

IV.C. Transfer, Consolidation or Disestablishment of Academic Units

Any aggregation of academic programs organized as a school, college, division or other title that appoints faculty who are members of the Academic Senate and who vote as a unit under Academic Senate [Bylaw 55](#) shall be treated as an academic unit. All proposed TCDD actions for academic units should be included in the campus *Five-Year Planning Perspectives* as early as possible in the proposal development process. Appropriate steps should be taken to ensure that systemwide implications are considered. Proposed actions that CCGA would ordinarily review continue to require CCGA approval. All other proposed actions would be endorsed by the reviewing Senate committees/Academic Council and would be approved by the President as well as the Regents, if needed.

Details of the Process

1. The Chancellor transmits to the Divisional Chair, the Provost, and the Academic Council Chair a 1 to 2-page description of the proposal.
2. Based on the description provided, Senate committees (generally CCGA, UCEP, and/or UCPB) notify the Academic Council Chair of any concerns regarding potential systemwide impacts or Divisional Senate involvement. The Academic Council Chair is responsible for sending the Provost a recommendation on the proposed TCDD action. Subsequently, the Council Chair and Provost are responsible for investigating any concerns and determining how to address them.
3. Once the campus completes a reconstitution proposal, it is sent out for formal review by campus administration and by the Divisional Senate. If campus administration and the Divisional Senate approve the proposed reconstitution, the Chancellor submits the proposal to the Provost and to the Academic Council, CCGA, UCEP, and UCPB. Council Chair may distribute it to other Senate committees for review.
4. The Provost distributes the proposal to UCOP staff for analysis, which is then shared with the Academic Council and with CCGA, UCEP, and UCPB Chairs.
5. UCOP will provide the proposal upon request to state officials and agency staff (e.g., Governor, Department of Finance, Legislative Analyst).
6. The CCGA Chair convenes a Senate subcommittee with the chairs of UCEP, UCPB, and any other participating Senate committees to coordinate/expedite Senate committee reviews as appropriate. CCGA is the lead committee for these reviews *unless* the proposed reconstitution affects only undergraduate programs, in which case UCEP functions as the lead committee.
7. For any proposed graduate degree program actions for which CCGA would ordinarily act on behalf of the Senate (e.g., reconstitutions of graduate groups), CCGA's approval continues to represent final Senate action, and should be sent to the Divisional Graduate Council Chair, the Graduate Dean, and the Council Chair, among other stakeholders.
8. Based on the description provided, Senate committees (generally CCGA, UCEP, Each Senate committee reports its recommendation on the proposal to the Academic Council. The Academic Council Chair serves as arbiter if there is not concurrence among final recommendations of the review committees.
9. The Academic Council Chair conveys the Senate's comments and recommendations to the Provost, who makes a recommendation to the President.
10. If the TCDD action concerns a school or college, the President recommends approval of the TCDD action to the Regents, as prescribed in Standing Order of the Regents 110.1
11. Upon Regental approval, the Provost notifies the campus Chancellor with copies to the Council Chair, CCGA Chair, UCEP Chair, UCPB Chair, Senate Executive Director, CCGA analyst, UCEP analyst, UCPB analyst, campus Registrar, and campus contacts (including faculty proposer)