

## **II.B.2. Name Changes of Graduate Degree Programs**

All proposed name changes for graduate degree programs must be forwarded to CCGA for system-level review. CCGA has the authority to deem a proposal either a “simple name change” or one that requires expedited review of the program. The faculty member responsible for the degree program should consult with the Divisional Graduate Council Chair before formal submission to CCGA. If CCGA finds that the name change constitutes a fundamental modification of the program, or a change in degree requirements, or that substantial new resources are implicated, CCGA will conduct an expedited review. This review will consist of an evaluation by two reviewers, one internal, and one external, and submission of a full program proposal (as if the degree program is being proposed for the first time).

### Details of the Process

When requesting a name change of a graduate degree program, the responsible faculty member(s) should consult with the Divisional Graduate Council Chair to determine whether or not the request constitutes a “simple” name change. A “simple” name change applies only when the name change does not also involve a fundamental modification of the program, a change in degree requirements or a need for substantial new resources. If any of these conditions exist, CCGA may request an expedited review. In the case of a joint degree program, the other participating campuses or higher education institutions must also approve the name change and confirm that it does not signal a change in program fundamentals, requirements, or resources. Proposed name changes must conform to the Regents’ [\*Policy on Naming Facilities to Include Full Name of Individual\*](#).

The responsible faculty member prepares a brief proposal describing the rationale for a new name for the graduate degree program and certifying that there is no associated change in degree requirements of the program and/or any need for substantial new resources; the proposal is submitted to the Divisional Graduate Council.

1. The Divisional Graduate Council informs the Chancellor of the approval of the name change. If Graduate Council determines that the action does not involve a fundamental modification to the program, a change in the degree requirements, or a need for substantial new resources, the Chancellor favorably reviews the name change. If the Graduate Council determines that the action implicates substantive changes, the Divisional Graduate Council will ask CCGA to conduct an expedited review of the program.

2. The campus transmits all materials from the responsible faculty members, Divisional Graduate Council, and Chancellor to CCGA for review. If CCGA concurs with the campus that the action is a “simple” name change, then systemwide review is complete, and the campus decision is final. If CCGA concludes that the name change implicates substantive changes to the program, it will conduct an expedited review. For expedited reviews, the campus must submit a full program proposal (as if the degree program is being proposed for the first time). The new program proposal must be approved by the Divisional Graduate Council before being submitted to CCGA for review.
3. After approval by the Divisional Graduate Council, CCGA will conduct an expedited review with two reviewers, one external, and one internal. Elements required for new graduate degree proposals are listed in the [CCGA Handbook](#), *Procedures for Proposals for New Graduate Degree Programs*, Format for the Graduate Degree Program Proposal.<sup>4</sup>

Compendium:

[https://senate.universityofcalifornia.edu/\\_files/resources/2014CompendiumFINAL.pdf](https://senate.universityofcalifornia.edu/_files/resources/2014CompendiumFINAL.pdf)