- CPB 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, proposal is forwarded to 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.
- Senate Chair sends approved proposal to Dean(s) and proposer(s) with copy to Academic Planning and administrative units.
- Provost (Academic Planning) notifies UC Provost, CCGA Chair, and Academic Council Chair with copy to Divisional Academic Senate.
- The proposal is sent to systemwide for review and approval if the degree is:
 1. Discontinuance of a graduate degree title that is the only one of its kind on the campus;
 2. If Divisional Senate is not appropriately involved in campus review;
 3. If any systemwide implications are not satisfactorily addressed.

Definitions:

- Transfer: Moving a program or unit into another one that subsumes it
- Consolidation: Combining two or more programs or units to form a new unified program or unit
- Discontinuance: Eliminating an academic program

Communication Process:

Final proposal is electronically sent by Divisional Senate Executive Director to:

- School Dean(s)-Proposer(s) With electronic copy to: -Provost-Vice Provost, Academic Planning-Associate Vice Provost, Academic Planning-Vice Chancellor & Chief Financial Officer, Division of Finance & Administration-Divisional Academic Senate: Chair, Chair Elect, Executive Director, GC Chair, GC Analyst, CPB Chair, CPB Analyst, Assembly Analyst

For COHS actions, also copy:

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

Final proposal is electronically sent by Academic Planning to:

- UC Provost-CCGA Chair-Academic Council 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

After approval at systemwide level, Divisional Senate Executive Director electronically sends approval to:

-Vice Provost, Graduate Education and Dean, Graduate Division-Associate Vice Chancellor, Enrollment Management-Assistant Vice Chancellor, Institutional Research and Decision Support-University Registrar-University Editor

For COHS actions, also copy:

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

Compendium: <https://senate.universityofcalifornia.edu/files/resources/2014CompendiumFINAL.pdf>
UCI CPB: <https://cpb-us-e2.wpmucdn.com/sites.uci.edu/dist/e/1492/files/2021/09/Worklow-Charts-Updated-9.21.21.pdf>